

**EAST LYME BOARD OF FINANCE
REGULAR MEETING MINUTES
and BUDGET DELIBERATIONS – FY 2020-2021
Wednesday, MAY 13th, 2020
Via Zoom Meetings**

Members in Attendance: Camille Alberti, Chairperson
Ann Cicchiello, Vice-Chairperson
John Birmingham
Peter DeRosa
Anne Santoro
Richard Steel

FILED

May 19 2020 AT 10:24 AM/PM

Camille Alberti
EAST LYME TOWN CLERK

Also In Attendance: Mark Nickerson, First Selectman
Anna Johnson, Finance Director

Absent: No One

A. Call Regular Meeting to Order

Chairman Alberti called this Regular Meeting of the East Lyme Board of Finance to order at 6:30 PM. She introduced the members and said that they would conduct their Regular meeting business first and then begin Budget Deliberations. Should they run out of time, they would pick up on Thursday evening to completion.

B. Minutes

▪ **Special Meeting (Zoom) of May 7, 2020**

Ms. Alberti called for a motion for approval or any changes to the Board of Finance Special Meeting Minutes of May 7, 2020.

****MOTION (1)**

Ms. Cicchiello moved to approve the Special Meeting Minutes of May 7, 2020 as presented.

Ms. Santoro seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

▪ **Special Meeting (Zoom) of May 9, 2020**

Ms. Alberti called for a motion for approval or any changes to the Board of Finance Special Meeting Minutes of May 9, 2020.

****MOTION (2)**

Ms. Santoro moved to approve the Special Meeting Minutes of May 9, 2020 as presented.

Mr. Birmingham seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

C. Reports

▪ **Finance Director**

Ms. Johnson explained that they had received their grant dollars. She noted that the expenditures were running a bit lower and revenues were running average.

Ms. Santoro asked if we were getting close to collecting the taxes for the current year.

Ms. Johnson said that she is confident that they should reach the percentage that they anticipated.

Ms. Alberti asked if Ms. Johnson wanted to discuss anything from the summary sheet.

Ms. Johnson said that they were running normal.

Mr. Birmingham asked if she had any concerns about any revenue shortfalls.

Ms. Johnson said that tuition from other districts is running lower but everything else is consistent and several are coming in greater than projected.

Mr. Birmingham asked how much short the tuition was running.

Ms. Johnson said about \$380,000.

Ms. Alberti said that in looking at the undesignated fund balance report that it appears to be a couple hundred thousand dollars greater than the March estimate.

Ms. Johnson said that they may be able to add \$400,000 to the report; they could also discuss if it would make sense for the BOE to start purchasing technology.

Ms. Alberti asked if the \$1.2M includes the BOE or not.

Ms. Johnson said that it does not.

D. New Business

a. Appropriate and transfer \$1000 from contingency for implementation of Executive Order 7S

Ms. Johnson said that this has to do with the Town accepting the tax deferral – it is for some special programming to be done in the tax department as those applicants requesting deferment have to be coded as if they do not pay by October 1, 2020 then the interest on their account goes back to the July 1 date.

****MOTION (3)**

Mr. Birmingham moved to appropriate and transfer \$1000 from account 01-01-120-200-500 (Contingency) to account 01-01-103-200-216 (Service contracts) for special programming for implementation of Executive Order 7S – Deferment Program.

Mr. DeRosa seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

E. Old Business

▪ Outstanding Budget Information

Ms. Johnson said that in last years budget that they had \$900,000 in pension and ended with \$800,000 and she was asked where the rest went. She said that some \$200,000 went to cover the overages in the Health Fund.

Ms. Alberti asked if pension was underfunded from what was recommended.

Ms. Johnson said no as they had better interest income so it offset it.

Ms. Johnson said that she was also asked about the VNA and what they provide – in-home visits, hours at the senior center, in-house flu clinics. She is estimating that they would be at \$1100 at the end of the year but she also expects that if there is a Covid-19 vaccination that they would have to hold an extra flu clinic next year. The VNA tries to work within our budget each year.

Ms. Johnson said that she had also reviewed the health insurance figures in the Library budget as well as the pension. She said that she was able to reduce their budget by \$67,432.

Ms. Alberti asked for a breakdown of the \$67,432.

Ms. Johnson said that the health insurance difference was a reduction of \$74,000 however they needed an additional \$7000 for the pension so the net is the reduction of the \$67,000.

Ms. Johnson said that they had also asked about the Registrars and they need to install sneeze guards and cleaning supplies for the voters. Overall she was told that they would need \$5000 more in their budget. With regard to extra printing costs for the Town Clerk for absentee ballots – the answer is no as the State will cover that in their ballot mailbox system.

Ms. Johnson said that some roofs were done this year and none would be done In FY 20/21 but the Community Center is due in FY 21/22 as that roof is 30 years old and is the original roof.

Ms. Alberti asked if they would have to add for the primary as it has been moved.

Ms. Johnson said no that is covered in the figure – they only have to add the \$5000 for the Covid items.

Mr. Nickerson said that the August primary was already budgeted for.

F. Board Comments

Ms. Alberti explained that this is the opportunity for the Board members to give some high level comments on where they see the big picture.

Ms. Alberti recalled that last October she expressed concern if for some reason they were to have a recession and here we are in April with a 14% unemployment rate, a pandemic and the casinos have not laid off their people yet so the 14% will rise. This means that many people are unemployed or under-employed on reduced hours and facing uncertainty. She explained the unemployment benefit numbers and they also have the tax deferral program that the Town has allowed; there is also the CARES Act and there is another bailout plan being discussed. All of this means that approximately 85 out of 100 people will be the ones carrying the extra taxes for the whole. She said that she feels that it is our responsibility to figure out how to supply the maximum services to the residents with the least increases.

Ms. Cicchiello said that in general 2020 has been a rollercoaster ride. Covid has made this a very difficult time for all of us – stocks have plummeted, unemployment has escalated and no one knows how long all of this will last. She said that amid all of this that it became abundantly clear to her that technology is necessary to keep the children learning and people working from home. We need to keep our employees and follow our contract obligations and she feels confident that we can do this.

Ms. Santoro said that she had many thoughts – budgeting during a pandemic presents a whole number of procedural issues and it has presented major challenges. For the taxpayer the basic challenge is making decisions based upon the unknown of these challenges and what could happen. This whole Covid issue has not been gradual – it has been sudden and she said that she has four (4) guidelines that she has always used and that they have not changed in the process: 1 – making revenue projections based on the most reliable information; 2 – justifying expenses for items and services; 3 – looking at the big picture, look at things from a larger perspective – there is so much to absorb and 4 – planning for the future – this need and requirement does not change and we also do not know what other issues may occur.

Mr. Birmingham said that he thinks that our obligations are not only for the kids in school but for the seniors – while 22% are over 65 in our Town – there are 40% who are over 55 and we have obligations to them also. With so many unknowns it makes this more difficult. People are laid off and working reduced hours and we have to exercise care to make sure that revenues match expenditures. He said that he feels for the businesses as he used to have a business downtown. The budget for next year could be even worse.

Mr. DeRosa said that he has spent most of his professional career being an optimist but he does not see optimism now – what he sees seems to be a level of depression – not a recession. There are so many unknowns out there. He said that he has paid particular attention to the BOE and their challenges have been incredible. He said that he is looking to get the tax increase as close to zero as possible.

Mr. Steel said that they have all very clearly painted the picture of where we are. It is easy to compare where East Lyme is to neighboring towns but each town has its own uniqueness, values and history and the changes in administration of services are rapid. Senior programs have been eliminated except for the MOW's and the seniors deserve more than just meals. They have a responsibility to get as close to a zero mil increase as possible. They have heard from all of the departments and they have worked well as a team.

G. Budget Deliberations

▪ Review, discussion, and Possible Action on Proposed 2020/2021 Revenues

Ms. Alberti said that she is hearing that they do have needs and challenges. This will be a year where some of the funds we return will have to be pulled into the budget. She said that they would now discuss the revenues and the possibility of having to revise some of them. She noted that Ms. Johnson has indicated that the reductions are highlighted in yellow – taxes prior year - \$35,000; building permits - \$20,000; investment earnings - \$15,000; tipping fees - \$51,775 and landfill deposits - \$27,750.

Ms. Johnson said that they may consider that the mil rate is always based on a 98.4% projected collection rate and they may want to reduce that to 98%.

Ms. Alberti said that they would be getting fewer taxes from revenue.

Ms. Johnson said that would give them more room for taxes that may not be collected.

Ms. Alberti said that she is worried about some of the businesses that may not make it and that is something that they should think about when they set the mil rate.

Ms. Santoro said that she has been tracking some statistics on unemployment for East Lyme and thru April 26 – 1,371 new claims have been filed since March 15. And – the people who are self-employed can only

now start putting in for unemployment. The people who are employed have also taken a hit on the hours that they have been allowed to work. These are very serious developments and the reports of the businesses that are closing for good continues to grow. She asked about the taxes that are paid through the escrow accounts.

Ms. Johnson said that around 3500 tax accounts came in last July – August – 33% were escrow accounts and that came to around \$11M in taxes.

Ms. Santoro asked Ms. Johnson if she felt that the tuition number was a good one.

Ms. Johnson said that she spoke with the BOE and they said yes.

Ms. Alberti asked about the \$270,000 for the Pequot Fund.

Ms. Johnson said that they are in the second year of the 2 year State budget so that should be okay.

Ms. Alberti asked about the municipal stabilization grant noting that she had thought that was to be temporary – how much longer can they expect to receive it.

Ms. Johnson said that is all dependent upon the State Legislature and again they are in the second year of a 2 year budget.

▪ **Review, Discussion, and Possible Action on 2020/2021 CIP**

Ms. Alberti noted that there were a lot of changes made by the departments.

Ms. Johnson said that they would have to make the changes by motion in order for them to be updated.

Ms. Alberti said that they would hold off on it until after they do the Town budget.

Ms. Santoro asked if it would be a two-step process.

Ms. Alberti said that she thought that as they go through the Town government budgets that they could cover that also.

▪ **Review, Discussion, and Possible Action on 2020/2021 Town Budget**

Ms. Alberti noted that she saw many BOE members on as attendees and asked that they cover that budget first. She said that she would like to hear general comments first.

Ms. Alberti said that one of the major comments coming through the website was that now is not the time to raise things. She noted that the first BOE budget came in at a 4.98% increase with many new initiatives. The revised budget came in \$827,000 less for a 3.3% increase over last year's budget. They eliminated new initiatives except technology. She noted conceptually that if the whole technology part was not done that the budget would show a 2.7% increase. Some of the other comments asked how they got here – they could say that perhaps they were cut too much in previous years or the BOE did not utilize their funds properly or in the best methods. It is probably a combination of both. She feels that there is a need to keep up with technology. She noted that the BOE has been forthcoming with information that was requested and that they have also come forth with \$263,000 to return. She said that she would support their revised budget as presented with the technology.

Ms. Cicchiello said that the schools have been turned upside down from a school environment to an at home learning environment. The change from in-school to at-home learning is not a want it is a need. The BOE needs to be prepared to meet the educational needs. It has been asked why they can't have a zero increase like other nearby towns. She said that our SPED costs were extraordinary compared to some others and also – we renovated three (3) schools when we could have saved by doing only the two (2). She said that she would support the education budget as presented with the \$827,000 reduction

Mr. Steel said that the Covid pandemic has magnified the educational differences noting that in California they have stated that they will not go back to school in the fall. They have the largest school system. He said that he does not know how our system will be but it will be different. A lot of the costs are contractual and this is not just for the BOE but for the Town side also. Other Towns have not sought to take away contractual obligations and it is not something that you can just do – it involves legally entering into discussion and coming to an agreement. He said that he feels that the BOE has eliminated the wish list and is facing extraordinary circumstances. With that, he supports what their request is and the revised budget as presented by them.

Mr. DeRosa said that there is going to be an increased reliance on technology and the other increases as Mr. Steel has said are contractual. He would have to agree that the BOE has done an outstanding job on the budget and he supports their revised budget as presented.

Mr. Birmingham said that he had a question for Ms. Johnson regarding a BOE list with 13 items on it totaling \$3.2M and asked if it was going to be bonded.

Ms. Johnson said that the tech that they are looking for is \$1.3M and noted that there is \$275,000 that they would also be using in their budget.

Mr. Birmingham said that they sent back a list of savings of \$1.5M but also unanticipated expenses of all except \$460,000. He suggested taking the \$460,000 + \$171,000 (CARES Act) and putting that towards their increase in their budget and then the increase would only be \$963,000.

Ms. Alberti said that they are not sure of the \$171,000 or when they might receive it. She is concerned that when the Gateway apartments come in that there may be some kids coming into that complex and it may require some new elementary teachers. As for the \$263,000 she said that she would like to see it brought back on the revenue side to help keep the mil rate low.

Mr. Birmingham said that his thought was for them to just keep it and use it in their budget.

Ms. Alberti said if they do it that way they would also have a larger increase next year as this would only cover for one year. They are still going to be able to buy all their devices and pay it back over five (5) years. She then asked Mr. Newton if they were going to have all of the devices purchased by fall.

Mr. Newton said yes, the devices would be purchased by the fall.

Mr. Birmingham asked about the list of 13 priorities for \$2M and how does the \$1.3M relate to that list.

Mr. Newton said that not all of the items will be obtained on that list - only items 1 thru 8.

Ms. Santoro said that as a Board they have gone to the presentations and she thinks that they have a good understanding of Amy's model and that they have done very well with the \$827,000 reduction. She suggested some capital plan reductions – the water tank and the sealing of the HS lot. She also asked how they would treat the CARES Act funding – it is similar to ECS – so how would they handle it.

Mr. Steel said that he thought that the seal coating was eliminated from the budget.

Mr. Newton said no – this is at the Middle School; he added that the water tank has corrosion and is leaking and cannot be deferred.

Ms. Johnson said that \$1.3M is for technology. \$200,000+ is part of the acquisition plan and will not come on until the following year. The rest is coming from the LEARN funds.

Ms. Santoro said then the concern is how to treat the CARES Act grant.

Ms. Alberti said she feels that it should remain with the BOE for their needs and they have indicated they would like to use it for SPED so she is trusting that they have thought this through.

Ms. Johnson noted that BOE Grants have a special grants fund independent of the general fund.

Mr. Birmingham said that if the BOE keeps the \$171,000 that he wants to know when they get it and where it goes to and now he is being told that it will not go to the general fund.

Ms. Cicchiello said that if they reduce the budget by \$171,000 they would have to perhaps come back if they do not have enough funds so she would prefer that they keep it.

Ms. Alberti said that she is not sure of what will happen but she is ready to make a motion on the BOE budget.

****MOTION (3)**

Ms. Alberti moved to approve the revised, BOE adopted budget in the amount of \$50,873,071 as presented with no further reductions for FY 20/21.

Mr. DeRosa seconded the motion.

Mr. Birmingham said that he is all for the tech program he just thinks that it could be entered into more gradually given what is going on in the economy. He said that he also found another \$445,000 in the BOE budget that he thinks could be reduced.

Ms. Santoro said that she is thrilled about the CARES Act dollars and said that there will be other sources.

Vote: 4 – 2 – 0. Motion passed,

For: Ms. Alberti, Ms. Cicchiello, Mr. DeRosa, Mr. Steel

Against: Mr. Birmingham, Ms. Santoro

(Note: A 10 minute break was taken here – 9 PM)

Ms. Alberti said that they would discuss the Town Government next. Again, she is looking for some high level general comments on what they see. She also asked that they please bear in mind that they will be working

off the March budget and the First Selectman has made it clear to them that the April 27 list from him is just suggestions.

Ms. Alberti summed that if they passed everything as suggested it would have necessitated a 1.07 mil increase. With the Town and BOE reductions it would now be a .53 mil increase so the question is if they find it an acceptable increase. They also have general government and the capital budget and this does not include any dollars from the undesignated fund balance

Ms. Johnson said that was correct.

Ms. Alberti said if they pull some in such as the \$263,000 being returned from the BOE – that would reduce the .53 further. She said that she does have some concerns with regard to revenues and they do have a 1% growth in the grand list.

Ms. Cicchiello said that she does think that they can trim down the budgets more as she has seen some areas to reduce.

Ms. Alberti said that they would discuss them one by one along with the BOS suggested reductions.

Mr. Birmingham said that he is pretty comfortable with all of the BOS reductions.

Mr. DeRosa said that he supports the reductions that were proposed - \$312,544. He noted further areas such as in Capital and the fire truck with a \$100,000 reduction.

Ms. Alberti asked for their high level view.

Ms. Cicchiello said that she is in support of technology for both BOE and Town Government but thinks that there should be a hiring freeze in place with the times as they are. She said that she just cannot in good conscience support people having reduced hours while they are hiring other people.

Ms. Alberti summed – a hiring freeze but in support of technology such as Star and tech for the schools.

Ms. Cicchiello said yes – given the uncertainty this is where she stands as there were a lot of wants.

Mr. Steel said that he tends to agree as when he was in the corporate world when times were tight a freeze was the first thing that was done. A lot of the budgets have miscellaneous line items – he suggested that they could decrease those by 2.5% across the board. Also professional development appears in the departments and he is not sure which are required and which are not so he would reduce them without having that clarity. Also travel would go with this. He suggested that Contingency and PS Contingency could be reduced since the building will not be occupied until the spring. They should also tap into the undesignated fund balance to help out.

Ms. Santoro thanked the BOS for the list but said that she has some suggestions on modifications. She noted that Mr. Steel had mentioned professional development and travel and that Mr. Nickerson had said to let that be as if it is not used it would be returned. She said that with relation to travel that she thinks that can be cut especially since classes would be done on the computer. She said that she would add back the \$5000 to the Samuel Smith House as she thinks that it is an important resource to the Town. In other items she thinks that Parks & Rec could be reduced a bit. In terms of new hires she said that there is very little – the one in the COA has been adjusted and the one for the police she is in support of given the info that they received for it they could hire mid year rather than July 1.

Ms. Alberti said that she could get behind the hiring freeze as it does not delineate essential from non-essential and it is what the corporate world does in difficult times. She is also hearing that they would like to keep the increase as low as possible. The town is set to return \$1.2M and the BOE \$263,000 – considering this; they could still add to the undesignated fund balance and help with the budget.

Mr. Birmingham asked if the hiring freeze includes the police officer – he also wants Chief Finkelstein to tell them what would happen if they do not hire the one officer.

Ms. Alberti called upon Chief Finkelstein –

Chief Finkelstein said that the Police Board recommended hiring two (2) officers. They are trying to be proactive with traffic. That was the thought process for the one. He noted that private industry has the ability to cut back on services which we don't. He said that we have the need and that traffic is the most specific.

Mr. Birmingham said that he would support the hiring freeze with the exception of the police officer.

Ms. Alberti asked who would entertain a hiring freeze across the board –

Mr. Nickerson said that there would be no officer then as they have already cut it from two to one.

Mr. Birmingham said that Mark is correct – there is only one officer.

Ms. Cicchiello said that she is seeing where the hours are being increased. 18,645 is the population of the Town which has decreased. She said that she listened to Chief Finkelstein very carefully and her take on it is that it is more of a want than a need so she believes that there should be a hiring freeze.

Ms. Santoro said that she thinks that an increase in hours in a department is different from a new hire. She said that her understanding also is that the PT person is a floater and not dedicated to a certain area. Chief Finkelstein reiterated that there is not an abundance of PT officers so that is not an easy solution and with regard to the population figure the prison population numbers are figured into that and that is where you have lost your population. The traffic volume that comes through town is significant and he hears from citizens that traffic control is a very real issue and need.

Mr. Steel asked Chief Finkelstein if the officer could have duties that would go beyond just that of traffic. Chief Finkelstein said that his view is that it is a multi-faceted approach – working with many facets of the job.

Ms. Alberti said that is a lot of information and noted also that a new officer was hired this past January 1. She said that she tends to be on the side of Ms. Cicchiello but also would hate to see things go south.

Ms. Alberti asked that they start with **Dept. 101 – Selectmen** – noting that the First Selectman had reduced his salary by \$6065 of which they are very appreciative; also ad hoc committee by \$1000 and postage by \$6000. She said that the BOS by Charter is compensated for travel etc. and asked if it would be reasonable to limit that compensation to \$50/meeting and reducing the \$9931 to \$6000.

Mr. Birmingham said that the BOS have to attend other meetings also and the point is well taken that these are elected positions and the people know what they are running for.

Mr. Nickerson said that the BOS have said that if they are cut that they would put in for gas and entry fees for certain events.

Ms. Alberti said that they are not actually voting right now – this is only a recommendation for discussion – she said that she would remove the suggestion.

Dept. 102 – Assessor – Ms. Alberti said that the BOS recommended a \$6000 reduction. No further discussion.

Dept. 103 – Tax Collector – Ms. Alberti suggested transportation could be reduced to \$750 – which was not supported. BOS recommended reduction \$5315 stands.

Dept. 104 – Building – Ms. Alberti noted that there is \$22,000 in there for an Asst. Bldg. Official which is an increase and the revenues would not be as much. She recommended \$22,000 be eliminated.

Ms. Alberti said that they have reduced the revenues for this budget and the BOS is reducing a PT admin so they must not be as busy.

Ms. Johnson asked if they are reducing it by the \$22,000.

Ms. Alberti said yes.

Dept. 105 – Town Engineer – no changes.

Dept. 106 – Human Resources – Ms. Alberti said that this budget has an increase of 7.5 hours in it and that the First Selectman thought that it was reduced so she would like to hold off on the extra 7.5 hours (leaving it at 30 hours/wk) for the upcoming year so they could reduce it by \$6143 and she also suggested removing the wellness \$1000 as there are other funds for that – for a reduction of \$7143.

Dept. 107 – Town Clerk – no changes

Dept. 108 – LLHD – no changes

Dept. 109 – IT – Ms. Alberti said that there was a big presentation on Saturday by Mr. Bragaw on this and she thinks that this is something that she can go with just as Ms. Cicchiello indicated with regard to technology and where we need to be. The only change is with the union contracts and this IT Supvr. is not a union position but with respect to the longevity bonus which is not a part of a contract though – perhaps all unaffiliated longevity bonuses could be suspended for the year.

Mr. Nickerson said that they gave the dept heads this when they moved them from not paying anything for their insurance to having to contribute to their insurance and to the defined contribution part of their contract.

Mr. Birmingham and Ms. Santoro agreed with Mr. Nickerson.

Ms. Alberti said that it is a bonus of sorts that is given every year – she said that she is not sure how long these contracts last.

Ms. Cicchiello said that she would agree that she is not sure if it is part of a contract or a tacit understanding.

Mr. DeRosa said that he is not in a position to make an informed decision on this at this time.

Mr. Nickerson said that it is part of the package and for all that these people do for the Town.

Ms. Alberti said that there were no changes.

Dept. 110 – Registrars – Ms. Johnson said that they are going to buy the sneeze guards and she suggested that they buy them before the end of this year and that at some point the State may or may not reimburse them for those items.

Ms. Alberti asked about the \$22,500.

Ms. Johnson said that for FY 20/21 that with the postponement they would only have the one so they would be okay.

Ms. Alberti asked how much a referendum would cost.

Mr. Nickerson said that they always budget for two referendums.

Ms. Johnson said that they will have enough – Mary had asked for an additional \$5000 for cleaning supplies for the polls so **they would increase line 402 from \$25,000 to \$30,000.**

Dept. 111 – Probate – no changes

Dept. 113 – Building Maintenance – Ms. Alberti said that the BOS reduced heating oil by \$5000; she suggested that it could be reduced further.

Ms. Santoro said that she thinks that the \$5000 reduction is fine.

Mr. Steel and Mr. DeRosa agreed with Ms. Santoro.

The BOS reduction stands.

Dept. 114 – General Government Misc. & Benefits – Ms. Johnson noted that they would be starting discussion on some collective bargaining agreements as some would expire 6/30/21 so they would start those discussions in January of 2021.

Ms. Alberti asked who professional and management training is for.

Ms. Johnson said that it is for some in-house training and for some departments that do not have enough funding.

Mr. Nickerson added that it includes required OSHA training also.

Ms. Johnson noted that there is an additional reduction in the Health Insurance line item of \$95,000

Ms. Santoro asked about the library.

Ms. Johnson said that she had given them the new percentage as the previous one was incorrect.

Dept. 115 – Services to Community - no changes from what the BOS had already reduced.

Dept. 116 – Zoning – transportation was discussed with no changes being made.

Dept. 117 – Planning – Mr. Steel asked if there was any way to delineate transportation from going to conferences and other things versus going out to look at a site.

Dept. 118 – Finance – no suggested reductions.

Dept. 120 – Contingency – Ms. Alberti noted that there are only two items here.

Ms. Johnson said that they have used \$37,577 this year from contingency.

Ms. Alberti said that she would be in favor of reducing it to \$125,000 for a reduction of \$12,000.

Mr. Steel said that he would also reduce the PS building contingency.

Ms. Santoro and Mr. DeRosa said that was already chopped in half.

Ms. Alberti said that she sees it as a start-up expense.

Ms. Santoro said that she sees it as an operational cost.

Dept. 126 – Board of Finance – Ms. Alberti noted that they will be going out to bid for a new auditor and suggested adding \$9500 to that line item to make it \$45,000.

This suggestion was taken.

Dept. 127 – Board of Assessment Appeals – Ms. Alberti asked that they break out the BAA stipend from the Recording Secretary wages.

Dept. 130 – Zoning Board of Appeals – no changes

Dept. 132 – Inland Wetlands – Ms. Cicchiello recalled that Mr. Goeschel had said that they could cut the dues/memberships line but without him present they would not know how much so they would leave it.

Dept. 133 – WELSCO – Ms. Alberti said that this was already cut before they received the budget. They might want to think if they want to reinstate some.

Dept. 134 – Brookside Farm Museum – no changes

Dept. 135 – Town Building Committee – no changes

Dept. 136 – Harbor Management/Shellfish – no changes

Dept. 138 – CNRC – no changes

Dept. 139 – Historic Properties – Ms. Santoro recommended that they reinstate the suggested BOS reduction of \$5500.

Mr. DeRosa and Mr. Steel said that it was made to the Building Maintenance line item.

The consensus was that they would not support the BOS recommended reduction of \$5500.

Dept. 214 – Emergency Management – Ms. Alberti asked about the EOC staff activation at \$5000.

Chief Finkelstein said that it is because they do not have a Deputy Emergency Mgmt Director so this pays for extra hours for Ms. Wilson to cover this for them. It is not a new hire.

Dept 215 - Dispatch – no changes

Dept. 216 – Police – Ms. Alberti said that while she is still in favor of a hiring freeze that there is not enough support for it.

Ms. Alberti asked Ms. Johnson for a running total so far.

Ms. Johnson said that they are at \$496,087 in reductions.

Ms. Alberti said that they would stop here for tonight and start in again tomorrow evening at 6:30 PM and go until they finish.

H. Adjournment

****MOTION (5)**

Mr. Steel moved to adjourn this Regular Meeting of the East Lyme Board of Finance at 11:25 PM

Ms. Cicchiello seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary

TOWN OF EAST LYME
Projected Revenues
2020/2021

Description		Actual 2019	Original Projected 2019/2020	Board of Selectman Proposed 2020/2021	Increase (Decrease)
01-01-110-101	Taxes - Current Grand List	58,758,950	60,981,145	63,140,531	2,159,386
	Supplemental Motor Vehicle				0
01-01-120-102	Taxes - Prior Year Grand Lists	439,961	485,000	450,000	(35,000)
01-01-130-101	Interest & Liens - Current Yea	149,726	125,000	125,000	0
01-01-130-102	Interest & Liens - Prior Years	171,464	180,000	185,000	5,000
01-01-140-101	Returned Check Fees	1,280	900	1,200	300
01-01-140-103	Attorney Fees	2,380	500	1,500	1,000
01-02-200-201	Education Cost Sharing	6,423,087	5,768,714	6,076,507	307,793
01-03-300-006	State Grant (DUI)	76,054	55,700	10,000	(45,700)
01-03-300-301	Town Aid Road Assistance	341,444	341,444	340,144	(1,300)
01-03-300-304	PILOT State Owned Property	192,581	192,581	192,581	0
01-03-300-306	Pequot Grant	270,204	270,204	270,204	0
01-03-300-307	Tax Relief - Elderly	0	0	0	0
01-03-300-309	Tax Relief - Disabled	1,413	1,345	1,345	0
01-03-300-310	Civil Preparedness Grant	37,874	34,671	34,671	0
01-03-300-311	Miscellaneous	163	0	0	0
01-03-300-364	Municipal Stabilization Grant	524,097	524,097	524,097	0
01-03-300-316	Tax Relief - Telephone Taxes	42,240	49,000	43,250	(5,750)
01-03-300-321	Youth Services Bureau Grant	25,233	24,802	24,802	0
01-03-300-344	PILOT Hospitals & Colleges	28,062	28,062	28,062	0
01-03-300-377	Tax Relief - Veterans	14,988	18,500	15,000	(3,500)
01-04-400-401	Nuclear Safety Emer Prep (NSEP) Grants	34,488	0	0	0
01-04-400-404	COPS	790	0	0	0
01-05-500-501	Building Permits	517,120	285,000	361,855	76,855
01-05-500-502	Pistol, Fire & Lodging	20,126	9,600	10,500	900
01-05-500-504	ZBA & Planning	12,334	5,000	5,290	290
01-05-500-505	Conveyance Taxes	342,713	250,000	250,000	0
01-05-500-506	Dog Licenses	9,709	11,000	0	(11,000)
01-05-500-507	Town Clerk Fees	140,718	138,000	138,000	0
01-05-500-509	Zoning Fees	38,436	25,000	25,000	0
01-05-500-510	Solid Waste License	500	800	500	(300)
01-05-500-511	Shellfish Permits	664	500	500	0
01-05-500-513	Mooring Permit Fees	5,820	7,250	7,250	0
01-05-500-519	TC Fish & Game Fees	241	250	250	0
01-05-500-522	Wetlands	9,108	5,400	2,000	(3,400)
01-05-500-523	Park Vendors	4,000	1,000	1,000	0
01-05-500-525	P & R Athletic Lights	0	4,000	2,000	(2,000)
01-06-600-601	Parking Fines	5,620	4,000	4,000	0
01-06-600-602	Extra Duty - Police, Fire(\$5 of \$6)	63,638	30,000	40,000	10,000
01-07-700-000	Investment Earnings	145,346	70,000	55,000	(15,000)
01-08-800-001	Misc Revenues(MSW Cans)	8,638	5,000	5,000	0
01-08-800-005	Ambulance Fund	10,000	10,000	0	(10,000)
01-08-800-801	Tuition - Other Districts	2,892,770	3,050,000	3,100,000	50,000
01-08-800-803	Debt Payment - Salem	86,705	86,706	0	(86,706)
01-08-800-804	Transportation Subsidy	43,169	43,000	40,000	(3,000)

485,000

380,900

85,000

Attachment Bot Reg. Mtg. 5/13/20

Description		Actual 2019	Original Projected 2019/2020	Board of Selectman Proposed 2020/2021	Increase (Decrease)	
01-08-800-805	Tipping Fees - Commercial	216,615	277,000	225,225	(51,775)	242,500
01-08-800-807	Recycling - Other	46,899	44,350	40,500	(3,850)	
01-08-800-809	Town Miscellaneous	5,964	1,000	1,500	500	
01-08-800-810	BOE Miscellaneous	3,204	0	0	0	
01-08-800-811	Rent - Cini Park	9,526	16,000	16,000	0	
01-08-800-812	Misc - Selectman's Office	10	100	50	(50)	
01-08-800-813	Misc - Assessor	1,400	2,000	900	(1,100)	
01-08-800-814	Landfill Deposits	162,717	150,000	177,250	27,250	183,950
01-08-800-815	Recycling - Cardboard/Paper	835	0	0	0	
01-08-800-817	Misc - Police	1,732	1,000	1,800	800	
01-08-800-818	Comm/Aging Program Money	21,247	24,000	1,500	(22,500)	
01-08-800-822	OTI - Capltal Project Funds	44,195	44,195	134,195	90,000	
01-08-800-824	Misc - Fire Marshal	0	0	2,500	2,500	
01-08-800-838	OTI - Regional Probate	7,104	7,894	8,130	236	
01-08-800-823	Misc - Finance Dept	92,784	75,000	79,500	4,500	
01-08-800-827	Misc - Brookside Farm Museum	0	50	0	(50)	
01-08-800-831	Misc - Insurance Reimbursements	59,265	40,000	57,500	17,500	
01-08-800-832	Misc - Dog Revenue	56,498	55,000	63,500	8,500	
01-08-800-833	Misc - Tax Collector	148	625	150	(475)	
01-08-800-834	Water & Sewer Services	0	6,775	0	(6,775)	
01-08-800-840	Streetlight Rebate	42,485	0	0	0	
01-08-800-843	Ambulance Fund Subsidy FireFighters	0	144,548	159,696	15,148	
01-08-900-051	Other Financing - Fund Balance		175,000	0	(175,000)	
01-08-800-839	OTI - P & R Special Revenue Fund	60,000	0	10,000	10,000	
01-08-900-052	Special Appropriation UFB					
Final Totals		72,726,477	74,187,708	76,491,935	0	

Town of East Lyme
 Proposed 2020/21 Budget
 BoS Recommended Re reductions

Updated 4/27/2020

Account Number	Description	BoS	Change	Revised	Notes
01-01-101-100-111	First Selectman	106,065	(6,065)	100,000	First Selectman no GWI
01-01-101-200-295	Ad Hoc Committees	3,500	(1,000)	2,500	
01-01-101-300-205	Postage	26,000	(6,000)	20,000	Reduce per PY expenditures
01-01-102-100-412	PT Clerical	1,000	(1,000)	-	Less paperwork due to impact of Pandemic
01-01-102-200-239	Contract Oper Serv	5,000	(5,000)	-	Forgo 20/21 audits do no want to over burden small business
01-01-103-100-412	PT Clerical	2,000	(2,000)	-	
01-01-103-300-251	Tax Bill Printing	5,215	(3,315)	1,900	
01-01-104-100-311	Admin/Clerical <i>BZP</i>	82,456	(5,645)	76,811	Reduce PT hrs from 20 to 16 hrs per week <i>BZP Admin Asst.</i>
01-01-113-400-213	Heating Oil/Propane	85,258	(5,000)	80,258	
01-01-114-100-121	FICA/Medicare	704,224	(8,778)	695,446	Reduce per wage \$114,747 reductions
01-01-114-100-127	Health/Dental Care	1,985,643	(22,287)	1,963,356	Reduce per positions reductions Police \$15,576 + PWD \$6,711)
01-01-115-150-901	EL Beautification	1,700	(1,000)	700	<i>reduced</i>
01-01-115-150-920	EL Vets Memorial Day <i>no parade</i>	3,200	(3,200)	-	No parade 2020 save 19/20 funds for 2120
01-01-115-150-926	Main Street Program	2,000	(2,000)	-	<i>due to Covid-19</i>
01-01-115-150-932	B Dagle Foundation	1,000	(1,000)	-	<i>due to Covid-19</i>
01-01-139-200-222	Building Maint	9,000	(5,500)	3,500	
01-25-216-100-511	Police Officers	1,982,623	(66,123)	1,916,500	Eliminate 1 new position.
01-25-216-300-313	Uniforms	36,700	(1,200)	35,500	Reduce allowance for one officer
01-25-217-200-222	Building Maint	8,000	(2,000)	6,000	No specific description for increase
01-25-218-200-221	Radio Maintenance	7,000	(2,000)	5,000	
01-30-317-100-311	Reg PR - Highway	1,328,062	(33,914)	1,294,148	Hire one of two vacant positions in March 2021
NEW	Traffic Calming	20,000	(15,000)	5,000	Reduce new initiative
01-30-317-300-440	Storm Materials & Supp	156,485	(5,000)	151,485	19/20 mild winter starting 20/21 with full salt shed
01-30-317-400-210	Streetlights	214,160	(2,000)	212,160	
01-40-420-150-295	EL Public Library	1,242,966	(9,072)	1,233,894	Reduce GWI from 2.5% to 2%
01-45-421-200-350	Park & Field Maint	42,115	(5,548)	36,567	Eliminate spraying for mosquitos at parks
01-45-421-200-350	Park & Field Maint	36,567	(2,501)	34,066	
01-45-421-300-335	Materials	51,290	(1,500)	49,790	
01-74-720-700-100	CNRE - Municipal	198,500	(75,000)	123,500	Reduce number of in house inspections for revaluation
01-74-700-700-461	PS - NFD Equipment	23,896	(6,448)	17,448	Reduce # of turnout gear from 4 to 2
01-74-700-700-462	PS - FFD Equipment	32,862	(6,448)	26,414	Reduce # of turnout gear from 4 to 2
	TOTAL	8,404,487	(312,544)	8,091,943	

Attachment Bot Reg. Mtg. 5/13/20

Account Number	Description	BoS	Change	Revised	Notes
	2020/21 BoS approved GG Budget	19,265,814			
	2020/21 GG Proposed Increase	749,081	4.05%		
	2020/21 Amended BoS approved GG Budget	18,953,270			
		436,537	2.36%		