

REPRESENTATIVE TOWN MEETING

April 5, 2016

1270 LEGAL SERVICES

Phil Pires, District 4 recused himself and left the room.

Town Attorney Lesser explained that the budget increased to \$600,000 in anticipation of increased tax appeal cases which was reduced by \$50,000 by the BOS.

In response to a question from Mr. Bateson, Attorney Lesser said there is \$100,000 for tax appeal cases in this budget as they must be filed within the next couple of months and would be adjudicated the next year or so.

Heather Dean, District 3 asked if there was not enough money in the account how would the legal bills be paid. Mr. Tetreau explained that once the budget is approved and if there were not enough funds, then funding would be sought from other accounts such as contingency.

Brian Farnen, District 9 asked if fixed rates would be considered to which Attorney Lesser said he would consider them.

Pamela Iacono, District 9 requested a 3- to 5-year analysis of the account budget vs. actual because she is concerned about funding particularly with defending slip & falls, and zoning cases. Mr. Tetreau noted that they had provided that information in previous years and would be able to readily comply with the request.

Mr. Pires returned to the meeting at this time.

1330 INTERNAL SERVICE FUND & HUMAN RESOURCES

Mr. Mayer indicated that the General Fund funding of \$2,062,375 was for Workers Comp claims for both Town & BOE employees based on the number of employees and claims experience. The Heart & Hypertension amount of \$670,000 is an estimated cost amount recommended by the Third Party Administrator (PMA).

Ed Bateson, District 1 asked what is contained in the risk management claims. Eileen Kennelly explained it contains the property claims for damage to cars, property, etc. as a result of an accident as well as liability claims for suits based on tort grounds and some legal fees and settlement amounts if the BOS agrees to a settlement in a liability case for both the Town & BOE. Mr. Bateson asked for a YTD Munis report on the status of the FY16 budget.

Mr. Mayer reported that the target date is to have an HR Director hired by 7/1/16. The field has been narrowed down to 4 candidates.

3150 UNEMPLOYMENT COMPENSATION

Mr. Mayer explained this budget includes costs for both the Town and BOE and the numbers are based on historic and management numbers.

Tom McCarthy, District 3 asked if this included seasonal employees to which Mr. Mayer explained that it does include seasonal employees and that the Town adheres to the state statutes regarding eligibility for unemployment benefits.

REPRESENTATIVE TOWN MEETING

April 5, 2016

1320 ACTIVE EMPLOYEE BENEFITS

Mr. Mayer noted that the breakout in the budget book is now more consistent with CAFR reporting. There has been some hesitancy on the Town side to move to the State Health Insurance Plan 2.0; however they are still in discussions with the unions as four CBAs will be up for negotiations. They hope to have closure by 9/2017. Therefore, the BOS & BOF adjusted the numbers based on the AON experience rate.

Mr. Mayer further explained the complexity of moving from self-insured to the operating fund. A reserve is not required on the 2.0 plan which is one full year of premiums plus the runout of 2016.

Bill Gerber, District 2 asked how much cushion was in the IBNR (Incurred but not Recorded) to which Mr. Mayer explained that the BOE reports on a cash basis while the Town reports on an accrual basis. There will be some utilization of the Internal Service Fund so there is no cushion which will pay the BOE claims. There is a difference between cash & accrual basis.

Ms. Iacono asked if the unions could be moved one at a time to the State 2.0 health plan to which Mr. Mayer explained that the State would have the right to reject the Town if only a portion moves. Ms. Iacono asked about moving department heads and non-union members. Mr. Mayer said that is about 30 people so they don't know if the State would look upon that favorably or not. He indicated that the department heads follow the PETA unit administratively. She also asked about increasing the medical contribution percentage. Mr. Tetreau said that the BOS will be reviewing the issue later in the year.

Mr. Mayer said while they are looking at hiring department managers they have had candidates reject offers because of the benefits package. Ms. Iacono asked for a market analysis of salary & benefits. Mr. Tetreau indicated that the market is 10-15% on the medical and eliminating the pension. The Town needs to stay competitive with its salary and benefits package or it will not be able to fill the vacancies.

Ken Lee, District 9 asked how insurance became less expensive to which Mr. Mayer noted that the recent experience has been favorable.

2010 CONTINGENCY

Mr. Mayer gave an overview of what is included in the contingency account including \$450,000 for "normal" contingency and settlements for CBAs that are in arrears as follows: PETA – 4 yrs, DPW, ECC and Nurses – 3 yrs, and department heads – 1 year.

1040 FAIRTV

McKay Jameson explained that they are going through the grant process with CAC2. If the grant is secured then it would be in addition to the \$59,000 in Town funding. They are working on a long-range plan so FairTV can provide a more sustainable program.

1070 REGISTRARS OF VOTERS

Ms. Iacono questioned the increase in overtime. Matthew Waggoner said there are required weekend voter registration sessions. Ms. Iacono asked if these are duties that can be performed by the registrars or hold over until the regular work day. Mr. Waggoner estimated 250 daily voter registrations during a presidential election and other things in the department would have to be done when the office is not open to the public.

REPRESENTATIVE TOWN MEETING

April 5, 2016

1090 ZBA

1110 TOWN PLAN & ZONING

Town Planner Joe Devonshuk said the ZBA budget reflects a 0% increase and the TPZ budget increase is contractual.

1230 CONSERVATION

Conservation Director Brian Carey explained that the funding was moved from contingency into the department budget for a PT Wetlands Compliance Officer as of November, thus resulting in the budgetary increase.

1350 COMMUNITY DEVELOPMENT

Mark Barnhart said his department is working on a long-range business development plan to guide future economic and business development efforts.

2020 FUND BALANCE

Mr. Mayer said the \$550,000 contribution would increase the % of expenses from 8.54% to 8.67%. The target is 10%. Mr. Bateson said that on principle it felt that this \$500,000 is in addition to what's left over in expenditures + additional revenue. Mr. Mayer said the expenses were pretty much on target last FY and that the revenues were what drove up the fund balance. Mr. Tetreau noted two years ago revenues came in high on building permits, conveyance tax and state aid.

Mr. Gerber asked if the 10% were exceeded where would that money go. Mr. Tetreau suggested putting it in the internal service fund or towards OPEB.

3010 FINANCE

Mr. Bateson asked if there was any follow up after the internal controls issue came up at the BOF budget meeting. Mr. Mayer said an internal audit report was issued and a department managers meeting was held regarding account classification, internal controls and review of policy and procedures. The internal audit found \$34,000 out of a \$9 million fire department budget were misclassified. A random audit of other departments found 0.

3110 INFORMATION TECHNOLOGY

Messrs. Mayer & Sciglimpaglia explained that one of the servers would be bought out of contingency funds and the other is in the FY17 operating budget. Mr. Sciglimpaglia noted that the backup server would be moved out of the Fairfield Woods library. Mr. McCarthy asked if utilization has been the same. Mr. Sciglimpaglia said the public safety departments' usage is 24/7. He noted how storage has increased much more than had been expected. They intend to migrate the data center

ADJOURNMENT

There being no further business this evening the meeting will reconvene tomorrow at 7 PM.

Respectfully submitted,

REPRESENTATIVE TOWN MEETING

April 5, 2016

Elizabeth P. Browne, CMC, MCTC
Town Clerk