



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Finance
Budget Workshop – Town Budget
April 10, 2019 – Town Hall – 7:00pm**

RECEIVED
TOWN OF COLCHESTER
2019 APR 16 PM 4:06

Members Present: R. Tarlov, A. Migliaccio, N. Negron, R. Esteve, M. Egan and A. Bisbikos
Others Present: A. Shilosky, S. Soby, R. Coyle, J. Paggioli, M. Cosgrove, J. Burt, many citizens, and clerk J. Campbell.

- 1. CALL TO ORDER** –Meeting was called to order at 7:01 PM.
- 2. CITIZENS COMMENTS AND QUESTIONS** N. Kaplan stated that he was pleased to see the 2 ground maintenance positions in the budget. For far too long when we need to find money, Parks and Rec has been the place to go to. There have been times where fields were not mowed when children went to play. The crew has consisted of 7-8 people and have been working short 2-3 peoples. P. McDowell spoke in favor of the ground maintenance positions. The fields are used a lot and need the dedicated staff to help protect and provide safety for our children. P. Walsh stated that they perform a lot of the maintenance themselves and that when they aren't maintained, the bees also come out and pose a risk to the kids. D. Bouchard asked that A. Shilosky or someone discuss out of district tuition fees and the Finance Department split between the Town and Education. M. Millington stated she has kids in several sports within town and feels that there is a safety concern with the fields. She strongly supports any additional help with the fields.
- 3. DISCUSSION – Town Budget** M. Cosgrove stated that this fall the permanent financing of the middle school project, \$12 million in bonds. What you are seeing in the budget is the first year of interest payments. The remainder of the project should be financed on a permanent basis when the current bonding becomes due in October. These next 2 years will probably be the worst as far as impact to the budget is concerned. \$97,600 sits in assigned fund balance, from interest earnings and could potentially be used to offset a line item in the current budget. \$50,000 was added into the budget for an aging pipe system that PW does need to fix and will need to develop a plan over the next few years. Overall the PW budget is up \$300,000, this increase if mainly consistent of the road maintenance and 2 ground maintenance position. We are very close to our road maintenance plan annual funding goal. The jump from 2800 hours to 4250 hours to mow was due to the high amounts of rain that we received. In addition to that we have an increase of use on the areas as well as more acquired land that needs to be mowed. J. Paggioli says that he has enough efficient tools and equipment but does not have the bodies to use those tools. He feels there is no need to buy new equipment, but add bodies. Having the 2 positions would allow for longer time on fields and will give someone the ability to see the issues rather than just mowing and leaving. If the weather is slow, those 2 positions will be kept busy with the minor repairs and such that need to be done at all facilities. There is no longer a buyer for plastics. The provider is now charging \$40/ton in order to get rid of the plastic for a service that was once free. There was a snow bid change that we could no longer provide fuel for the contractor. That is the increase in the contract price for snow removal. The 2 positions

for \$80,000 increase is due to salary, life insurance, long term disability insurance and uniform. \$10,000 in the GIS is part of an ongoing capital plan to update lot lines, mapping corrections, etc. on the GIS system. VOIP servers will allow us to convert the telephone system so that we can get rid of Comcast in its entirety. The aging system is no longer good and the phones are not compatible. The town does invest in the State Treasure Investment Fund and money market. We are going in the right direction because we are earning more interest. The State Treasure Investment Fund interest rate has become competitive. FT employees taking part in health insurance is 65 for the Town and 311 for BOE for Feb 2019. The resident trooper is in the budget our cost at 85%, we assumed 100% in 2018/2019. On the positions for the grounds maintenance, the primary reason is that the expectations of the user that are not being met. There have been things that are not done when there are no bodies to do the work or money is trying to be saved. If only one position was to be filled there would be some change, but the expectations will probably not be met. R Tarlov addressed the earlier citizen question about tuition revenue. In 2018/2019 they assumed a conservative estimate based on 30 Norwich students but we only had 22, so now they are budgeting for 20. R Tarlov said this would be discussed further as the goal is 10 additional, so he feels 20 is too conservative. M. Cosgrove addressed the questions earlier on the split of pay in the finance department. The 3 people that are split 50/50 work equally with both the Town and BOE while the other positions work primarily with BOE. She believes this is a fair assessment of the work within the office. There are more citizens within Town that are requiring social service assistance. They have asked that the PT position be increase to a FT position. There has also been a retirement with a senior center employee who handled social services for the seniors. There is discussion to bring those social services at the senior center back to social services because trained staff is no longer available.

4. **CITIZEN COMMENTS AND QUESTIONS** P. McDowell suggested the board look at the ground maintenance personnel as a safety concern, with the tall grass come ticks and with the ticks come Lyme disease. She also said that as the president of the football league she has heard that surrounding towns have had issues with paramedic response. D. Bouchard commented that the board should think about how full the room was with the paramedic program presentation. She also questioned as to why the senior center didn't fill their vacancy with a qualified person, if there wasn't another person in the office to handle those duties.
5. **DISCUSSION – Town Budget** It was suggested to use unassigned fund balance to offset some budget items. R Tarlov said that we shouldn't use fund balance to offset the first year cost of a large ongoing operations expense. Also, fund balance should not be used, especially when we are going out to bond for the school in the fall and senior center in several years. A Shilosky said we need to maintain our S&P rating, which moved up by 2 steps last year, as it will save us higher interest costs on these future bonds for many years. Board members agree that the voter should have say on the paramedic program by including it in the budget, but some feel this is being brought to the voters without the cost of alternatives being researched.
6. **CITIZENS COMMENTS AND QUESTIONS** R. Coyle stated she believes the Paramedic program should be left to be voted on by the citizens. Moving forward this will cost money and the rate will go up and that is something the citizens should know and project if they are willing to pay for them. D. Bouchard thinks that the budget "will not fly." She asked where the Town would be prepared to streamline in order to get something you feel in a priority.

7. **ADJOURNMENT** A. Migliaccio motioned to adjourn the meeting at 9:50, seconded by R. Esteve. All members present voted in favor. Motion Carried.

Respectfully Submitted,

Joanie Campbell, clerk

Attachments: Finance report handouts

Town of Colchester					
Debt Service Fund Activity - Bonds/Bond Anticipation Note Debt Only					
	Actual	Actual	Actual	Actual	Proposed
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Beginning Balance, 7/1	0.00	71,400.00	202,000.00	452,347.28	324,308.65
Transfer to DSF (future bonding)	71,400.00	130,600.00	181,200.00	262,450.00	0.00
Premium on Bond/BAN sales - WJJMS Project	0.00	0.00	153,351.75	222,927.00	0.00
Bond Interest - WJJMS Project	0.00	0.00	0.00	(225,373.96)	(59,545.00)
BAN Interest - WJJMS Project			(84,204.47)	(388,041.67)	(264,762.50)
Ending Balance, 6/30	71,400.00	202,000.00	452,347.28	324,308.65	1.15

Town of Colchester						
Debt Service & Transfers to Debt Service Fund - Bonded Debt only						
	Adopted	Adopted	Adopted	Adopted	Adopted	Proposed
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Transfer to DSF (future bonding)	0	71,400	130,600	181,200	262,450	0
Bond Principal & Interest	1,972,866	1,901,466	1,842,266	1,791,666	1,710,415	1,647,165
Bond Interest - WJJMS Project Oct 2018 bonds	0	0	0	0	0	455,813
Estimated Bond Interest - WJJMS Project Oct 2019 bonds	0	0	0	0	0	129,332
Use of DSF						(59,545)
Total budget	1,972,866	1,972,866	1,972,866	1,972,866	1,972,865	2,172,765
Net change		0	0	0	(1)	199,900

Town of Colchester
 FY 2019-2020 Proposed Capital Funding
 Comparison of FY 18-19 Adopted Budget CIP Plan to FY 19-20 Proposed Budget CIP Plan

CATEGORY	ITEM	DEPARTMENT	Adpt 18/19	Prop 19/20
			FY19-20	FY19-20

Facilities & Grounds				
	Oil Tank Replacement - Town Hall	Facilities	\$ 21,250	\$ 21,250
	Replacement of 3 AHUs Town Hall	Facilities	\$ 8,750	\$ 8,750
	Rugs, Shades, Dividers - Town Hall	Facilities	\$ 28,000	\$ 11,250
	HVAC Replacement - Cragin Library	Facilities	\$ 2,000	\$ 2,000
	Boiler Replacement - Cragin Library	Facilities	\$ 4,000	\$ 4,000
	Roof Repair/Replacement - Cragin Library	Facilities	\$ 3,000	\$ 3,000
	Electrical Upgrade - Youth Center	Facilities	\$ 10,000	\$ 10,000
	Boiler Room Roof Repair - Youth Center	Facilities	\$ 10,000	\$ 10,000
	Basketball Courts (Parks Improvement)	Grounds Maintenance	\$ 10,000	\$ 10,000
	Pavement Overlay & Striping	Grounds Maintenance	\$ 16,000	\$ 16,000
	Automatic Transfer Genset 50kw	Fleet/Highway	\$ 27,000	\$ -
	Co. 1 New Overhead Doors (5 each year)	Fire Department	\$ 28,000	\$ 28,000
	Road Improvements	Public Works	\$ 650,000	\$ 650,000
		ANNUAL TOTAL	\$ 818,000	\$ 774,250

Equipment				
	Equipment Replacement	Information Technology	\$ 50,000	\$ 25,000
	GIS Improvements	Information Technology	\$ 10,000	\$ 10,000
	Consolidation of VoIP Server	Information Technology	\$ -	\$ 25,000
	SCBA Units/Masks/Bottles	Fire Department	\$ 54,200	\$ 20,000
	Thermal Imaging Cameras	Fire Department	\$ 8,500	\$ 8,500
	Life Pak Monitors	Fire Department	\$ -	\$ 74,442
		ANNUAL TOTAL	\$ 122,700	\$ 162,942

Vehicles				
	F-150 4x4 Pickup	Code Enforcement	\$ 35,000	\$ -
	Cruiser	Police Department	\$ 60,000	\$ 60,000
	Plow Truck (Town Aid Road)	Public Works	\$ 155,000	\$ 155,000
	Service 128 (Forestry)	Fire Department	\$ -	\$ 30,000
	F-250 4x4 Pickup & Plow (Vehicle Reserve)	Public Works	\$ -	\$ 45,000
	Scag Mower (Vehicle Reserve)	Grounds Maintenance	\$ 10,000	\$ 10,000
	Skidsteer	Grounds Maintenance	\$ 30,000	\$ -
		ANNUAL TOTAL	\$ 290,000	\$ 300,000

Lease Financing				
	Heavy Rescue 128 lease (January 2014)	Fire Department	\$ 51,598	\$ 51,598
	Ambulance 628	Fire Department	\$ 43,800	\$ -
	Engine Tank 328	Fire Department	\$ 71,000	\$ -
	Ladder 128	Fire Department	\$ 110,000	\$ -
		ANNUAL TOTAL	\$ 276,398	\$ 51,598

Reserves				
	Revaluation	Assessor (annual funding)	\$ 26,000	\$ 26,000
	Open Space	Planning & Zoning	\$ 5,000	\$ 5,000
	Building & Grounds Maintenance	Facilities	\$ 90,000	\$ 90,000
	Equipment	Various	\$ 50,000	\$ 50,000
	Fire Vehicles (excluding large apparatus)	Fire Department	\$ 47,050	\$ 47,050
	Pick-Up Trucks	Public Works & Grounds	\$ 43,000	\$ 66,500
	Plow Trucks	Public Works	\$ 136,100	\$ 136,100
	Specialized Vehicles	Public Works & Grounds	\$ 67,950	\$ 51,250
	Town Hall/Community Service Vehicles	Various	\$ 34,300	\$ 30,800
		ANNUAL TOTAL	\$ 499,400	\$ 502,700

GRAND TOTAL	\$ 2,006,498	\$ 1,791,490
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Town of Colchester			
Paramedic Program - Estimated Start Date for Services of 1/1/2020			
FY 2019-2020 & FY 2020-2021 Estimated Costs			
	Paramedic	Paramedic	
	FY 19/20	FY 20/21	
Paramedic Supervisor/Firefighter	54,977	75,143	New position - start date 10/1/19
Firefighter/EMT	(31,959)		Reallocate to Paramedic - Eff date 1/1/20
Firefighter/Paramedic	44,591		Reallocate from FF/EMT - Eff date 1/1/20
Firefighter/Paramedic		91,254	Reallocate from FF/EMT - Eff date 1/1/20
Firefighter/Paramedic	33,409	72,437	New position - start date 1/1/20
Total Regular Salary	101,018	238,834	
Overtime	2,500	2,500	
Per Diem - reallocation from FF/EMT	(2,592)		
Per Diem - reallocation to FF/Paramedic	4,320		
Per Diem (Paramedic coverage - employee leaves)	8,660	22,120	
Per Diem (Paramedic coverage - weekends)	20,800	41,600	
Total Contractual/Temp/Occas Payroll	31,188	63,720	
FICA/Medicare	10,305	23,336	
401(a) retirement	5,190	16,719	
Total FICA & Retirement	15,495	40,055	
Life/AD&D insurance	176	468	
LTD insurance	92	245	
Total Employee Related Insurance	268	713	

Town of Colchester			
Paramedic Program - Estimated Start Date for Services of 1/1/2020			
FY 2019-2020 & FY 2020-2021 Estimated Costs			
	Paramedic FY 19/20	Paramedic FY 20/21	
Protective Clothing & Safety Equipment	5,093	5,093	
Emergency Medical Supplies	22,067	28,800	
Mileage, Training & Meetings	2,000	2,000	
Professional Services	5,625	9,375	
Service Contracts	3,000	3,000	Middlesex Paramedics?
Buildings & Grounds Improvements	3,500		
Total non-payroll/benefits	41,285	48,268	
Capital outlay	74,442		
Contribution Equipment Reserve		10,635	
LAP Insurance	750	1,500	
Workers Compensation	630	1,490	
Employer HSA contributions	1,125	2,700	
TOTAL	268,701	399,780	