



**Town of Thomaston**

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**DRAFT**

**THOMASTON BOARD OF FINANCE**

**REGULAR MEETING**

**TUESDAY, APRIL 14, 2015**

**Present:**

George Seabourne, Steve Turner, Frank Treglia, Luke Freimuth, Tom Duffany, Tracy Decker, and First Selectman Ed Mone.

Not in attendance was Mike Madow.

**Call to Order:**

Meeting was called to order at 7:05 p.m. by Chairman Seabourne.

**Pledge of Allegiance:**

Those in attendance stood and recited the Pledge.

**Approval of Minutes:**

A motion was made by T. Duffany to approve the minutes of April 7, 2014 meeting as presented. Motion was seconded by F. Treglia. S. Turner abstains. Motion carries 4-0 with one abstension.

**New Business/Capital Improvement Budget:**

Chairman Roger Perreault was not here yet. We will move forward to next item on agenda – Fire Department Budget – and will resume when he arrives.

**New Business/Fire Department Budget:**

Chief O'Neill, Assistant Chief Clark and Commissioner Potter were in attendance to present.

Current budget for FY 2014-2015 shows \$134,557; requested budget for FY 2015-2016 is \$150,503 an 11.85% increase.

Chief O'Neill explained that the Department is likely to end the year significantly over budget as they have approximately 88% of the budget spent with three months left in the year. Most of this is attributed to the expenses associated with "Maintenance & Repairs – Other", "Maintenance & Repairs – Vehicles" and "Heating Fuel".

We need more repairs on a building that is 38 years old, such as overhead bay doors, toilet repairs, hot water heater, etc. Johnson Controls oversees the building maintenance, and after canvassing all town buildings, will have a report for us as to the condition of same.

Repairs & Maintenance – Vehicles is also over budget due to aging fleet and equipment. The \$24,000 that was budgeted originally was based on a three-year average only. A big part of the increase is to repair/replace obsolete or broken equipment such as turnout gear, boots, helmets, jaws, saw blades, etc., in addition to hoses. We are mandated by the State to replace the hoses after a certain period of time, even if they are still functional. Half of the increase is due to the hose. A 1,000 feet of hose is about \$7,000.

Heating fuel is over by \$3,037, with the last two months totaling almost \$4,000. We have three months left in this budget cycle.

Under "Education & Training", we budgeted \$8,750 and have only used \$3,070 through the end of March. S. Turner asked if they felt the remaining balance would be used by the end of the fiscal year and Chief O'Neill said yes. We are asking for an increase of \$4,200 as we now average about 25 firefighters attending training classes now that we have gone to outside training (mandated by State). We have been working with the Wolcott Fire School.

Chairman Seabourne questioned the Fire Marshal's budget – they show a decrease of \$3,780 for FY 2015-2016, but are showing approximately 80% spent in the current budget – why. First Selectman Mone indicated that this was due to the purchase of the ipads early in the budget year.

### **New Business/Capital Improvements:**

Roger Perreault was in attendance to present.

Number of projects submitted for FY 2016-2020 are 44 with a total cost of projects at \$13,341,976. First, what we did as a committee was to prioritize all projects and assign them a rating.

1 = **Committed**, items with highest priority such as mandates, safety issues or items already committed;

2 = **Urgent**, items with high priority;

3 = **Needed**, items that are important, but without safety concerns;

4 = **Deferrable**, items needing funding in future years;

5 = **Bond Projects**, items with useful life of 20 or more years and deemed incapable of funding on a pay-as-you-go basis or vehicles with useful life of 7 or more years to be amortized over the useful life;

6 = **Other Funding Sources**, items which will be addressed through other funding sources other than through the capital improvement process.

After much review, the committee determined the following for 2016 based on the coding system:

**#1 – 2016 Grand List Revaluation @ \$20,000;**

**#1 – TCS (Thomaston Center School) Auditorium Entrance Repair @ \$28,839;**

**#1 - BRS (Black Rock School) Remove Underground Storage Tank @ \$35,000;**

**#2 - BRS (Black Rock School) Parking Lot Crack Repair @ \$5,720;**

**#1 - BRS (Black Rock School) Boiler Section Replacement @ \$25,140 (middle section);**

F. Treglia wanted to know if it would be more cost effective to just repair the whole boiler as opposed to one section, as other sections would begin failing at some point and again would need to be replaced. John Kozlak, Principal, was in the attendance and indicated that he will secure a quote on this.

**#1 – THS (Thomaston High School) Hot Water Tank @ \$36,315;**

Corrosion of hot water tank, a very large tank that holds thousands of gallons of water. If it were to go, it would be very costly and may damage boilers.

**#2 – Repave Front Apron & Parking Areas @ Fire Department @ \$21,268;**

We have three quotes.

**#2 – Overhead doors @ Fire Department @ 24,500;**

**#1 – Road Maintenance Program @ \$10,000**

This is for a road maintenance study. Per First Selectman Mone it will not be an in-depth study, but a surface study. Chairman Seaborne asked which engineering firm will perform this study. First Selectman Mone said Tighe & Bond as they had the better quote.

**Total of all projects above for 2016 = \$206,782.**

### **New Business/Library Budget:**

Deborah Radosevich, Director of Library; Melanie Dobos, Rita Ostrander and Mary Ann Hyres (commissioners on Library Board) were in attendance to present.

Deb began with “Salaries & Wages” line in budget. They are asking for a 2.25% increase for full-time staff per union contract which they follow. This also includes any sick payout.

Under “Repairs & Maintenance – Other”, there has been a sizeable increase due to the following items which had to be incorporated into this budget as they were not large enough to be part of capital improvements:

- 1 - a new heater coil condenser in Laura Andrews building @ \$10,000;
- 2 - carpeting for Community Room only (from Royal Carpet/carpet tiles – roll out carpet would be cheaper, however @ 5,858;
- 3 - ceiling tiles @ 6,316.

Library received two quotes for the HVAC heater coil condenser unit. They were from Johnson Controls @ \$10,700 (York unit with a five-year warranty) and Comfort Controls @ \$5,700 (Goodman unit with a ten-year warranty). The Board has asked for a third quote as well.

Henry Osowiecki provided the ceiling quote.

Library is requesting \$10,000 FY 2015-2016 for books. It was asked where the Friends of the Library donation of \$10,000/year goes to if not books. Deborah indicated that that money is for programs, art supplies, book discussions, pieces of equipment, snacks for kids, etc. Books are more costly and the Library receives about 6 adult books and 8 children’s books a week. The Laura Andrew’s Society gives \$10,500 for books only.

### **New Business/General Budget Discussion:**

A motion was made by S. Turner to add “Recreation Department Pickup Truck” to the agenda. Motion was seconded by T. Duffany. Motion carries 5-0.

Glenn & Ziggy (town mechanic) went to an auction in Hartford. Glenn indicated that they had great deals on vehicles. They viewed two trucks:

- 2008 Ford F-250 with 47,886 miles with/plow and
- 2008 Ford F-250 with 29,519 miles with/plow (recommended)

A motion was made by S. Turner to approve the purchase of a 2008 Ford F-250 in the amount of \$3,110, VIN #1FTNF21538EA01846, with 29,519 miles for the Recreation Department to come out of Recreation budget. Motion was seconded by T. Duffany. Motion carries 5-0.

Chairman Seabourne asked that the Board of Selectmen review both the budgets of Highway and Police again at their next regular meeting.

**Financial Director's Report:**

Legal budget is over by \$34,207.18 due to attorney's time with West Hill Road issue and Police negotiations running into 2014/2015.

**Selectman's Report:**

First Selectman Mone said there is no indication from the State that its budget is moving forward (he was at CCM all day).

**Member Comment:**

Chairman Seabourne said now that we have the reporting issues with the BOE finalized, we will need to concentrate on their budget at next meeting. We will need to spend time on this, but we will take a break. Next meeting on April 28.

**Public Comment:**

Tony Durso, what is the deadline on the final town budget? Chairman Seabourne indicated that in order for bills to go out by July 1, we would have to have something crafted by then.

What is our surplus? It is \$2.6 million.

**A motion was made by S. Turner to adjourn the meeting at 8:30 p.m. Motion was seconded by L. Freimuth. Motion carries 5-0.**