

The February 20, 2018, Regular Meeting of the Woodbridge Board of Selectmen was convened at 5:00 p.m. in the Town Hall Central Meeting Room by First Selectman Beth Heller.

Present: Ms. Heller, Mr. Dey, Mr. Crisco, and Dr. Lober

Absent: Ms. Schatz

Present for Staff: Anthony Genovese, Administrative Officer/Director of Finance; Ms. Crosby, Budget Analyst; and Mrs. Shaw, Clerk

**DISCUSSION RE FY2019 BUDGET RECOMMENDATIONS TO FILE WITH THE BOARD OF FINANCE**

**FIRST SELECTMAN'S REMARKS**

Ms. Heller explained that although the meeting is a Regular Meeting of the Board of Selectmen – it is devoted entirely to discuss the proposed budget for FY19 and make recommendations to the Board of Finance. There is no public comment at the meeting.

The next meeting for public comments is the Regular Meeting held on March 14th. Ms. Heller said that the Preliminary Budget Hearing in April is another opportunity for public comment on the budget before it is approved at the Annual Town Meeting in May.

Ms. Heller continued: *“To begin tonight’s agenda, as I have highlighted for you in the past, I have been focusing my energy on some new and creative approaches to managing our resources – such as vendor consolidation, eliminating redundancy, and sharing services. My participation with SCRCOG and our Town’s membership in CCM and COST all help us make the connections necessary to advance these discussions. Our efforts will continue throughout this fiscal year and next to help us save money. With that as background I will justly briefly highlight some of the thinking that went into our work on the budget. Under Tony’s direction I have been trying to capture efficiencies – a little savings here and a little savings there throughout the fiscal year. In this budget document we would like to in-bed these savings in our budgets going forward. Tony will talk more about this as we go through the documents tonight. Finally I would like to circle back to two initiatives we are pursuing as the Board of Selectmen that will have positive impact on our budget in the future. The Connecticut Economic Resource Center’s, also known as CERC, initiative to grow the grand list and the Sustainable Connecticut state program that will guide us to fiscal as well as environmental efficiencies. We will hear more about these efficiencies as we get up and running. And with our partners in CERC we are gathering data now and we will meet in mid-March to kick-off what they call “The Municipal Fiscal Health Assessment Initiative”. They define this as “this analysis will consider how the Town’s current grand list, publicly services, and demographics have changed over time – going back ten (10) years and more when possible – compared to both the State and a sense of comparable towns to be determined by CERC and the Town. It will also identify policies that will help the Town strengthen its fiscal health in the future.” From this kick-off meeting in March our time-line is shaping up so that the data analysis will be done by CERC in April and May and we should be ready for a facilitated discussion at our June Board of Selectmen meeting. From there we can expect a final written report from CERC in the July/August time frame. Now, I will turn it over to Tony who will walk us through – line by line – just a note on process, especially for our new members, please ask any questions you have on any of these line items, line by line as we go along. This is your opportunity as a Board to think creatively as a team so chime in and I promise to do the same.*

*And for the T.V. audience as a reminder – the public opinion survey deadline is tonight, the Town Library is open until 8:00 p.m. for survey drop-off. Also, surveys that are postmarked today will be accepted. Thank you to everyone who has participated.”*

Mr. Genovese reviewed the documents: Budget Summary, Mill Rate Calculation Sheet, Detailed Line Item Budget, Revised Revenue Estimates, Capital Improvement Program Six Year Summary. Mr. Genovese and Ms. Heller reviewed the budgets as submitted and made recommendations for adjustments. He said that this evening is the Board’s opportunity to recommend further adjustments prior to submission to the Board of Finance. The budget distributed to the Selectmen has an expenditure increase of 3.51% over the previous year. Non-tax revenues are reduced by 12% over the previous year the result of a combination of the reduction in various state grants and the elimination of some municipal revenue sharing. The total expenditures, minus the non-tax revenues resulting in \$46,923,768 to be raised by taxes or a 4.73% increase over the previous year. When applied to the Grand List the mill rate would be 40.37 which is 2.36% above the previous year. Mr. Genovese said that the State has raised the Motor Vehicle cap to 45 mills so Woodbridge again has one mill rate for property and motor vehicle. The grand list increase of 0.79% is driven by the fuel cell at the High School.

**CAPITAL BUDGET FY2019**

The Board reviewed the Capital Budget. Department requests totaled \$7,877,824. Staff adjustment, moving requests out to future years, and purchasing some items from the FY2018 contingency, resulted in a capital budget total of \$2,245,379. The Board made no further adjustments to the operating budget as presented.

**OPERATING BUDGET FY2019**

The Board reviewed the Operating Budget. Department requests totaled \$53,870,191. Staff adjustments resulted in an operating budget total of \$50,040,177. The Board made no further adjustments to the operating budget as presented.

**MOTION**

Ms. Heller moved to recommend to the Board of Finance a budget for FY2019: Expenditures totaling \$50,040,177, non-tax revenues of \$3,116,409, amount to be raised in taxes of \$46,923,768 and a mill rate of 40.37. Mr. Cardozo seconded the motion.

**DISCUSSION**

Mr. Dey requested that the Selectmen meet soon to discuss the budget process and prepare a directive to the Boards and Commissions for FY2020 budget. The Board agreed to hold a special meeting in March to begin discussion of a budget policy.

The Board discussed meeting again to make further reductions to the FY2019 budget. By Charter the Selectmen have until March 1<sup>st</sup> to send budget recommendations to the Board of Finance. The Board agreed that instead of another meeting they would suggest areas of the budget to be considered for reduction by the Board of Finance.

**MOTION WITHDRAWN**

Ms. Heller withdrew her former motion and Mr. Cardozo withdrew his second.

**MOTION**

Ms. Heller moved and Mr. Cardozo seconded that the Board of Selectmen recommend the FY2019 Budget presented and discussed the evening of: Expenditures totaling \$50,040,177, non-tax revenues of \$3,116,409, amount to be raised in taxes of \$46,923,768 and a mill rate of 40.37. And further that the Board of Finance give particular attention to the following request/costs:

- Fire Department – custodial services, volunteer incentive;
- Conferences and training for all departments;
- Computer and data processing in all departments;
- All technology related items;
- Outdoor Pool - moving labor, water and electricity into the pool budget from CCW and Maintenance budgets; pool resurfacing
- Possible healthcare self-insurance;
- Ice rink

**VOTE:** Aye – Cardozo, Heller, Lober. Mr. Crisco voted aye recusing himself from voting on any budget item relating to the Tax Office as his wife holds the position of Tax Collector.

Nay – None

**DISCUSS PROPOSED U.I. LED STREET LIGHT CONVERSION**

The Board of Selectmen discussed their observations of the 3,000 Kelvins and 4,000 Kelvins LED street light conversions in Orange and West Haven.

The Board of Selectmen **VOTED UNANIMOUSLY** (Heller – Lober) to approve the conversion of the Woodbridge street lights to 3,000 Kelvins LED and to authorize the First Selectman to sign the United Illuminating Street Conversion agreement.

**ADJOURNMENT**

On a non-debatable motion by Mr. Cardozo, seconded by Mr. Dey, the meeting adjourned at 7:40 p.m.

Respectfully submitted,  
Geraldine S. Shaw, Clerk