

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT
BOARD OF FINANCE SPECIAL MEETING
WESTBROOK MULVEY MUNICIPAL CENTER –VIDEO CONFERENCE
April 15, 2020 6:00PM**

The Westbrook Board of Finance Special Meeting was held on Tuesday, April 14, 2020 via Zoom Video Conference. In attendance were Chairman Paul Connelly, Tony Cozza, Chris Ehlert, Gary Gavigan, Jim Dahl and Kate Gilstad-Hayden. Also in attendance were Noel Bishop, First Selectman, Suzanne Helchowski, First Selectman's Office, John Riggio, Director of Public Works, Jill Brainerd, Facilities, John Flaherty, Fire Marshal, Ben Borelli, Police, Carol Mullaney, Visiting Nurses, Lew Daniels, Director of Library, Paul Marcarelli, Council of Beaches, Don Izzo, Emergency Management, Donna Castracane, Director of Finance, Carol Hess, Assistant Director of Finance, Marilyn Ozols, Planning Chair, Eric Knapp, Zoning Enforcement Officer/Planning, Rich Annino, Director of Park and Recreation, Ken Butterworth, IT and Kelley Frazier, Clerk. Absent:

CALL TO ORDER

The meeting was called to order by Mr. Connelly at 6:08pm.

DISCUSSION AND APPROVAL OF TOWN OF WESTBROOK OPERATING BUDGET

Ms. Castracane discussed the operating budget. A final vote will be taken later in the meeting.

**DISCUSSION AND APPROVAL OF TOWN OF WESTBROOK CAPITAL BUDGET
INFORMATION TECHNOLOGY**

IT Projects

Upon a motion made by Gary Gavigan and seconded by Jim Dahl the Westbrook Board of Finance unanimously **VOTED** to approve \$25,000 for Information Technology for Year 1 and \$25,000 for years 2-5.

ASSESSOR

Revaluation

Upon a motion made by Tony Cozza and seconded by Gary Gavigan for discussion to approve the Assessor Capital Plan.

This will need to go out for bid. We are not able to delay the Revaluation. The bill will not be due until next year, but payments will be needed for legal expenses and for the RFP. The more we push out to subsequent years the harder it will be to fund capital.

Mr. Cozza and Mr. Gavigan agreed to withdraw their motion.

Discussion ensued.

Upon a motion made by Tony Cozza and seconded by Gary Gavigan the Westbrook Board of Finance unanimously **VOTED** to approve \$50,000 for the Assessor Revaluation for Year 1 and \$50,000 for Years 2-5.

POLICE

Police Cruiser

Upon a motion made by Gary Gavigan and seconded by Tony Cozza to approve \$49,000 for the Police Cruiser for Year 1.

Mr. Gavigan agreed to amend his motion.

Upon a motion made by Gary Gavigan and seconded by Chris Ehlert the Westbrook Board of Finance unanimously **VOTED** to approve \$49,000 for Year 1 and to approve \$23,000 for Years 2-5 for the Police Cruiser.

Thermal Imaging

Upon a motion made by Chris Ehlert and seconded by Gary Gavigan the Westbrook Board of Finance unanimously **VOTED** to approve \$0 for Years 1-5 for the Thermal Imaging System.

FIRE

SCBA Replacement

Upon a motion made by Chris Ehlert and seconded by Tony Cozza the Westbrook Board of Finance unanimously **VOTED** to approve \$112,707 for the SCBA Replacement for Year 1.

Upon a motion made by Chris Ehlert and seconded by Gary Gavigan the Westbrook Board of Finance unanimously **VOTED** to approve \$112,707 for Year 2 and \$0 for Years 3-5 for the SCBA Replacement.

Upon a motion made by Kate Gilstad Hayden and seconded by Tony Cozza the Westbrook Board of Finance unanimously **VOTED** to not fund the Replacement Fire Safety House and the Station 2 Roof Replacement in the Capital Improvement Plan (CIP).

FIRE MARSHAL

Fire Marshal Vehicle

Upon a motion made by Chris Ehlert and seconded by Gary Gavigan the Westbrook Board of Finance unanimously **VOTED** to approve \$0 for the Fire Marshal Vehicle for Years 1 -5 until a Vehicle Policy can be developed by the Board of Selectmen.

EMERGENCY MANAGMENT

Two Way Battery Replacement

Upon a motion made by Tony Cozza and seconded by Kate Gilstad-Hayden the Westbrook Board of Finance unanimously **VOTED** to approve \$14,200 for Year 1 and \$10,000 in Year 2 and \$0 in Years 3-5 for the Emergency Management for 2 Way Battery Replacement.

Radio Project

Upon a motion made by Chris Ehlert and seconded by Gary Gavigan the Westbrook Board of Finance unanimously **VOTED** to approve \$0 in Years 1-2 and \$250,000 Years 3-5 for the Emergency Management Radio Project.

PUBLIC WORKS

Paving Program

Discussion held regarding the cost of paving road and keeping up with the need to pave roads each year.

Upon a motion made by Chris Ehlert and seconded by Tony Cozza the Westbrook Board of Finance unanimously **VOTED** to approve \$150,000 for Year 1 for the Paving Program.

Upon a motion made by Gary Gavigan and seconded by Jim Dahl for discussion to approve \$150,000 for Years 2-5 for the Paving Program.

Discussion Ensued.

Mr. Gavigan withdrew his motion.

Upon a motion made by Kate Gilstad-Hayden and seconded by Jim Dahl the Westbrook Board of Finance unanimously **VOTED** to approve \$225,000 Years 2-5 for the Public Works Paving Program.

West Beach Jetties

Upon a motion made by Tony Cozza and seconded by Chris Ehlert the Westbrook Board of Finance unanimously **VOTED** to approve \$260,000 in Year one for Public Works West Beach Jetties.

Ms. Gilstad-Hayden suggested doing one jetty in Year 1. Discussion ensued.

Upon a motion made by Kate Gilstad-Hayden and seconded by Tony Cozza the Westbrook Board of Finance unanimously **VOTED** to approve \$315,000 in Year 2, \$330,750 for Year 3, \$180,000 for Year 4 and \$0 for Year 5 for the West Beach Jetties.

Fleet Replacement

This is for a loader. Mr. Riggio understands the need to be fiscally responsible and will agree to delay the purchase of this until Year 2 with the Boards intention of funding Years 2-5.

Upon a motion made by Tony Cozza and seconded by Gary Gavigan the Westbrook Board of Finance unanimously **VOTED** to approve \$0 for Year One and \$270,000 in Year 2 and \$180,000 for Year 3 and \$65,000 for Year 4 and \$16,000 for Year 5 for Fleet Replacement.

BUILDING/FACILITIES

Town Building-Roofs

Upon a motion made by Tony Cozza and seconded by Kate Gilstad-Hayden the Westbrook Board of Finance unanimously **VOTED** to approve \$100,000 in Year 1 and \$100,000 Year 3 for Town Buildings –Roofs.

Town Buildings-General Capital Repairs

Upon a motion made by Tony Cozza and seconded by Gary Gavigan the Westbrook Board of Finance unanimously **VOTED** to approve \$195,100 in Year one for Town Buildings –General Capital Repairs. .

Upon a motion made by Gary Gavigan and seconded by Kate Gilstad-Hayden the Westbrook Board of Finance unanimously **VOTED** to approve \$100,000 for Year 2, \$126,000 for Year 3 Year 4 \$100,000 and \$100,000 for Year 5.

Town Buildings-Energy

Upon a motion made by Chis Ehlert and seconded by Jim Dahl the Westbrook Board of Finance unanimously **VOTED** to approve \$59,700 for Year 1 and \$50,000 in Year 2 and \$0 Years 3-5.

Town Buildings Mulvey Town Hall - HVAC

Upon a motion made by Kate Gilstad and seconded by Jim Dahl the Westbrook Board of Finance unanimously **VOTED** to approve \$0 in Year 1-2, \$250,000 in Year 3 and \$25,000 in Year 4 and \$0 for Year 5 for Mulvey Town Hall HVAC.

PLANNING AND ZONING

Sidewalk Improvement Program-Sidewalk Construction

Upon a motion made by Chris Ehlert and seconded by Gary Gavigan the Westbrook Board of Finance unanimously **VOTED** to approve \$180,000 for Year 1 and \$150,000 in Year 2-5 for the Sidewalk Improvement Program.

Subdivision Regulations-Rewrite

Upon a motion made by Chris Ehlert and seconded by Jim Dahl the Westbrook Board of Finance unanimously **VOTED** to approve Year 1 \$0, Year 2 \$40,000 and Years 3-5 \$0 for Subdivision Regulations Rewrite.

Update Plan of Conservation Development

Upon a motion made by Chris Ehlert Kate Gilstad and seconded by Jim Dahl the Westbrook Board of Finance unanimously **VOTED** to approve \$40,000 in Year 1 and \$5,000 in Year 2 and \$0 in Years 3-5 for Update of Plan of Conservation Development.

Sidewalk Construction

Upon a motion made by Kate Gilstad and seconded by Jim Dahl the Westbrook Board of Finance unanimously **VOTED** to approve \$0 for Years 1-5 for Sidewalk Construction.

Resiliency Planning

Upon a motion made by Tony Cozza and seconded by Jim Dahl the Westbrook Board of Finance unanimously **VOTED** to approve \$0 for Year 1, \$30,000 Years 2, 3 and 4 and \$0 for Year 5 for Resiliency Planning.

Town Center Improvements

Upon a motion made by Tony Cozza and seconded by Kate Gilstad-Hayden the Westbrook Board of Finance unanimously **VOTED** to approve \$0 for Years 1-4 and 250,000 for Year 5 for Town Center Improvement.

HARBOR COMMISSION

Harbor Dredging

Upon a motion made by Chris Ehlert and seconded by Jim Dahl the Westbrook Board of Finance unanimously **VOTED** to approve \$25,000 for Years 1-5 for Harbor Dredging.

LIBRARY

Technology Room

Upon a motion made by Tony Cozza and seconded by Jim Dahl the Westbrook Board of Finance unanimously **VOTED** to approve \$125,000 for Year 1 and \$0 for Years 2-5 for the Technology Room.

Energy Conservation

Upon a motion made by Chris Ehlert and seconded by Tony Cozza the Westbrook Board of Finance unanimously **VOTED** to approve \$0 for Year 1-5 for Energy Conservation.

RECREATION

Recreation Center

Upon a motion made by Tony Cozza and seconded by Gary Gavigan the Westbrook Board of Finance unanimously **VOTED** to approve \$8,000 for Years 1 and \$500,000 Years 2-3 and \$0 for Years 4-5 for Recreation Center.

WATER POLLUTION CONTROL

Wastewater Management Program

Upon a motion made by Kate Gilstad-Hayden and seconded by Tony Cozza the Westbrook Board of Finance unanimously **VOTED** to approve \$50,000 for Years 1-5 for Wastewater Management Program.

Mr. Cozza wants the public to know that the Board wants to hear their comments. Mr. Ehlert would like to get to a zero increase. He suggests that we do not fund the police cruiser and get back on track for funding each year for ½ a cruiser. He noted that the constable is not in the budget. Several other reductions were considered.

Upon a motion made by Gary Gavigan and seconded by Kate Gilstad-Hayden it was:

RESOLVED unanimously by the Board of Finance to approve a tentative Capital Budget of \$1,724,707 for Year 1 of FY20-21.

Upon a motion made by Gary Gavigan and seconded by Kate Gilstad-Hayden it was:

RESOLVED unanimously by the Board of Finance to approve a tentative FY20-21 Operating Budget for the Town of Westbrook of \$31,131,630.

PUBLIC COMMENT

Pat Marcarelli thanked the Board for their hard work.

ADJOURNMENT

On motion duly made and seconded, the Board of Finance unanimously **VOTED** to adjourn at 9:49pm.

Respectfully Submitted,

Kelley S. Frazier, Board of Finance Clerk