



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Submission

April 18, 2019

Ericka Butler  
Town Clerk  
Simsbury, CT 06070

Dear Ms. Butler:

A **Regular Meeting and Public Hearing Continuation on the Budget** of the Board of Finance will be held at **5:45 PM on Tuesday, April 23, 2019**, in Program Room 1 of the Simsbury Public Library, 725 Hopmeadow Street, Simsbury, Connecticut.

The Agenda is as follows:

1. Call to Order
2. Pledge of Allegiance
3. Public Hearing Continuation on FY19/20 Operating and Capital Budgets  
*Then Close or Continue the Public Hearing*
4. FY19/20 Budget Discussion and Possible Action
5. Approval of Minutes:
  - April 2, 2019
6. School Business Manager's Report
7. Finance Director's Report
8. Appointment of Auditor for FY18/19 Audit
9. Budget Status Report - Period Ending March 31, 2019
10. Proposed Capital Project Transfers
  - Public Works Complex Infrastructure Project
  - One Old Bridge Project
  - Land Record Consolidation and Vault Carpeting Project

11. Supplemental Appropriation Requests
12. FY18/19 Health Insurance Fund Transfer Request
13. Proposed Retirement Plan Sub-Committee Memorandum of Understanding
14. Adjourn

Yours Truly,

Robert Pomeroy  
Chairman



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

- Title of Submission:** FY 19/20 Budget Discussion and Possible Action
- Date of Board Meeting:** April 23, 2019
- Individual or Entity Making the Submission:**  
Amy Meriwether, Finance Director/Treasurer
- Action Requested of the Board of Finance:**  
If the Board of Finance supports moving forward the Board of Selectmen's budget, Board of Education's budget, Capital budget, Simsbury Farms Fund budget, Residential Property Fund budget and Water Pollution Control Fund budget to referendum, the appropriate motions can be found with the attachments of this submission.
- Summary of Submission:**

### Board of Selectmen 2019/2020 Budget

At the Board of Finance's regular meeting on April 2, 2019, the Board of Finance reviewed all Board of Selectmen recommended changes to the FY19/20 operating budgeting and then proposed further changes as noted below:

- Increase investment income by \$150,000
- Transfer \$1,500,000 from Assigned Fund Balance to Unassigned Fund Balance to release restriction on funds previously held for potential loss in revenue from the sale of the The Hartford
- Transfer \$850,000 from General Fund unassigned fund balance to the Health Insurance Internal Service Fund
- Utilize an assumption rate of 6.75% for the pension plans and Other Post Employment Benefit Plan
- Transfer \$130,000 out of the CNR 5 Year Payback and into the Police operating budget for Police Vehicles
- Replace \$606,500 in cash financing for paving with bond financing. Estimated debt service costs associated with this change total \$60,000. This is a net savings to the operating budget of \$546,500.

The revised Town operating budget totals \$23,952,138, an increase of \$2,931,411 or 13.95%. The 13.95% Town operating budget increase demonstrates an effort to increase transparency by reporting the full cost of services and shared staff with offsetting revenues. (Previous reporting showed the partial cost of services and shared staff with no offsetting revenues.) The total proposed increase to the Town budget as compared to the prior year presentation is 5.55%. Debt service and capital expenditures are increasing \$132,684 or 2.29% (Debt Service increased by \$1,164,184 while cash to capital decreased \$1,031,500).

### Board of Education 2019/2020 Budget

At the Board of Finance's regular meeting on April 2, 2019, the Board of Finance reviewed all Board of Education recommended changes to the FY19/20 operating budget and then proposed the following change as noted below:

- Utilize an assumption rate of 6.75% for the pension plan and Other Post Employment Benefit Plan

The revised Board of Education operating budget totals \$70,884,967, an increase of \$1,735,415 or 2.51%. The Non-Public School budget is increasing \$2,942 or 0.54%.

Proposed capital projects included \$2,600,000 for a partial roof replacement at SHS, \$750,000 for District Security Improvements and \$325,000 for underground tank replacements at TV and SHS.

### Simsbury Farms Fund Budget

The Simsbury Farms Special Revenue Fund expenditure budget is expected to total \$2,052,282. This is an increase of \$36,552 or 2%. Revenues are expected to total \$2,053,157. This is a net increase to fund balance of \$875.

### Residential Property Fund Budget

The Residential Property Special Revenue Fund expenditure budget is expected to total \$37,372. This is a decrease of \$501 or 1%. Revenues are expected to total \$64,638. This is a net increase to fund balance of \$27,266.

### Water Pollution Control Budget

The Water Pollution Control expenditure budget is expected to total \$3,669,347. This is an increase of \$74,884 or 2%. Revenues are expected to total \$3,981,825. This is a net decrease to fund balance of \$37,522. This is a planned use of fund balance.

## **6. Financial Impact:**

The Town's revised proposed operating budget totals \$23,952,138 which is an increase of \$2,931,411 or 13.95%. As mentioned above, reporting changes were made in the current year to increase transparency. These changes affect the overall increase of the expenditure budget with an offsetting increase to the revenue budget. The operating budget increase as compared to the prior year presentation is a 5.55% increase. The revised proposed capital and debt service budget totals \$5,937,284 which is an increase of \$132,684 or 2.29% (Debt Service increased by \$1,164,184 while cash to capital decreased \$1,031,500).

The Board of Education's revised proposed operating budget totals \$70,884,967 for public schools which is an increase of \$1,735,415 or 2.51%. The Board of Education's proposed non-public school budget totals \$546,432, which is an increase of \$2,942 or 0.54%.

The total Town of Simsbury budget is proposed to be \$101,320,821, an increase of \$4,802,452 or 4.98%. This has an impact on the median home taxpayer of \$229 per year or 2.93%.

Other fund financial impacts are summarized above.

**7. Description of Documents Included with Submission:**

- FY 2020 Itemized Estimates of Annual Budget Expenditures by Function and Anticipated Revenues by Major Source (as revised by the Board of Finance on 4/2/19)
- Operating and Capital Budget Motions
- Capital Budget Resolutions
- Referendum Questions

**FY 2020 Itemized Estimates of Annual Budget Expenditures by Function and Anticipated Revenues by Major Source**  
*Revisions as Recommended by the Board of Finance on April 2, 2019*

**Proposed General Fund Operating Budgets**

	Adopted	Proposed	Change	
	FY2019	FY 2020	Dollar	Percentage
Board of Selectmen	21,020,727	23,952,138	2,931,411	13.95%
Debt Service & Capital	5,804,600	5,937,284	132,684	2.29%
Board of Education	69,149,552	70,884,967	1,735,415	2.51%
Non-Public School	543,490	546,432	2,942	0.54%
<b>Total Appropriations</b>	<b>96,518,369</b>	<b>101,320,821</b>	<b>4,802,452</b>	<b>4.98%</b>
<b>LESS ESTIMATED NON-TAX REVENUES</b>	<b>8,968,171</b>	<b>10,226,271</b>	<b>1,258,100</b>	<b>14.03%</b>
<b>BALANCE TO BE RAISED</b>	<b>87,550,198</b>	<b>91,094,550</b>	<b>3,544,352</b>	<b>4.05%</b>

	ACTUAL REVENUE 2018	BUDGET REVENUE 2019	ACTUAL REVENUE 12/31/2018	PROJECTED REVENUE 6/30/2019	ESTIMATED REVENUE 2020
<b>GENERAL FUND REVENUES</b>					
Property Taxes - Interest & Liens	386,356	250,000	166,298	250,000	250,000
Intergovernmental Revenues & Payments in Lieu of Taxes	5,868,499	5,741,641	1,746,262	6,350,128	6,528,317
Investment Income	323,153	175,000	326,971	335,000	400,000
Charges for Goods & Services	954,176	699,413	357,418	706,945	1,252,456
Fines & Forfeitures	51,153	59,500	16,787	37,170	29,590
Rental of Town Owned Property	142,062	130,500	32,945	132,150	145,300
Licenses & Permits	1,217,251	801,200	380,715	799,575	649,125
Operating Transfers In (WPCA)	108,989	110,917	110,917	110,917	114,483
Operating Transfers In (Belden Trust)	-	-	-	-	7,000
General Fund Equity (Reserves)	-	1,000,000	-	-	850,000
<b>Total General Fund Revenue Budget</b>	<b>9,051,639</b>	<b>8,968,171</b>	<b>3,138,313</b>	<b>8,721,885</b>	<b>10,226,271</b>

	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 12/31/2018	FY 2019 6/30/2019	FY 2020 PROPOSED
<b>GENERAL FUND EXPENDITURES BY FUNCTION</b>					
General Government	1,233,299	1,244,383	653,132	1,216,043	1,277,774
Financial Services & Information Technology	1,003,110	991,691	490,935	982,774	1,204,128
Planning & Development	547,117	653,879	282,795	654,180	653,487
Public Safety	4,659,221	4,861,637	2,318,764	4,847,766	5,274,762
Public Works & Engineering	3,842,044	4,306,987	1,972,912	4,166,051	4,390,602
Health and Social Services	628,646	693,559	294,491	693,560	768,426
Parks and Recreation & Library	2,332,080	2,410,158	1,173,513	2,420,752	2,568,434
Fringe Benefits & Liability Insurance	5,101,590	5,267,460	3,494,698	5,291,298	6,081,460
Operating Transfers	725,337	590,973	1,501,300	1,501,300	1,733,065
<b>Total Board of Selectmen Operating Budget</b>	<b>20,072,444</b>	<b>21,020,727</b>	<b>12,182,540</b>	<b>21,773,724</b>	<b>23,952,138</b>
Debt Service/Capital	5,378,054	5,804,600	3,697,513	5,804,600	5,937,284
Education	68,631,428	69,693,042	31,482,407	69,693,042	71,431,399
<b>Total General Fund Budget</b>	<b>94,081,926</b>	<b>96,518,369</b>	<b>47,362,460</b>	<b>97,271,366</b>	<b>101,320,821</b>

	ACTUAL REVENUE FY 2018	BUDGET REVENUE FY 2019	ACTUAL REVENUE 12/31/2018	PROJECTED REVENUE 6/30/2019	ESTIMATED REVENUE FY 2020
<b>SPECIAL REVENUE FUNDS - REVENUES</b>					
<b>Water Pollution Control Fund</b>					
Sewer Assessments	3,049,728	3,045,955	2,485,718	3,030,869	3,049,278
Intergovernmental Revenues	409,927	409,927	204,964	409,927	409,927
WPCA Fees & Miscellaneous	816,746	427,021	333,104	407,800	522,620
<b>Total Water Pollution Control Fund</b>	<b>4,276,401</b>	<b>3,882,903</b>	<b>3,023,786</b>	<b>3,848,596</b>	<b>3,981,825</b>
<b>Residential Property Fund</b>					
Rental of Town Owned Property	73,298	36,423	38,425	71,820	64,638
<b>Simsbury Farms Complex</b>					
Charges for Goods & Services	805,272	831,600	243,289	821,832	858,466
Rental of Town Owned Property	28,113	27,500	22,197	22,000	27,000
Other Revenue	350,036	156,400	117,985	149,000	231,000
Golf Course Fee	795,908	962,000	357,796	792,000	936,691
<b>Total Simsbury Farms Complex</b>	<b>1,979,329</b>	<b>1,977,500</b>	<b>741,267</b>	<b>1,784,832</b>	<b>2,053,157</b>
<b>Total Special Revenue Funds</b>	<b>6,329,028</b>	<b>5,896,826</b>	<b>3,803,478</b>	<b>5,705,248</b>	<b>6,099,620</b>

	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 12/31/2018	FY 2019 6/30/2019	FY 2020 PROPOSED
<b>SPECIAL REVENUE FUNDS - EXPENDITURES</b>					
<b>Water Pollution Control Fund</b>					
Public Works	2,055,810	2,218,339	960,298	2,022,201	2,289,657
Operating Transfers	108,989	110,917	110,917	110,917	114,483
Debt Service	1,265,207	1,265,207	632,604	1,265,207	1,265,207
<b>Total Water Pollution Control Requests</b>	<b>3,430,006</b>	<b>3,594,463</b>	<b>1,703,819</b>	<b>3,398,325</b>	<b>3,669,347</b>
<b>Residential Property Fund</b>					
Public Works	21,320	27,900	10,716	29,350	28,850
Debt Service	8,527	8,523	4,261	8,523	8,522
<b>Total Residential Properties</b>	<b>29,847</b>	<b>36,423</b>	<b>14,977</b>	<b>37,873</b>	<b>37,372</b>
<b>Simsbury Farms Complex</b>					
SF Administration	235,177	212,771	128,461	210,794	234,081
Special Programs	413,805	388,078	269,227	422,409	373,200
Simsbury Farms Complex	464,535	479,736	266,000	502,341	498,635
Golf Course	876,509	901,398	472,520	880,186	946,366
<b>Total Simsbury Farms Complex</b>	<b>1,990,026</b>	<b>1,981,983</b>	<b>1,136,208</b>	<b>2,015,730</b>	<b>2,052,282</b>
<b>Total Special Revenue Funds</b>	<b>5,449,879</b>	<b>5,612,869</b>	<b>2,855,004</b>	<b>5,451,928</b>	<b>5,759,001</b>

FY2020 CAPITAL & NONRECURRING FUND BUDGET	15/16	16/17	17/18	18/19	Requested 19/20	FY2020 Charge -Back Against		
						General Fund	Other /State Grants	
<b>BOARD OF SELECTMEN</b>								
DPW - Sign Inventory	30,000						6,000	
DPW - Plow Truck*	150,000						13,290	
DPW - One Ton Pick-Up Truck buildings and grounds	38,500						7,700	
DPW - One Ton Pick-Up Truck Highway	38,000						7,600	
DPW - Library Gutter Melt	26,300						5,260	
Police - 3 New Vehicles	87,000						17,400	
Engineering - GIS Technology / Workorder system	40,000						8,000	
Parks - Equipment replacement	56,000						11,200	
IT - Network Infrastructure	28,000						5,600	
IT - Central Mailing Office Equipment	6,000						1,200	
Purchase of 3 Patrol Vehicles		87,000					17,400	
Uninterruptible Power Supply for Communications division		20,000					4,000	
Purchase of Support Vehicles (Used)		15,000					3,000	
Highway Plow Truck		155,000					31,000	
Program Room Technology Upgrade		8,000					1,600	
Small Pickup Truck-Buildings & Grounds (Used)		11,500					2,300	
Small Mower with Bagger		13,000					2,600	
3/4 Ton Pickup Truck		32,000					6,400	
Baseball Infield Conditioner			20,000				4,000	
Utility Vehicle Memorial			25,000				5,000	
Purchase of 3 Patrol Vehicles			95,000				19,000	
Town Hall Office Improvements			49,500				9,900	
50% Highway Mechanic Truck with Utility Body			36,750				7,350	
Highway Plow Truck - All Season Body			155,000				31,000	
Upgrade HVAC Controller Modules in Town Hall			35,000				7,000	
Eno Hall Stairway & Railings				19,000			3,800	
John Deere Winter Attachments				7,200			1,440	
One-Ton Dump Truck				49,000			9,800	
Children's Room Computers				10,850			2,170	
Simsbury Farms Irrigation Study				40,000			8,000	
Ice Resurfacer (replace 1997)				50,000			10,000	
Front End Rotary Mower (replace 2003)				70,000			14,000	
3 Patrol Vehicles				111,000			22,200	
AED - 8 replacements & 1 new				19,200			3,840	
Radio System Feasibility Study - Phase 1				40,000			8,000	
Radio System Feasibility Study					35,000		7,000	
Ice Rink Condenser					109,200		21,840	
Pool Fencing					30,000		6,000	
Automatic Book Handler					73,640		14,728	
Ash Borer Tree Mitigation					36,500		7,300	
Pickup Truck Replacement (Parks & Rec)					40,000		8,000	
Ice Rink Roof Underside Painting					50,000		10,000	
Telephone System					40,000		8,000	
Plow and Sander Replacement					15,000			15,000
2022 Revaluation					60,000			60,000
Deepwater Wind - potential legal and consulting fees					15,000			15,000
Interview Room Audio/Video Recording System					35,610			35,610
Security Camera Upgrades					15,910			15,910
Painting and Repairs to Eno Clock Tower					21,000			21,000
Police Cruisers					130,000			130,000
Public Works Truck Replacement					180,000			180,000
Pickup Truck Replacement (Highway)					35,000			35,000
Infrared Asphalt Trailer					37,000			37,000
Plow Blades					28,000			28,000
Paddle Courts Resurfacing and Painting					12,000			12,000
Various Playscapes					25,000			25,000
WPC - Sanitary Sewer Lining					100,000			100,000
<b>BOARD OF SELECTMEN TOTAL</b>	<b>499,800</b>	<b>341,500</b>	<b>416,250</b>	<b>416,250</b>	<b>1,123,860</b>	<b>400,918</b>	<b>709,520</b>	
<b>BOARD OF EDUCATION</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>Charge Back</b>		
Buses/Vehicles/Equipment	303,000	362,000	352,000	382,000	382,000	356,200		
Ceiling/Flooring Replacement	75,000	80,000	40,000	-	50,000	49,000		
Interior Improvements	87,500	70,000	60,000	120,500	70,500	81,700		
Plumbing/Electrical Modifications	31,000	25,000	10,000	10,000	10,000	17,200		
Equipment - Instructional / Non-Instructional	36,000	-	-	-	-	7,200		
Exterior Improvements	38,000	98,000	58,000	58,000	58,000	62,000		
<b>BOARD OF EDUCATION TOTAL</b>	<b>570,500</b>	<b>635,000</b>	<b>520,000</b>	<b>570,500</b>	<b>570,500</b>	<b>573,300</b>	<b>-</b>	
<b>TOTAL CAPITAL &amp; NON-RECURRING</b>	<b>1,070,300</b>	<b>976,500</b>	<b>936,250</b>	<b>986,750</b>	<b>1,694,360</b>	<b>974,218</b>	<b>709,520</b>	
<b>CAPITAL IMPROVEMENT PROJECTS</b>								
					<b>FY 2020</b>			
					<b>Financing</b>			
Accounting System	\$ 350,000				Cash			
Greenway Improvements	\$ 100,000				Cash			
Highway Pavement Management	\$ 1,185,000				Cash/Grants/Bonds			
Sidewalk Reconstruction	\$ 200,000				Cash			
Replace Plant Programmable Logic Controllers	\$ 250,000				Sewer Use			
SHS Partial Roof Replacement**	\$ 2,600,000				Bonds			
Underground Tank Replacement @ TV and SHS	\$ 325,000				Bonds			
District Security Improvements	\$ 750,000				Bonds			
<b>TOTAL PROPOSED CAPITAL IMPROVEMENT PROJECTS</b>	<b>\$ 5,760,000</b>							

appropriation amount in excess of two percent (2%) of the annual budget for the then current fiscal year shall be subject to an automatic referendum by all qualified voters of the Town of Simsbury.

## **Fiscal Year 2019/20 Budget Motions**

Move to approve the Board of Selectmen 2019-2020 Operating Budget in the amount of \$23,952,138 to include the following changes from the Board of Selectmen's Approved Budget: Extraction of Simsbury Farms activity from the General Fund to be recorded back into the Simsbury Farms Special Revenue Fund, Increase in the Health Insurance Assumption Rate from 10.44% to 12%, Increase in grand list growth projections from 0.85% to 0.92%, (\$18,000) Reduction to eliminate the Economic Development Commission marketing and branding materials, (\$7,953) Reduction of Engineering admin assistant position by five hours per week, (\$77,546) Reclassification from contingency to the Police salary line item, Increase the contribution to the Simsbury Farms Special Revenue Fund to \$180,000, (\$130,000) Reclassification of Police Vehicles from the CNR Transfer line item to the Police Operating Budget, (\$180,000) Reclassification of the Public Works Plow Truck from the CNR Transfer line item to the Public Works Operating Budget, (\$180,000) Reclassification of Paving from the Cash to Capital line item to the Public Works Operating Budget, Increase investment income to \$400,000, Transfer \$850,000 from the General Fund to the Health Insurance Fund, (\$546,500) Reduction in the Cash to Capital line item and Increase the town pensions line item to \$934,728.

Move to approve the Board of Education 2019-2020 Operating Budget in the amount of \$70,884,967 and Non-Public Budget of \$546,432.

Move to approve the Water Pollution Control 2019- 2020 Operating Budget in the amount of \$3,669,347 (including Avon & Granby CWF share).

Move to approve the Residential Rental Properties 2019- 2020 Operating Budget in the amount of \$37,372.

Move to approve the Simsbury Farms Special Revenue Fund 2019-2020 Operating Budget in the amount of \$2,052,282.

Move to approve the Debt Service & Cash for Capital Appropriation for the 2019-2020 Operating Budget in the amount of \$5,937,284 to include the following changes from the BOS approved budget:

Reduce Sidewalk capital project	(\$100,000)
Reduce Greenway capital project	(\$64,910)
Eliminate Capital Reserve Contribution	(\$50,000)

Move to approve the Capital and Non-Recurring Fund 2019-2020 Operating Budget in the amount of \$1,123,860 including:

\$414,340 appropriated to be funded by the Capital and Non-Recurring Fund  
\$437,000 appropriated to be funded by one-time Cash for Capital transfer  
\$100,000 appropriated to be funded by State's Town Aid Road Fund  
\$100,000 appropriated to be funded by the Sewer Use Fund  
\$51,520 appropriated to be funded by the Police Private Duty Fund  
\$21,000 appropriated to be funded by the Eno Trust Fund

Move to adopt Resolutions of the Board of Finance, the reading into the minutes of the full text of the resolutions set out below was waived, copies of the resolutions having been made available to those in attendance, and recorded in these records immediately preceding these minutes.

**RESOLUTIONS:** Resolved, that the Board of Finance recommends and approves the following projects:

Move to approve Greenway Improvements in the amount of \$100,000 to be funded with cash.

Move to approve Highway Pavement Management in the amount of \$1,185,000 to be funded with cash, grants and bonds.

Move to approve Sidewalk Resurfacing in the amount of \$200,000 to be funded with cash.

Move to approve the Accounting System in the amount of \$350,000 to be funded with cash.

Move to approve the Underground Tank Replacement at TV and SHS in the amount of \$325,000 to be funded by bonds.

Move to approve District Security Improvements in the amount of \$750,000 to be funded with bonds.

Move to approve the SHS Partial Roof Replacement in the amount of \$2,600,000 to be funded with bonds.

**TOWN OF SIMSBURY**  
**Resolutions of the Board of Finance**

**RESOLVED,**

Upon motion duly made, seconded and adopted, the reading into the minutes of the full text of the resolutions set out below is waived, copies of the resolutions having been made available to those in attendance, and recorded in these records immediately preceding these minutes.

**RESOLVED,** That the Board of Finance recommends and approves the following:

<b>CIP #</b>	<b>General Purpose Projects</b>	
	New Accounting System (Cash)	\$ 350,000
	Greenway Improvements (Cash)	\$ 100,000
	Highway Pavement Management (Bonds, Cash & Grants)	\$ 1,185,000
	Sidewalk Reconstruction (Cash)	\$ 200,000
	<b>Sewer Use Fund (Cash)</b>	
	Plant Programmable Logic Controllers	\$ 250,000
	<b><u>School Projects (Bonds)</u></b>	
	Underground Tank Replacement	\$ 325,000
	School Security Improvements	\$ 750,000
	SHS Partial Roof Replacement	\$ 2,600,000

**RESOLUTION APPROPRIATING FROM THE GENERAL FUND \$350,000 FOR REPLACEMENT OF THE ACCOUNTING SYSTEM**

RESOLVED, That the Town of Simsbury appropriate from the General Fund THREE HUNDRED FIFTY THOUSAND DOLLARS (\$350,000) for the costs of a new accounting system to replace the Finance Plus accounting system used by the Town and Board of Education. The appropriation may be spent for design, engineering and other consultants' fees, and other expenses related to the project. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

**RESOLUTION APPROPRIATING FROM THE GENERAL FUND \$100,000 FOR GREENWAY IMPROVEMENTS**

RESOLVED, That the Town of Simsbury appropriate from the General Fund ONE HUNDRED THOUSAND DOLLARS (\$100,000) for costs of improvements to the Greenway, including resurfacing, fencing, new signage, intersection warning systems, pavement markings, tree work, installation of root barriers, drainage improvements and related work. The appropriation may be spent for planning, engineering and construction costs, and other expenses related to the project. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

**RESOLUTION APPROPRIATING \$1,185,000 FOR HIGHWAY PAVEMENT MANAGEMENT; AND AUTHORIZING \$605,000 BONDS AND NOTES TO FINANCE, IN PART, SAID APPROPRIATION**

RESOLVED,

- (a) That the Town of Simsbury appropriate ONE MILLION ONE HUNDRED EIGHTY-FIVE THOUSAND DOLLARS (\$1,185,000) for the repaving, repair and rehabilitation of the Town roadways pursuant to the Town's pavement management program. The appropriation may be spent for engineering and other consultants' fees, equipment costs, design and construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The amount of \$181,500 is appropriated from the General Fund to finance, in part, such project. It is anticipated that the Town will receive grants to finance, in part, the appropriation [**Town Aid Road grant \$243,500 and LOCIP grant \$155,000**]. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to SIX HUNDRED FIVE THOUSAND DOLLARS (\$605,000) to finance, in part, the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed SIX HUNDRED FIVE THOUSAND DOLLARS (\$605,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town

shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

- (d) That the Town Manager and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.
- (f) That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.
- (g) That the Board of Selectmen, the First Selectman, the Town Manager, the Treasurer, the Board of Education and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

#### **RESOLUTION APPROPRIATING FROM THE GENERAL FUND \$200,000 FOR SIDEWALK RESURFACING AND RECONSTRUCTION**

RESOLVED, That the Town of Simsbury appropriate from the General Fund TWO HUNDRED THOUSAND DOLLARS (\$200,000) for sidewalk resurfacing and reconstruction, drainage and ADA accessibility improvements. The appropriation may be spent for planning, engineering, equipment, construction costs, and other expenses related to the project. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

**RESOLUTION APPROPRIATING FROM THE SEWER USE FUND \$250,000 FOR PLANT PROGRAMMABLE LOGIC CONTROLLERS (PLC)**

RESOLVED, that the Town of Simsbury appropriate from the Sewer Use Fund TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000) for costs in connection with the replacement of plant Programmable Logic Controllers which are obsolete and replacement parts are unavailable. The appropriation may be spent for investigations, design, equipment, engineering, construction and materials, and other expenses related to the project. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation.

**RESOLUTION APPROPRIATING \$325,000 FOR UNDERGROUND TANK REPLACEMENT AT TARIFFVILLE AND SIMSBURY HIGH SCHOOLS; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION**

RESOLVED,

- (a) That the Town of Simsbury appropriate THREE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$325,000) for the removal of the existing underground oil tanks at Tariffville School and Simsbury High School, replacement of the tank at Tariffville School with one which meets DEEP regulations and sidewalk replacement at Simsbury High School at the location where the tank was removed. The appropriation may be spent for engineering and other consultants' fees, equipment costs, design and construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Education may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed THREE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$325,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed THREE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$325,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the Town Manager and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the

bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.
- (f) That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.
- (g) That the Board of Selectmen, the First Selectman, the Town Manager, the Treasurer, the Board of Education and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

**RESOLUTION APPROPRIATING \$750,000 FOR SCHOOL SECURITY IMPROVEMENTS;  
AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID  
APPROPRIATION**

RESOLVED,

- (a) That the Town of Simsbury appropriate SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$750,000) for the implementation of hardened security to the vestibules and the improvement of exterior security at Simsbury High School, Central School, Latimer Lane School, Tariffville School and Tootin' Hills School. The appropriation may be spent for engineering and other consultants' fees, equipment costs, design and construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Education may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$750,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$750,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of

Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

- (d) That the Town Manager and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.
- (f) That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.
- (g) That the Board of Selectmen, the First Selectman, the Town Manager, the Treasurer, the Board of Education and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

**RESOLUTION APPROPRIATING \$2,600,000 FOR PARTIAL ROOF REPLACEMENT AT SIMSBURY HIGH SCHOOL; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION**

RESOLVED,

- (a) That the Town of Simsbury appropriate TWO MILLION SIX HUNDRED THOUSAND DOLLARS (\$2,600,000) for partial roof replacement at Simsbury High School. The Town anticipates receipt of grants to defray, in part, the appropriation. The appropriation may be spent for design, engineering and other consultants' fees, construction and equipment costs, materials, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Education may determine the particulars, and may reduce

or modify the scope of the project, and the entire appropriation; and that the Town issue bonds or notes and temporary notes in an amount not to exceed \$2,600,000 to finance the appropriation.

- (b) That the Town issue bonds or notes in an amount not to exceed TWO MILLION SIX HUNDRED THOUSAND DOLLARS (\$2,600,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed TWO MILLION SIX HUNDRED THOUSAND DOLLARS (\$2,600,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the Town Manager and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.
- (f) That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.
- (g) That the Board of Selectmen, the First Selectman, the Town Manager, the Treasurer, the Board of Education and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

FURTHER RESOLVED,

- (a) that pursuant to the Charter, the resolution above shall be submitted to the voters in the manner provided by Section 406 thereof on \_\_\_\_\_, 2019, between the hours of 6:00 A.M. and 8:00 P.M.
- (b) The resolution shall be placed upon the voting machines or paper ballots under the following heading:

“SHALL THE TOWN OF SIMSBURY APPROPRIATE \$2,600,000  
FOR PARTIAL ROOF REPLACEMENT AT SIMSBURY HIGH  
SCHOOL; AND AUTHORIZE BONDS AND NOTES IN THE SAME  
AMOUNT TO FINANCE SAID APPROPRIATION?”

Voters approving said resolution will vote “Yes” and those opposing said resolution shall vote “No”.

Electors and persons qualified to vote in town meetings who are not electors will vote at the following polling place:

Henry James Memorial Junior High School Gymnasium  
155 Firetown Road, Simsbury, Connecticut

Absentee ballots will be available from the Town Clerk’s office.

- (c) Notice of the referendum shall be given by the Town Clerk.

## **FY 19/20 BOF Final Resolutions and Referendum Questions**

Pursuant to Section 808 of the Town Charter the following motions were introduced at the Regular Meeting of the Board of Finance on April 23, 2019:

Be it resolved, that the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Selectmen annual budget for the fiscal year ending June 30, 2020, shall be approved and implemented in the amount of **\$23,952,138**.

Be it resolved, that the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Education annual budget for the fiscal year ending June 30, 2020, shall be approved and implemented in the amount of **\$70,884,967**.

Be it resolved, that the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of Sewer Use Fund (Sewer Treatment Plant), Residential Rental Properties, Simsbury Farms/Special Programs, Non-Public Schools, Debt Retirement/Capital and Capital Non-Recurring annual budgets for the fiscal year ending June 30, 2020, shall be approved and implemented in the amount of **\$12,242,717**.

In Accordance with Sections 406 (Automatic Referendum) and 808 (Duties of the Board of Finance on the budget) of the Charter, the recommended operating budgets will be submitted to a referendum in the following forms:

Questions for Referendum Ballot:

1. Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Selectmen annual budget for the fiscal year ending June 30, 2020, be approved and implemented in the amount of **\$23,952,138**?

2. Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Education annual budget for the fiscal year ending June 30, 2020, be approved and implemented in the amount of **\$70,884,967**?

3. Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of Sewer Use Fund (Sewer Treatment Plant), Residential Rental Properties, Simsbury Farms/Special Programs, Non-Public Schools, Debt Retirement / Capital and Capital Non-Recurring annual budgets for the fiscal year ending June 30, 2020, be approved and implemented in the amount of **\$12,242,717**?

4. Shall the Town of Simsbury appropriate **\$2,600,000** for partial roof replacement at Simsbury High School; and authorize bonds and notes in the same amount to finance said appropriation?

**Simsbury Board of Finance  
TOWN OF SIMSBURY  
PUBLIC HEARING & REGULAR MEETING MINUTES  
Tuesday, April 2, 2019 at 6:00 P.M.  
Simsbury Public Library - Program Room 1  
725 Hopmeadow Street, Simsbury, Connecticut**

**PRESENT:** Lisa Heavner, Derek Peterson, Robert Pomeroy, Linda Schofield, Moira Wertheimer

**ALSO PRESENT:** Melissa Appleby, Deputy Town Manager; Sean Askham, BOS; Nick Boulter, Chief, Simsbury Police Department; Maria Capriola, Town Manager; Cheryl Cook, BOS; Matthew Curtis, Schools Superintendent; Mike Glidden, Director of Planning and Community Development; John Hampton, State Representative; Susan Homrok-Lemke, Assistant Superintendent of Pupil Services; Lisa Karim, Library Director; Chris Kelly, BOS; Burke LaClair, Schools Business Manager; Amy Meriwether, Director of Finance/Treasurer; Mike Paine, BOS; Chris Peterson, BOS; Tom Roy, Director of Public Works; Susan Salina, BOE; Neil Sullivan, Schools Director of Personnel; Jeffrey Tindall, BOE; Tom Tyburski, Recreation Director; Eric Wellman, First Selectman; Tara Willerup, BOE Chair; and other interested parties.

**1. Call to Order - Establish Quorum**

Chairman Pomeroy called the meeting to order at 6:02 P.M.

**2. Pledge of Allegiance**

All present stood for the Pledge of Allegiance.

**3. Presentation of the FY 19/20 Budget Process**

Mr. Pomeroy gave an overview of the budget process using a slide presentation, noting the three boards, (Board of Selectmen, Board of Education and Board of Finance), and the Town Manager work together in this process. He noted the overlapping stakeholders, including the three boards, taxpayers, citizens of the Town, and students and teachers. Further, he noted the BOF is a citizen oversight board and noted its responsibilities. Mr. Pomeroy explained the key BOF criteria for 2020. He noted Simsbury is recognized as a fiscally strong community. He explained how the BOF must balance expenditure needs with available revenues. Next, he provided a three-year forecast on the Grand List, noting increases all three years. He explained how the BOF sets the mill rate based on assessed property values. He noted the estimated 2020 State budget impact. Mr. Pomeroy reported on the 2020 BOF Operating Budget guidelines given, a 2.00% increase maximum for the BOE and a 2.72% increase maximum for the BOS. He summarized the budget drivers and changes and noted the effort to make the process more transparent. He provided proposed budget numbers for the Town and BOE, noting requested expenditures of \$100.6 M and projected revenues of \$100.6 M. The mill rate proposal for FY 2020 included a mill rate of 37.36, a 2.59% increase, and a median home tax impact of \$202. Further, he reported on projects in the works and planned capital projects. Lastly, he explained the order of the evening's presentations, the public hearing, discussion and possible action.

#### **4. Presentation of Proposed FY 19/20 Board of Education and Board of Selectmen Operating & Capital Budgets**

Ms. Willerup presented the BOE 2019-20 Budget, noting the BOF expenditure guideline of a 2% increase. She noted the BOE revised 2019-20 budget is \$70,670,269, an increase of \$1,520,717 or 2.2%. She reported enrollment projections, noting the decline at the high school is offset by an increase at the middle school and elementary level, a decline of 17 students overall. She noted the per pupil expenditure and ranking within the State. She gave examples of providing varied educational opportunities for all students. She noted the three main drivers of the 2019-20 Budget, including contractual obligations, program improvements and employee insurance. She noted cost savings measures and operational efficiencies. She reported fixed contract costs represent an increase of \$1,458,958, 2.11%. She noted program improvements including academic enhancements, safety and support, and responsible reductions. Further, she noted a net increase in employee insurance of \$465,611. She presented a summary of changes to the original 2.5% BOE Budget, noting the 2019-20 Revised Budget amount is \$70,670,269. Lastly, Ms. Willerup presented the Non-Public School Budget of \$546,432, an increase of .54% or \$2,942. Mr. Burke presented on the three BOE capital projects for 2019-20, including an underground oil tank replacement at Tariffville School, the removal of the oil tank at Simsbury High School and sidewalk replacement in its place. He outlined school security improvements, as well as, a roof replacement project at SHS.

Mr. Wellman provided a BOS budget overview, noting the revised, (set 3/25/19), Town Operating Budget of \$22,749,927, an increase of \$1,729,200 or 8.23%. He noted it is an actual increase of 4.7% due to the movement of some items into the operating budget in an effort to increase transparency in budgeting. He noted new developments in the Operating Budget, outlining reductions totaling approximately \$85,000. Further, he noted expenditure drivers. Mr. Askham reported on FY19/20 CNR Fund Projects being recommended, noting top priorities. He noted FY19/20 Capital Fund Projects and recommended potential reductions. Lastly, he reported population trends for 2010-2017, noting the increase in population.

#### **5. Public Hearing on FY 19/20 Operating and Capital Budgets**

Mr. Pomeroy opened the Public Hearing.

Joan Coe, 26 Whitcomb Drive, made comments concerning the need for a fiscally responsible budget, the cost of living increase, vacant properties, the decrease in home sales, the supply of housing units, the mill rate, schools, and other areas of concern.

Mike Rinaldi, 32 Pinnacle Mountain Road, expressed disappointment with the budget, noting a lack of transparency and collusion, and spoke about the HJMS project and class sizes.

#### **6. FY 19/20 Budget Discussion and Possible Action**

Mr. Pomeroy began the discussion by noting the topics to be discussed, including the overall budget, the insurance fund and the use of the non-lapsing account. Discussion ensued. Topics included changing the assumption rate from 14% to 12%, teacher pensions, capital projects, moving police vehicles into the Police Operating Budget, bonding pavement and other areas of discussion.

**MOTION: Ms. Heavner made a motion to move the Police vehicles into the Operating Budget. Ms. Wertheimer seconded the motion. Ms. Schofield abstained and the motion passed.**

Discussion followed.

**MOTION: Ms. Heavner made a motion to recommend that Pavement Management be bonded in the amount of \$606,500. Ms. Schofield seconded the motion. All were in favor and the motion passed unanimously.**

Discussion followed.

**MOTION: Ms. Schofield made a motion to book an additional \$150,000 in revenue from investment income. Ms. Wertheimer seconded the motion. All were in favor and the motion passed unanimously.**

Discussion followed.

**MOTION: Ms. Schofield made a motion to unassign the \$1.5M Hartford Fund. Mr. Peterson seconded the motion. All were in favor and the motion passed unanimously.**

Discussion followed.

**MOTION: Ms. Wertheimer made a motion to move \$850,000 from the unassigned fund balance to the Internal Service Fund. Ms. Schofield seconded the motion. All were in favor and the motion passed unanimously.**

Discussion followed.

**MOTION: Ms. Wertheimer made a motion to change the pension interest rate assumption from 7.00% to 6.75%. Mr. Peterson seconded the motion. Ms. Heavner was opposed and the motion passed.**

Discussion followed and Ms. Meriwether outlined all of the BOF-recommended changes based on the meeting discussion. In addition, Ms. Capriola spoke about deferred items and baseline routine needs. Discussion ensued. Regarding the BOE Budget, Mr. Pomeroy noted there was agreement on leaving \$300,000 in contingency for State adjustments. Based on the number of changes made, Mr. Pomeroy recommended continuing the Public Hearing/BOF Meeting on April 23, 2019 at 6:00 P.M. He noted the capital items for the BOE and the BOS that need to be approved for 2019-20 are acceptable to the BOF.

**MOTION: Ms. Wertheimer made a motion to extend the Public Hearing to April 23. Ms. Schofield seconded the motion. All were in favor and the motion passed unanimously.**

**7. HJMS Project Discussion**

Mr. Pomeroy noted Bond and Town Counsel were asked about the authority to make any changes to the project and reported this authority rests solely with the BOE.

**8. Proposed Fund Balance Transfer**

Ms. Meriwether noted this has been taken care of.

**9. Approval of Minutes - March 19, 2019**

**MOTION: Ms. Schofield made a motion to approve the March 19, 2019 Regular Meeting Minutes. Ms. Wertheimer seconded the motion. All were in favor and the motion passed unanimously.**

**10. Adjourn**

**MOTION: Ms. Wertheimer, Ms. Schofield second, to adjourn at 8:50 P.M.; unanimously approved**

Respectfully submitted,

Karen Haberlin  
Commission Clerk

TO: Members of the Board of Finance  
 FROM: Burke LaClair, Business Manager  
 RE: Financial Report/Quarterly Budget Analysis  
 DATE: April 23, 2019

Below is the Third Quarter Budget Analysis of the Simsbury Public Schools for the fiscal year 2018-19.

**Revenues**

In mid-March, final restricted state and federal grant award notices on our education grants were received. In early April, our Choice Attendance entitlement was increased by **\$33,067** and our preliminary excess costs grant award was increased by **\$22,984**. A final determination of the impact of statewide caps for Simsbury's excess costs grant will be reported sometime in late April/early May.

The district's original ECS entitlement of \$6,039,516 has remained unchanged; the entitlement is \$637,411 higher than the Town's 2018-19 budget amount of \$5,402,105.

**Expenditures**

<u>General Fund</u>	<b>2018-19</b>				<b>2017-18</b>
	<u>Revised Budget</u>	<u>YTD Expenditures</u>	<u>Balance</u>	<u>% Spent</u>	<u>% Spent</u>
General Control	2,112,888.00	1,625,346.84	487,541.16	76.93%	75.71%
Instruction	43,059,853.00	29,347,818.52	13,712,034.48	68.16%	68.14%
Health Services	690,789.00	495,495.11	195,293.89	71.73%	72.05%
Pupil Transportation	2,701,009.00	1,808,853.26	892,155.74	66.97%	67.06%
Operation of Plant	4,687,023.00	3,507,067.24	1,179,955.76	74.83%	73.98%
Maint of Plant/Equipment	1,245,522.00	1,010,188.38	235,333.62	81.11%	78.04%
Insurance/Pension	12,341,633.00	9,456,277.63	2,885,355.37	76.62%	79.82%
Food Services	8,305.00	6,230.80	2,074.20	75.02%	77.24%
Student Body Activities	658,580.00	372,962.75	285,617.25	56.63%	55.54%
Community Services	34,563.00	16,982.61	17,580.39	49.14%	47.31%
Equipment-New/Replace	217,387.00	217,387.00	0.00	100.00%	100.00%
Out of District Tuition	1,392,000.00	616,469.20	775,530.80	44.29%	39.97%
<b>Total Public Budget</b>	<b>69,149,552.00</b>	<b>48,481,079.34</b>	<b>20,668,472.66</b>	<b>70.11%</b>	<b>70.47%</b>

## Enrollment Comparison 2018-19 to 2017-18

<u>Grade</u>	<u>Actual 10/1/2018</u>	<u>Actual 10/1/2017</u>	<u>Difference</u>
K-6	1989	1976	13
7-8	610	658	-48
9-12	1419	1405	14
<b>Total</b>	<b>4018</b>	<b>4039</b>	<b>-21</b>

## Staffing Comparison (FTE)

	<u>2018-19</u>	<u>2017-18</u>
Certified Teaching Staff	370.35	370.75
Certified Administrators	17.00	17.00
Custodial/Maintenance	38.00	39.00
Nurses	10.67	10.67
Clerical/Paraprofessionals	147.33	143.97
Unaffiliated	44.99	44.99
Tutors	13.60	14.95
<b>Total</b>	<b>641.94</b>	<b>641.33</b>

## Review of Experience and Trends

Overall spending pace as compared to the third quarter of the prior fiscal year is almost equal (0.36% slower than last year). Below are some areas we are highlighting in our major categories:

Instruction – Looking at the third quarter, the non-staffing portions of this category project to be favorable at year end and the instructional group budget has been decreased by \$25,000 to address needs in transportation as discussed below.

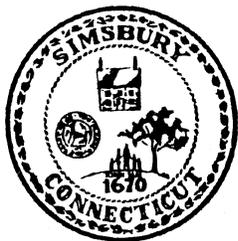
Pupil Transportation – Due to the need for bus monitors on 2 out of district placements for special education we project this category to be in a small deficit at year end and the transportation budget has been increased by \$25,000 to address this need.

Insurance and Pension – Since the fourth quarter of fiscal year 2017-18, overall participation in the health insurance program has decreased by 13 active participants (**a further decrease of 6 since the second quarter**). Since 2017-18, enrollment in the High Deductible Health Plan has increased by 26 participants to a total of 288, while the PPO and HMO Plans have decreased by 39 participants to 210. Overall favorability in this category has been reflected by a decrease of \$200,000 in the budget of the Insurance/Pension Group to meet the needs of the utility costs in the Operation of Plant Category

Operation of Plant – We have seen a significant increase in the price of natural gas, which is our only non-fixed price for a utility (see comparative utility data on page 3). In regard to our fixed utility and fuel pricing, there have been several unanticipated increases of concern this fiscal year. Our regional cooperative for gas, diesel, and #2 fuel oil contracts did not lock-in pricing until October for this school year and all prices were higher than the original targets. Our new electricity supplier agreement was canceled in November and we have found a new vendor in cooperation with the Town of Simsbury for a fixed rate for 34 months beginning in February. Unfortunately, our new fixed price is \$0.0819/kwh as compared with \$0.079/kwh and our current budget assumed savings from the prior vendor. Due to the projected year end deficits for electricity and natural gas, the budget for the Operation of Plant has been increased by \$200,000.

Out of District Tuition – The pace of spending is up primarily due to the timing of payments for in-district pupil services and outplacement tuition.

	07/17-03/18	07/18-03/19	07/17-03/18	07/18-03/19
<b>Eversource/Supplier</b>				
	<b>K/W HOURS</b>	<b>K/W HOURS</b>	<b>TOTAL \$</b>	<b>TOTAL \$</b>
Central	204,875	209,514	\$ 45,447.52	\$ 50,739.72
Latimer	152,400	155,280	\$ 35,290.32	\$ 44,245.76
Squadron	361,728	354,240	\$ 68,125.73	\$ 65,731.00
Tariffville	183,680	207,520	\$ 33,538.76	\$ 37,159.98
Tootin	242,411	247,056	\$ 46,058.22	\$ 46,086.68
HJM	455,928	474,744	\$ 79,865.65	\$ 82,117.37
SHS	1,779,978	1,937,186	\$ 286,024.74	\$ 305,449.24
Maint.	0	0	\$ -	\$ -
<b>EVERSOURCE TOTAL- =</b>	<b>3,381,000</b>	<b>3,585,540</b>	<b>\$ 594,350.94</b>	<b>\$ 631,529.75</b>
<b>CNG</b>				
	<b>CU.FT(100)</b>	<b>CU.FT(100)</b>	<b>TOTAL \$</b>	<b>TOTAL \$</b>
Central	28,602	29,145	\$ 27,855.62	\$ 30,513.06
Latimer	31,560	34,950	\$ 22,000.11	\$ 27,031.18
Squadron	29,470	30,030	\$ 28,384.30	\$ 24,952.80
Tariffville	0	0	\$ -	\$ -
Tootin	36,960	39,130	\$ 29,681.42	\$ 33,972.47
HJM	65,820	50,060	\$ 39,171.72	\$ 39,502.52
SHS	132,030	132,740	\$ 92,312.02	\$ 107,459.97
Maint.	2,701	2,759	\$ 3,796.88	\$ 4,219.59
<b>CNG TOTAL- =</b>	<b>327,143</b>	<b>318,814</b>	<b>\$ 243,202.07</b>	<b>\$ 267,651.59</b>
<b>HOCON GAS</b>				
	<b>GALLONS</b>	<b>GALLONS</b>	<b>TOTAL \$</b>	<b>TOTAL \$</b>
Central	0.0	0.0	\$ -	\$ -
Latimer	0.0	0.0	\$ -	\$ -
Squadron	0.0	0.0	\$ -	\$ -
Tariffville	233.8	284.7	\$ 415.61	\$ 462.93
Tootin	0.0	0.0	\$ -	\$ -
HJM	21.5	216.8	\$ 39.23	\$ 332.06
SHS	0.0	0.0	\$ -	\$ -
Maint.	0.0	0.0	\$ -	\$ -
<b>HOCON TOTAL- =</b>	<b>255.3</b>	<b>501.5</b>	<b>\$ 454.84</b>	<b>\$ 794.99</b>
<b>EAST RIVER OIL</b>				
	<b>GALLONS</b>	<b>GALLONS</b>	<b>TOTAL \$</b>	<b>TOTAL \$</b>
Central	0.0	0.0	\$ -	\$ -
Latimer	0.0	0.0	\$ -	\$ -
Squadron	0.0	0.0	\$ -	\$ -
Tariffville	8,890.0	9,313.0	\$ 17,727.19	\$ 24,060.51
Tootin	0.0	0.0	\$ -	\$ -
HJM	0.0	0.0	\$ -	\$ -
SHS	0.0	1,650.0	\$ -	\$ 3,291.98
Maint.	0.0	0.0	\$ -	\$ -
<b>E.R. OIL TOTAL- =</b>	<b>8,890.0</b>	<b>10,963.0</b>	<b>\$ 17,727.19</b>	<b>\$ 27,352.49</b>
<b>EAST RIVER VEHICLE FUEL</b>				
	<b>GALLONS</b>	<b>GALLONS</b>	<b>TOTAL \$</b>	<b>TOTAL \$</b>
VEHICLE FUEL-DIESEL	30,487.2	30,701.5	\$ 64,709.38	\$ 80,145.09
VEHICLE FUEL-GASOLINE	18,077.9	17,454.5	\$ 38,992.19	\$ 42,314.80
VEHICLE FUEL-PROPANE	16,304.4	20,627.6	\$ 25,924.00	\$ 36,247.30
<b>E.R. FUEL TOTAL- =</b>	<b>64,869.5</b>	<b>68,783.6</b>	<b>\$ 129,625.57</b>	<b>\$ 158,707.19</b>
<b>EAST RIVER BUS FUEL</b>				
	<b>GALLONS</b>	<b>GALLONS</b>	<b>TOTAL \$</b>	<b>TOTAL \$</b>
BUS FUEL-DIESEL	29,598.9	29,896.9	\$ 62,879.02	\$ 78,059.92
BUS FUEL-GASOLINE	13,639.0	13,149.9	\$ 29,567.04	\$ 31,850.44
BUS FUEL-PROPANE	16,304.4	20,627.6	\$ 25,924.00	\$ 36,247.30
<b>E.R. FUEL TOTAL- =</b>	<b>59,542.3</b>	<b>63,674.4</b>	<b>\$ 118,370.06</b>	<b>\$ 146,157.66</b>



# Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

**To:** Board of Finance  
**From:** Amy Meriwether, Finance Director/Treasurer  
**CC:** Maria Capriola, Town Manager  
**Date:** April 23, 2019  
**Re:** Finance Director's Report

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## **Grants and Donations**

Below is a listing of grants/donations approved by the Board of Selectmen in February and March 2019:

- Simsbury Farms Men's Club - \$9,608.29 to support expenditures associated with the 5<sup>th</sup> Green renovation project at the Simsbury Farms Golf Course
- St. Catherine of Sienna - \$7,500 to support the Simsbury Food Closet Program
- 2019 CT DOT and Yale New Haven Fitting Station Grant - \$500 value of materials and equipment including 2 infant car seats, 1 convertible car seat, 3 storage clip boards, 8 tent weights and 2 large storage bins.
- 2019 Distracted Driving High Visibility Enforcement Grant - \$20,000 in overtime reimbursement to conduct dedicated distracted driving enforcement patrols. Patrols will be conducted during specified times in April and August 2019

## **Tax Abatement for Volunteer Firefighters and Ambulance Personnel**

As previously mentioned, the Fire District had requested an update to the current Tax Abatement for Volunteer Firefighters and Ambulance Personnel Ordinance (Chapter 141, Article 5). At their regular meeting on January 28, 2019 the Board of Selectmen approved the establishment of a work group consisting of Selectmen Chris Peterson and Sean Askham, to review this matter. Also participating were Town Manager Maria Capriola, Deputy Town Manager Melissa Appleby, Fire District Chief of Administration Kevin Kowalski, Fire District Chief Jim Baldis, Fire District President Gary Wilcox and Executive Director of the Simsbury Volunteer Ambulance Association Karin Stewart.

Proposed changes are attached. The two substantive changes are 1) correcting a scrivener's error from the 2016 ordinance update in which an omission regarding retiree benefits occurred (new 141-18C) and 2) removing 141-21 and no longer providing a benefit to residents providing service to non-Simsbury fire departments or ambulance companies. The Town Attorney has reviewed the draft amendments and has made some additional proposed wording changes as presented.

Removing 141-21 and no longer providing a benefit to residents providing service to non-Simsbury fire departments or ambulance companies would save the Town approximately \$1,500 - \$3,000 per year.

The 2017 tax abatement list of volunteer firefighters and ambulance members consisted of 12 ambulance volunteers and 61 volunteer firefighters, for a 2017 total abatement value of \$62,326.38.

### **Tax Abatement Request from Ensign-Bickford**

The Town of Simsbury is in receipt of a business development application from Ensign-Bickford for the request of a 10-year tax abatement and reduction in permit fees. Staff is currently working through the review of the application and it is expected to be brought forth to the Business Development Incentive Committee within the next two weeks.

### **Health Insurance Fund**

As previously mentioned during the FY19/20 budgeting process, the Town's Health Insurance Fund has been insolvent for the last several years. At the direction of the Board of Finance, Town staff has reviewed the fund in further detail in an attempt to identify the cause for the insolvency. During this process, Town staff worked with the School Business Manager as well as the Town's employee benefits consultants to tie out general ledger activity. There were no significant findings related to the activity being posted to the Health Insurance Fund. All balances were able to be tied out between the Town, consultants and health provider within reason. There was nothing identified that would cause an insolvent deficiency in the Health Insurance Fund from year to year.

During the FY18/19 budgeting process, Gallagher had provided a budget for the Health Insurance Fund from which, the premiums were set. Town staff reviewed the proposed budget in relation to the FY18/19 projected balances and found that Gallagher had under budgeted claims activity by about \$830,000. (Analysis is attached) As you see from the attached analysis, if \$1,000,000 had not been transferred into the Health Insurance, the fund would be showing a loss of \$625,058 for the year. This is in line with prior year losses that ranged anywhere from \$400,000 - \$1,000,000 per year.

Town staff attempted to review prior year Gallagher provided budgets compared to actual results to identify whether this was main cause of the fund insolvency from year to year. However, no other Gallagher budgets were able to be located to validate this theory. School Business Manager files as well as prior Finance Director files were searched in an effort to obtain this information. Town staff also reached out to Gallagher staff assigned to the Town of Simsbury's account. Unfortunately, the members of the Gallagher team that were working with the Town of Simsbury no longer work there.

Although we cannot identify the cause for the prior year fund deficits, management is confident that the cause of the current year deficit is due to the under budgeting of claims activity provided by the prior employee benefits consultants. When claims are under budgeted premiums are not set correctly and then there is not enough money coming into the fund to offset the actual claims being paid throughout the year.

**Chapter 141. Taxation**  
**Article V. Tax Abatement For Volunteer Firefighters and Ambulance Personnel**

[Adopted 4-23-2001]

**§ 141-16. Purpose.**

The Town of Simsbury is desirous of showing its appreciation for the faithful and courageous performance of the duties performed by the Simsbury Volunteer Fire Company and the Simsbury Volunteer Ambulance Association personnel in the Town of Simsbury and to encourage others to become firefighters and ambulance personnel. These reasons have provided for the Town to establish a tax abatement program pursuant to Section 12-81w of the Connecticut General Statutes as amended by Public Act No. 99-272, Section 6, for volunteer fire and ambulance personnel on the conditions set forth in this section and §§ 141-17 through 141-121.

**§ 141-17. Abatement schedule.**

[Amended 4-25-2016]

Each volunteer firefighter of the Simsbury Volunteer Fire Company and each volunteer of the Simsbury Volunteer Ambulance Association (collectively "volunteer") who is eligible pursuant to § 141-18 to receive a tax abatement shall have his or her real estate and/or motor vehicle property taxes owed to the Town of Simsbury for the current fiscal year abated in an amount equal to the lesser of the total amount of his or her real estate and/or motor vehicle property taxes owed to the Town of Simsbury for such fiscal year or an amount as calculated in the following schedule:

<b>Column-A</b>	<b>Column-B</b>
<b>Years of <u>Eligible</u> Volunteer Service to Simsbury Volunteer Fire Company and/or Simsbury Volunteer Ambulance Association</b>	<b>Dollar Amount of Taxes Abated <u>Per Fiscal Year</u></b>
2 <u>up to 5 years of eligible service</u>	\$500
5 years of <u>eligible</u> service or more	\$1,000

**§ 141-18. Eligibility.**

[Amended 6-25-2007; 4-25-2016]

A.

To be eligible for the tax abatement pursuant to § 141-17 for any fiscal year, an eligible volunteer shall, on or before April 30 prior to such fiscal year, present to the Tax Collector a written statement certified ~~to~~ by the Chief of the Simsbury Volunteer Fire Company or the President of the Simsbury Volunteer Ambulance Association, which statement shall include the name and address of said volunteer, that said volunteer has served as an active volunteer in good standing for the Simsbury Volunteer Fire Company and/or the Simsbury Volunteer Ambulance Association for not less than the two immediate preceding calendar years, and the total number of years of service of said volunteer. "Volunteer in good standing" for members of the Simsbury

Volunteer Fire Company shall be defined as set forth in the bylaws of the Simsbury Volunteer Fire Company. "Volunteer in good standing" for members of the Simsbury Volunteer Ambulance Association shall be defined as a regular ambulance volunteer who has done 288 qualifying hours in the year preceding October 1. "Years of service" shall not be deemed to have been interrupted by medical leave authorized by the Simsbury Volunteer Fire Company and/or the Simsbury Volunteer Ambulance Association, leave for military service for the United States of America, or leave covered under the Connecticut Workers' Compensation Act.

B.

A person who terminates his or her volunteer service to the Simsbury Volunteer Fire Company and/or the Simsbury Volunteer Ambulance Association shall, upon his or her return to volunteer service to the Simsbury Volunteer Fire Company and/or the Simsbury Volunteer Ambulance Association, be eligible for the tax abatement provided under Section § 141-17 only after he or she completes one full calendar year of volunteer service. Such volunteer's total years of service shall then include any previous years of volunteer service to the Simsbury Volunteer Fire Company and/or the Simsbury Volunteer Ambulance Association.

~~C.~~

~~Any person who terminates his or her volunteer service to the Simsbury Volunteer Fire Company or the Simsbury Volunteer Ambulance Association for five or more years shall lose any credit for any previous years of service.~~

C.

Any volunteer who a) has served for a minimum of 25 years of service as an active volunteer in good standing as defined in § 141-18 of this Article V; and b) terminates his or her volunteer service; and c) is otherwise eligible for the tax abatement program defined in this Article V, shall continue to receive a tax abatement in the amount of \$1,000 as set forth in § 141-17 of this Article V per annum as long as they continue to (1) reside in Simsbury or (2) own a motor vehicle registered to a Simsbury address or (3) own taxable property in the Town of Simsbury. ~~{Added 6-25-2007}~~

**§ 141-19. Application.**

The tax abatement provided under this article shall be applied first against any real property taxes owing to the Town of Simsbury and then against any motor vehicle taxes owing to the Town of Simsbury. In the event that the tax to which the abatement is applied is paid in installments, then the abatement shall be applied 50% to each installment. The tax abatement provided under this article shall be applicable for any real property or motor vehicle owned by a volunteer and eligible for such abatement regardless of whether such property is owned individually, jointly or as tenant in common with one or more other persons, provided that said ownership interest is recorded in the name of the volunteer on the Simsbury Grand List. For property acquired by the volunteer during the Grand List Year, the abatement shall be prorated in the same manner and to the same degree as the underlying tax liability. The tax abatement provided under this article only applies to taxes owed to the Town of Simsbury by volunteers in good standing who continue to (1) reside in Simsbury or (2) own a motor vehicle registered to a Simsbury address or (3) own taxable property in the Town of Simsbury.

**§ 141-20. Records.**

The Tax Collector of the Town of Simsbury shall maintain a record of all taxes abated in accordance with this article.

**§ 141-21. Interlocal agreements.**

~~The Town of Simsbury may enter into interlocal agreements with other municipalities for the purpose of providing tax relief to volunteer firefighters or ambulance personnel who live in one municipality but who volunteer their services in another municipality.~~

**§ 141-22. Effective date.**

[Amended 4-25-2016]

~~Revised §§ 141-17 and 141-18 of this article shall take effect and shall be applicable to taxes owing beginning with taxes on the Grand List of October 1, 2015. For the October 1, 2014, Grand List, the tax abatement schedule that was in effect prior to this amendment shall remain in full force and effect.~~

Revisions to this article shall take effect and shall be applicable to taxes owing beginning with taxes on the Grand List of October 1, 2018, for tax payments due July 1, 2019 – June 30, 2020.

**Town of Simsbury  
Health Insurance Fund  
Statement of Revenues, Expenditures and Changes in Fund Balance  
Fund Projections**

	<u>2019 Estimated</u>	<u>Gallagher Budget</u>	<u>Variance</u>
<b>Revenues</b>			
Premiums	\$ 13,753,534	\$ 13,610,424	\$ 143,110
H.S.A Funding	542,166	-	542,166
Rx Reimbursement	438,630	365,000	73,630
Insurance Refunds	44,656	-	44,656
<b>Total Revenues</b>	<b><u>14,778,986</u></b>	<b><u>13,975,424</u></b>	<b><u>803,562</u></b>
<b>Expenditures</b>			
Claims	13,861,120	13,031,176	(829,944)
H.S.A Funding	554,567	-	(554,567)
ASO Fees/Admin Fees	448,075	445,288	(2,787)
Stop Loss Insurance	540,283	498,960	(41,323)
<b>Total Expenditures</b>	<b><u>15,404,044</u></b>	<b><u>13,975,424</u></b>	<b><u>(1,428,620)</u></b>
<b>Operating Transfers</b>			
Transfer In	1,000,000	-	-
Total Operating Transfers	<u>1,000,000</u>	<u>-</u>	<u>-</u>
<b>Net Change in Fund Balance</b>	<b>\$ 374,942</b>	<b>\$ -</b>	<b>\$ (625,058)</b>



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Appointment of Auditor for FY18/19 Audit
2. **Date of Board Meeting:** April 23, 2019
3. **Individual or Entity Making the Submission:**  
Amy Meriwether, Finance Director/Treasurer
4. **Action Requested of the Board of Finance:**  
If the Board of Finance supports the appointment of the FY18/19 audit firm, Blum Shapiro, the following motion is in order:  
  
*Move, effective April 23, 2019, to appoint BlumShapiro as the Town of Simsbury's auditors for the fiscal year ending 2018/2019.*
5. **Summary of Submission:**  
  
Connecticut General Statutes (C.G.S 7-396 and 4-232) require that the appointing authority of any municipality or audited agency to annually file with the Secretary of the Office of Policy Management (OPM) the name of the independent auditor designated to conduct the annual audit of its accounts. The notification must be made at least thirty days prior to the end of the fiscal period for which the audit is required.  
  
The Town of Simsbury recently issued an RFQ for auditing services on August 28, 2018. A panel consisting of Town staff in conjunction with the Board of Finance Chair interviewed selected firms and made the decision to remain with our current auditing firm, Blum Shapiro. Our previous Audit Partner, Vanessa Rossitto, has been removed from the engagement and replaced with Audit Partner, Nikoleta McTigue to achieve a fresh review of the Town's financial statements, internal controls etc.  
  
The Town has contracted with Blum Shapiro for three years with the option to extend for two additional years. The fiscal year 2018/2019 audit will be Year 1 of the current contract.
6. **Financial Impact:**  
None
7. **Description of Documents Included with Submission:**  
None



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Budget Status Report – Period Ended March 31, 2019
2. **Date of Board Meeting:** April 23, 2019
3. **Individual or Entity Making the Submission:**  
Amy Meriwether, Finance Director/Treasurer
4. **Action Requested of the Board of Finance:**  
No action requested for this agenda item.
5. **Summary of Submission:**

### General Fund Overview

As of March 31, 2019, revenues total \$93,574,253 or 97% of the budget. Expenditures total \$72,317,435 or 75% of the budget. Below is a summary of budgetary highlights:

### **Revenues**

- Tax Revenue – Collections total \$88,358,374 or 101% of budget.
- Education Cost Sharing Grant – The State of Connecticut recently released finalized ECS entitlements. Simsbury's FY2018/19 entitlement is reported at \$6,028,199. This exceeds budgetary estimates of \$5,402,105 by \$626,094.
- Investment Revenue – Investment earnings were budgeted at \$175,000. Interest earnings to date total \$457,105 or 261% of budget.
- The State owned property exemption revenue was budgeted at \$2,339. Actual payments received totaled \$35,655 or \$33,316 in excess of budgetary estimates.
- CIRMA Distribution – The Town received \$38,301 as part of its participation in CIRMA's Member's Equity Distribution program. These funds were not included in the FY2018/19 budget, and therefore, is excess revenue to the Town.
- FEMA Reimbursement – The Town received an unanticipated reimbursement for the October 2011 winter storm in the amount of \$119,933.
- Building Permit Revenue – The Town received building permit fees for the current year in the amount of \$613,180 related to the Deep Water Wind Solar Project. (Note: This revenue is not reflected in the March 31, 2019 financial statements. Receipt of funds was taken in on April 16<sup>th</sup>.) As of April 17, 2019 building department fees total \$1,028,824 or \$278,824 in excess of budgetary estimates.

## **Expenditures**

- Employee Benefits – This line item is expected to exceed budgetary estimates by about \$80,000 due to unanticipated expenditures in the Major Medical Insurance line item.

### Simsbury Farms Overview

Expenditures exceeded revenues by \$424,811 as of March 31, 2019. Fund balance decreased from \$30,679 to (\$394,132).

In comparison to the same period last year, revenues are up \$9,230, not including the general fund contribution. Golf Course revenue is down \$46,962 while recreation and Simsbury Farms revenue is up \$56,192.

Expenditures increased \$40,128 compared to the same period last year. This is mainly due to an increase in the Simsbury Farms Complex expenditures related to an increase in seasonal staff wages.

### Health Insurance Fund Overview

Revenues exceeded expenditures by \$636,534 as of March 31, 2019. This is mainly due to a \$1,000,000 transfer in from the General Fund. With the transfer in from the General Fund, expenditures exceeded revenues by \$363,466. Reserves are at \$2,368,640 as of March 31, 2019.

### Residential Rental Property Fund Overview

Revenues exceeded expenditures by \$37,611 as of March 31, 2019. Fund balance increased from \$303,322 to \$340,934.

### Sewer Funds Overview

The Sewer Use Fund revenues exceeded expenditures by \$1,468,761 as of March 31, 2019. Fund balance increased from \$4,938,189 to \$6,406,950.

The Sewer Assessment Fund revenues exceeded expenditures by \$159,633 as of March 31, 2019. Fund balance increased from \$1,501,879 to \$1,661,512.

### Special Revenue Fund Overview

All special revenue funds have been included in this packet for reporting and transparency purposes. Due to the number of special revenue funds and time constraints during the budget season, staff has not had the opportunity to properly evaluate all funds. These funds will be reviewed in the near future and formally reported on in the next Budget Status Report.

As of present, the only funds of note are those that are currently showing a negative fund balance. Included are the Hazard Mitigation Fund, POCD Grant Fund, Hartford Charrette Fund, Field Recreation Fund and Youth Services Bureau Fund. With regards to the Field Recreation Fund and Youth Services Bureau Fund, this is most likely due to the timing of when expenditures went out versus when revenues come in. All negative balances will be reviewed further and reported on at a future Board of Finance meeting.

### Belden Trust Funds Overview

Eno Wood Trust – Revenues exceeded expenditures by \$12,830 as of March 31, 2019. Fund balance increased from \$74,231 to \$87,061.

Horace Belden Trust – Revenues exceeded expenditures by \$25,326 as of March 31, 2019. Fund balance increased from \$97,875 to \$123,201.

Julia Darling Trust – Expenditures exceeded revenues by \$3,723 as of March 31, 2019. Fund balance decreased from \$23,982 to \$20,259.

Kate Southwell Trust – Expenditures exceeded revenues by \$794 as of March 31, 2019. Fund balance decreased from \$17,894 to \$17,100.

### Pension Trust Funds Overview

General Government – Revenues exceeded expenditures by \$235,526 as of March 31, 2019. Fund balance increased from \$24,431,309 to \$24,666,834.

Police – Revenues exceeded expenditures by \$146,904 as of March 31, 2019. Fund balance increased from \$17,126,638 to \$17,273,542.

Board of Education – Revenues exceeded expenditures by \$727,263 as of March 31, 2019. Fund balance increased from \$22,536,332 to \$23,263,595.

OPEB – Revenues exceeded expenditures by \$845,795 as of March 31, 2019. Fund balance increased from \$15,414,275 to \$16,260,070.

## **6. Financial Impact:**

None

## **7. Description of Documents Included with Submission:**

- General Fund Statement of Revenues
- General Fund Statement of Expenditures
- Simsbury Farms Statement of Revenues, Expenditures and Changes in Fund Balance
- Health Insurance Fund Statement of Revenues, Expenditures and Changes in Fund Balance
- Residential Property Statement of Revenues, Expenditures and Changes in Fund Balance
- Sewer Use Fund Statement of Revenues, Expenditures and Changes in Fund Balance
- Sewer Assessment Fund
- Special Revenue Funds Statement of Revenues, Expenditures and Changes in Fund Balance
- Belden Trust Funds Statement of Revenues, Expenditures and Changes in Fund Balance
- Pension Trust Funds Statements of Revenues, Expenditures and Changes in Fund Balance
- Capital Projects Summary
- Capital Non-Recurring Fund Summary

**Town of Simsbury  
General Fund  
Statement of Revenues  
For the Period Ended March 31, 2019**

	<b>2019 Budget</b>	<b>2019 Actual</b>	<b>Budget Variance</b>	<b>Percent of Budget</b>	<b>Mar 31 Estimated</b>	<b>Estimated Variance</b>
<b>General Government</b>						
Tax Department	\$ 87,800,198	\$ 88,358,374	\$ (558,176)	101%	\$ 87,800,198	\$ 558,176
Finance Department	394,065	797,612	(403,547)	202%	797,612	-
Building Department	798,000	437,081	360,919	55%	319,200	117,881
Town Clerk	598,700	370,429	228,271	62%	359,220	11,209
Assessor's Office	144,539	138,697	5,842	96%	138,697	-
Town Manager's Office	125,000	124,500	500	100%	124,500	-
Land Use Commission	30,000	20,499	9,501	68%	22,500	(2,001)
Miscellaneous	-	50,184	(50,184)	0%	-	50,184
<b>Total General Government</b>	<b>89,890,502</b>	<b>90,297,377</b>	<b>(406,875)</b>	<b>100%</b>	<b>89,561,927</b>	<b>735,450</b>
<b>Public Safety</b>						
Police Department	63,563	28,379	35,184	45%	10,500	17,879
Animal Control	500	285	215	57%	270	15
<b>Total Public Safety</b>	<b>64,063</b>	<b>28,664</b>	<b>35,399</b>	<b>45%</b>	<b>10,770</b>	<b>17,894</b>
<b>Public Works</b>						
Eno Memorial Hall	2,500	8,725	(6,225)	349%	8,725	-
Engineering	350	229	121	65%	263	(34)
Highway Department	-	3,013	(3,013)	0%	3,013	-
Landfill	-	370	(370)	0%	370	-
<b>Total Public Works</b>	<b>2,850</b>	<b>12,336</b>	<b>(9,486)</b>	<b>433%</b>	<b>12,370</b>	<b>(34)</b>
<b>Health &amp; Welfare</b>						
Elderly/Handicapped Transport	6,000	5,004	996	83%	4,500	504
<b>Total Health &amp; Welfare</b>	<b>6,000</b>	<b>5,004</b>	<b>996</b>	<b>83%</b>	<b>4,500</b>	<b>504</b>
<b>Culture &amp; Recreation</b>						
Library	49,000	23,884	25,116	49%	36,750	(12,866)
Community Gardens	2,500	1,975	525	79%	1,875	100
Memorial Pools & Fields	1,500	1,860	(360)	124%	1,860	-
<b>Total Culture &amp; Recreation</b>	<b>53,000</b>	<b>27,719</b>	<b>25,281</b>	<b>52%</b>	<b>40,485</b>	<b>(12,766)</b>
<b>Education</b>						
Public Schools	5,501,954	3,203,153	2,298,801	58%	3,203,425	(272)
<b>Total Education</b>	<b>5,501,954</b>	<b>3,203,153</b>	<b>2,298,801</b>	<b>58%</b>	<b>3,203,425</b>	<b>(272)</b>
<b>Intergovernmental</b>						
Transfer In - Designated Fund Balance	1,000,000	-	1,000,000	0%	-	-
<b>Total Intergovernmental</b>	<b>1,000,000</b>	<b>-</b>	<b>1,000,000</b>	<b>0%</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>	<b>\$ 96,518,369</b>	<b>\$ 93,574,253</b>	<b>\$ 2,944,116</b>	<b>97%</b>	<b>\$ 92,833,477</b>	<b>\$ 740,775</b>

**Town of Simsbury**  
**General Fund**  
**Statement of Expenditures**  
**For the Period Ended March 31, 2019**

	<b>2019 Budget</b>	<b>2019 Actual</b>	<b>Budget Variance</b>	<b>Percent of Budget</b>
<b>General Government</b>				
Town Manager's Office	\$ 456,825	\$ 344,794	\$ 112,031	75%
Finance Department	322,007	233,342	88,665	72%
Building Department	291,911	202,301	89,610	69%
Assessor's Office	252,546	182,469	70,077	72%
Town Clerk	226,809	163,038	63,771	72%
Community Development	188,539	136,747	51,792	73%
Tax Department	168,126	131,894	36,232	78%
Information Technology	204,413	122,626	81,787	60%
Legal Services	151,000	97,461	53,539	65%
Community Services	108,872	93,324	15,548	86%
Elections Administration	120,572	89,921	30,651	75%
Planning Department	173,430	78,305	95,125	45%
Administrative Services	98,889	64,352	34,537	65%
Economic Development Commission	46,000	45,000	1,000	98%
Audit Services	38,000	38,100	(100)	100%
Land Use Commission	22,100	8,983	13,118	41%
Board of Finance	6,600	1,570	5,030	24%
Public Buildings Commission	1,225	980	245	80%
Historic District Commission	1,400	141	1,259	10%
Regional Probate Court	5,426	-	5,426	0%
Tourism Commission	645	-	645	0%
<b>Total General Government</b>	<b>2,885,335</b>	<b>2,035,344</b>	<b>849,991</b>	<b>71%</b>
<b>Public Safety</b>				
Police Department	4,784,371	3,365,391	1,418,980	70%
Animal Control	70,581	49,604	20,977	70%
Emergency Management	6,685	4,853	1,832	73%
<b>Total Public Safety</b>	<b>4,861,637</b>	<b>3,419,848</b>	<b>1,441,789</b>	<b>70%</b>
<b>Public Works</b>				
Highway Department	2,970,226	2,077,857	892,369	70%
Buildings & Maintenance	479,657	340,183	139,474	71%
Engineering	265,288	191,843	73,445	72%
Public Works Administration	270,179	175,482	94,697	65%
Library	131,639	97,357	34,282	74%
Town Office Buildings	145,890	94,231	51,659	65%
Landfill	71,500	60,688	10,812	85%
Eno Memorial Hall	71,975	46,559	25,416	65%
Memorial Pool	24,716	19,644	5,072	79%
Other Buildings	32,272	15,333	16,939	48%
<b>Total Public Works</b>	<b>4,463,342</b>	<b>3,119,178</b>	<b>1,344,164</b>	<b>70%</b>

**Town of Simsbury  
General Fund  
Statement of Expenditures  
For the Period Ended March 31, 2019**

	<b>2019 Budget</b>	<b>2019 Actual</b>	<b>Budget Variance</b>	<b>Percent of Budget</b>
<b>Health &amp; Welfare</b>				
Social Service Administration	258,572	171,280	87,292	66%
Health Department	134,239	134,239	-	100%
Senior Center Services	152,720	107,849	44,871	71%
Transportaion Services	123,621	83,033	40,588	67%
Outreach Services - Elderly	24,408	17,740	6,668	73%
<b>Total Health &amp; Welfare</b>	<b>693,560</b>	<b>514,141</b>	<b>179,420</b>	<b>74%</b>
<b>Culture &amp; Recreation</b>				
Library	1,474,097	1,079,665	394,432	73%
Parks & Open Space	674,541	474,283	200,258	70%
Recreation Administration	49,522	36,617	12,905	74%
Memorial Pool	28,692	19,971	8,721	70%
Memorial Field	26,951	9,302	17,649	35%
Beautification Committee	4,620	2,030	2,590	44%
<b>Total Culture &amp; Recreation</b>	<b>2,258,423</b>	<b>1,621,868</b>	<b>636,555</b>	<b>72%</b>
<b>Education</b>				
Board of Education	69,693,042	51,194,537	18,498,505	73%
<b>Total Education</b>	<b>69,693,042</b>	<b>51,194,537</b>	<b>18,498,505</b>	<b>73%</b>
<b>Intergovernmental</b>				
Employee Benefits	4,781,745	4,049,535	732,210	85%
Insurance	485,715	496,910	(11,195)	102%
Transfer Out - Health Insurance Fund	-	1,000,000	(1,000,000)	0%
Transfer Out - Capital Projects	1,741,500	1,741,500	-	100%
Transfer Out - Simsbury Farms	100,000	100,000	-	100%
Transfer Out - Contingency Reserve	89,670	-	89,670	0%
Transfer Out - CNR 2014	-	-	-	0%
Transfer Out - CNR 2016	83,250	83,250	-	100%
Transfer Out - CNR 2019	83,250	83,250	-	100%
Transfer Out - CNR 2015	83,250	83,250	-	100%
Transfer Out - CNR 2018	83,250	83,250	-	100%
Transfer Out - CNR 2017	68,300	68,300	-	100%
<b>Total Intergovernmental</b>	<b>7,599,930</b>	<b>7,789,245</b>	<b>(189,315)</b>	<b>102%</b>
<b>Debt Service</b>				
Principal	3,365,000	2,121,278	1,243,722	63%
Interest	698,100	501,997	196,103	72%
<b>Total Debt Service</b>	<b>4,063,100</b>	<b>2,623,275</b>	<b>1,439,825</b>	<b>65%</b>
<b>Total Expenditures</b>	<b>\$ 96,518,369</b>	<b>\$ 72,317,435</b>	<b>\$ 24,200,934</b>	<b>75%</b>

**Town of Simsbury**  
**Simsbury Farms**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2019**  
**With Comparative Totals for the Period Ended March 31, 2018**

	<u>2019</u> <u>Budget</u>	<u>2019</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>Actuals</u> <u>Variance</u>
<b>Revenues</b>				
Recreation Programs				
Special Programs	\$ 424,200	\$ 157,972	\$ 153,153	\$ 4,819
Sponsorships/Advertising	4,500	-	-	-
Playgrounds	-	66,946	55,385	11,562
Total Recreation Programs	<u>428,700</u>	<u>224,919</u>	<u>208,538</u>	<u>16,381</u>
Simsbury Farms Complex				
Skating	218,000	203,290	173,438	29,852
Simsbury Farms Pools	189,400	73,964	57,506	16,458
Vending	29,900	16,441	14,509	1,932
Court Rental	24,000	25,242	22,157	3,085
Apple Barn Rental	3,500	1,852	2,691	(839)
Miscellaneous	-	20	10,697	(10,677)
Total Simsbury Farms Complex	<u>464,800</u>	<u>320,809</u>	<u>280,997</u>	<u>39,811</u>
Golf Course				
Golf Course Fees	920,000	405,687	447,678	(41,990)
Golf Surcharge	42,000	20,073	21,409	(1,336)
Miscellaneous	26,500	18,550	22,186	(3,636)
Total Golf Course	<u>988,500</u>	<u>444,310</u>	<u>491,273</u>	<u>(46,962)</u>
Intergovernmental				
Transfer In - General Fund	100,000	100,000	70,000	30,000
Total Intergovernmental	<u>100,000</u>	<u>100,000</u>	<u>70,000</u>	<u>30,000</u>
<b>Total Revenues</b>	<b><u>1,982,000</u></b>	<b><u>1,090,038</u></b>	<b><u>1,050,808</u></b>	<b><u>39,230</u></b>
<b>Expenditures</b>				
Golf Course	901,398	640,225	642,627	(2,402)
Simsbury Farms Complex	479,736	387,806	352,629	35,178
Special Programs	388,078	311,282	308,657	2,626
Simsbury Farms Administration	212,771	175,535	170,809	4,726
<b>Total Expenditures</b>	<b><u>1,981,983</u></b>	<b><u>1,514,849</u></b>	<b><u>1,474,721</u></b>	<b><u>40,128</u></b>
<b>Net Change in Fund Balance</b>	<b>17</b>	<b>(424,811)</b>	<b>(423,913)</b>	
<b>Fund Balance - 7/1</b>	<b><u>30,679</u></b>	<b><u>30,679</u></b>	<b><u>30,679</u></b>	
<b>Fund Balance - 3/31</b>	<b><u>\$ 30,696</u></b>	<b><u>\$ (394,132)</u></b>	<b><u>\$ (393,234)</u></b>	

**Town of Simsbury**  
**Health Insurance Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2019**  
**With Comparative Totals For the Period Ended March 31, 2018**

	<u>2019</u> <u>Budget</u>	<u>2019</u> <u>Actual</u>	<u>Budget</u> <u>Variance</u>	<u>2018</u> <u>Actual</u>	<u>Actuals</u> <u>Variance</u>
<b>Revenues</b>					
Premiums	\$ 13,610,424	\$ 10,315,150	\$ (3,295,274)	\$ 9,905,843	\$ 409,306
H.S.A Funding	-	542,166	542,166	474,868	67,298
Rx Reimbursement	365,000	438,630	73,630	350,491	88,139
Insurance Refunds	-	44,656	44,656	33,666	10,990
<b>Total Revenues</b>	<b>13,975,424</b>	<b>11,340,602</b>	<b>(2,634,822)</b>	<b>10,764,868</b>	<b>575,735</b>
<b>Expenditures</b>					
Claims	13,031,176	10,395,841	(2,635,335)	9,431,695	964,146
H.S.A Funding	-	554,567	554,567	474,451	80,116
ASO Fees/Admin Fees	445,288	337,876	(107,412)	324,414	13,462
Stop Loss Insurance	498,960	415,785	(83,175)	332,946	82,839
<b>Total Expenditures</b>	<b>13,975,424</b>	<b>11,704,069</b>	<b>(2,271,355)</b>	<b>10,563,506</b>	<b>1,140,563</b>
<b>Operating Transfers</b>					
Transfer In	1,000,000	1,000,000	-	-	1,000,000
<b>Total Operating Transfers</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>
<b>Net Change in Fund Balance</b>	<b>1,000,000</b>	<b>636,534</b>	<b>(363,466)</b>	<b>201,362</b>	<b>435,172</b>
<b>Fund Balance - 7/1</b>	<b>(132,901)</b>	<b>(132,901)</b>		<b>728,388</b>	
<b>Fund Balance - 3/31</b>	<b>\$ 867,099</b>	<b>\$ 503,633</b>		<b>\$ 929,750</b>	
IBNR Liability Balance	1,865,007	1,865,007		1,865,007	
Fund Balance	867,099	503,633		929,750	
<b>Total Reserve</b>	<b>2,732,106</b>	<b>2,368,640</b>		<b>2,794,757</b>	

**Town of Simsbury**  
**Residential Rental Property Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2019**  
**With Comparative Totals For the Period Ended March 31, 2018**

	<u>2019 Budget</u>	<u>2019 Actual</u>	<u>Budget Variance</u>	<u>2018 Actual</u>	<u>Actuals Variance</u>
<b>Revenues</b>					
Rental Income	\$ 36,423	\$ 59,123	\$ 22,700	\$ 52,893	\$ 6,230
<b>Total Revenues</b>	<b>36,423</b>	<b>59,123</b>	<b>22,700</b>	<b>52,893</b>	<b>6,230</b>
<b>Expenditures</b>					
Operating					
Contractual Services	13,000	6,000	(7,000)	6,000	-
Facilities Maintenance	8,300	3,972	(4,328)	253	3,718
Sewer Use Fees	2,200	1,143	(1,057)	1,179	(36)
Building Improvements	1,500	2,950	1,450	-	2,950
Water Charges	1,250	897	(353)	799	98
Equipment Maintenance	650	52	(598)	7,825	(7,773)
Building Supplies	500	-	(500)	-	-
Electric	500	-	(500)	-	-
Total Operating	<u>27,900</u>	<u>15,014</u>	<u>(12,886)</u>	<u>16,056</u>	<u>(1,042)</u>
Debt Service					
Principal	8,031	6,000	(2,031)	5,941	60
Interest	492	498	6	456	42
Total Debt Service	<u>8,523</u>	<u>6,498</u>	<u>(2,025)</u>	<u>6,396</u>	<u>102</u>
<b>Total Expenditures</b>	<b>36,423</b>	<b>21,512</b>	<b>(14,911)</b>	<b>22,453</b>	<b>(941)</b>
<b>Net Change in Fund Balance</b>	<b>-</b>	<b>37,611</b>	<b>37,611</b>	<b>30,440</b>	<b>7,171</b>
<b>Fund Balance - 7/1</b>	<b>303,322</b>	<b>303,322</b>		<b>259,872</b>	
<b>Fund Balance - 3/31</b>	<b>\$ 303,322</b>	<b>\$ 340,934</b>		<b>\$ 290,312</b>	

**Town of Simsbury**  
**Sewer Use Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2019**

	<b>2019</b>	<b>2019</b>	<b>Budget</b>	<b>Percent of</b>
	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Budget</b>
<b>Revenues</b>				
Assessments	\$ 3,045,955	\$ 2,597,551	\$ (448,404)	85%
Intergovernmental Revenue:	409,927	307,445	(102,482)	75%
WPCA Fees	364,763	580,824	216,061	159%
Interest & Liens	27,000	18,065	(8,935)	67%
Miscellaneous Grant	21,254	10,037	(11,217)	47%
Interest on Investments	7,997	10,679	2,682	134%
Miscellaneous	6,007	20	(5,987)	0%
<b>Total Revenues</b>	<b>3,882,903</b>	<b>3,524,621</b>	<b>(358,282)</b>	<b>91%</b>
<b>Expenditures</b>				
<b>Operating</b>				
Salaries & Wages	865,344	575,454	(289,890)	67%
Utilities	506,683	336,138	(170,545)	66%
Benefits	401,290	312,420	(88,870)	78%
Supplies	133,790	72,679	(61,111)	54%
Public Agency Support	110,917	110,917	-	100%
Machinery & Equipment	88,200	28,271	(59,929)	32%
Program Services	67,451	39,411	(28,040)	58%
Consultant	48,000	1,026	(46,974)	2%
Sewer Extensions	32,000	7,752	(24,248)	24%
Equipment & Vehicle Maintenance	30,240	20,092	(10,148)	66%
Insurance	21,876	21,876	-	100%
Facilities Maintenance	17,400	8,377	(9,023)	48%
Travel & Conferences	4,565	2,067	(2,498)	45%
Dues & Subscriptions	1,500	475	(1,025)	32%
<b>Total Operating</b>	<b>2,329,256</b>	<b>1,536,954</b>	<b>(791,277)</b>	<b>66%</b>
<b>Debt Service</b>				
Principal	960,452	794,040	(166,412)	83%
Interest	304,755	154,866	(149,889)	51%
<b>Total Debt Service</b>	<b>1,265,207</b>	<b>948,905</b>	<b>(316,302)</b>	<b>75%</b>
<b>Total Expenditures</b>	<b>3,594,463</b>	<b>2,485,860</b>	<b>(1,107,578)</b>	<b>69%</b>
<b>Operating Transfers</b>				
Transfers In	-	430,000	430,000	0%
<b>Total Operating Transfers</b>	<b>-</b>	<b>430,000</b>	<b>430,000</b>	<b>0%</b>
<b>Net Change in Fund Balance</b>	<b>288,440</b>	<b>1,468,761</b>	<b>1,179,296</b>	
<b>Fund Balance - 7/1</b>	<b>4,938,189</b>	<b>4,938,189</b>		
<b>Fund Balance - 3/31</b>	<b>\$ 5,226,629</b>	<b>\$ 6,406,950</b>		

**Town of Simsbury**  
**Sewer Assessment Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2019**  
**With Comparative Totals for the Period Ended March 31, 2018**

	<b>2019</b>	<b>2018</b>	<b>Variance</b>
	<b>Actual</b>	<b>Actual</b>	
<b>Revenues</b>			
Assessments	\$ 133,860	\$ 537,829	\$ 403,969
Interest & Liens	13,043	7,740	(5,303)
Interest on Investments	12,730	2,156	(10,574)
<b>Total Revenues</b>	<b>159,633</b>	<b>547,725</b>	<b>388,092</b>
<b>Expenditures</b>	-	-	-
<b>Net Change in Fund Balance</b>	<b>159,633</b>	<b>547,725</b>	<b>388,092</b>
<b>Fund Balance - 7/1</b>	<b>1,501,879</b>	<b>1,715,721</b>	
<b>Fund Balance - 3/31</b>	<b>\$ 1,661,512</b>	<b>\$ 2,263,447</b>	

Town of Simsbury  
Special Revenue Funds  
Statement of Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2019

	Library Programs	Police Community Services	Police DUI Safety	Narcotics Task Force	D.A.R.E. Program	Police Block Grant	Police Vehicles	Police Special Duty	Social Services Programs	Community Development Grant	Hazard Mitigation
<b>Revenues</b>											
Grants	\$ 1,515	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,342	\$ -	\$ -
Donations	29,685	6,270	-	-	-	-	-	-	22,988	-	-
Intergovernmental Revenues	-	-	-	3,265	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	234,477	-	-	-
Interest on Investments	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>31,200</b>	<b>6,270</b>	<b>-</b>	<b>3,265</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>234,477</b>	<b>28,330</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>											
Contractual Services	18,726	-	-	-	-	-	-	141,641	-	-	-
Supplies & Materials	6,908	6,925	-	2,405	-	-	-	18,910	-	-	-
Program Services	-	-	-	-	-	-	-	-	34,340	-	-
Facilities Maintenance	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Public Agency Support	-	-	-	-	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>25,634</b>	<b>6,925</b>	<b>-</b>	<b>2,405</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>160,551</b>	<b>34,340</b>	<b>-</b>	<b>-</b>
<b>Operating Transfers</b>											
Transfers Out	-	-	-	(13,500)	-	-	-	-	-	-	-
<b>Total Operating Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(13,500)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>5,566</b>	<b>(656)</b>	<b>-</b>	<b>(12,641)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>73,925</b>	<b>(6,011)</b>	<b>-</b>	<b>-</b>
<b>Fund Balance - 7/1</b>	<b>48,803</b>	<b>15,836</b>	<b>33,142</b>	<b>36,459</b>	<b>1,243</b>	<b>9,704</b>	<b>44,632</b>	<b>216,782</b>	<b>138,193</b>	<b>233,142</b>	<b>(2,335)</b>
<b>Fund Balance - 3/31</b>	<b>\$ 54,370</b>	<b>\$ 15,180</b>	<b>\$ 33,142</b>	<b>\$ 23,818</b>	<b>\$ 1,243</b>	<b>\$ 9,704</b>	<b>\$ 44,632</b>	<b>\$ 290,707</b>	<b>\$ 132,183</b>	<b>\$ 233,142</b>	<b>\$ (2,335)</b>

**Town of Simsbury**  
**Special Revenue Funds**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2019**

	<u>Town Aid Road</u>	<u>Preservation of Historic Documents</u>	<u>Eno Memorial Fund</u>	<u>Town Clerk LOCIP</u>	<u>Expanded Dial-A-Ride</u>	<u>Incentive Housing</u>	<u>Dog Park</u>	<u>Regional Probate</u>	<u>Clean Energy Task Force</u>	<u>POCD Grant</u>	<u>Hartford Chaurette</u>
<b>Revenues</b>											
Grants	\$ 184,199	\$ 6,500	\$ -	\$ 5,331	\$ 14,305	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	-	-	-	-	-	-	261	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-	-	-	15,662	-	-	-
Charges for Services	-	17,770	-	-	-	-	-	-	-	-	-
Interest on Investments	-	-	494	-	-	-	-	-	-	-	-
Miscellaneous	-	2,340	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>184,199</b>	<b>26,610</b>	<b>494</b>	<b>5,331</b>	<b>14,305</b>	<b>-</b>	<b>261</b>	<b>15,662</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>											
Contractual Services	-	4,200	-	-	18,009	-	300	-	-	-	-
Supplies & Materials	-	-	-	-	-	-	1,597	8,715	-	-	-
Program Services	-	-	-	-	-	-	-	5,053	-	-	-
Facilities Maintenance	-	-	-	-	-	-	235	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Public Agency Support	-	-	-	-	-	-	-	-	-	-	-
Machinery & Equipment	24,863	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>24,863</b>	<b>4,200</b>	<b>-</b>	<b>-</b>	<b>18,009</b>	<b>-</b>	<b>2,132</b>	<b>13,768</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Transfers</b>											
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
<b>Total Operating Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>159,336</b>	<b>22,410</b>	<b>494</b>	<b>5,331</b>	<b>(3,703)</b>	<b>-</b>	<b>(1,871)</b>	<b>1,894</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance - 7/1</b>	<b>752,028</b>	<b>2,526</b>	<b>127,390</b>	<b>89,178</b>	<b>72,293</b>	<b>8,826</b>	<b>5,223</b>	<b>20,829</b>	<b>6,715</b>	<b>(13,000)</b>	<b>(25,298)</b>
<b>Fund Balance - 3/31</b>	<b>\$ 911,364</b>	<b>\$ 24,936</b>	<b>\$ 127,884</b>	<b>\$ 94,509</b>	<b>\$ 68,590</b>	<b>\$ 8,826</b>	<b>\$ 3,353</b>	<b>\$ 22,723</b>	<b>\$ 6,715</b>	<b>\$ (13,000)</b>	<b>\$ (25,298)</b>

**Town of Simsbury**  
**Special Revenue Funds**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2019**

	<u>Simsbury Celebrates</u>	<u>Field Recreation</u>	<u>Simsbury Try-Athlon</u>	<u>MSP Senior Center</u>	<u>Youth Service Bureau</u>	<u>Small Cities Grant</u>
<b>Revenues</b>						
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 363,265
Donations	12,974	-	2,500	45,348	-	-
Intergovernmental Revenues	-	-	-	-	-	-
Charges for Services	-	3,431	-	-	-	-
Interest on Investments	-	-	-	-	-	-
Miscellaneous	-	-	2,825	400	-	-
<b>Total Revenues</b>	<b>12,974</b>	<b>3,431</b>	<b>5,325</b>	<b>45,748</b>	<b>-</b>	<b>363,265</b>
<b>Expenditures</b>						
Contractual Services	16,664	3,908	300	29,616	-	363,265
Supplies & Materials	269	8,409	2,000	1,407	6,929	-
Program Services	20	-	-	-	-	-
Facilities Maintenance	-	-	-	-	-	-
Utilities	-	7,126	-	-	-	-
Public Agency Support	-	-	-	-	1,000	-
Machinery & Equipment	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>16,953</b>	<b>19,443</b>	<b>2,300</b>	<b>31,023</b>	<b>7,929</b>	<b>363,265</b>
<b>Operating Transfers</b>						
Transfers Out	-	-	-	-	-	-
<b>Total Operating Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>(3,980)</b>	<b>(16,012)</b>	<b>3,025</b>	<b>14,725</b>	<b>(7,929)</b>	<b>-</b>
<b>Fund Balance - 7/1</b>	<b>8,506</b>	<b>7,712</b>	<b>20,166</b>	<b>6,513</b>	<b>4,254</b>	<b>-</b>
<b>Fund Balance - 3/31</b>	<b>\$ 4,526</b>	<b>\$ (8,300)</b>	<b>\$ 23,191</b>	<b>\$ 21,239</b>	<b>\$ (3,675)</b>	<b>\$ -</b>

**Town of Simsbury  
Belden Trust Funds  
Statement of Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2019**

	<b>Eno Wood Trust</b>	<b>Horace Belden Trust</b>	<b>Julia Darling Trust</b>	<b>Kate Southwell Trust</b>
<b>Revenues</b>				
Trust Distributions	\$ 12,830	\$ 25,326	\$ 11,200	\$ 6,103
<b>Total Revenues</b>	<b>12,830</b>	<b>25,326</b>	<b>11,200</b>	<b>6,103</b>
<b>Expenditures</b>				
Salaries & Benefits	-	-	-	6,278
Program Services	-	-	14,923	618
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>14,923</b>	<b>6,897</b>
<b>Net Change in Fund Balance</b>	<b>12,830</b>	<b>25,326</b>	<b>(3,723)</b>	<b>(794)</b>
<b>Fund Balance - 7/1</b>	<b>74,231</b>	<b>97,875</b>	<b>23,982</b>	<b>17,894</b>
<b>Fund Balance - 3/31</b>	<b>\$ 87,061</b>	<b>\$ 123,201</b>	<b>\$ 20,259</b>	<b>\$ 17,100</b>

**Town of Simsbury  
Pension Trust Funds  
Statement of Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2019**

	<u>General Government</u>	<u>Police</u>	<u>Board of Education</u>	<u>OPEB</u>
<b>Revenues</b>				
Contributions	\$ 1,232,395	\$ 780,643	\$ 1,308,897	\$ 376,347
Interest & Dividends	479,819	337,517	449,025	266,702
Change in Market Value	(8,704)	74,039	31,226	1,022,533
<b>Total Revenues</b>	<b><u>1,703,509</u></b>	<b><u>1,192,199</u></b>	<b><u>1,789,149</u></b>	<b><u>1,665,582</u></b>
<b>Expenditures</b>				
Retiree Payments	1,397,678	980,106	994,867	-
Admin Expenses	43,491	40,690	41,941	-
Custodian Fees	26,814	24,499	25,078	-
Securities Purchased	-	-	-	819,788
<b>Total Expenditures</b>	<b><u>1,467,984</u></b>	<b><u>1,045,295</u></b>	<b><u>1,061,886</u></b>	<b><u>819,788</u></b>
<b>Net Change in Fund Balance</b>	<b>235,526</b>	<b>146,904</b>	<b>727,263</b>	<b>845,795</b>
<b>Fund Balance - 7/1</b>	<b><u>24,431,309</u></b>	<b><u>17,126,638</u></b>	<b><u>22,536,332</u></b>	<b><u>15,414,275</u></b>
<b>Fund Balance - 3/31</b>	<b><u>\$ 24,666,834</u></b>	<b><u>\$ 17,273,542</u></b>	<b><u>\$ 23,263,595</u></b>	<b><u>\$ 16,260,070</u></b>

**Town of Simsbury**  
**Capital Project Fund**  
**Schedule of Expenditures Compared with Appropriations**  
**For the Period Ended March 31, 2019**

Inception Year	Expected Completion	Project	Appropriations			Expenditures			Encumbrances March 31, 2019	Uncommitted Balance March 31, 2019
			Balance	Current	Balance	Balance	Current	Balance		
			June 30, 2018	Year	June 30, 2018	June 30, 2018	Year	March 31, 2019		
<b>Sewer Fund Projects</b>										
FY10	December 2019	Project 2010 - Phelps	\$ 260,000	\$ (15,000)	\$ 245,000	\$ 162,221	\$ 76,589	\$ 238,810	\$ -	\$ 6,190
FY13	April 2019	Project 2013 - Bushy	272,320	15,000	287,320	266,377	4,000	270,377	-	16,943
FY13	Completed	Wolcott Pump Station	1,378,500		1,378,500	1,008,080	41,127	1,049,207	-	329,293
FY15	Completed	Sewer Main Extensions	156,000		156,000	56,880	99,120	156,000	-	0
FY16	2020	Sewer Main Extensions - Waterset	371,000		371,000	-	267,508	267,508	-	103,492
FY16	Fall 2019	Hopmeadow/Center Area Sewer repairs	135,000		135,000	-	-	-	-	135,000
FY17	Completed	Sewer Main Extensions/Repairs - Massaco St.	104,000		104,000	83,593	-	83,593	-	20,407
FY17	Summer 2019	Hopmeadow/Center Area Sewer Repairs	100,000		100,000	-	-	-	-	100,000
FY17	Completed	Oxidation Ditch Dissolved Oxygen Control	27,000		27,000	16,120	-	16,120	-	10,880
FY18	Summer 2019	36 Drake Hill Rd Dike Analysis	75,000		75,000	-	-	-	-	75,000
FY18	Spring 2019	Phosphorus Removal Analysis	150,000		150,000	-	-	-	-	150,000
FY18	Completed	Hayes Road Pump	45,000		45,000	20,004	-	20,004	-	24,996
FY18	Fall 2019	Tariffville Area Sewer	100,000		100,000	-	-	-	-	100,000
FY18	Fall 2019	WPC Plan update	100,000		100,000	-	-	-	-	100,000
FY19	June 2019	Jet/Flush Truck		175,000	175,000	-	-	-	-	175,000
FY19	Fall 2020	Tariffville Sewer		100,000	100,000	-	-	-	-	100,000
FY19	June 2019	Primary Clarifier		75,000	75,000	-	-	-	-	75,000
FY19	June 2019	Plant H2O Sys Rehab		80,000	80,000	-	-	-	-	80,000
<b>Town Projects</b>										
FY13	December 2019	Town Security Measures	77,600		77,600	46,384	-	46,384	-	31,216
FY14	December 2019	Open Space - Betty Hudson Property	275,000		275,000	243,101	4,128	247,229	207	27,564
FY15	December 2019	Center Area Charrette Infrastructure	540,000		540,000	279,884	-	279,884	-	260,116
FY14	December 2019	Senior/Community Center Design	321,699		321,699	155,489	8,107	163,596	1,962	156,141
FY14	January 2019	Town Teledata	125,000		125,000	122,627	2,373	125,000	-	(0)
FY15	Completed	Multi Use Trail Connections/Master Plan Updates	212,000		212,000	82,118	-	82,118	-	129,882
FY15	December 2019	Bridge Improvements (Design-FY15)	115,000		115,000	48,319	19,074	67,393	-	47,607
FY15	September 2019	Technology Infrastructure	635,395		635,395	495,359	-	495,359	-	140,036
FY16	Completed	Park Improvements	508,000		508,000	456,086	51,914	508,000	-	(0)
FY16	December 2019	Weatogue Planning Route 10 and Code Prep	57,000		57,000	-	-	-	-	57,000
FY16	January 2019	Municipal Building Renovations	50,000		50,000	35,787	11,113	46,900	480	2,620
FY16	December 2019	Town Hall Site and Safety Improvements	45,000		45,000	11,120	2,500	13,620	-	31,380
FY16	June 2019	Portable Generator / Generator Infrastructure	80,000		80,000	48,317	31,078	79,395	-	605
FY16	December 2019	Project Planning Fund	28,000		28,000	9,800	-	9,800	-	18,200
FY17	Completed	Veterans Memorial (STEAP Grant)	480,495		480,495	412,978	-	412,978	-	67,517
FY17	December 2020	Multi-Use Connections & Master Plan Updates	1,160,000		1,160,000	40,246	59,818	100,064	82,842	977,094
FY17	Completed	SF Golf Course Improvements	125,000	9,609	134,609	92,642	41,966	134,609	-	0
FY17	Completed	Greenway Improvements	240,000		240,000	237,475	2,525	240,000	-	-
FY17/FY18	December 2019	Open Space Planning Improvements	540,000		540,000	49,567	42,388	91,955	40,107	407,938
FY17	May 2019	Street Lighting Purchase / Lighting Improvements	937,322		937,322	872,936	2,854	875,790	-	61,532
FY17	Completed	Highway Pavement Management	2,500,000		2,500,000	2,395,571	101,359	2,496,931	-	3,069
FY17/FY18	December 2022	Dam Evaluations and Repairs	220,000		220,000	78,220	27,348	105,567	1,026	113,407
FY17	July 2019	Public Works Complex Infrastructure Improvements	450,000		450,000	184,093	-	184,093	-	265,907

**Town of Simsbury**  
**Capital Project Fund**  
**Schedule of Expenditures Compared with Appropriations**  
**For the Period Ended March 31, 2019**

Inception Year	Expected Completion	Project	Appropriations			Expenditures			Encumbrances March 31, 2019	Uncommitted Balance March 31, 2019
			Balance June 30, 2018	Current Year	Balance June 30, 2018	Balance June 30, 2018	Current Year	Balance March 31, 2019		
FY17	December 2019	Town Hall Site and Safety Improvements	385,000		385,000		-	-	-	385,000
FY17/FY18	Completed	Plan of Conservation & Development	165,000		165,000	86,830	-	86,830	-	78,170
FY17	May 2019	Portable Generator Infrastructure	175,000		175,000	20,477	15,811	36,288	-	138,712
FY17	December 2019	Land Use Studies	92,500		92,500	-	-	-	9,500	83,000
FY17	November 2019	Storage Building	65,000		65,000	-	-	-	11,750	53,250
FY18	Completed	SF Rink/Pool Improvements	950,000		950,000	897,517	24,650	922,166	-	27,834
FY18	Completed	Park Improvements	311,000		311,000	277,153	29,676	306,829	-	4,171
FY18	December 2019	Street Lighting Purchase / Lighting Improvements	400,000		400,000	-	-	-	-	400,000
FY18	December 2019	Iron Horse Blvd Playground Renovation	298,000		298,000	234,510	7,656	242,166	-	55,834
FY18	December 2019	Finance Security Upgrades	230,000		230,000	74,823	4,098	78,920	-	151,080
FY18	June 2019	Eno Memorial Hall Renovations	300,000		300,000	2,577	225,485	228,062	29,500	42,438
FY18	July 2019	Cold Storage Facility	380,000		380,000	-	-	-	-	380,000
FY18	December 2019	Town Facilities Master Plan	400,000		400,000	8,640	-	8,640	-	391,360
FY18	September 2019	Library Interior/Parking Renovations	584,500		584,500	13,040	5,637	18,677	10,363	555,460
FY18	August 2019	Library Lower Level Improvements	906,048		906,048	83	192,817	192,900	508,151	204,997
FY18	December 2019	Zoning Regulation Update	65,000		65,000	-	-	-	-	65,000
FY18	June 2020	Bridge Improvements	805,000		805,000	-	6,025	6,025	185,107	613,868
FY18	June 2019	Drainage Improvements	125,000		125,000	81,904	41,224	123,128	-	1,872
FY19	August 2019	Sidewalk Resurface		250,000	250,000	-	24,542	24,542	-	225,458
FY19	June 2019	Ashborer Tree Mig		85,000	85,000	-	67,850	67,850	17,150	-
FY19	December 2023	Multi-Use Trail		1,020,000	1,020,000	-	-	-	-	1,020,000
FY19	June 2019	Highway Pavement Management		845,000	845,000	-	576,899	576,899	-	268,101
FY19	July 2019	Greenway Improvements		275,000	275,000	-	1,538	1,538	-	273,462
<b>Education Projects</b>										
FY14	June 2019	Boiler Replacement Squadron Line	850,000		850,000	742,716	-	742,716	-	107,284
FY15	Completed	HJMS Phase 1A	1,255,000		1,255,000	1,168,300	-	1,168,300	-	86,700
FY15/FY16	June 2019	SHS Turf Field Replacement	910,000		910,000	862,911	-	862,911	-	47,089
FY15	Completed	Squadron Line Main Office Project	1,050,000		1,050,000	867,602	-	867,602	-	182,398
FY16	Completed	District Network Infrastructure	200,000		200,000	188,777	9,024	197,801	2,199	-
FY16/FY17	January 2020	Climate Control Phases 1 (FY16) & 2 (FY17)	3,100,000		3,100,000	2,171,928	11,065	2,182,993	-	917,007
FY16	January 2020	Central School Roof Replacement	770,000		770,000	620,602	-	620,602	-	149,398
FY17	Completed	District Network Infrastructure	450,000		450,000	409,418	40,582	450,000	-	-
FY17	Completed	HJMS Renovation - Phase 2	1,950,000		1,950,000	1,751,859	-	1,751,859	-	198,141
FY18	June 2019	SHS Tennis Court Replacement		740,000	740,000	523,786	32,447	556,233	-	183,767
FY19	September 2020	Boiler Replacement Latimer		900,000	900,000	-	-	-	-	900,000
FY19	January 2020	School Security Improvements		850,000	850,000	-	470,205	470,205	34,223	345,572
FY19	January 2020	School Facility Master Plan		200,000	200,000	-	792	792	189,945	9,263
FY19	January 2020	District Network Infrastructure		400,000	400,000	-	147,934	147,934	-	252,066
FY19	June 2021	HJMS Renovation - Phase 3		23,965,620	23,965,620	-	834,542	834,542	304,667	22,826,411
			<b>\$ 30,168,379</b>	<b>\$ 29,970,229</b>	<b>\$ 60,138,608</b>	<b>\$ 19,016,849</b>	<b>\$ 3,667,387</b>	<b>\$ 22,684,236</b>	<b>\$ 1,429,178</b>	<b>\$ 36,025,193</b>

Town of Simsbury  
 Capital Non-Recurring Fund  
 Schedule of Expenditures Compared with Appropriations  
 For the Period Ended March 31, 2019

Project	Appropriations			Expenditures			Encumbrances March 31, 2019	Uncommitted Balance March 31, 2019
	Balance June 30, 2018	Current Year	Balance June 30, 2018	Balance June 30, 2018	Current Year	Balance March 31, 2019		
FY13 CNR Projects	\$ 1,395,281		\$ 1,395,281	\$ 1,309,191	\$ -	\$ 1,309,191	\$ -	\$ 86,090
FY15 CNR Projects	1,141,934		1,141,934	1,139,967	-	1,139,967	-	1,967
FY16 CNR Projects	1,225,013		1,225,013	1,192,847	17,477	1,210,324	-	14,689
FY17 CNR Projects	1,134,004		1,134,004	1,068,747	46,788	1,115,536	-	18,468
FY18 CNR Projects	1,126,121		1,126,121	784,421	143,332	927,753	-	198,368
FY19 CNR Projects		1,228,250	1,228,250	-	371,366	371,366	-	856,884
CNR Assessor		61,500	61,500	-	-	-	-	61,500
CNR Reserve (5 Year Payback)	1,900,000		1,900,000	-	-	-	-	1,900,000
	<u>\$ 7,922,353</u>	<u>\$ 1,289,750</u>	<u>\$ 9,212,103</u>	<u>\$ 5,495,173</u>	<u>\$ 578,964</u>	<u>\$ 6,074,137</u>	<u>\$ -</u>	<u>\$ 3,137,966</u>



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Proposed Capital Project Transfers

2. **Date of Board Meeting:** April 23, 2019

3. **Individual or Entity Making the Submission:**

Amy Meriwether, Finance Director/Treasurer

Tom Roy, Public Works Director

Jeff Shea, Town Engineer

Ericka Butler, Town Clerk

Michael Glidden, Director of Planning

4. **Action Requested of the Board of Finance:**

If the Board of Finance supports moving forward with the proposed capital transfers as outlined below, the following motion is in order:

*Move, effective April 22, 2019, to approve the proposed capital project transfer requests as presented.*

5. **Summary of Submission:**

### Public Works Complex Infrastructure

During the FY16/17 and FY17/18 budgeting processes, the Board of Finance appropriated a total of \$830,000 to make infrastructure improvements to the public works complex, including: installation of a permanent lift station; installation of a sanitary sewer force main connecting to the sewage pump station on Long View Drive; replacement of existing water service to provide for the truck wash facility; installation of replacement unit heaters in the Vehicle Maintenance Garage; improvements to the storm drainage system; security gate replacement; electrical upgrades and installation of emergency generator; maintenance building roof replacement; installation of emergency sprinkler system in the maintenance building; expansion of administrative space; development of a cold storage facility; and related work.

Expenditures to date total \$184,093, which were used to complete the above listed items, excluding the improvements to the storm drainage system, development of the cold storage facility, and expansion of the facility to include administrative space. This administrative space includes appropriate desk space for Crew Leaders and Mechanics, office space for Public Works staff, sleeping quarters and a department training room.

The Town conducted an RFP for design build services and selected PDS Engineering and Construction. PDS Engineering in conjunction with Town management determined the best plan to meet our needs will result in a total cost of \$870,000 for building improvements. This proposed design cost is in excess of the remaining designated capital project funds by \$250,000 (including bonding costs). The increase in cost is the result of several factors, including an extended amount of time between project conception, minor over runs in the wide range of smaller projects that encompassed the larger project, prevailing wage and code requirements. Therefore, management is seeking approval by the Boards of Selectmen and Finance for an additional

appropriation of the \$250,000 to allow for the construction of the building addition and appropriate furnishings and improvements to other portions of the building to create a modern and functional public works facility.

Management is proposing that \$250,000 in FY 18/19 General Fund operating expenditures for salt and small paving repairs be reallocated to Town Aid Road, which will provide operating fund savings of \$250,000 to be transferred to the Public Works Complex Infrastructure Project Fund.

#### One Old Bridge Park Project

During prior year budgeting processes, there were appropriations for the acquisition of the One Old Bridge property and construction of the park. Approximately \$445,000 is currently available to be utilized for the transformation of the One Old Bridge property including demolition of the existing structure, removal of the retaining wall and site restoration, various site improvements, mill and overlay improvements, fencing, and plantings.

Based on our RFP process, consulting services, and other project costs, the total project budget is estimated at \$640,724 (with full contingencies). Based on current funding, this leaves the Town with a project deficit of \$155,724 (not including full contingencies). Due to the shortage in funding, a contract has not yet been awarded. Construction is slated to begin June 3<sup>rd</sup>. Due to the need to close the Flower Bridge for the season to accommodate construction, as well as to be able to open the Bridge and Park for our 350<sup>th</sup> Anniversary celebration, it is critical to maintain our construction schedule. If we do not secure the additional funding for the project, the full adopted concept plan will be scaled down to work within our budget.

Management is proposing the additional funding for this project come from three sources. As previously reported to the Boards of Selectmen and Finance during quarterly budget status reports, the Town is in receipt of a \$120,000 FEMA reimbursement related to the October 2011 winter storm. These revenues were unanticipated funds and in excess of FY18/19 budgeted revenues. Management is proposing the unanticipated FEMA revenue be transferred to the One Old Bridge Capital Project.

Included within Simscroft's proposal is \$20,410 in mill and overlay improvements. This scope of work falls within the approved uses of the Horace Belden Trust. Management is proposing \$20,410 be transferred from the Horace Belden Trust fund to the One Old Bridge Capital Project.

The One Old Bridge Park Project is going to be a great addition to the Simsbury cycling and walking community. Included within the scope of the project is a drinking fountain, a pavilion that will provide shade and picnic tables to passersby, park benches with river views, additional bicycle racks and improved portalet conditions. This park will provide respite for the cycling community due to its close proximity to the Farmington Canal Heritage Trail where there are few such opportunities or rest areas. Therefore, management is proposing an amount not to exceed \$25,000 be transferred from the FY18/19 Greenway Improvements fund to the One Old Bridge Capital Project.

#### Land Record Consolidation and Vault Carpeting Project

The Town of Simsbury currently stores property records in a variety of places, including the Town vault, planning and building department, engineering, etc. Many of these records need to be maintained as part of our permanent collection. Based on limited space, there is a pressing need for high density shelving units. Attached are some drawings that provide the basic concept of high density shelving units. The total cost of this project is expected to be about \$19,200.

The carpeting in the Town vault was cited in violation of Section 11-8-4 a.3 of the Standard for Fire-Resistive Vaults and Safes, in the CT Public Records Administration site visit report dated March 4, 2006. At this time the Town was informed that the carpeting must be replaced with non-combustible flooring at the next scheduled replacement. Staff is looking to move out all the old filing cabinets from the vault and replace them with the high density shelving units. As a result, management feels this would be the most opportune time to replace the existing vault carpeting in violation. The estimated cost to replace the carpeting with non-combustible flooring is \$8,500.

In accordance with State guidelines, the Town of Simsbury allocates \$3 of each collected land recording fee to the Town Clerk LOCIP special revenue fund. These are restricted funds that need to be used for local capital improvement projects. The specified projects noted above fall within this intended use. Therefore, management is proposing a transfer of \$27,700 from the Town Clerk LOCIP Fund to the Capital Non-Recurring Fund to fund the replacement vault flooring and high density shelving for the Town vault, Planning/Building, and Engineering. This will leave a balance of approximately \$66,809 in the Town Clerk LOCIP Fund.

## **6. Financial Impact:**

### Public Works Complex Infrastructure

Town Aid Road Fund expenditures would increase by \$250,000 via transfer out of the General Fund to cover the cost of salt and small paving repairs. (See attached Town Aid Road Summary for further impact on the Town Aid Road Fund)

The Public Works Complex Infrastructure Fund revenues would increase by \$250,000 via transfer in from the General Fund.

### One Old Bridge Park Project

General Fund expenditures would increase by \$120,000 via a transfer out to the One Old Bridge Park Project Fund.

The Horace Belden Trust Fund expenditures would increase by \$20,410 via a transfer out to the One Old Bridge Park Project Fund.

The FY18/19 Greenway Improvements Fund expenditures would increase by \$25,000 via a transfer out to the One Old Bridge Park Project Fund. (Note: Any unspent funds related to the \$25,000 will be returned to the Greenway Improvements Fund upon completion of the project)

The One Old Bridge Park Project Fund revenues would increase \$165,410 via transfers in from the General Fund, Horace Belden Trust Fund and FY18/19 Greenway Improvements Fund.

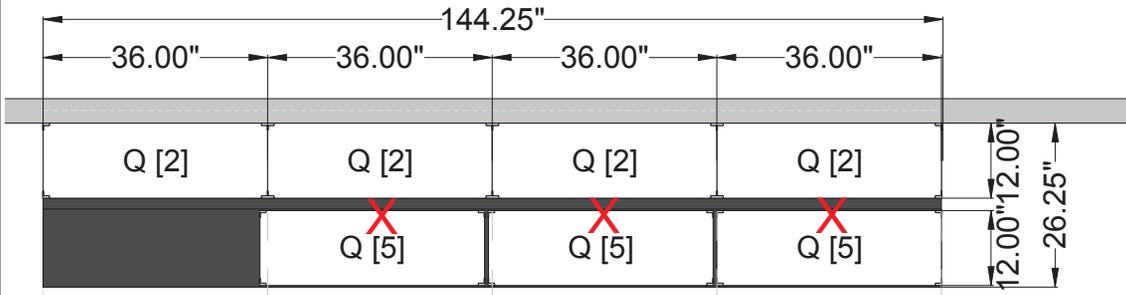
### Land Record Consolidation and Vault Carpeting Project

Town Clerk LOCIP Fund expenditures would increase by \$27,700 via a transfer out to the Capital Non-Recurring Fund.

## **7. Description of Documents Included with Submission:**

- High Density Shelving Drawings
- Town Aid Road Summary

# Section A

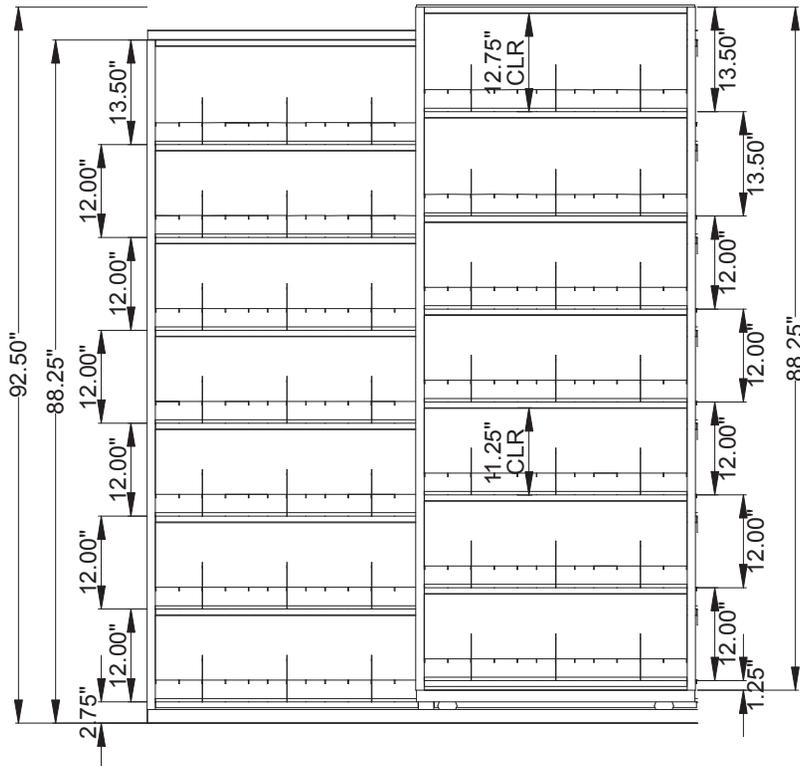


- Aurora Side-To-Side**
- Starter Base includes Deck & Overhead Anti-tip
  - Adder Base includes Deck, Overhead Anti-tip & Carriage

- Aurora 4-Post Shelving**
- Shelves Adjustable in 1-1/2" Increments
  - 12" Deep Slotted Shelves
  - 7 Openings Per Section
  - 3 Dividers Per Shelf
  - Back Panels (X) Where Noted On Drawing
  - All Closed Uprights

- Finish:**
- Eco-Friendly Gloss-Tek
  - 28 Standard Colors Available
  - Plus 3 Metallic Finishes Available at Upcharge

\*Back Row Units Must Be Anchored To The Wall



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**Simsbury Town Hall  
Dupont Storage Systems**

**DRAWN BY:** NRJ  
**DATE:** 01/07/19



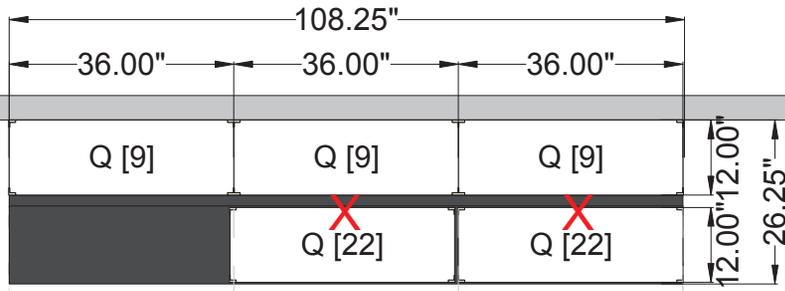
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Simsbury Town Hall  
Dupont Storage Systems

DRAWN BY: NRJ  
DATE: 01/07/19



### Section B



### Aurora Side-To-Side

- Starter Base includes Deck & Overhead Anti-tip
- Adder Base includes Deck, Overhead Anti-tip & Carriage

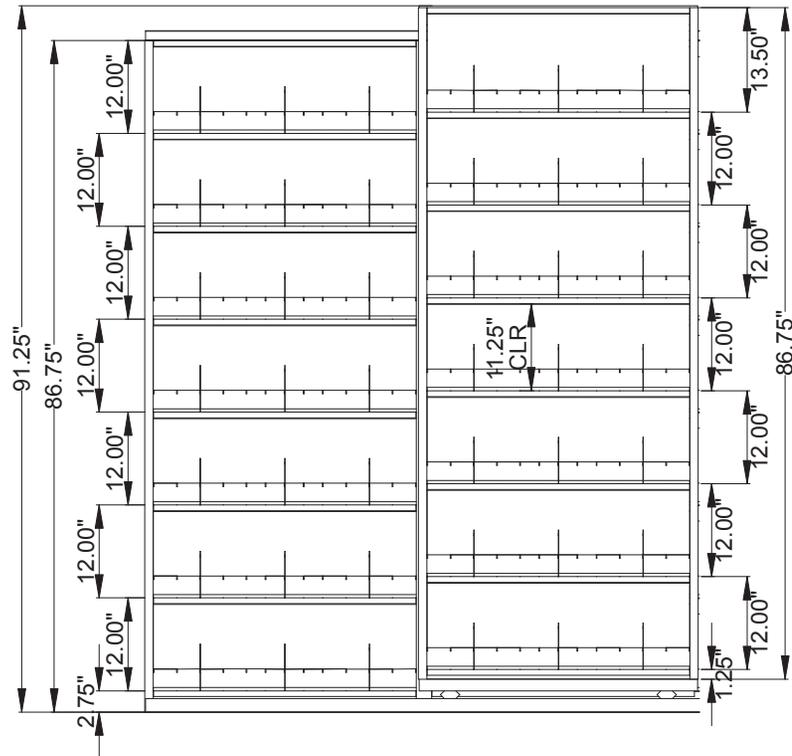
### Aurora 4-Post Shelving

- Shelves Adjustable in 1-1/2" Increments
- 12" Deep Slotted Shelves
- 7 Openings Per Section
- 3 Dividers Per Shelf
- Back Panels (X) Where Noted On Drawing
- All Closed Uprights

### Finish:

- Eco-Friendly Gloss-Tek
- 28 Standard Colors Available
- Plus 3 Metallic Finishes Available at Upcharge

\*Back Row Units Must Be Anchored To The Wall



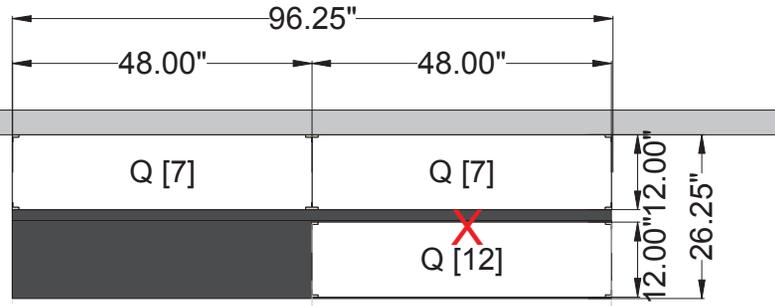
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Simsbury Town Hall  
Dupont Storage Systems

DRAWN BY: NRJ  
DATE: 01/07/19



### Section C

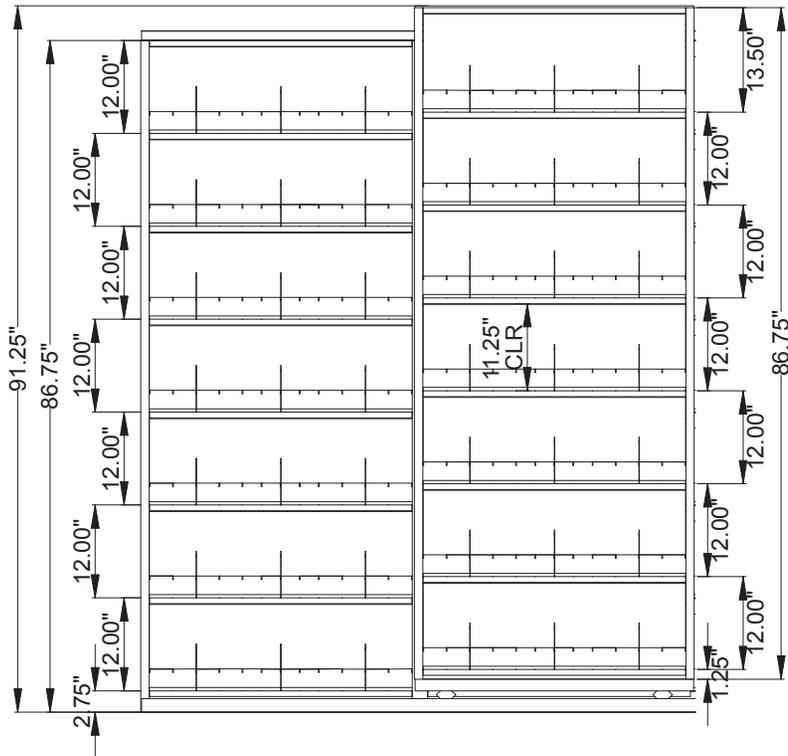


- Aurora Side-To-Side
- Starter Base includes Deck & Overhead Anti-tip
  - Adder Base includes Deck, Overhead Anti-tip & Carriage

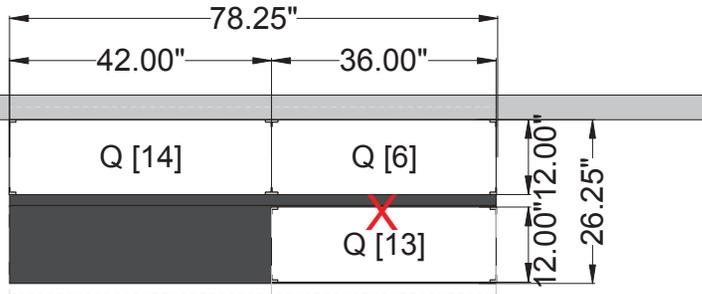
- Aurora 4-Post Shelving
- Shelves Adjustable in 1-1/2" Increments
  - 12" Deep Slotted Shelves
  - 7 Openings Per Section
  - 3 Dividers Per Shelf
  - Back Panels (X) Where Noted On Drawing
  - All Closed Uprights

- Finish:
- Eco-Friendly Gloss-Tek
  - 28 Standard Colors Available
  - Plus 3 Metallic Finishes Available at Upcharge

\*Back Row Units Must Be Anchored To The Wall



## Section D



### Aurora Side-To-Side

- Starter Base includes Deck & Overhead Anti-tip
- Adder Base includes Deck, Overhead Anti-tip & Carriage

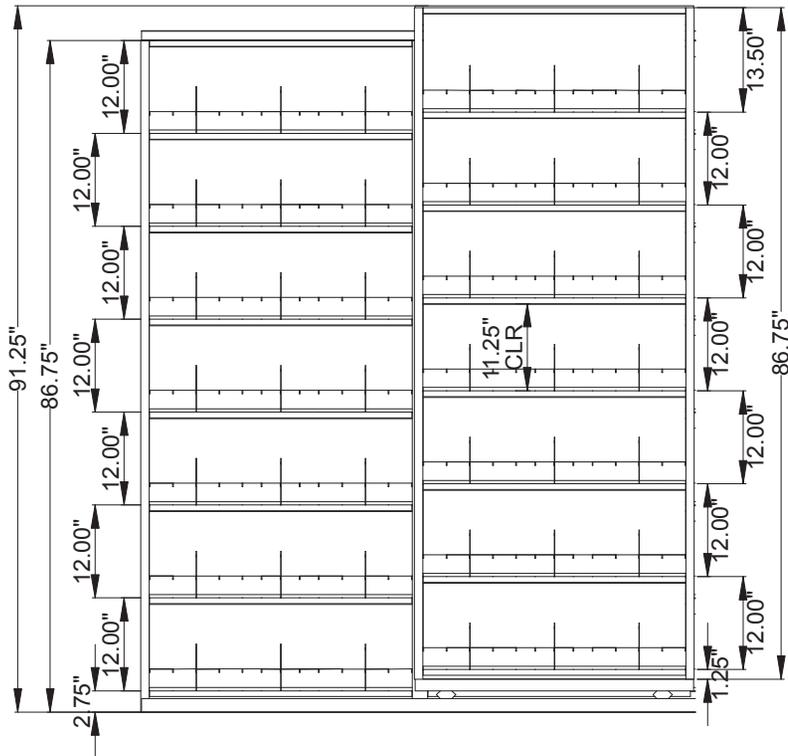
### Aurora 4-Post Shelving

- Shelves Adjustable in 1-1/2" Increments
- 12" Deep Slotted Shelves
- 7 Openings Per Section
- 3 Dividers Per Shelf
- Back Panels (X) Where Noted On Drawing
- All Closed Uprights

### Finish:

- Eco-Friendly Gloss-Tek
- 28 Standard Colors Available
- Plus 3 Metallic Finishes Available at Upcharge

\*Back Row Units Must Be Anchored To The Wall



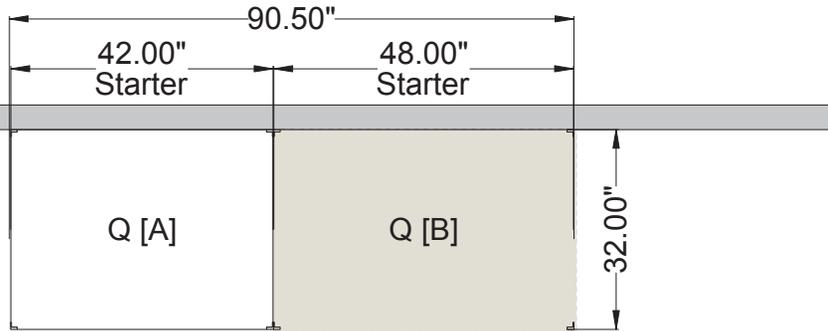
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Simsbury Town Hall  
Dupont Storage Systems

DRAWN BY: NRJ  
DATE: 01/07/19



### Section E

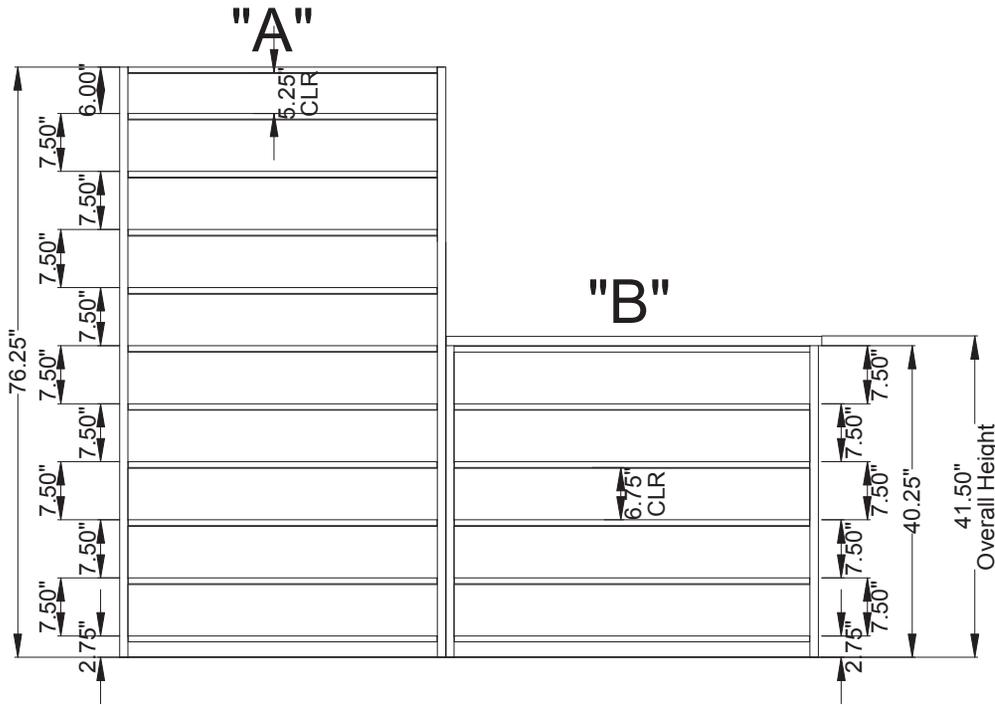


### Aurora 4-Post Shelving

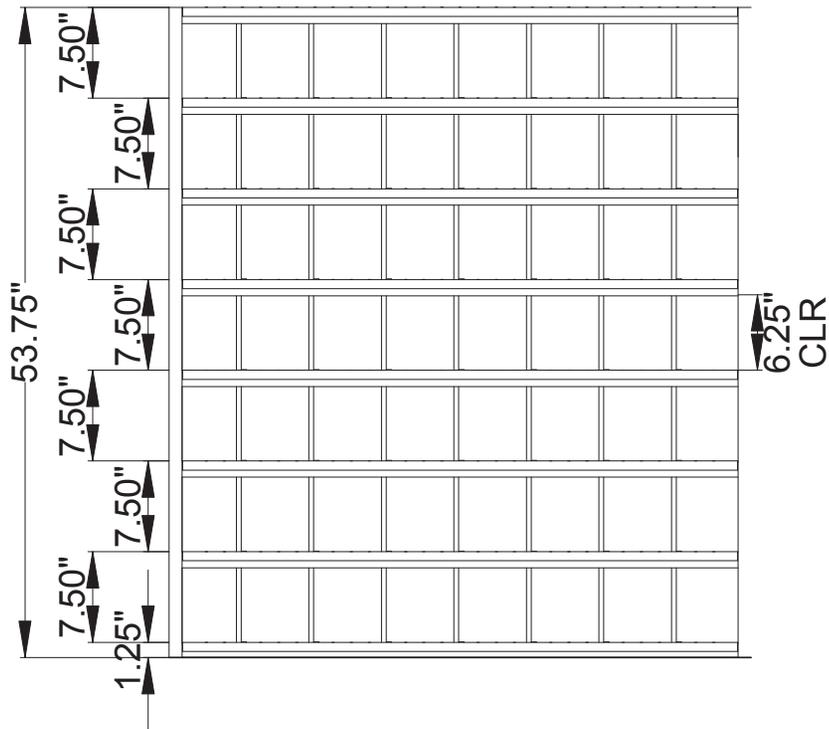
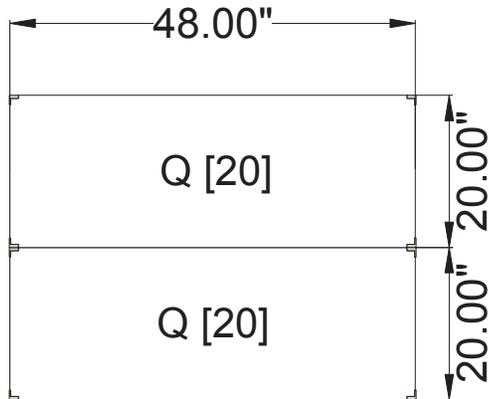
- Shelves Adjustable in 1-1/2" Increments
- 32" Deep Non-Slotted Shelves
- 10 Openings Per Section Type "A"
- 5 Openings Per Section Type "B"
- Laminate Top Included On Type "B"
- Back Panels Not Included
- All Closed Uprights

### Finish:

- Eco-Friendly Gloss-Tek
- 28 Standard Colors Available
- Plus 3 Metallic Finishes Available at Upcharge



# Section F

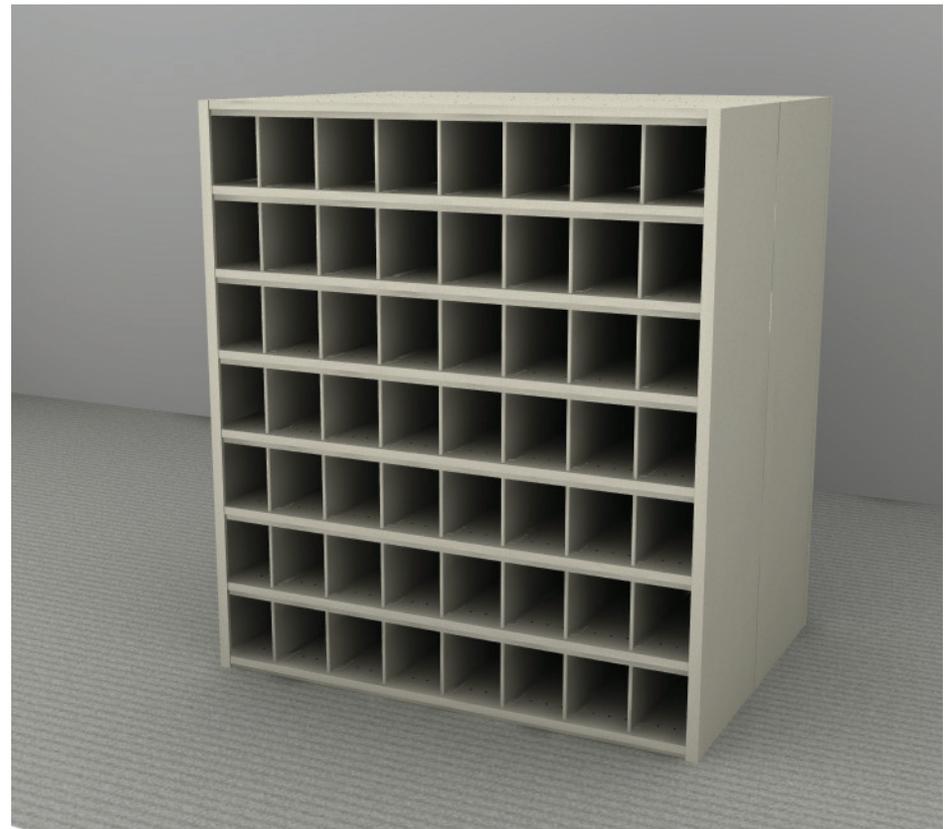


- Aurora 4-Post Shelving
- Shelves Adjustable in 1-1/2" Increments
- 20" Deep Punched Shelves
- 7 Openings Per Section
- 7 Bin Dividers Per Shelf
- Back Panels Not Included
- All Closed Uprights

### Finish:

- Eco-Friendly Gloss-Tek
- 28 Standard Colors Available
- Plus 3 Metallic Finishes Available at Upcharge

\*Units Must Be Bolted Together and Anchored To The Wall and Unit Below



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Simsbury Town Hall  
Dupont Storage Systems

DRAWN BY: NRJ  
DATE: 01/07/19



**Town of Simsbury  
Town Aid Road Summary**

Fund Balance as of 7/1/18	\$ 752,028.00
FY18/19 Anticipated Revenue	368,399.00
FY18/19 Anticipated Expenditures	(85,500.00)
<i>Proposed Capital Transfer Request</i>	<u>(250,000.00)</u>
<b>Projected Fund Balance as of 6/30/19</b>	<b>784,927.00</b>
FY19/20 Anticipated Revenue	368,399.00
FY19/20 Anticipated Expenditures	<u>(343,500.00)</u>
<b>Projected Fund Balance as of 6/30/20</b>	<b>809,826.00</b>



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Supplemental Appropriation Requests
2. **Date of Board Meeting:** April 23, 2019
3. **Individual or Entity Making the Submission:**  
Amy Meriwether, Finance Director/Treasurer
4. **Action Requested of the Board of Finance:**  
If the Board of Finance supports the supplemental appropriation requests as outlined below, the following motion is in order:

*Move, effective April 23, 2019, to approve the supplemental appropriation requests as presented.*

5. **Summary of Submission:**

### Simsbury Farms Men's Club Donation

At their regular meeting on February 11, 2019, the Board of Selectmen approved the acceptance of a donation from the Simsbury Farms Men's Club in the amount of \$9,608.39 to support expenses associated with the 5<sup>th</sup> Green renovation project at the Simsbury Farms Golf Course. The Town was in receipt of these funds on February 19, 2019. Simsbury capital budgets are legally adopted budgets and therefore, needs the Board of Finance's formal approval to make any changes to the budget. Management is requesting a formal motion to approve a supplemental appropriation to the Simsbury Farms Golf Improvement Fund in the amount of \$9,608.39.

### 2018/2019 JAG Local Violent Crime Prevention Grant

At their regular meeting on November 26, 2018, the Board of Selectmen approved the application and subsequent acceptance of the 2018/2019 JAG Local VCP grant in the amount of \$6,000. These funds are to be used for the purchase of equipment or technology in compliance with grant specifications. The Town has received \$3,000 of the \$6,000 grant to date. Funds have been deposited into the Town's General Fund which is a legally adopted budget and therefore, needs the Board of Finance's formal approval to make any changes to the budget. Management is requesting a formal motion to approve a supplemental appropriation to the General Fund in the amount of \$6,000.

**6. Financial Impact:**

The Simsbury Farms Golf Improvement Capital Fund will have an increased revenue and expenditure budget of \$9,608.39.

The General Fund will have an increased revenue and expenditure budget of \$6,000.

**7. Description of Documents Included with Submission:**

None



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** FY18/19 Health Insurance Fund Transfer Request

2. **Date of Board Meeting:** April 23, 2019

3. **Individual or Entity Making the Submission:**  
Amy Meriwether, Finance Director/Treasurer

4. **Action Requested of the Board of Finance:**  
If the Board of Finance supports the FY18/19 Health Insurance Fund Transfer Request as outlined below, the following motion is in order:

*Move, effective April 23, 2019, to transfer \$1,000,000 from the General Fund to the Health Insurance Fund.*

5. **Summary of Submission:**

During the FY18/19 budgeting process, the Board of Finance made the following two motions that were to be incorporated into the final budget to be sent to referendum:

1. Transfer \$1,000,000 from General Fund Reserves to the Health Insurance Fund
2. Utilize \$1,000,000 of General Fund Reserves to provide tax relief by offsetting the mill rate

Both motions were documented via the video recording of the Board of Finance meeting held on April 5, 2018. Unfortunately, only the \$1,000,000 to be utilized for property tax relief was incorporated into the budget that was subsequently passed at referendum.

Management discussed the above issue with legal counsel and it is their opinion that the Board of Finance should make another motion for a supplemental transfer from the General Fund to the Health Insurance Fund for \$1,000,000 to rectify the situation.

6. **Financial Impact:**

No financial impact. The \$1,000,000 from the General Fund to the Health Insurance Fund has already been recorded based on the video recording of the Board of Finance meeting on April 5, 2018. If the Board of Finance does not ratify the original motion to move the \$1,000,000 from General Fund Reserves to the Health Insurance Fund, the transfer will have to be reversed which will decrease General Fund expenditures by \$1,000,000 and decrease the Health Insurance Fund revenues by \$1,000,000.

7. **Description of Documents Included with Submission:**

- FY18/19 Budget to Referendum

TOWN OF SIMSBURY  
BOARD OF FINANCE APPROVED OPERATING AND CAPITAL BUDGETS  
APPROVED APRIL 5, 2018 AND APRIL 9, 2018 TO BE SENT TO REFERENDUM

	Adopted	Proposed	Change	
	FY2018	FY 2019	Dollar	Percentage
Board of Selectmen	22,604,910	21,020,727	(1,584,183)	-7.01%
Debt Service & Capital	5,329,825	5,804,600	474,775	8.91%
Board of Education	68,125,170	69,149,552	1,024,382	1.50%
Non-Public School	544,266	543,490	(776)	-0.14%
<b>Total Appropriations</b>	<b>96,604,171</b>	<b>96,518,369</b>	<b>(85,802)</b>	<b>-0.09%</b>

LESS ESTIMATED NON-TAX REVENUES 10,497,805 8,968,171 (1,529,634) -14.57%

**BALANCE TO BE RAISED 86,106,366 87,550,198 1,443,832 1.68%**

	ACTUAL REVENUE 2017	BUDGET REVENUE 2018	ACTUAL REVENUE 12/31/2017	PROJECTED REVENUE 6/30/2018	ESTIMATED REVENUE 2019
<b>GENERAL FUND REVENUES</b>					
Property Taxes - Interest & Liens	258,647	300,000	107,821	270,000	250,000
Intergovernmental Revenues & Payments in Lieu of Taxes	7,311,263	6,789,847	1,707,644	5,759,390	5,741,641
Investment Income	45,381	175,000	152,832	150,000	175,000
Charges for Goods & Services	766,426	684,713	395,951	666,770	699,413
Fines & Forfeitures	52,325	59,500	27,678	56,000	59,500
Rental of Town Owned Property	132,302	129,000	29,513	128,345	130,500
Licenses & Permits	459,718	751,200	616,504	856,833	801,200
Operating Transfers In (WPCA)	105,094	108,545	-	108,545	110,917
General Fund Equity (Reserves)	-	1,500,000	-	1,500,000	1,000,000
<b>Total General Fund Revenue Budget</b>	<b>9,131,156</b>	<b>10,497,805</b>	<b>3,037,943</b>	<b>9,495,883</b>	<b>8,968,171</b>

	FY 2017 ACTUAL	FY 2018 BUDGET	FY 2018 12/31/2017	FY 2018 6/30/2018	FY 2019 PROPOSED
<b>GENERAL FUND EXPENDITURES BY FUNCTION</b>					
General Government	1,174,121	1,149,733	706,115	1,246,408	1,244,383
Financial Services & Information Technology	929,235	1,019,023	473,473	980,045	991,691
Planning & Development	523,256	639,363	265,844	593,940	653,879
Public Safety	4,507,781	4,739,680	2,363,165	4,793,296	4,861,637
Public Works & Engineering	3,881,424	3,877,285	1,761,673	3,819,183	4,306,987
Health and Social Services	607,609	628,157	304,596	625,437	693,559
Parks and Recreation & Library	2,272,799	2,326,170	1,135,402	2,335,368	2,410,158
Fringe Benefits & Liability Insurance	4,871,465	5,169,698	3,405,356	5,075,996	5,267,460
Operating Transfers	572,673	3,055,801	471,300	555,800	590,973
<b>Total Board of Selectmen Operating Budget</b>	<b>19,340,363</b>	<b>22,604,910</b>	<b>10,886,923</b>	<b>20,025,474</b>	<b>21,020,727</b>
Debt Service/Capital	6,600,828	5,329,825	1,808,001	5,329,825	5,804,600
Education	67,975,970	68,669,436	31,015,047	68,679,050	69,693,042
<b>Total General Fund Budget</b>	<b>93,917,161</b>	<b>96,604,171</b>	<b>43,709,971</b>	<b>94,034,349</b>	<b>96,518,369</b>

	ACTUAL REVENUE FY 2017	BUDGET REVENUE FY 2018	ACTUAL REVENUE 12/31/2017	PROJECTED REVENUE 6/30/2018	ESTIMATED REVENUE FY 2019
<b>SPECIAL REVENUE FUNDS - REVENUES</b>					
<b>Water Pollution Control Fund</b>					
Sewer Assessments	2,536,406	2,744,045	3,056,850	3,100,000	3,045,955
Intergovernmental Revenues	409,927	409,927	204,964	409,927	409,927
WPCA Fees & Miscellaneous	687,827	400,000	290,164	400,000	427,021
<b>Total Water Pollution Control Fund</b>	<b>3,634,160</b>	<b>3,553,972</b>	<b>3,551,978</b>	<b>3,909,927</b>	<b>3,882,903</b>
<b>Residential Property Fund</b>					
Rental of Town Owned Property	65,288	42,745	36,125	45,000	36,423
<b>Simsbury Farms Complex</b>					
Charges for Goods & Services	635,391	832,500	179,404	830,000	836,100
Rental of Town Owned Property	29,520	27,500	23,121	26,000	27,500
Other Revenue	400,344	146,400	123,040	146,000	156,400
Golf Course Fee	838,917	962,000	421,643	950,000	962,000
<b>Total Simsbury Farms Complex</b>	<b>1,904,172</b>	<b>1,968,400</b>	<b>747,208</b>	<b>1,952,000</b>	<b>1,982,000</b>
<b>Total Special Revenue Funds</b>	<b>5,603,620</b>	<b>5,565,117</b>	<b>4,335,311</b>	<b>5,906,927</b>	<b>5,901,326</b>

	FY 2017 ACTUAL	FY 2018 BUDGET	FY 2018 12/31/2017	FY 2018 6/30/2018	FY 2019 PROPOSED
<b>SPECIAL REVENUE FUNDS - EXPENDITURES</b>					
<b>Water Pollution Control Fund</b>					
Public Works	2,950,392	2,179,776	870,166	2,175,000	2,218,339
Operating Transfers	104,094	108,989	-	108,989	110,917
Debt Service	1,265,207	1,265,207	632,604	1,265,207	1,265,207
<b>Total Water Pollution Control Requests</b>	<b>4,319,693</b>	<b>3,553,972</b>	<b>1,502,770</b>	<b>3,549,196</b>	<b>3,594,463</b>
<b>Residential Property Fund</b>					
Public Works	23,100	34,222	4,935	32,000	27,900
Debt Service	8,522	8,523	4,266	8,523	8,523
<b>Total Residential Properties</b>	<b>31,622</b>	<b>42,745</b>	<b>9,201</b>	<b>40,523</b>	<b>36,423</b>
<b>Simsbury Farms Complex</b>					
SF Administration	204,452	214,971	92,964	214,000	212,771
Special Programs	401,310	386,412	257,382	387,500	388,078
Simsbury Farms Complex	467,288	472,491	248,601	475,000	479,736
Golf Course	863,472	894,081	486,052	893,500	901,398
<b>Total Simsbury Farms Complex</b>	<b>1,936,522</b>	<b>1,967,955</b>	<b>1,084,999</b>	<b>1,970,000</b>	<b>1,981,983</b>
<b>Total Special Revenue Funds</b>	<b>6,287,837</b>	<b>5,564,672</b>	<b>2,596,970</b>	<b>5,559,719</b>	<b>5,612,869</b>

FY2019 CAPITAL & NONRECURRING FUND BUDGET	14/15	15/16	16/17	17/18	Requested 18/19	FY2019 Charge -Back Against		
						General Fund	Other /State Grants	
<b>BOARD OF SELECTMEN</b>								
Replacement Plow Truck	140,000						28,000	
Plate Compactor	5,250						1,050	
Community Town Farm Improvements	14,500						2,900	
3 Police Patrol Vehicles	87,000						17,400	
1 Police Fixed Speed Sign	2,800						560	
Golf Course Maintenance Equipment	75,000						15,000	
Park Maintenance Equipment	88,000						17,600	
Library Maintenance Equipment	3,700						740	
DPW - Sign Inventory		30,000					6,000	
DPW - Plow Truck*		150,000					13,290	
DPW - One Ton Pick-Up Truck buildings and grounds		38,500					7,700	
DPW - One Ton Pick-Up Truck Highway		38,000					7,600	
DPW - Library Gutter Melt		26,300					5,260	
Police - 3 New Vehicles		87,000					17,400	
Engineering - GIS Technology / Workorder system		40,000					8,000	
Parks - Equipment replacement		56,000					11,200	
IT - Network Infrastructure		28,000					5,600	
IT - Central Mailing Office Equipment		6,000					1,200	
Purchase of 3 Patrol Vehicles			87,000				17,400	
Uninterruptible Power Supply for Communications division			20,000				4,000	
Purchase of Support Vehicles (Used)			15,000				3,000	
Highway Plow Truck			155,000				31,000	
Program Room Technology Upgrade			8,000				1,600	
Small Pickup Truck-Buildings & Grounds (Used)			11,500				2,300	
Small Mower with Bagger			13,000				2,600	
3/4 Ton Pickup Truck			32,000				6,400	
Baseball Infield Conditioner				20,000			4,000	
Utility Vehicle Memorial				25,000			5,000	
Purchase of 3 Patrol Vehicles				95,000			19,000	
Town Hall Office Improvements				49,500			9,900	
50% Highway Mechanic Truck with Utility Body				36,750			7,350	
Highway Plow Truck - All Season Body				155,000			31,000	
Upgrade HVAC Controller Modules in Town Hall				35,000			7,000	
Eno Hall Stairway & Railings					19,000		3,800	
John Deere Winter Attachments					7,200		1,440	
One-Ton Dump Truck					49,000		9,800	
Children's Room Computers					10,850		2,170	
Simsbury Farms Irrigation Study					40,000		8,000	
Ice Resurfacers (replace 1997)					50,000		10,000	
Front End Rotary Mower (replace 2003)					70,000		14,000	
3 Patrol Vehicles					111,000		22,200	
AED - 8 replacements & 1 new					19,200		3,840	
Radio System Feasibility Study - Phase 1					40,000		8,000	
Revaluation Partial 1/4 Appropriation					61,500			61,500
Deepwater Wind - potential legal and consulting fees					25,000			25,000
<b>BOARD OF SELECTMEN TOTAL</b>	<b>416,250</b>	<b>499,800</b>	<b>341,500</b>	<b>416,250</b>	<b>502,750</b>		<b>401,300</b>	<b>86,500</b>
<b>BOARD OF EDUCATION</b>								
	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>		<b>Charge Back</b>	
Buses/Vehicles/Equipment	206,000	303,000	362,000	352,000	382,000		298,000	
Ceiling/Flooring Replacement	46,000	75,000	80,000	40,000			48,200	
Interior Improvements	132,500	87,500	70,000	60,000	120,500		94,100	
Plumbing/Electrical Modifications	23,000	31,000	25,000	10,000	10,000		19,800	
Equipment - Instructional / Non-Instructional	97,000	36,000	-	-	-		26,600	
Exterior Improvements	66,000	38,000	98,000	58,000	58,000		63,600	
<b>BOARD OF EDUCATION TOTAL</b>	<b>570,500</b>	<b>570,500</b>	<b>635,000</b>	<b>520,000</b>	<b>570,500</b>		<b>550,300</b>	<b>-</b>
LoCIP Pavement Management - State Reimbursement	155,184	154,713	157,504	288,757	155,000		-	155,000
<b>TOTAL CAPITAL &amp; NON-RECURRING</b>	<b>1,141,934</b>	<b>1,225,013</b>	<b>1,134,004</b>	<b>1,225,007</b>	<b>1,228,250</b>		<b>951,600</b>	<b>241,500</b>

**CAPITAL IMPROVEMENT PROJECTS**

		<b>FY 2019 Financing</b>
Greenway Improvements	\$ 275,000	Cash
Multi- Use Trail - Town of Simsbury / Bloomfield	\$ 1,020,000	Grants
Highway Pavement Management	\$ 845,000	Cash
Sidewalk Resurfacing	\$ 250,000	Cash
Ash Borer Tree Mitigation	\$ 85,000	Cash
Tariffville Sewer Rehabilitation	\$ 100,000	Sewer Use
Primary Clarifier Rehabilitation	\$ 75,000	Sewer Use
Plant Water System Rehabilitation	\$ 80,000	Sewer Use
1999 Jet/Flusher Truck Replacement	\$ 175,000	Sewer Use
School Facilities Master Planning / Reconfiguration Study	200,000	Cash
District Network Infrastructure	\$ 400,000	Bonds
HJMS - Renovation - Phase 3 (LMC/STEM focus, auditorium)**	\$ 23,965,620	Bonds (15 Year)
Boiler Replacement - Latimer Lane	\$ 900,000	Bonds
School Security Improvements	850,000	Bonds

**TOTAL PROPOSED CAPITAL IMPROVEMENT PROJECTS \$ 29,220,620**

\*\* Pursuant to Section 406 of the Town Charter an appropriation amount in excess of two percent (2%) of the annual budget for the then current fiscal year shall be subject to an automatic referendum by all qualified voters of the Town of Simsbury.



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Proposed Retirement Plan Sub-Committee Memorandum of Understanding
2. **Date of Board Meeting:** April 23, 2019
3. **Individual or Entity Making the Submission:**  
Amy Meriwether, Finance Director/Treasurer

4. **Action Requested of the Board of Finance:**  
If the Board of Finance supports adopting the Retirement Plan Sub-Committee Memorandum of Understanding as presented, the following motion is in order:

*Move, effective April 23, 2019, to authorize Rob Pomeroy, Chair of the Board of Finance, to sign and execute the finalized Retirement Plan Sub-Committee Memorandum of Understanding as presented.*

5. **Summary of Submission:**

At its regular meeting on February 19, 2019, the Board of Finance reviewed the proposed Retirement Plan Sub-Committee Memorandum of Understanding, made several revisions, and referred the revised draft to the Board of Selectmen and the Board of Education.

Both Boards have reviewed the revised MOU and are in agreement with the document. Management is requesting a motion by the Board of Finance to authorize Rob Pomeroy, Chair of the Board of Finance to sign and execute the finalized MOU as presented in this packet. The Town Attorney has reviewed and approved this version of the agreement.

6. **Financial Impact:**

None

7. **Description of Documents Included with Submission:**

- Retirement Plan Sub-Committee Memorandum of Understanding

**MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF SIMSBURY  
BOARD OF SELECTMEN, BOARD OF EDUCATION AND BOARD OF FINANCE**

*Regarding the Retirement Plan Sub-Committee*

Whereas, pursuant to Section 808 of the Town Charter, the Board of Finance has the responsibility for the supervision and maintenance of the Town's pension (all defined benefit, defined contribution, 457 and 403b plans) and OPEB Trust investments; and

Whereas, also pursuant to Section 808 of the Town Charter, the Board of Finance has the responsibility to consult with the Board of Selectmen and the Board of Education regarding the prudent investment of the Town's pension and OPEB Trust Investments; and

Whereas, the parties are in agreement that the Retirement Plan Subcommittee is a mutually beneficial, collaborative way for the Board of Finance to consult with and receive feedback from the Board of Selectmen and the Board of Education regarding the Town's pension and OPEB Trust investments;

Now, therefore be it resolved that:

1. **Retirement Plan Sub-Committee Established.** The Board of Finance hereby establishes the Retirement Sub-Committee as the means to consult with the Board of Selectmen and the Board of Education in accordance with Charter Section 808.
2. **Membership.** The Retirement Plan Sub-Committee shall consist of eight (8) members;
  - a. **Board of Finance.** Two members of the Board of Finance appointed by the Board of Finance. If a member is unable to attend a meeting of the Sub-Committee, he/she may send a designee from the Board of Finance in their place. Members shall continue to serve until replaced or until the person is no longer a member of the Board, whichever shall occur first.
  - b. **Board of Selectmen.** Two members of the Board of Selectmen appointed by the Board of Selectmen. If a member is unable to attend a meeting of the Sub-Committee, he/she may send a designee from the Board of Selectmen in their place. Members shall continue to serve until replaced or until the person is no longer a member of the Board, whichever shall occur first.
  - c. **Board of Education.** Two members of the Board of Education appointed by the Board of Education. If a member is unable to attend a meeting of the Sub-Committee, he/she may send a designee from the Board of Education in their place. Members shall continue to serve until replaced or until the person is no longer a member of the Board, whichever shall occur first.
  - d. **Community Members At-Large.** Two community members at-large, whom are electors of the town, recommended by the Board of Selectmen, and appointed by the Board of Finance. Following execution of this memorandum of understanding, one member shall be appointed to a two (2) year term and one member shall be appointed

to a three (3) year term. Thereafter, all terms for community members at-large shall be for three (3) year terms.

- e. **Ex-Officio Members.** The Town Manager or his/her designee, Finance Director, and School Business Manager shall be ex-officio members of the Sub-Committee with full participation rights, but will not have the ability to vote on Sub-Committee matters

3. **Organization.** The Retirement Plan Sub-Committee shall be organized as follows;

- a. **Chair and Vice Chair.** On or before the thirtieth day of November each year, the members of the Sub-Committee shall meet and elect from among the appointed members a Chair and Vice Chair.
- b. **Administrative Support.** The Finance Director and School Business Manager will provide administrative and technical support to the Sub-Committee, with additional support from the Town Manager's Office as needed. The Town Manager in his or her discretion may assign other staff persons as needed to provide administrative and technical support.
- c. **Meeting Schedule.** Regular meeting schedules shall be established annually and filed in accordance with Connecticut General Statutes. The Sub-Committee shall schedule regular meetings no less than on a quarterly basis.
- d. **Quorum.** The presence of five (5) members of the Sub-Committee shall constitute a quorum to take action. No action shall be become valid unless authorized by a vote of the majority of the total membership present and voting, and with at least one member present and voting from each board
- e. **Reports to the Board of Finance.** On a quarterly basis, the Board of Finance members appointed to the Retirement Sub-Committee shall report out to the Board of Finance the work of the Sub-Committee. On a bi-annual basis, normally in the fall and spring, the Town's pension investment advisors will provide an overview of the status of the Town's pension and OPEB trust investments to the Board of Finance.

4. **Duties.** The Retirement Plan Sub-Committee duties shall be as follows subject to the approval of the Board of Finance as required by Charter Section 808:

- a. Consult on the prudent investment of the Town and Board of Education's pension and OPEB Trust funds. Provide recommendations to the Board of Finance regarding investment decisions and allocations related to pension and OPEB trust funds.
- b. Provide recommendations to the Board of Finance regarding updates to policies related to the management and oversight of the Town and Board of Educations' pension and OPEB trust investments.
- c. Review annual or bi-annual actuarial analyses, as required by the Generally Accepted Accounting Principles, of the Town and Board of Education's pension and OPEB Trust funds.
- d. For budgetary purposes, provide recommendations to the Board of Finance regarding interest rate assumptions for the Town and Board of Education's pension and OPEB Trust Funds.
- e. For budgetary purposes, provide recommendations to the Board of Finance regarding annual employer (Town and Board of Education) contributions into the Town and Board of Education's pension and OPEB Trust funds.

By signing below I am affirming that my respective Board has adopted this memorandum of understanding. An excerpt of the minutes of the Board meeting in which this action occurred has been attached to this MOU for reference.

***FOR THE BOARD OF SELECTMEN***

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Eric Wellman, First Selectman

Date

***FOR THE BOARD OF FINANCE***

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Rob Pomeroy, Chair

Date

***FOR THE BOARD OF EDUCATION***

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Tara Donohue Willerup, Chair

Date