



TOWN OF MIDDLEBURY

*Board of Finance
1212 Whittemore Road
Middlebury, CT 06762*

Meeting Minutes Wednesday February 18, 2015 Shepardson Community Center Room 26

Present: Michael McCormack, Chairman
Stephen Ruccio, Board Member
Dave Cappelletti, Board Member
Vincent Cipriano, Board Member
Ken Heidkamp, Alternate
Joseph Drauss, Alternate

Absent: Peter Trincherro, Board Member Alternate
William Stowell, Board Member
Michael Kenausis, Board Member

Also Present: Edward B. St. John, First Selectman
Larry Hutvagner, CFO
Rachel Primus, Recording Clerk
Ralph Barra, Selectman
Elaine Strobel, Selectman

Michael McCormack opened the meeting at 7:03 P.M.

VOTED: Unanimously on a motion by Vincent Cipriano and seconded by Stephen Ruccio to **APPOINT** Ken Heidkamp and Joseph Drauss as regular voting members.

New Business

1. Discussion FY 2015-2016 Board of Selectman Budget.

Michael McCormack stated he will be giving an overview of where he feels the board should make changes and noted they are only suggestions and are up for discussion. He asked that if any board members have suggestions on where they can save money to please mention them. Mr. McCormack thanked the First Selectman for coming up with a thoughtful budget. He noted there was a \$330,000 increase with this budget. He felt it should be reduced by \$200,000. He stated he would like to see expenditures go down. Mr. McCormack reviewed the changes he felt should be made. He suggested lowering Salaries by \$1,825 and Office Supplies by \$500.00 under the Finance Department. David Cappelletti asked for a breakdown of the individual payroll for next week's meeting. Mr. McCormack noted that last year the board discussed

removing the Treasurer Salary, so he wanted to reduce that by \$2,738.00. Michael McCormack added \$30,000 to Audit Services-Fraud Assessment under Board of Finance; Recording Clerk under Board of Assessment Appeals he suggested reducing by \$500.00; Probate Payment under Probate Court reduce by \$2,000.00; Planning And Zoning Temporary Salaries reduce by \$2,000.00 and Advertising reduce \$1,000.00; Zoning Board of Appeals Temporary Salaries and Professional Services reduce by \$1,000.00 and Advertising reduce by \$300.00; Conservation Commission Temporary Salaries to be reduced by \$300.00, Conservation Officer reduce \$1,200.00 and Advertising cut \$485.00; Economic Development Committee Travel and Official Expense account reduce by \$500.00; Police Department Wearing Apparel & Equipment account reduce by \$2,000.00 and Fuel, Gas, Oil – Vehicles reduce by \$20,000; Engineering Professional Services reduce by \$3,000.00; Elderly Services GPS Expense reduce by \$720.00 (Larry Hutvagner noted this account was created at the request of the BOF); Contingency Fund Contingency reduce by \$7,500.00; Debt Services Notes/Bonds Issuance Expense reduce by \$5,000.00; Extraordinary Items Reserve for Contract Negotiations reduce by \$5,000.00; and Capital Budget – Town & Public Safety Police Cars/Reserve reduce by \$18,000.00. At this point there was a discussion over the leasing of the police vehicles.

Michael McCormack made the following suggestions on the Revenue side: Assessor Personal Property Audits increase by \$5,000.00; Town Clerk Real Estate Conveyance Tax increase \$21,000.00 and the Police Department Special Duty increase \$20,000.00. Mr. McCormack felt the proposed goal to reduce the budget should be easily achievable. Edward St. John noted he would not know the actual insurance numbers until about May and felt at that time they could be adjusted. Mr. McCormack asked that the Board not stop at a \$200,000 reduction to the budget and that he would love to see a reduction in the current mill rate. There was a discussion regarding the Police Department phone cost with Frontier. Michael McCormack stated there were a lot of departments that were not adjusted and asked that each member look at those and to compare them to the 2013-2014 budget and last year's budget.

Edward St. John discussed the Police Department vehicles and felt leasing new vehicles would cut the cost to the vehicle maintenance. He stated he didn't feel it was fair to cut the Treasures Salary and felt it wasn't up to the BOF to cut salaries from the budget, that is an issue for the Board of Selectman, but he would be open to discussion. Mr. St. John would also like to discuss the Lake Quassapaug fund with the board. There was a discussion regarding the resource officer for Region 15. Edward St. John opposed sharing in the cost for the resource officer but did approve of the roving patrols.

VOTED: Unanimously on a motion by Dave Cappelletti and seconded by Stephen Ruccio to **ADJOURN** the meeting at 7:55 p.m.

Respectfully Submitted,

Rachel Primus
Recording Clerk

Cc: Board of Selectmen
Board of Finance and Alternates
Larry Hutvagner, Chief Financial Officer
John Calabrese, Town Treasurer
Rachel Primus, Recording Clerk
Email Notification for Website
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