

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT  
BOARD OF FINANCE MEETING  
BUDGET HEARING  
WESTBROOK MULVEY MUNICIPAL CENTER  
MARCH 12, 2014**

The Westbrook Board of Finance Budget Hearing was held on Wednesday, March 12, 2014. In attendance were Chairman Paul Connelly, Gary Gavigan, George Pytlik, Tanya Lane, John Leake and Rick Westbrook. Also in attendance was Kelley Frazier, Secretary to the Board; Noel Bishop, First Selectman, Courtney Burks, Director of Senior Center, Deb Lovelette, Visiting Nurses Administrator, Elizabeth Carpenter, Social Services and Andrew Urban, Director of Finance. Absent:

**CALL TO ORDER**

The meeting was called to order by Chairman Connelly at 7:00p.m. Mr. Connelly led the Board in the Pledge of Allegiance.

**BUDGET HEARING**

All motions made are for the proposed budget for Fiscal Year 2014/2015.

**DEPARTMENT 0510 PUBLIC HEALTH:**

Mr. Gavigan voiced concerns regarding the delinquent restaurant inspections in the past year.

Upon a motion made by Gary Gavigan and seconded by Rick Westbrook to not fund any of the public health budget until there is a response regarding the status of the restaurant inspections.

Discussion ensued.

Mr. Leighton stated that as of December 31, 2013, all inspections are up to date. A new inspector has been hired to replace Mr. Rose.

Mr. Gavigan and Mr. Westbrook agreed to rescind their motion.

Upon a motion duly made seconded, the Westbrook Board of Finance **VOTED** to table this item until March 18<sup>th</sup>. The Board would like Dr. Bernstein to report on how the Public Health department has responded to this situation and why it went on for so long. Mr. Westbrook, Ms. Lane, Mr. Leake and Mr. Pytlik voted in favor of the motion. Mr. Gavigan voted against the motion. The motion passed.

Mr. Gavigan stated that he is disappointed that Dr. Bernstein or other members of the inspection team was not present to report to the Board of Finance.

Ms. Lovelette noted that she is part of an ad hoc team who is working on improving the public health department and making recommendations of how they can meet their goals.

**Visiting Nurses 0510.5100**

Ms. Lovelette stated that the Board of Selectmen reduced her telephone expenses but she needs the additional service to meet HIPPA requirements and for electronic billing.

Upon a motion made by George Pytlik and seconded by Gary Gavigan it was:

**RESOLVED:** Unanimously to increase FOUR HUNDRED DOLLARS (\$400) Account #0304.5 Telephone.

Discussion ensued as to the Visiting Nurses actual expenses. It was noted that Payments to Other Agencies is already over budget for the current year. Mr. Westbrook asked why the Payments to Other Agencies line item were reduced by the Board of Selectmen? This was the item reduced by the mandatory 2.75% reduction. Ms. Lovelette noted that the Visiting Nurses are doing more rehabilitation services. Westbrook has over 1000 clients over 65 and many are living alone.

Upon a motion made by Rick Westbrook and seconded by Gary Gavigan it was:

**RESOLVED:** Unanimously to increase TWO THOUSAND NINE HUNDRED AND NINETY SIX DOLLARS (\$2,996) Account # 0390.5 Payments to Other Agencies.

Mr. Bishop noted that the Visiting Nurses, Social Services and the Senior Center director are working well together to enhance what we do for different constituent groups in town. Westbrook is very lucky for the human services department that we have.

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

**RESOLVED:** Unanimously to appropriate the sum of FOUR HUNDRED AND SEVENTY THOUSAND AND SIXTY ONE DOLLARS (\$470,061) for Visiting Nurses # 0510-5100.

**Sanitarian 0510.5101**

Mr. Leighton presented the Restaurant Inspection Report which was presented to the Board of Selectmen on Monday night. We service nearly 60 restaurants in town. All inspections are current as of December 31, 2013. Seasonal restaurants are taken into consideration. Mr. Bishop noted that the Contract Testing Services has been decreasing every year. Mr. Leighton has worked with the Town Engineers and DEP.

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

**RESOLVED:** Unanimously to appropriate the sum of NINETY ONE THOUSAND EIGHT HUNDRED AND SEVENTY SEVEN DOLLARS (\$91,877) for Sanitarian # 0510.5101.

**Social Services 0515.5150**

Ms. Carpenter was present and discussed the programs she supports. Mr. Urban said that data clearly shows that there were needs that were not previously met. It was brought to the Board of Selectmen's attention by the Union Representative, that this position as well as the Senior Center Director salary is significantly lower than the market average. Mr. Bishop noted that Ms. Carpenter has increased revenue through monies and grants in excess of \$15,000.

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

**RESOLVED:** Unanimously to appropriate the sum of FORTY TWO THOUSAND THREE HUNDRED AND TWENTY SIX DOLLARS (\$42,326) for Social Services # 0515.5150.

Mr. Pytlik asked that the Board of Selectmen handle the salary issue with the union.

**Senior Center 5152**

Mr. Urban noted that this department has been reinvigorated. The center is making more money than in previous years. The payment to the Estuary has been decreased \$15,000. We have increased the payroll for the part time kitchen coordinator. Approximately 30 people attend the luncheons. It is a \$3.00 suggested donation. We have nearly met our budgeted revenue for this year in March.

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

**RESOLVED:** Unanimously to appropriate the sum of SEVENTY THREE THOUSAND THREE HUNDRED AND FORTY TWO DOLLARS (\$73,342) for Senior Center # 0515-5152.  
Ayes: John Leake, Rick Westbrook, George Pytlik and Tanya Lane Abstention: Gary Gavigan

Mr. Gavigan asked if we should consider hiring a grant writer? Mr. Bishop feels that we do not need this at this time. Our employees know their areas best and are aware of the grant opportunities.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURNMENT**

On motion duly made and seconded, the Board unanimously **VOTED** to adjourn at 8:40pm.

Respectfully Submitted

Kelley S. Frazier, Board Clerk