

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT BOARD OF FINANCE REGULAR MEETING
TOWN OF WESTBROOK BOARD OF FINANCE
SPECIAL MEETING
MULVEY MUNICIPAL CENTER – ROOM A
MARCH 31, 2016 6:30PM**

The Westbrook Board of Finance Special Meeting was held on Thursday, March 31, 2016. In attendance were Chairman Paul Connelly, George Pytlik, Gary Gavigan, John Leake and Rick Westbrook. Also in attendance were Mary Labaddia, Selectman, John Palermo, Fire Department, Kelley Frazier, Clerk, Andrew Urban, and Director of Finance. Absent:

The meeting was called to order by Chairman Connelly at 6:30p.m. Mr. Connelly led the Board in the Pledge of Allegiance.

All motions made are for the proposed budget for Fiscal Year 2016/2017.

FY2016-17 BUDGET DISCUSSION

The April 4th Board of Selectmen meeting to discuss the Capital Plan is at 3:30pm. Mr. Urban will send materials for this meeting.

HEALTH INSURANCE:

Upon a motion made by Rick Westbrook and seconded by George Pytlik it was:

RESOLVED: Unanimously by the Westbrook Board of Finance to increase Health Insurance \$121,199 and to approve the Health Insurance budget in the amount of (\$844,147) EIGHT HUNDRED FORTY FOUR THOUSAND, ONE HUNDRED FORTY SEVEN DOLLARS.

CAPITAL CONTRIBUTIONS:

Mr. Westbrook feels that we may want to consider making reductions in this area. Mr. Pytlik noted that we have a Five Year Capital Plan and we have many projects on this list that are not on this plan. Mr. Urban noted that there were \$179,000 of school projects that were on this plan. Mr. Westbrook would like to send a message to the Board of Selectmen that the proposed capital list is too large. The fishing dock, and daisy parking could be deferred. The Board of Selectmen will review and approve the projects on April 4th. These projects will then come before the Board of Finance for final funding approval. Discussion continued regarding the process. The Board of Finance needs to fund what is financially appropriate for the town. The Board discussed possible reductions to keep the mill rate down. Deferring projects was discussed. Mr. Westbrook noted that he is concerned about pursuing another bond issue when the plan in previous years was to build up the reserve. The message to the Board of Selectmen is that we want to approve the \$540,000, but this will also go towards building up our reserve. We are not interested in funding all of the projects. The Board of Education has played most of their projects from their reserves. They currently do not have enough in reserves to pay for all of their requested projects.

Upon a motion made by Rick Westbrook and seconded by John Leake it was:

RESOLVED: Unanimously by the Westbrook Board of Finance to approve the Capital Contributions Budget in the amount of (\$540,000) FIVE HUNDRED FORTY THOUSAND DOLLARS.

Mr. Cozza discussed the revenue calculation. We do not have all of the information we need for the revenue analysis.

CONTINGENCY:

Upon a motion made by John Leake and seconded by Rick Westbrook it was:

RESOLVED: Unanimously by the Westbrook Board of Finance to decrease Contingency \$82,917 and to approve the Contingency in the amount of (\$130,705) ONE HUNDRED THIRTY THOUSAND SEVEN HUNDRED and FIVE DOLLARS.

POLICE SERVICES

Mr. Urban discussed that the police budget can be reduced due to the variance analysis which indicates that savings can be incurred.

POLICE SERVICES DEPARTMENT#: 0210

Upon a motion made by George Pytlik and seconded by John Leake it was:

RESOLVED: Unanimously by the Westbrook Board of Finance to decrease Resident Trooper Contract \$46,000.

POLICE SERVICES DEPARTMENT#: 0210

Upon a motion made by Rick Westbrook and seconded by George Pytlik it was:

RESOLVED: Unanimously by the Westbrook Board of Finance to approve Police Services Department #0210 in the amount of (\$785,372) SEVEN HUNDRED EIGHTY FIVE THOUSAND, THREE HUNDRED SEVENTY TWO DOLLARS.

On the revenue analysis page that Mr. Urban passed out, Tony questioned the expected property tax revenue for 2017(at the current mill rate of 21.79) of \$25,189,695. The reason is the property tax revenue for FY2016 is \$26,353,273 (from the General Fund Revenue dated 02/29/16). The 2016 property tax revenue should not be higher than the 2017 property tax revenue.

The expenditure summary does go in to the Citizen's Guide.

BOARD OF FINANCE FY2016-170 BUDGET APPROVAL

Upon a motion made by John Leake and seconded by Rick Westbrook it was:

RESOLVED: Unanimously to appropriate the sum of TWENTY EIGHT MILLION, NINE HUNDRED AND ONE THOUSAND, SEVEN HUNDRED AND SEVENTY ONE DOLLARS (\$29,707,226) for the Westbrook Fiscal Year 2015-16 Town Budget and to send this budget to the Board of Selectmen to schedule a Town Meeting.

ADJOURNMENT

On motion duly made and seconded, the Board unanimously **VOTED** to adjourn at 8:45pm.

Respectfully Submitted

Kelley S. Frazier, Board Clerk