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Special Budget Minutes
Vernon Town Council- Special Budget Meeting
Town Hall- 14 Park Place- 3rd Floor
Vernon, Connecticut
March 28, 2019- 7:00PM

Mayor Daniel A. Champagne called the meeting to order at 7:03 PM

A) PLEDGE OF ALLEGIANCE

B) ROLL CALL:

Present: Council Members Steve Wakefield, Thomas DiDio, Brian Motola, Julie Clay, Bill Campbell, Laura Bush, Ann Letendre, Pauline Schaefer and Steve Peterson

Absent: Council Members Mike Wendus, Jim Tedford and Ralph Zahner

Entered During Meeting: Council Member Steve Peterson.

Also Present: Town Administrator Michael J. Purcaro, Recording Secretary Cassandra Minor

C) PUBLIC HEARING (7:05 PM)

7:05PM Mayor Daniel A. Champagne called the Public Hearing to order to receive comments and questions.

7:05PM Clerk read the legal notice into record.

No comments from the public were made.

7:07PM Council Member Steve Peterson entered the meeting.

7:07PM Mayor Daniel A. Champagne adjourned the Public Hearing.

Returned to Special Meeting at 7:07PM

D) PRESENTATION:

Jeffrey O'Neill, Finance Officer spoke regarding the updated Cemetery Operations budget summary (Exhibit A) and updated Snow Removal budget summary distributed to Council Members (Exhibit B)- see attached.

E) BUDGET REVIEW:

1. Board of Education

Council Member Wakefield, seconded by Council Member Bush made a motion to open Tab 12, Page 81, Board of Education, Code 10990330 in the amount of \$53,870,594. Motion carried unanimously.

Discussion ensued. Dr. Joseph Macary, Superintendent, Robert Testa, Assistant Superintendent, Raymond Engle, Director of Business and Finance and Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to deduct \$71,136.00 from Tab 12, Page 81, Board of Education Code 10990330 in the amount of \$53,870,594. Motion carried unanimously. *(Clerk Note: Later in the meeting, Jeffrey O'Neill, Finance Officer explained that the \$71,136.00 was deducted prior to the printing of the budget.)*

Council Member Wakefield, seconded by Council Member Schaefer made a motion to close Tab 12, Page 81, Board of Education, Code 10990330 in the amount of \$53,870,594. Motion carried unanimously.

8:24PM Recess; 8:35PM

2. Public Works – Administration

Council Member Motola, seconded by Council Member Bush made a motion to open Tab 7, 37, Public Works – Administration, Code 10340200, in the amount of \$715,303. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member Motola, seconded by Council Member Wakefield made a motion to close Tab 7, 37, Public Works – Administration, Code 10340200, in the amount of \$715,303. Motion carried unanimously.

3. Public Works – General Maintenance

Council Member Bush, seconded by Council Member Campbell made motion to open Tab 7, Page 38, Public Works - General Maintenance, Code 10340201 in the amount of \$1,379,817. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member Bush, seconded by Council Member Wakefield made a motion to close Tab 7, Page 38, Public Works - General Maintenance, Code 10340201 in the amount of \$1,379,817. Motion carried unanimously.

4. Public Works – Equipment Maintenance

Council Member Clay, seconded by Council Member Bush made a motion to open Tab 7, Page 39, Public Works - Equipment Maintenance, Code 10340202 in the amount of \$782,300. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member Clay, seconded by Council Member Campbell made a motion to close Tab 7, Page 39, Public Works - Equipment Maintenance, Code 10340202 in the amount of \$782,300. Motion carried unanimously.

5. Public Works – Maintenance of Government Buildings

Council Member Campbell, seconded by Council Member Bush made a motion to open Tab 7, Page 40, Public Works - Maintenance of Government Bldgs., Code 10340203 in the amount of \$868,258. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member Campbell, seconded by Council Member Wakefield made a motion to close Tab 7, Page 40, Public Works - Maintenance of Government Bldgs., Code 10340203 in the amount of \$868,258. Motion carried unanimously.

6. Public Works – Snow Removal

Council Member Bush, seconded by Council Member Campbell made a motion to open Tab 7, Page 42, Public Works - Snow Removal, Code 10340204 in the amount of \$242,236. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member Bush, seconded by Council Member Peterson made a motion to close Tab 7, Page 42, Public Works - Snow Removal, Code 10340204 in the amount of \$242,236. Motion carried unanimously.

7. Public Works – Refuse Collection and Disposal

Council Member DiDio, seconded by Council Member Bush made a motion to open Tab 7, Page 43, Public Works - Refuse Collection and Disposal, Code 10340205 in the amount of \$1,085,474. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member DiDio, seconded by Council Member Schaefer made a motion to close Tab 7, Page 43, Public Works - Refuse Collection and Disposal, Code 10340205 in the amount of \$1,085,474. Motion carried unanimously.

8. Public Works – Recycling

Council Member Schaefer, seconded by Council Member Bush made a motion to open Tab 7, Page 44, Public Works – Recycling, Code 10340206 in the amount of \$345,140. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member Schaefer, seconded by Council Member Bush made a motion to close Tab 7, Page 44, Public Works – Recycling, Code 10340206 in the amount of \$345,140. Motion carried unanimously.

9. Public Works – Condominium Refuse

Council Member Campbell, seconded by Council Member Wakefield made a motion to open Tab 7, Page 45, Public Works - Condominium Refuse, Code 10340207 in the amount of \$4,923. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member Campbell, seconded by Council Member Wakefield, made a motion to close Tab 7, Page 45, Public Works - Condominium Refuse, Code 10340207 in the amount of \$4,923. Motion carried unanimously.

10. Public Works – Tree Warden

Council Member Peterson, seconded by Council Member Bush made a motion to open Tab 7, Page 46, Public Works - Tree Warden, Code 10340208 in the amount of \$17,150. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member Peterson, seconded by Council Member Bush made a motion to close Tab 7, Page 46, Public Works - Tree Warden, Code 10340208 in the amount of \$17,150. Motion carried unanimously.

11. Public Works – Leaf Collection

Council Member Letendre, seconded by Council Member Schaefer made a motion to open Tab 7, Page 47, Public Works - Leaf Collection, Code 10340209 in the amount of \$116,517. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member Letendre, seconded by Council Member Peterson made a motion to close Tab 7, Page 47, Public Works - Leaf Collection, Code 10340209 in the amount of \$116,517. Motion carried unanimously.

12. Center 375

Council Member Schaefer, seconded by Council Member Bush made a motion to open Tab 12, Page 94, Center 375, Code 42340704 in the amount of \$440,755. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works spoke and answered questions.

Council Member Schaefer, seconded by Council Member Bush made a motion to close open Tab 12, Page 94, Center 375, Code 42340704 in the amount of \$440,755. Motion carried unanimously.

Council Member Wakefield, seconded by Council Member Motola made a motion to extend curfew until finished. Motion carried unanimously.

13. Cemetery Operations

Council Member DiDio, seconded by Council Member Bush made a motion to open Tab 12, Page 85, Cemetery Operations, Code 23342420 in the amount of \$311,672. Motion carried unanimously.

Discussion ensued. Robert Kleinhans, Director of Public Works and Michael Purcaro, Town Administrator spoke and answered questions.

Council Member DiDio, seconded by Council Member Schaefer made a motion to close Tab 12, Page 85, Cemetery Operations, Code 23342420 in the amount of \$311,672. Motion carried unanimously.

14. Vernon Cemetery Commission

Council Member Clay, seconded by Council Member Bush made a motion to open Tab 10, Page 78, Vernon Cemetery Commission, Code 10826302 in the amount of \$206,066. Motion carried unanimously.

Discussion ensued. Michael Purcaro, Town Administrator spoke and answered questions.

Council Member Clay, seconded by Council Member Bush made a motion to close Tab 10, Page 78, Vernon Cemetery Commission, Code 10826302 in the amount of \$206,066. Motion carried unanimously.

F) MISCELLANEOUS ACCOUNTS REQUIRING ACTION

None.

G) RECESS REMAINING ACCOUNTS TO March 30, 2019

10:52PM Council Member Wakefield, seconded by Council Member Bush made a motion to recess to the next scheduled meeting. Motion carried unanimously.

Received:

Approved:

Respectfully submitted:

Draft #1

Unapproved Minutes

Cassandra Minor
Recording Secretary.

TOWN OF VERNON
FISCAL YEAR 2019 - 2020 BUDGET SUMMARY

Exhibit A

DEPARTMENT: CEMETERY OPERATIONS

2017-2018 ACTUAL	FISCAL YEAR 2018 - 2019				DEPT. CODE	OBJECT CODE	ACCOUNT DESCRIPTION	Fiscal Year		
	ORIGINAL BUDGET	REVISED BUDGET	SIX-MONTH EXPEND	ESTIMATED EXPEND				DEPARTMENT REQUEST	MAYOR'S RECMD	2019 - 2020
										TOWN COUNCIL
125,601	114,428	114,428	55,170	95,734	23342420	51010	REGULAR WAGES	125,991	125,991	
1,919	2,383	2,383	1,103	3,478	23342420	51020	OVERTIME WAGES	2,383	2,383	
52,809	44,045	44,045	17,325	44,045	23342420	51030	PART-TIME WAGES	44,045	44,045	
600	300	300	-	-	23342420	51060	LONGEVITY	-	-	
-	-	-	2,468	53,669	23342420	51080	COMPENSATED ABSENCES - SICK	-	-	
-	-	-	7,325	17,343	23342420	51081	COMPENSATED ABSENCES-VACATION	-	-	
180,929	161,156	161,156	83,390	214,269			51000 SUBTOTAL	172,419	172,419	-
252	252	252	105	252	23342420	52130	LIFE INSURANCE	252	252	
4,200	4,200	4,200	4,200	4,200	23342420	52184	MEDICAL - HSA ER CO	3,150	3,150	
2,431	2,980	2,980	-	2,431	23342420	52185	MEDICAL - DENTAL	2,194	2,194	
46,241	44,735	44,735	16,082	33,700	23342420	52187	MEDICAL - HSA ER PR	26,765	26,765	
10,554	9,915	9,915	3,301	13,285	23342420	52200	SOCIAL SECURITY	10,690	10,690	
2,542	2,319	2,319	919	3,107	23342420	52210	MEDICARE	2,500	2,500	
41,922	40,411	40,411	42,350	42,350	23342420	52910	PENSION - TOWN	37,605	37,605	
-	-	-	1,015	1,850	23342420	52920	PENSION - DEFINED CONTRIBUTION	1,850	1,850	
108,142	104,812	104,812	67,972	101,175			52000 SUBTOTAL	85,006	85,006	-
1,103	1,200	1,200	414	1,200	23342420	54110	UTILITY SERVICES - ELECTRIC	1,200	1,200	
385	500	500	355	500	23342420	54130	UTILITY SERVICES - WATER	500	500	
2,184	2,437	2,437	1,006	2,437	23342420	54200	CLEANING SERVICES - OFFICE	2,815	2,815	
250	400	400	500	400	23342420	54310	REPAIR MOTOR VEHICLES	400	400	
350	400	400	-	400	23342420	54320	REPAIR MACHINERY AND EQUIPMENT	400	400	
256	500	500	-	500	23342420	54510	BUILDING REPAIRS	500	500	
4,528	5,437	5,437	2,275	5,437			54000 SUBTOTAL	5,815	5,815	-
200	200	200	-	200	23342420	55650	CONFERENCE FEES AND MEMBERSHIP	200	200	
45	100	100	-	100	23342420	55660	SUBSCRIPTIONS AND MANUALS	100	100	
636	673	673	275	673	23342420	55720	LAUNDRY SERVICES	673	673	
360	360	360	360	360	23342420	55730	SECURITY SERVICES	360	360	
1,241	1,333	1,333	635	1,333			55000 SUBTOTAL	1,333	1,333	-

TOWN OF VERNON
FISCAL YEAR 2019 - 2020 BUDGET SUMMARY

DEPARTMENT: CEMETERY OPERATIONS

										Fiscal Year	
										2019 - 2020	
FISCAL YEAR 2018 - 2019											
2017-2018	ORIGINAL	REVISED	SIX-MONTH	ESTIMATED	DEPT.	OBJECT			DEPARTMENT	MAYOR'S	TOWN
ACTUAL	BUDGET	BUDGET	EXPEND	EXPEND	CODE	CODE	ACCOUNT DESCRIPTION		REQUEST	RECMD	COUNCIL
430	500	500	64	500	23342420	56010	OFFICE SUPPLIES		500	500	
450	450	450	-	450	23342420	56130	CUSTODIAL SUPPLIES		450	450	
110	500	500	-	500	23342420	56140	PAINTING SUPPLIES/TAPING		500	500	
237	2,500	2,500	-	2,500	23342420	56144	LUMBER AND WOOD PRODUCTS		2,500	2,500	
161	200	200	-	200	23342420	56172	POSTAGE AND DELIVERY		250	250	
4,976	3,350	3,350	-	4,312	23342420	56180	LANDSCAPING SUPPLIES		3,350	3,350	
149	250	250	-	250	23342420	56240	AUTOMOTIVE OIL AND FLUIDS		250	250	
1,669	1,000	1,000	-	1,000	23342420	56250	HEATING FUELS		1,000	1,000	
2,221	2,500	2,500	1,062	2,500	23342420	56260	AUTOMOTIVE FUEL - GASOLINE		3,125	3,125	
526	800	800	261	800	23342420	56261	AUTOMOTIVE FUEL - DIESEL		1,000	1,000	
224	300	300	-	300	23342420	56500	CLOTHING AND UNIFORM		300	300	
187	300	300	-	300	23342420	56510	MOTOR VEHICLE PARTS		300	300	
537	500	500	-	500	23342420	56511	TIRES		2,324	2,324	
2,188	2,000	2,000	-	2,000	23342420	56520	MACHINERY AND EQUIPMENT PARTS		2,000	2,000	
390	550	550	-	550	23342420	56711	CEMENT AND CONCRETE SUPPLIES		550	550	
-	20,000	20,000	-	20,000	23342420	56740	ASPHALT PRODUCTS		20,000	20,000	
7,035	8,000	8,000	-	8,000	23342420	56900	OTHER SUPPLIES AND MATERIALS		8,000	8,000	
21,490	43,700	43,700	1,388	44,662			56000 SUBTOTAL		46,399	46,399	-
-	700	700	-	700	23342420	57590	OTHER EQUIPMENT AND MACHINERY		700	700	
-	700	700	-	700			57000 SUBTOTAL		700	700	-
316,330	317,138	317,138	155,660	367,576			DEPARTMENT TOTAL		311,672	311,672	-

TOWN OF VERNON, CONNECTICUT
SNOW REMOVAL
 BUDGET TO ACTUAL COMPARISONS

Fiscal Year	Original Budget	Actual Expenditures	<u>Variance</u> Favorable (Unfavorable)
2019/2020	\$ 242,236	\$ -	
2018/2019	242,236	283,389 **	(41,153)
2017/2018	186,970	388,213	(201,243)
2016/2017	186,970	362,034	(175,064)
2015/2016	186,970	200,221	(13,251)
2014/2015	186,970	506,454	(319,484)
2013/2014	192,970	298,813	(105,843)
2012/2013	195,470	271,055	(75,585)
2011/2012	187,620	146,205	41,415
2010/2011	194,740	712,932	(518,192)
2009/2010	194,740	257,285	(62,545)
2008/2009	194,740	209,267	(14,527)
2007/2008	194,740	215,618	(20,878)
2006/2007	111,240	171,488	(60,248)
2005/2006	174,580	196,571	(21,991)
2004/2005	155,660	234,949	(79,289)
2003/2004	129,560	161,829	(32,269)

\$351,147	Average 5 years
\$335,248	Average 10 years
\$288,862	Average 15 years

** as of March 27, 2019