

CALL TO ORDER

The Board of Selectmen Budget Workshop was called to order at 9:03 a.m. via Zoom video conference. Present were: First Selectman Eric Wellman; Board members Sean Askham, Michael Paine, Jackie Battos, Chris Peterson, and Wendy Mackstutis. Others in attendance included Town Manager Maria E. Capriola; Deputy Town Manager Melissa Appleby; Director of Culture, Parks and Recreation Tom Tyburski; Director of Planning Michael Glidden; Director of Public Works Tom Roy; Information Technology Manager Rick Bazzano; Library Director Lisa Karim; Director of Finance/Treasurer Amy Meriwether; Director of Social Services Kristen Formanek; Police Chief Nicholas Boulter; Deputy Chief of Police Chris Davis; Town Engineer Jeff Shea; Town Clerk Ericka Butler, Parks Superintendent Orlando Casiano, and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC AUDIENCE

A public comment from Rachel Wellman was read in which she expressed her support for funding the Parks and Recreation facilities maintenance technician position as well as her support for the purchase of the Meadowood parcel.

A public comment from Kelly Kearney was read in which he too expressed his support for the additional Parks and Recreation position. He also expressed how critical it is that the golf course irrigation system replacement be funded.

Mark Orenstein shared his support for funding for the Senior Center.

Ms. Battos thanked Ms. Capriola and her staff for navigating the Town through the past year.

OVERVIEW OF BUDGET

• Revenues and Budgeting Assumptions (Tab 2)

Ms. Capriola said the grand list increased by 2.93% or \$73,457,208 generating approximately \$2.7M in new revenue. Real estate increased by 1.55% or \$34,095,618, motor vehicles increased by 6.72% and personal property increased by 17.90%.

Ms. Capriola stated since the budget was released they went back at the staff level and increased the certified growth list to 20 years. The last two years have been the strongest years in the last 20 years, without revaluation years (2.66%, 2.93%).

Much of the development from recent new growth is in the top 20 taxpayers such as Tobacco Valley Solar, Big Y, Aspen Green, etc.

Ms. Capriola stated that they left the state revenues flat for budgeting purposes. They did use a tax collection rate of 98.5% for budget purposes and adjusted local revenues. The tax collection revenues remain stable despite the pandemic. Assumption was used for budgeting purposes that motor vehicles will continue to have the same mill rate as real estate and personal property for FY 21/22.

While the potential for state or federal pandemic relief funds remains uncertain, one very preliminary estimate they saw was that the Town may receive as much as two and a half million dollars under the next round of funding.

Community Development

- **Planning (Tab 12)**
- **Building (Tab 12)**

Mr. Glidden stated that overall for his department the total proposed operating budget is a 0.07% increase. The Planning Department is a 1.19% decrease and Building is a 1.70% increase. One of the driving factors for the increase in the Building Department is an increase in full-time salaries due to contractual step increases. Mr. Glidden stated that their areas of focus include working with the Zoning Commission on a rewrite of zoning regulations, updating the development guide to provide a user friendly format with detailed guidance for land use applications, advancing the POCD’s economic development priorities, and creating a user friendly process for land use applications. Mr. Glidden said they are expecting the draft FEMA Flood Insurance Rate Maps to be distributed in 2021 and the Planning Department will serve as the point of contact during the re-study.

Mr. Glidden discussed the commercial projects that are going on in Town, which include McLean Independent Living Expansion, Ensign Bickford- Phase 2, Andy’s Plaza and the Route 44 electric car dealership. Their residential development projects include; Ridge at Talcott Mountain, Highcroft Place, and Cambridge Crossing.

The potential developments were discussed which include redevelopment of the Simscroft Echo Farms property off Iron Horse Blvd. Hurley Property (potential mixed use development of Foster Ice Cream property Powder Forest) and the development of a commercial parcel located at the northwestern corner of Hopmeadow and Powder Forest Drive.

General Government Departments

- **Town Clerk (Tab 8)**

Ms. Butler said the Town Clerk’s budget increase is 1.5% or \$3,565. She stated that they will be applying for a \$7,500 grant through the CT State Library Historic Documents Preservation Grant. She stated another area of focus is organizing records on existing and newly installed high capacity shelving units in the Town Clerk vault and creating a record inventory list. By summer, hopefully all CT Towns will have access to and begin using the State of CT Electronic Death Registry System to register death certificates, issue permits, amend certificates, etc.

Ms. Butler stated their budget highlight includes a \$4,100 increase in full-time salaries due to contractual step increases.

- **Registrars/Elections (Tab 7)**

Ms. Butler said the Registrars/Elections department has a \$132,100 proposed operating budget, a 19.15% decrease due to fewer elections in FY22.

Mr. Wellman acknowledged the unprecedented work of Ms. Butler’s team during this past year.

Mr. Askham asked what Ms. Butler sees coming down the pipe from a capital standpoint, a technological need, etc. in regards to elections. Ms. Butler stated that early voting is probably what their association is going to take the stance on for staffing reasons and she believes it will be on the 2022 state election ballot. She stated that the equipment that the state uses is old and out of date, if they turn over to early voting she imagines the equipment used will change. Ms. Butler stated it is uncertain if it will be an equipment or staffing need as it is all still uncertain.

Mr. Paine commended Ms. Butler’s office for the assistance with the election.

• **IT (Tab 11)**

Mr. Bazzano said the proposed operating budget increase is 2.9% or \$9,812. The areas of focus are continued cybersecurity awareness training, to enhance security levels for intranet and internet connected technologies, conduct security audits, complete phase of fiber optic build-out and update disaster recovery plan.

The budget increase includes \$5,447 in full-time salaries and \$4,366 increase in contractual services, i.e. zoom licenses and a slight increase in the cost for cyber security awareness training.

The CNR projects were discussed, which include staff computer replacements for \$30,240. They have put the replacement of hardware based on a four-year lifecycle, yearly contributions to this project will cover 42 devices per year. A Microsoft office upgrade for \$17,550 (project will span two years), and \$12,000 for email spam filtering and archiving, as the current spam filter and archiving environment will be inactive by the end of FY22, the project funded with savings from FY21 network storage project.

In regards to the hardware replacement, Ms. Mackstutis asked if everyone was being moved to laptops or are they already on laptops with docking stations. Mr. Bazzano stated that it’s more the front line administrative office staff that has desktops, while department directors have the need to take laptops home. Mr. Bazzano said it would be a mixture of desktops and laptops that get refreshed.

Mr. Askham stated that an important continuing discussion is, if they went virtual what would be the strategic investments they would need to make over the next two to five years.

• **Finance, including Revenue and Assessment (Tab 10)**

Ms. Meriwether said the proposed FY20/21 proposed budget is \$1,008,729, which is a 6.44% increase from the prior year. The major area of focus includes maintaining AAA bond rating, implementing a new financial management system, continuing to value property fairly and in a timely manner and maintaining tax rate about 99%,

The budget highlights include a \$22,827 increase in the Finance Department full-time salary account, the majority of the increase reflects increase in Finance Director’s salary for shared services with the Board of Education, and a \$9,700 increase in the Finance Department part-time salary account. Highlights also include a \$8,690 increase in the Finance Department computer software account (last year they were able to take a credit on their old accounting system, which reduced last year’s expenditures and this year they are able to utilize that credit) and a \$10,171 increase in Assessor Division full-time salary account.

Ms. Meriwether spoke about CNR, which includes the grand list revaluation in 2022. The contract should be awarded by July 2021, with work to begin around September 1, 2021.

The service improvement requested is for temporary staffing for the Assessor’s Office (28 hrs/wk) for about \$55,603 to help assist the Assessor with field work backlog (estimated 2,5000 parcels), estimated to increase tax revenue by \$557,000.

Ms. Mackstutis wanted to reiterate to the Board that if the service improvement request is approved for the temporary assessor staffing, it is going to generate about \$550,000 in additional revenue, it will not hurt the mill rate if this person is added, it will actually alleviate somewhere else.

Ms. Meriwether stated that the person hired in the Assessor’s Office would actually have to come in and start the work so they would probably capture some of that savings on the back-end and then the majority would be for the next year but the cost would definitely be offset.

Mr. Askham commented that the \$55,000 was budgeted for in the current fiscal year so that’s an increase year over year so from a straight line basis it’s going to contribute to a quarter of a percent increase roughly in the Board of Selectmen budget but in the overall 100 million dollar Town budget it’s not going to contribute to a tax increase.

• Town Manager’s Office/General Government/Legal (Tab 4)

Ms. Capriola shared the Town Manager’s proposed operating budget is \$484,969, a 0.3% decrease as they shifted some funds for temporary staffing from their budget to Ms. Meriwether’s budget due to an upcoming retirement. The budget highlights include a \$9,421 increase in full-time account due to salary increases and a \$4,000 decrease in the advertising account due to modernizing their method of posting job openings. They reallocated a portion of those savings to special activities to support employee and Board of Selectmen events and recruitment related expenses.

Ms. Capriola said the General Government’s budget increase is 3.3% or \$3,600. This budget includes tuition reimbursement funds, copy/print funds for Town Hall, telephone service funds, organization-wide training and development funds and postage for all departments (excluding special revenue fund and WPCA)

The \$3,600 increase for telephone service reflects a reallocation from the Parks and Recreation special revenue fund.

Ms. Capriola reported the BOS-Community Service’s budget increase is 0.8%, or \$1,037. The budget includes the First Selectperson’s stipend, funding for commission clerks, funding for legal notices and dues for membership organizations.

• Board of Selectmen/Public Agencies/Health (Tab 5)

Ms. Capriola reported that the Public Agency support (\$63,619) includes all public agency grants not budgeted through Community and Social Services or Economic Development, a \$1,274 increase for North Central EMS Council, the remaining funds in Public Agency support reflect FY21 approved requests. They have received two new outside agency requests from Gifts of Love and A Promise to Jordan, as well as three increased requests from SCTV, Chamber and Meals on Wheels.

Ms. Appleby reported that the Town’s contribution to the Farmington Valley Health District is \$177,765, which reflects a 9.49% increase. She noted that this budget assumes that the state per capita funding will be 1.76,

which falls short of the statutory contribution that the state is supposed to be providing, the state has not fully funded the per capita grant in several years. The major drivers for this budget are personnel costs, the full time salary for this person will be included next year. The secondary driver is the office expansion.

Ms. Appleby reminded the Board that there is one more year in the strategic plan so next year for fiscal year 2023 there will be costs associated with the strategic plan including the accreditation costs, which have been put on hold during the pandemic

Mr. Askham asked if there would be a revisiting of the discussion at the health district level as to the allocation of services and what they're being asked to do as a Board. Ms. Appleby stated that she thinks when they laid out the five year plan they were driving home that they are very good at their regulatory responsibilities, the community health aspect of what they do is where they really need to invest and that was part of the goal of accreditation.

Mr. Askham asked if the state was revisiting the funding formula for the composition of health districts, as it seems negligent that they are not funding the obligated amount. Ms. Appleby stated that the health directors in the state are advocating for more direct support in terms of grant funding as there are no direct grants from the state at this point.

Ms. Appleby shared the areas of focus which include continuing the Town's response to Covid-19, supporting the work of the Economic Development Commission, negotiating successor collective bargaining agreements, continuing to work on long-range capital planning and advancing the Board of Selectmen's goal to foster an engaged and high quality workforce.

• **Boards and Commissions (Tab 6)**

There was no significant change in the Boards and Commissions budget.

• **Insurances (Tab 19)**

Ms. Appleby shared that the budget indications from CIRMA are at a 3% increase, and we reallocated a portion of LAP and workers compensation insurance from the Parks & Recreation special revenue fund budget to the General Fund. In addition, this budget includes the new cyber security policy premium which is split with the Board of Education.

Mr. Peterson asked how the health insurance utilization and claims perform so far this year. Ms. Capriola shared that the Health Insurance Fund is in a much improved and stable position and no budget increase is recommended. The Health Insurance fund balance is projected to be at 42% of expected claims for FY 21/22, due to uncertainty related to Covid, recommendation to maintain current reserves. She stated that health insurance claims temporarily decreased due to the pandemic and that they have seen somewhat of a return to normal in utilization.

Ms. Appleby discussed the CNR Projects for General Government including \$10,000 for public safety radio system maintenance and repairs, this is recurring cost that will help cover repairs and upgrades to the shared infrastructure, the Town and Fire district will split the mutually agreed upon costs.

The FY 21/22 capital project of the Meadowood Acquisition was discussed. Ms. Capriola stated that it is looking at the acquisition may increase up to \$220,000 above what they were planning for. The updated

acquisition costs may look like; \$2,515,860 (recently revised based on status of grants), \$2,200,000 acquisition (bonds), up to \$228,000 acquisition (GF and Capital Reserves equally), up to \$87,860 environmental review, appraisal, signage, parking, other site improvements as needed, bond issuance costs (bonds) The town’s estimate range of cost per acre is \$8,431-\$8,736. Other acquisition costs and barn restoration and demolition work to be funded by grants and donations.

Ms. Capriola discussed the estimated impact of the Meadowood acquisition on a median valued home.

Ms. Mackstutis asked if the acquisition will cause an increase in the need for maintenance of open space. Ms. Capriola stated that the Open Space Committee’s natural stewardship policy was fairly consistent with the practice of the parks department so essentially it’s saying to not do what’s called active management of those spaces, however, if there was an urgent maintenance need then parks and recreation would step in.

Mr. Tyburski stated that the staffing requests his department has in the budget and that were in the Parks and Open Space master plan are based on what they have now, not what could potentially be here with the Meadowood acquisition.

Mr. Casiano stated that a property like Meadowood is only maintained on an as needed basis.

• **Probate (Tab 9)**

There was no significant change in the Probate budget.

Community Services

• **Social Services (Tab 16)**

Ms. Formanek said the Community and Social Services total proposed operating budget is \$629,776, an increase of \$16,947 or 2.77%. The main increase is for administration/direct service, senior center and senior transportation. The areas of focus include developing and implementing improved data collection and this year they will be implementing a web based case management system. They will also seek to increase the community’s knowledge of their programs and services and strive to increase donations to the department.

Ms. Formanek went through her budget highlights, which include a \$7,736 increase in full-time salaries, \$4,500 increase in Public Agency Support and \$8,000 town match for Youth Service Bureau Funding moved from Administration budget to Operating transfer, \$1,080 increase in Senior Center part-time salaries, full cost of Tuesday/Wednesday senior lunch program with offsetting revenue from the Belden Trust, \$2,570 increase in senior/disabled transportation.

Ms. Formanek reported that her CNR Project is \$64,000 for a Dial-A-Ride Van, \$12,800 to be funded through the Dial-A-Ride fund, 80% anticipated to be funded through a state grant. They received grant funding for replacement of the 2014 van, the replacement is reflected in the CNR for FY21. The grant has been awarded and the acquisition is forthcoming. Simsbury SPIRIT Council’s proposed service improvement includes a \$22,000 budget request to collect and analyze community data and assess progress toward Diversity, Equity and Inclusion goals. \$3,000 of the estimated \$25,000 cost provided via FY21 supplemental budget appropriation.

Mr. Askham encouraged the Board to find creative ways to get SPIRIT Council’s proposed service improvement request in the budget as it is a priority that was committed to in the fall.

Mr. Peterson asked Ms. Formanek what impact the additional staff member has had to their team. Ms. Formanek stated that the community social worker has done a phenomenal job which has allowed them to serve the public during the pandemic. They were able to transition from every four weeks of food distribution to every three. They had averaged 80 households served before the pandemic and now serve 140 households. They have also had to change the way they deliver their programs, as this year they have had to do everything electronically and by mail. They have also increased the work that they do with the service bringing in additional speakers virtually and will be supporting a four week long presentation providing yoga and meditation for youth before their finals.

Ms. Cook spoke on behalf of the SPIRIT Council and thanked the Board for prioritizing their work and that their service request represents their desire to try to improve the quality of life for everybody who lives in Simsbury.

Ms. Kodak shared that the SPIRIT Council wants to position themselves to be the Town’s central coordinating group to assess and improve overall efforts to be more welcoming, inclusive and diverse.

Ms. Mackstutis asked if SPIRIT worked with the schools’ equity counsel and if the study is done will they be including them? Ms. Cook stated they do have two separate groups doing this work. The issues in the school system have been identified as very specialized, what they do is particular to the community as a whole, they do share members but the work and data is very different.

Mr. Peterson asked about Simsbury being a leader in the SPIRIT Council concept. Ms. Cook stated she feels we are ahead of the pack. She stated Simsbury is unique in having separate community branches of this work.

• Library (Tab 17)

Ms. Karim reported that the proposed operating budget is \$1,727,601, an increase of \$36,969. The areas of focus include increasing library engagement, continuing to invest in the development of library staff, supporting job seekers, business and the local economy through library programs, materials and services, especially those provided by the Business and Career Center. The budget highlights include full-time salary increases, \$500 increase in Innovators’ workshop support for air filters for the laser/etcher and \$420 increase in computer software, \$2,500 increase in cleaning supplies, \$400 increase in equipment maintenance for an AED battery, \$430 anticipate increase in natural gas, \$1,330 anticipated increase in electric and a \$3,000 reduction in Administrative Contractual Services due to a change in vendor for digital magazine content.

Their proposed service restoration is for \$8,000 to restore Children’s material allocation to the 2008 level. The Friends of the Simsbury public library support was cut by 50% due to the fact the annual book sale could not take place due to Covid and this has had a huge impact on them.

Ms. Karim discussed the CNR Project, which includes the replacement of public reference/adult services and tech lab PCs, public Children’s Department technology and public Borrowing & Technical Services technology as part of the 4-year replacement plan for the Library’s public technology.

Ms. O’Neil, chair of the library’s board, shared that she feels it is really critical to obtain additional funding for their resources.

Mr. Peterson spoke to the Board regarding the importance of providing the library with funding for children’s materials.

Ms. Battos asked if the \$2,500 requested for cleaning supplies would be covered by the FEMA reimbursement. Ms. Meriwether stated that at this time they do not know what’s coming from FEMA.

Mr. Askham questioned if they are buying all the same children’s materials for all the schools as well as the library and asked if that is the way it should be done. Ms. Karim stated that this increases access to all of the children in the community and it also provides access to younger children who are not yet in school.

Culture, Parks and Recreation (Tab 24)

Mr. Tyburski reported that the proposed operating budget is \$3,233,497. Their areas of focus include safely bringing back programs, services and events to pre-Covid levels, continuing to implement recommendations from the Parks and Open Space Master Plan, increasing diversity of program offerings, increasing use and awareness of Town parks, trails and open space, and maintaining fencing and trees on trails and in parks. The budget highlights include a \$30,226 increase across all divisions due to minimum wage increase (they are the largest employer of teenagers in town) \$9,000 increase for parks division agricultural supplies, \$9,100 increase across divisions for water charges. The budget highlights also include a \$58,308 reduction in Revenue Fund expenses due to previous overcharging of expenses, \$181,715 contribution from General Fund to Special Revenue Fund. Mr. Tyburski stated that the proposed budget maintains current level of services with recognition of the structural deficiencies in the Special Revenue Fund. The CNR Projects include the Simsbury Farms playground replacement (\$200,000), Simsbury Farms Ice Rink Chiller replacement (\$120,000), Parks rotary mower replacement (\$74,000), parks utility vehicle replacement (\$25,000), playground improvements (\$25,000), schultz park gazebo roof and refurbishments (\$10,000), golf clubhouse repair and systems replacement (\$35,000).

Mr. Peterson asked if the netting was replaced at the rink. Mr. Casiano stated that the netting was replaced about 18 years ago, they typically go 30-40 years with showing no signs of wear and tear.

Mr. Tyburski shared that he has been in discussion with Eagles Scouts regarding various Parks and Recreation projects.

Mr. Wellman asked what \$25,000 would buy for the playground improvements. Mr. Casiano shared that \$25,000 would maybe purchase the equipment but would not cover the installation or material cost for the surfacing.

Ms. Mackstutis asked how it is determined which projects through Culture, Parks and Recreation go to the General Fund versus Capital Reserves. Ms. Capriola shared that the General Fund has a five-year payback period. It’s more important to rely on the General Fund money for Parks and Rec because they don’t have other opportunities to offset their needs.

Mr. Tyburski continued his presentation and proposed a year 2 request of \$65K for the overhaul of the interior systems of the Golf Club House. CNR projects also includes \$16K for park entrance sign replacements (most park signs are rotted; they are in year 2 of a 5-year plan to replace all park entrance signs to be consistent at all recreation facilities). \$15K, funded through P&O Master Plan project savings, was requested for a new Facilities Management Software which would help improve efficiencies and streamline operations, including maintenance reporting, generating work orders, improving record keeping and providing preventative maintenance reminders. \$8K was requested for a new equipment trailer & \$10,000 for electrical repairs at Simsbury Meadows. \$40K was requested for year 1 of a 5-year plan to repair and replace the irrigation systems

at various fields, with year 1 replacing the system at Memorial Field. The total for the 5-year plan is estimated at \$390K. Mr. Tyburski requested a golf course rake for \$27K and a utility vehicle for \$13K, both items would be funded from surplus in the Golf Equipment Fund. \$700K was requested for parking and accessibility at the Performing Arts Center. The Department is also seeking \$96,982 for a Parks and Facility Maintenance Technician, who will perform repairs and routine maintenance tasks at all parks and facilities. Mr. Tyburski said the Parks and Open Space Master Plan will recommend 2-3 additional parks maintenance staff. \$2,500 was requested for continued training and professional and development.

PUBLIC WORKS

• Engineering (Tab 14)

Mr. Shea went through the Engineering proposed budget of \$283,811, a 0.78% decrease or \$2,479. Services and programs provided were discussed. The areas of focus include Tariffville to Bloomfield multi-use trail project, municipal site and safety improvements project, Performing Arts Center parking improvements, Firetown Road bridge over Bissell Brook Rehab, Barndoor Hills Road Bridge, and multi-use trail from Route 10 to Curtiss/Patterson Parks. He also went over several private projects that they support.

Mr. Shea stated that other departmental activities include the continued technical support for MS4 storm water management, to continue to pursue grant opportunities to leverage town funds, and to assist with FEMA re-study Farmington watershed study.

As far as budget highlights, there was a decrease of \$8,233 in salary line and the department is fully staffed. The consultant line item has increased by \$2,500. There is consideration to implement permit fees for their Excavation Permit Program, which was discussed last year, but momentum was lost due to COVID. Low range revenue estimates of \$6,000 was anticipated.

- Highway (Tab 15)**
- Facilities (Tab 15)**
- WPCA (Tab 15)**

Mr. Roy said that the proposed operating budget is \$4,259,623 for public works, a 2% increase overall. Administration increased by 10.5% due to moving the MS4 from the highway dept. Other changes include building & grounds 5.8%, facilities -0.4%, highway 1.2%, and transfer station -15.9%.

The areas of focus include the management and roll out of the Town-wide facilities master plan, changes associated with the possible redevelopment of MIRA facilities, year four of the implementation of new sidewalk rehabilitation program, design and construction of Hopewell Sidewalk program, Greenway and Farmington River Trail resurfacing, compliance with MS4 storm water requirements and continue pavement management work. They are looking for a reimbursement of approx. \$100,000 claim from FEMA.

FY 21/22 budget highlights include a \$105,352 increase in full-time salaries due to negotiated union contracts, a \$2,080 increase in minimum wage, \$23,000 for MS4 reallocated from the Highway Dept. to Administration and, AED battery replacement costs have been included in the Facilities budget.

Mr. Roy said his CNR projects include a \$180,000 for a plow truck replacement, \$10,000 for material recycling, \$28,000 for a plow blade replacement (from the Town Aid Road fund), \$30,000 for a traffic calming

project at West Mountain and Notch, \$45,000 (with a \$12,500 trade in) for a replacement highway superintendent frontline 1-ton truck, \$50,000 (with a 12,500 trade in) for a replacement crew leader 1-ton dump truck, \$200,000 for a replacement front end loader, and \$108,000 for a replacement large wood chipper, The capital projects include \$1,205,000 for highway pavement management (10 miles of road), \$200,000 for sidewalk resurfacing and reconstruction (4th year of funding for a 20-year plan), and \$810,000 for the North End sidewalk construction.

Questions included the timing of Eno paving and work on Station Street raised by Ms. Battos. This was address by Ms. Capriola, who confirmed they are hoping to do a handful of Eno projects in year 2 of the 6-year plan. Ms. Mackstutis asked what items can be funded by Town Aid Road funding, and Ms. Capriola and Mr. Roy provided the high-level guidelines and overview.

WPCA

Mr. Roy shared the WPCA is a utility operated by the Town and all expenses are supported by user fees. They have approx. 4,700 customers who are supporting the budget. Simsbury’s portion is just under \$8M and the remainder is being paid by Granby and Avon.

Simsbury’s portion includes the Operating budget of \$1,783,42, Capital is \$1,119,340 and Debt Service is just under \$600,00.

WPCA CNR projects include \$50,000 for the Tunxis pump station repairs and \$45,000 for a replacement service truck.

21/22 Capital projects include \$600,000 for the Tariffville sewer improvements, and \$3,250,000 for berm improvements. The berm project will only be considered if the FEMA BRIC grant is received. \$1,200,000 is required for the Woodland Street sewer replacement and will come out of the Sewer Assessment fund.

Public Safety

- **Police (Tab 13)**
- **Dispatch (Tab 13)**
- **Animal Control (Tab 13)**
- **Emergency Management (Tab 13)**

Chief Boulter said their proposed operating budget is \$5,662,815, an increase of \$97,165 or 1.75% over 5 budgets. The proposed increase for Police, Dispatch, and Animal Control budgets were due to wage increases and general equipment costs, maintenance and warranties.

The FY21/22 areas of focus include maintenance and preservation (services, equipment, supplies and resources), and state mandates (Police Accountability Act and de-escalation training). Chief Boulter went through the following budget highlights: \$37,937 increase in full-time wages, \$25,000 increase in police overtime (3rd of three planned increases), \$7,000 in dispatch, no increase in Holiday pay due to 85% usage, \$3,600 for state mandated behavioral health and drug screening, \$1,400 for new taser batteries, \$1,671 for replacement tasers, and an increase of \$1,800 per recruit in POSTC academy tuition costs.

CNR projects include \$145,050 for 3 replacement police cruisers, \$46,000 for a replacement police administration vehicle and \$46,158 for body worn cameras and car cameras.

Service improvements include a request for \$8,000 for police de-escalation training and a scenario based practical application via a portable simulator for \$65,000 (this cost includes a discount of \$30,000 if purchased in 2021 due to the simulator being the 1st in CT). \$8,000 in associated simulator training overtime is estimated during the 1st year.

Several questions followed on the simulator and the police vehicles which were addressed by Chief Boulter.

Capital, CNR and Debt Service

- **Capital Wrap-up (FY 21/22) (Tab 27)**
- **CNR Wrap-up (FY 21/22) (Tab 26)**
- **Cash-to-capital for ongoing and routine capital needs**
- **Possible use of a portion of capital reserve to fund some capital expenditures**
- **Debt Service (Tab 21)**

Ms. Capriola gave an overview of the FY21/22 Capital wrap up. She reported on completed analysis and quantitative 6-year baseline needs under \$250,000. The annual average costs across all departments came was reported at \$2.5M with the average cost, excluding sewer, being approx. \$2.3M. The cash contribution for CNR fund is level with last year and she reported a funding gap of approx. \$1.5M (without sewer). She provided an overview of the 6-year CNR plan (no WPCA items) and will get back to Mr. Askham on whether the numbers include Town Aid Road. Ms. Capriola presented a breakdown of proposed revenue allocation and a discussion followed on the line items. Mr. Askham gave feedback on the layout of the report for next year which Ms. Capriola was in agreement. Ms. Capriola summarized the three items coming out of taxpayer's dollars (coming from the operating budget and being transferred into CNR) are the police cruisers, the public works truck, and the materials recycling.

Ms. Capriola gave an overview on debt service and its effect on mill rate and said for the 3rd consecutive year the increase to debt service has been the largest budget driver. She said there are a couple of bond issuances which received bond premium which is budgeted for to offset interest costs and recommended continuing to build the capital reserve with funds from capital project close-outs and year-end savings when available. FY 21/22 proposed projects to be funded by bonding include Latimer Lane for \$24M, Simsbury high school bleachers and press box for \$600K, Meadowood acquisitions for \$2.3M, highway pavement management for \$600K, sidewalk reconstruction for \$200K and Performing Arts Center parking improvements for \$600K. A discussion followed on options available to fit Latimer Lane in within the guidelines from the BOF for an 8% target. Mr. Askham recommending coming to consensus on Latimer first, then Meadowood, and from there review the entirety of the 6-year plan and cut or prioritize accordingly so that 8% target is achieved. The cut projects would be put on the bottom, so they are not lost. Ms. Capriola said the BOE are getting revised numbers from Tecton within the next week.

By consensus, the Board tabled the discussion and the rest of the agenda for review and further debate. Ms. Capriola gave a brief overview of the items remaining for consideration and discussion, and Mr. Askham asked to include the costs for the police officer requests. They agreed to continue at 5:30 p.m. on Wednesday for a special meeting, following the regular meeting scheduled for Monday.

ADJOURN

Mr. Wellman made a motion to adjourn at 5:00 p.m. Ms. Battos seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Heather Taylor & Marion Lynott
Commission Clerks