



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

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SIMSBURY BOARD OF SELECTMEN BUDGET WORKSHOP

Regular Meeting – March 9, 2023 – 5:30 p.m.
Main Meeting Room, Simsbury Town Hall

PLEDGE OF ALLEGIANCE

PUBLIC AUDIENCE

- Participants can address the Board of Selectmen in person at the meeting
- Email townmanager@simsbury-ct.gov by 4:30pm on Wednesday, March 8, 2023 to register to address the Board of Selectmen live through Zoom
- Written comments can be emailed to townmanager@simsbury-ct.gov. Written comments will not be read into the record, but forwarded to all Selectmen via email

OVERVIEW OF BUDGET

- Revenues and Budgeting Assumptions (Tab 2)
- General Government Departments
 - Town Clerk (Tab 8)
 - Registrars/Elections (Tab 7)
 - IT (Tab 11)
 - Finance, including Revenue and Assessment (Tab 10)
 - Town Manager's Office/General Government/Legal (Tab 4)
 - Board of Selectmen/Public Agencies/Health (Tab 5)
 - Boards and Commissions (Tab 6)
 - General Liability and Workers Compensation Insurance (Tab 19)
 - Health Insurance Fund (Tab 25)
 - Employee Benefits (Tab 22)
 - Probate (Tab 9)
- Community Development
 - Planning (Tab 12)
 - Building (Tab 12)
- Community Services
 - Social Services (Tab 16)

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Town of Simsbury

BUDGET WORKSHOP

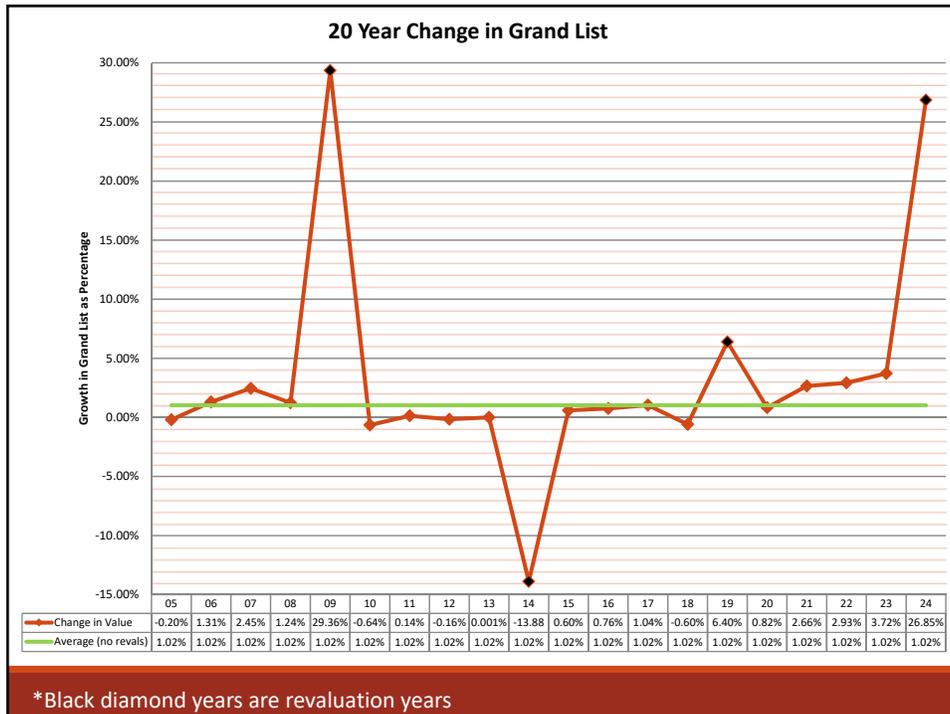
MARCH 9, 2023

FY 23/24 Revenue Recap & Budgeting Assumptions

- Grand list increased by 26.95% or \$722,232,786, generating approximately \$22.4M in new revenue
 - Real estate increased by 31.44% or \$707,464,494
 - State mandated revaluation
 - Motor vehicle increased by 5.06% or \$13,847,431
 - Personal property increased by 0.59% or \$920,861
- New growth without revaluation is \$2,344,214, or 2.34%
- Revised numbers based on Grand List submitted 2/28/23

FY 23/24 Revenue Recap & Budgeting Assumptions

- Analysis of certified grand list growth to 20 years
 - 0.82% (median) to 1.02% (average) range of certified grand list growth over the last 20 years, without revaluation years
 - Six straight years of growth in the grand list (6.40%*, 0.82%, 2.66%, 2.93%, 3.72%, 26.85%*)
 - * Revaluation years



Impact of Revaluation

Home Value Range from '21 G.L.	Count	Median Value Change on '22 G.L.
Under \$200,000	566	29.80%
\$200,001 - \$300,000	2,718	28.75%
\$300,001 - \$400,000	2,380	26.80%
\$400,001 - \$500,000	608	25.95%
\$500,001 - \$600,000	312	26.80%
Over \$600,001	393	34.20%



Town of Simsbury

TOWN CLERK
MARCH 9, 2023

FY 23/24 Budget Highlights

- \$268,007 proposed operating budget
 - 7.18% increase, or \$17,962
- \$16,392 increase in full-time salaries due to anticipated step movement
- \$1,470 increase in office supplies due to inflationary impact of various supplies
- Apply for Connecticut State Library Historic Documents Preservation Grant
 - Used for the preservation and conservation of the Town's permanent records
 - Eligible to apply for a \$8,000 grant



Town of Simsbury

REGISTRARS (ELECTIONS)

MARCH 9, 2023

FY 23/24 Proposed Budget – REGISTRAR OF VOTERS

- \$159,736 proposed operating budget
 - 1.7% increase, or \$2,701

- FY 23/24 will include three elections:
 - November 2023 Municipal Election
 - April 2024 Presidential Preference Primaries
 - May 2024 Budget Referendum

- Early Voting Bills under consideration at the Legislature
 - Currently there are 3 bills under consideration all of which will increase in person voting from at least 10 days to as many as 18 days inclusive of all voting events.
 - \$25,000 has been set aside in contingency to help pay for this as funding and requirements are unknown at the state level

FY 23/24 Proposed Budget – REGISTRAR OF VOTERS

- Budget includes:
 - Second phase of approved wage increase for Registrars, effective 1/1/2023
 - Can only be adjusted at the beginning of a term or at the mid-term
 - \$2,300 decrease to equipment maintenance for memory card programming
 - \$2,592 decrease to copy & printing services due to lower voter turnout for municipal vs. state election
 - \$1,500 decrease for elimination of COVID funding request



Town of Simsbury

INFORMATION TECHNOLOGY

MARCH 9, 2023

FY 23/24 Budget Highlights

- \$510,713 proposed operating budget
 - \$25,610 or 5.28 % increase
- \$15,226 increase in full-time salaries due to anticipated general wage increase
- \$11,379 increase in contractual services

FY 23/24 CNR Projects

- Staff Computer Replacements - \$30,240
 - Replacement of hardware based on a four-year lifecycle

- Replacement of Network Switches - \$42,000
 - Replacement of legacy equipment at town hall, including the police department

- Network Storage and Virtual Environment - \$35,000

- Security Camera Infrastructure and Equipment - \$9,110

- CNR traditional payback method for proposed IT projects



Town of Simsbury

FINANCIAL SERVICES

MARCH 9, 2023

FY 23/24 Budget Highlights

- Financial Services: Aggregate 23/24 proposed budget \$1,252,663, a 14.62% increase
 - **Finance:** \$582,159
 - \$118,970 or 25.69% increase
 - **Tax Collection:** \$206,215
 - \$6,718 or 3.37% increase
 - **Assessor:** \$408,875
 - \$26,957 or 7.06% increase
 - **Board of Finance:** \$55,414
 - \$7,119 or 14.74% increase
- \$118,970 increase in Finance due to “home base” for Budget Director position being transferred to town from BOE
 - Shared financial management positions reflect a 70/30 split with BOE
- \$7,119 increase in Board of Finance due to yearly audit

FY 23/24 CNR Project

- Fraud Risk Assessment
 - \$50,000 (Capital Reserve Fund)
 - Recommended by auditors
 - Hiring of an outside auditing firm to evaluate internal controls to determine our fraud exposure



Town of Simsbury

TOWN MANAGER'S OFFICE, GENERAL GOVERNMENT,
BOARD OF SELECTMEN-COMMUNITY SERVICES,
INSURANCES

MARCH 9, 2023

FY 23/24 Budget Highlights

- \$503,022 proposed operating budget
 - 1.50% increase, or (\$7,443)
- \$6,309 increase (1.44%) to the full-time account due to salary increases

FY 23/24 Proposed Budget – GENERAL GOVERNMENT

- \$125,716 proposed operating budget
 - -0.79% decrease of \$1,000
- This budget includes:
 - Tuition reimbursement funds for all employees (excluding police officers)
 - Copy/print funds for Town Hall
 - Telephone service funds
 - Organization-wide training and development funds
 - Postage for all departments (excluding special revenue fund and WPCA)

FY 23/24 Proposed Budget – BOS/COMMUNITY SERVICES

- \$135,063 proposed operating budget
 - 2.77% increase, or \$3,636
- This budget includes:
 - First Selectperson's stipend
 - Funding for BOS clerk and other misc. board and committee clerks
 - Legal notices
 - Dues for membership organizations (i.e. CCM, COST, CRCOG)
 - Outside agency grants
 - Budget mailer

FY 23/24 Budget Highlights

- Outside Agency support (\$66,407) includes all outside agency grants not budgeted through Community and Social Services or Economic Development
 - Increases for Farmington River Watershed, North Central EMS Council, Greater Hartford Transit District, and Amplify are based on a per capita fee
 - Remaining funds in Public Agency Support reflect FY 22/23 approved requests
- Two new requests, and requested increases received from Farmington Valley Visiting Nurse Association, Main Street Partnership, SCTV, Chamber of Commerce, and Hartford Interval House
 - Will review during policy discussion on Saturday

FY 23/24 Proposed Budget – HEALTH

- \$186,053 contribution to Farmington Valley Health District reflects a \$2,183 or 1.19% increase
 - Per capita assessment remains flat at \$7.50
 - Increase in Simsbury's population affects overall contribution

FY 23/24 Proposed Budget – INSURANCE (LAP, WC)

- \$494,669 proposed operating budget
 - 1.38%, increase or \$6,719

- This budget includes:
 - Liability, auto, property (LAP)
 - Workers compensation (WC)
 - Cyber
 - Crime
 - Fiduciary liability
 - Underground storage tank
 - Public Official (Surety) bonds

FY 23/24 Proposed Budget – HEALTH INSURANCE FUND

- Health Insurance Fund is in a much improved and stable position

- Health Insurance fund balance is projected to be at 21% of expected claims for FY 23/24
 - The Town does not carry aggregate stop loss
 - Important to maintain a healthy reserve of at least 25% of expected claims to be the “equivalent” of fully insured
 - Potential 1-time contribution to the reserve if needed at year-end

- Health insurance claims temporarily decreased due to the pandemic environment
 - Deferral of preventive care and elective procedures
 - Have seen a return to normal in utilization and some “catch up”

FY 23/24 Proposed Budget – EMPLOYEE BENEFITS

- Pension/OPEB -\$33,818 increase
 - Interest rate assumption remains unchanged at 6.5%
 - Town general government and BOE OPEB plans fully funded

FY 23/24 CNR Projects

- Charter Revision
 - \$45,000 (Capital Reserve Fund)
- Employee Satisfaction Survey
 - \$20,000 (Capital Reserve Fund)
- Town Tourism Map (four-year project)
 - \$58,250 (ARPA)
- Projects support Board of Selectmen adopted goals



Town of Simsbury

PLANNING AND COMMUNITY DEVELOPMENT

MARCH 9, 2023

FY 23/24 Budget Highlights

- Total proposed operating budget \$ 722,403 an increase of \$30,054 or 4.34%
 - **Planning and Community Development:** \$403,252
 - 4.48% increase, or \$17,307
 - **Building:** \$319,151
 - 4.16% increase, or \$12,746
- \$12,243 increase in Planning salaries due to general wage increase and negotiated contractual step increases
- \$10,683 increase in Building salaries
 - General wage increase and negotiated contractual step increases
 - Reduction of part-time building inspection services, at 40 hours max
 - Staffing transition
- Reviewed all budget items for past 5 years and adjusted based on program need
 - Examples: Funding for work required under the blight ordinance, GIS work

FY 23/24 CNR Project

- Tariffville Planning Process
 - FY 24/25/26: \$50,000 per year (project savings, Capital Reserve Fund), \$150,000 total
 - Land Use and Implementation Planning Project for the Tariffville Area
 - Established as an action item in the 2017 POCD
 - *Consider undertaking a special study of Tariffville to evaluate issues and opportunities in the area*
 - *Consider establishing a new zoning district*
 - Board of Selectmen adopted goal

FY 23/24 Proposed Service Improvement

- Building Department Deputy Building Official
 - 2 additional work days
 - Shared agreement with Bloomfield has ceased
- Level of Inspection activity warrants full time Deputy for Simsbury
- 50% reduction in part-time inspectors (max 40 hours, vacation fill in)
- Net Increase = \$20,488
- Continue to pursue revenue opportunities through shared services as needed and when capacity permits

FY 23/24 Proposed Service Improvement

- Justification
 - Anticipated increase in inspection demand
 - Project pipeline is robust
 - Catch up on required mandatory training
 - Succession planning
 - Complex project review time
 - Community-wide builder/citizen training opportunities

- Data
 - Average of 2,747 inspections per Fiscal Year (2018-2022)
 - Peer Towns with similar number of inspections have more than 1.5 inspectors: Rocky Hill 3; Newington 2; & Enfield 4 (2021 data)



Town of Simsbury

COMMUNITY AND SOCIAL SERVICES

MARCH 9, 2023

FY 23/24 Budget Highlights

- Total proposed operating budget \$746,008; an increase of \$16,785 or 2.3%
 - **Administration/Direct Service:** \$411,125
 - \$10,459 or 2.61% increase
 - **Senior Center:** \$164,343
 - \$3,656 or 2.28% increase
 - **Senior Transportation:** \$170,540
 - \$2,670 or 1.59% increase

FY 23/24 Budget Highlights

- \$3,850 to support the space leased for the new Food Pantry location
 - Full cost of the lease is reflected in the budget
 - Offsetting trust fund revenue of \$3,850
- \$2,670 increase in senior/disabled transportation (Dial-A-Ride), or 1.59%
 - Reflects contractual increase
 - Full cost of the Dial-A-Ride service is reflected in budget
 - Offsetting grant revenue \$40,720

FY 23/24 Budget Highlights

- \$300 or 1.83% increase in Senior Center part-time salaries due to increase in minimum wage
 - Includes wage adjustment due to increase in minimum wage
- Full cost of Tuesday and Wednesday senior lunch program reflected in budget, with offsetting revenue from the Belden Trust
 - Trust revenue recorded in Operating Transfers is \$9,530