

**Minutes of Suffield Town Meeting
05/26/2021**



The Town Meeting of the Town of Suffield was called to order by Town Clerk Kathy Dunai, at 7:04 PM. The Town Meeting was held at the Suffield Middle School, 350 Mountain Road, Suffield, CT.

Upon nomination by Kris Lambert, 22 Old Farms Lane., with a second by Lisa Trace, 617 Halladay Avenue, Edward McAnaney, 85 Wren Drive, was unanimously elected moderator by voice vote.

There were no additional nominations for moderator from the floor.

The Pledge of Allegiance was orchestrated by Moderator McAnaney.

Town Clerk Kathy Dunai read the Legal Notice into record as published in *the Journal Inquirer* on May 7, 2021.

Kris Lambert, 22 Old Farms Lane, with a second by Lisa Trase, 617 Halladay Avenue, presented the following resolution.

Resolved: Resolved: That the Town Meeting of the Town of Suffield authorizes the proposed budget with a total expenditure of \$62,325,318 be approved.

Resolved: That the Town Meeting of the Town of Suffield authorizes the Board of Finance to print and distribute explanatory texts concerning the budget, if the budget is petitioned to referendum. Such texts may not advocate approval or disapproval of the budget and must conform to the Connecticut General Statutes, Sec. 9-369b.

First Selectman Melissa Mack was invited to the podium to present the PowerPoint and address questions regarding the Board of Selectman's budget. Superintendent Timothy Van Tasel and Board of Education Chairman Susan Mercik Davis were invited to the podium to present the Power Point and address questions regarding the Board of Education Budget.

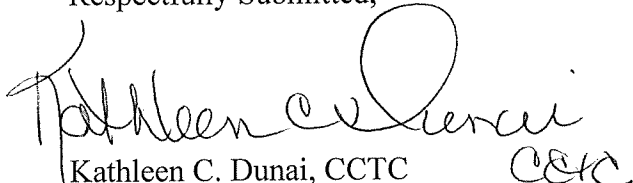
The motion passed unanimously by voice vote.

Moderator McAnaney asked for a motion to close the town meeting.

Kris Lambert, 22 Old Farms Lane., with a second by, Michele Urch, 312 North Grand Street motioned to close the town meeting. The motion to adjourn passed unanimously by voice vote.

The Town Meeting concluded at 7:55 PM.

Respectfully Submitted,


Kathleen C. Dunai, CCTC
Town Clerk

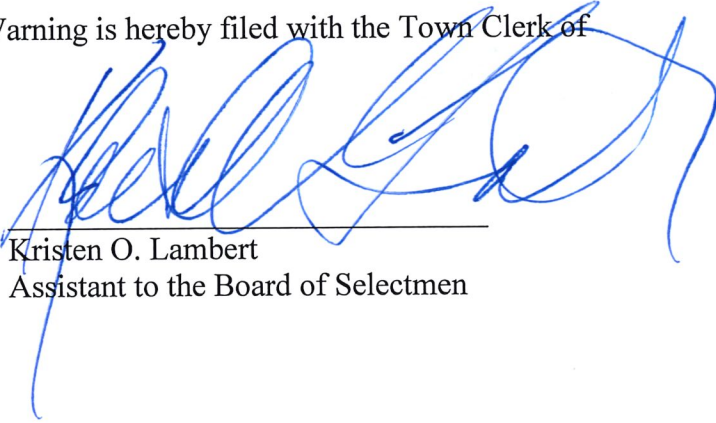
RETURN OF NOTICE

I HEREBY CERTIFY that on May 7, 2021, I caused notice to be given of the foregoing Warning for a Town Meeting to be held May 26, 2021 by posting upon a signpost or other exterior place near the office of the town clerk of the Town of Suffield a printed or written warning signed by the selectmen.

I HEREBY CERTIFY that on May 7, 2021, I published a like warning in the Journal Inquirer, a newspaper having a circulation in Suffield.

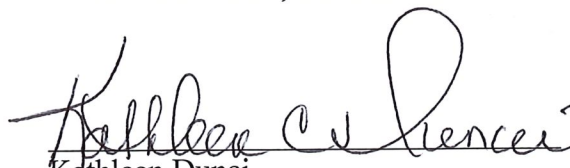
I HEREBY CERTIFY that such posting and such publication all being at least five days previous to holding the meeting, including the day that such notice was given, but not including the day of the holding of such meeting

I HEREBY CERTIFY that a copy of such Warning is hereby filed with the Town Clerk of Suffield.



Kristen O. Lambert
Assistant to the Board of Selectmen

I hereby certify that on or before the day of such meeting, the foregoing Notice and Return of Notice are duly recorded in the records of the Town of Suffield, Connecticut.



Kathleen Dunai
Town Clerk

Dated: May 7, 2021



LEGAL NOTICE

NOTICE OF ANNUAL BUDGET MEETING 2021-2022
TOWN OF SUFFIELD

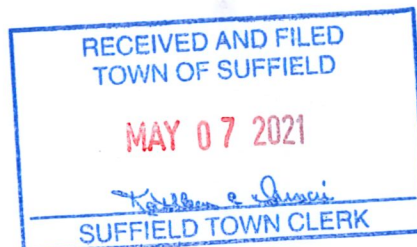
Notice is hereby given that the Annual Budget Meeting of the inhabitants of the Town of Suffield, Connecticut, qualified to vote in Town Meeting, will be held at the Auditorium in Suffield Middle School, 350 Mountain Road, Suffield, CT on Wednesday, **May 26, 2021** at 7:00 p.m. for the following purposes to wit:

1. To consider and act upon the report and recommendations of the Board of Finance and to make such appropriations in connection therewith as may be advisable.
2. To consider and act upon a motion authorizing the Board of Finance to print and distribute explanatory texts concerning the budget, if the budget is petitioned to referendum. Such texts may not advocate approval or disapproval of the budget and must conform to the Connecticut General Statutes, Sec. 9-369b.

Dated at Suffield, Connecticut this 5th day of May, 2021.

BOARD OF SELECTMEN

Melissa M. Mack, First Selectman
Kathleen Harrington, Selectman
Peter Hill, Selectman
Jeremiah Mahoney, Selectman
Timothy Reynolds, Selectman





General Municipal Government Operations

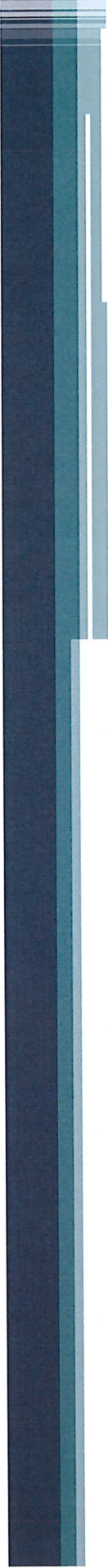
Proposed Budget For Fiscal Year
2021/22

Town Meeting May 26, 2021

FY2021/22 Department Requests

- **\$17,383,785** total budget
- vs. FY20-21:
+\$1,039,035
- **+6.36%**

Dept. Requested



Standing Still Summary:

Adding nothing but automatic payroll increases over FY 20/21=
\$336,200 (2.06%) increase

- Settled Union Contracts: **\$116,200**
- Pending Union Contracts: ~ **\$120,000**
- 53-Week Payroll: **\$93,000** (.57% nonrecurring increase)
- Unfunded State Mandated Increase in CT Minimum Wage: **\$26,000**
- COVID Accommodations/Phased in Positions from FY 20-21: **\$46,000**

Subtotal: \$401,200

- FY20-21 pending union contracts reserved in insurance and employee benefits: **(\$65,000)**

Total Standing Still Increase over FY20-21: \$336,200 (2.06%)

FY2021/22 Selectmen's Budget

Approved 2/24/21

- **\$16,344,750**
FY20-21
- **+\$336,200**
Standing still
increases
vs. FY20-21:
- **\$16,680,950**
+2.06%

Automatic
increases from
FY 20-21

Other increases
from FY 20-21

- **+\$297,925** other
increases
- vs. FY20-21:
+1.82%
- **+\$634,125** total
increases
- **-\$404,910** from
Dept. Requested

- **\$16,978,875**
vs. FY20-21:
- **+\$634,125** total
increase
- vs. FY20-21:
+3.88%

BOS Approval
2/24/21

FY2021/22 General Government Operations Budget

- **\$16,978,875**
vs. FY20-21:

- **+\$634,125 total
increase**

- vs. FY20-21:

- **+3.88%**

BOS Approval
2/24/21

BOF Approval
4/19/21

- **\$17,154,370**
vs. BOS (2/24/21):
+\$175,495 increase

- vs. FY20-21:

- **+\$809,620 total
increase**

- vs. FY20-21:

- **+4.95%**

SUFFIELD PUBLIC SCHOOLS

FY22 BOE Budget Proposal

Town Meeting

May 26, 2021



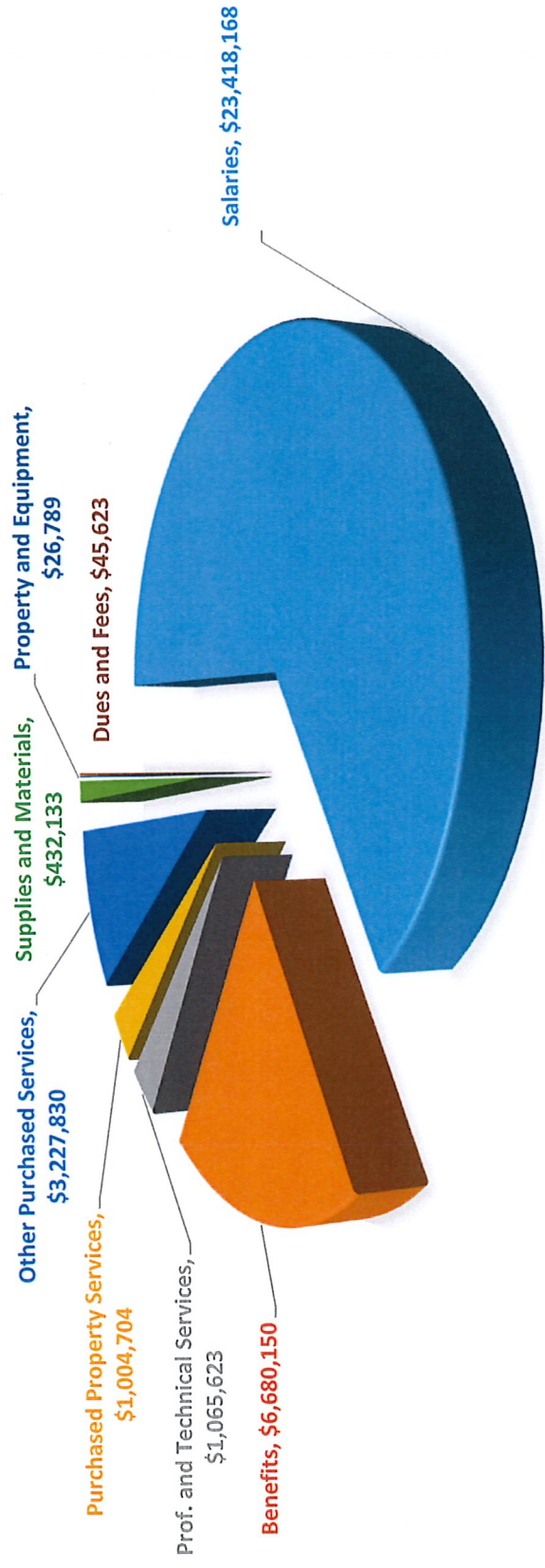
Key Takeaways

□ BOE Proposed Budget:

\$35,901,022

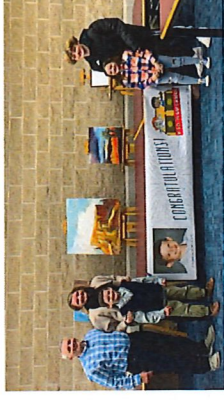
0%

\$0 increase over 2020-2021





Personnel Impacts



□ Proposed Personnel Reductions

0.2 FTE Physical Education Teacher & 0.8 FTE Non-admin Athletic Director

0.2 FTE PE reduction will be covered by PE Department

0.8 FTE Non-admin Athletic Director will be covered w/Admin. 1.0 FTE Athletic Director

210 Day Work Year for Intermediate Assistant Principal

210 Work Year for Elementary Special Education Supervisor (New Hire)

1.0 FTE English Language Learning Teacher

Reflects realignment of intervention program and reassignment of EL responsibilities

1.5 FTE School Secretary

0.5 FTE MIS Secretary (Pupil Services)

1.0 SHS Secretary (Main Office)

*** 6.6 FTE Paraprofessional ***

Reflects current status of positions based upon student need
Phased out through attrition

0.8 FTE SHS Hall Monitors

SHS will continue to have hallway monitor coverage

Personnel Impacts

Proposed Personnel Increases

1.0 FTE Director of Athletics and Student Activities (Administrative)

0.38 FTE Part-time Cleaner (15 hours per week)

Will increase custodial staffing and reduce overtime wages

Alternate Personnel Impacts to BOE Budget

2.0 STEM Elementary Classroom Teachers

(Open Choice to BOE Operating Budget)

Due to reduced funds in Open Choice Grant

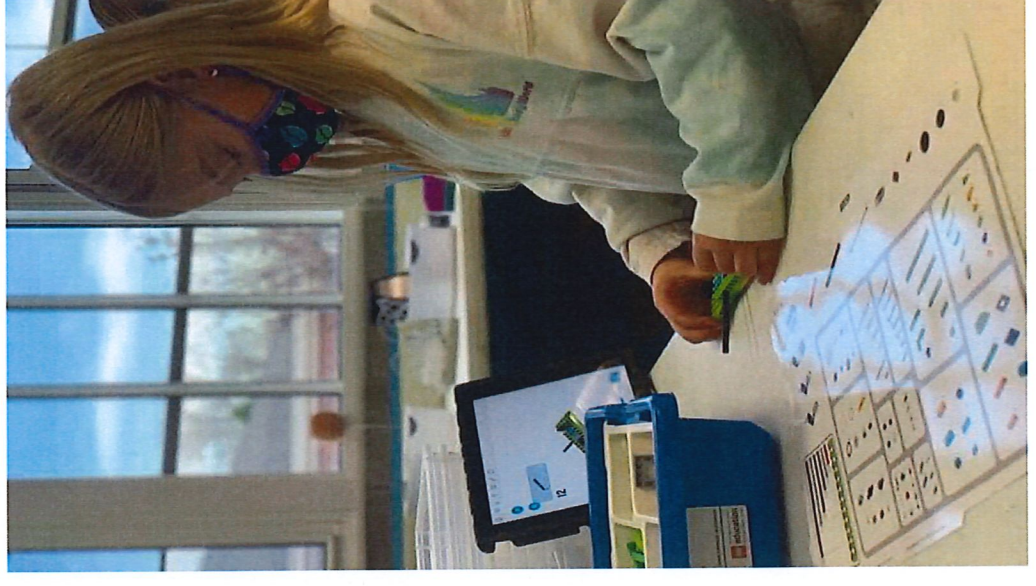
0.68 FTE Instructional Coaches

(Title II to BOE)

Due to reduced funds in Title II

*** 8.42 FTE to ESSER (1 Year Change) ***

Position	FTE	Salary
Academic Support	2.00	\$45,328
Psychologist	2.00	\$129,289
Social Worker	2.04	\$111,433
Guidance Counselor	2.00	\$202,204
Cleaner	0.38	\$14,776
Total	8.42	\$503,030



Additional Savings and Liabilities

- Potential Additional Savings
 - 10% Health Insurance Increase
 - Health Insurance Enrollment Savings
 - Faculty and Staff Turnover

- Potential Additional Liabilities
 - Teamsters Local 671 CBA (Negotiations Pending)
 - Special Education Outplacements
 - Faculty and Staff Turnover



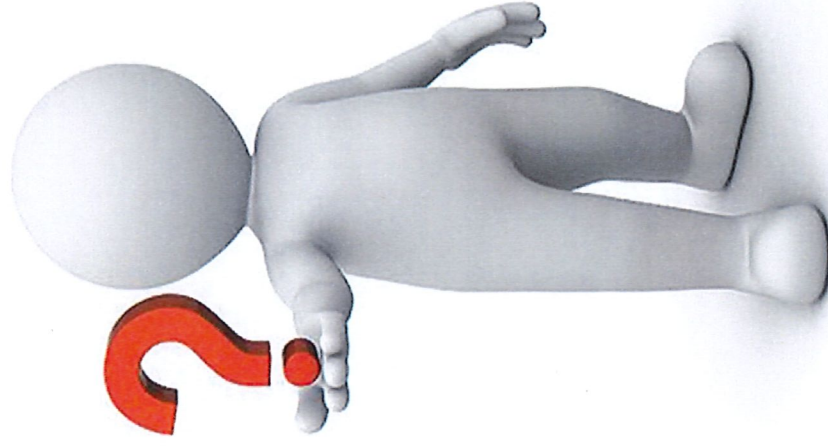


\$35,901,022

**0%
(\$0)**



Thank You!



**SUFFIELD PUBLIC SCHOOLS
BOE BUDGET 2021/2022**

	ACTUALS 2018/19	ACTUALS 2019/20	BUDGET 2020/21	BUDGET 2021/22	INCREASE/ (DECREASE)	% CHANGE
110 ADMINISTRATIVE SALARIES	\$2,056,564	\$2,261,124	\$2,374,858	\$2,488,684	\$113,826	4.79%
111 CERTIFIED SALARIES	\$15,933,388	\$15,960,512	\$16,160,643	\$16,219,876	\$59,233	0.37%
112 NON-CERTIFIED SALARIES	\$1,118,282	\$1,149,616	\$1,157,061	\$1,117,810	(\$39,251)	-3.39%
113 PROFESSIONAL SALARIES	\$561,377	\$598,694	\$580,203	\$582,920	\$2,717	0.47%
114 EDUC/PARA PROF. SALARIES	\$944,921	\$1,136,610	\$1,167,238	\$1,041,920	(\$125,318)	-10.74%
116 ATHLETIC/CLUB STIPENDS	\$293,211	\$221,028	\$342,394	\$255,749	(\$86,645)	-25.31%
117 NURSES SALARIES	\$197,772	\$224,763	\$232,925	\$233,864	\$939	0.40%
118 MAINT. / CUSTODIAL SALARIES	\$860,040	\$892,915	\$935,139	\$958,726	\$23,587	2.52%
119 OTHER INSTR. SUPPORT SALARIES	\$85,707	\$62,635	\$78,363	\$50,494	(\$27,869)	-35.56%
121 SUMMER SCHOOL SALARIES	\$105,741	\$97,339	\$133,779	\$123,313	(\$10,466)	-7.82%
124 CERTIFIED SUBSTITUTES	\$128,198	\$191,440	\$70,000	\$70,000	\$0	0.00%
124 NON-CERT. SUBS	\$13,397	\$7,447	\$8,000	\$8,000	\$0	0.00%
126 MONITORS SALARIES	\$85,864	\$97,430	\$83,774	\$56,784	(\$26,990)	-32.22%
141 STIPENDS/ADDITIONAL DUTY	\$262,879	\$221,542	\$207,592	\$211,277	\$3,685	1.78%
149 ACADEMIC SUPPORT SALARIES	\$96,544	\$261,895	\$49,645	\$0	(\$49,645)	-100.00%
TOTAL SALARIES	\$22,743,888	\$23,384,991	\$23,581,614	\$23,419,417	(\$162,197)	-0.69%
210 HEALTH BENEFITS	\$3,903,203	\$4,066,781	\$4,466,768	\$4,719,697	\$252,929	5.66%
215 DISABILITY INSURANCE	\$3,152	\$4,370	\$4,693	\$4,693	(\$0)	-0.01%
216 LIFE INSURANCE	\$31,017	\$35,738	\$32,831	\$32,831	\$0	0.00%
220 SOCIAL SECURITY/MEDICARE	\$611,666	\$635,865	\$733,581	\$716,216	(\$17,365)	-2.37%
230 PENSION CONTRIBUTIONS	\$615,524	\$886,290	\$953,942	\$1,019,080	\$65,138	6.83%
250 TUITION REIMBURSEMENT	\$11,983	\$11,964	\$10,083	\$10,083	\$0	0.00%
260 UNEMPLOYMENT	\$36,900	\$8,735	\$23,613	\$23,613	\$0	0.00%
270 WORKERS COMPENSATION	\$141,764	\$147,809	\$153,626	\$153,626	(\$0)	0.00%
TOTAL BENEFITS	\$5,355,209	\$5,797,553	\$6,379,137	\$6,679,839	\$300,702	4.71%
310 ADMINISTRATIVE SERVICES	\$86,098	\$47,806	\$48,250	\$48,250	\$0	0.00%
320 PURCHASED SERVICE	\$323,052	\$167,604	\$105,833	\$93,184	(\$12,649)	-11.95%
330 PROFESSIONAL SERVICES	\$206,946	\$109,683	\$180,615	\$159,938	(\$20,677)	-11.45%
340 PROFESSIONAL SERVICES	\$417,614	\$249,338	\$304,340	\$282,839	(\$21,501)	-7.06%
341 LEGAL SERVICES	\$193,070	\$94,727	\$114,676	\$95,098	(\$19,578)	-17.07%

SUFFIELD PUBLIC SCHOOLS
BOE BUDGET 2021/2022

	ACTUALS 2018/19	ACTUALS 2019/20	BUDGET 2020/21	BUDGET 2021/22	INCREASE/ (DECREASE)	% CHANGE
342 PURCHASED SERVICES	\$47	\$1,000	\$0	\$0	\$0	
343 RESOURCE OFFICER	\$52,149	\$0	\$0	\$0	\$0	
3200 ATHLETICS TRANS., SUPPLIES	\$238,746	\$193,563	\$296,783	\$280,522	(\$16,261)	-5.48%
TOTAL PURCHASED SERVICES	\$1,517,721	\$863,721	\$1,050,497	\$959,831	(\$90,666)	-8.63%
410 ELEC.,SEWER,WATER	\$58,718	\$56,392	\$51,738	\$53,399	\$1,661	3.21%
420 RUBBISH REMOVAL	\$30,598	\$31,528	\$32,708	\$34,350	\$1,642	5.02%
430 CONTRACT REPAIRS & MAINTENANCE	\$223,606	\$284,205	\$101,390	\$101,627	\$237	0.23%
431 EQUIPMENT REPAIR	\$45,211	\$20,781	\$16,080	\$14,176	(\$1,904)	-11.84%
432 TECHNOLOGY REPAIR SERVICES	\$52,962	\$67,267	\$30,748	\$29,042	(\$1,706)	-5.55%
440 LEASE/RENTAL	\$74,232	\$60,547	\$69,770	\$69,270	(\$500)	-0.72%
TOTAL PURCHASED SERVICES	\$485,327	\$520,719	\$302,435	\$301,864	(\$571)	-0.19%
510 PUPIL TRANSPORTATION	\$1,038,590	\$873,738	\$1,059,394	\$1,103,434	\$44,040	4.16%
511 SPED TRANSPORTATION	\$545,752	\$456,431	\$507,607	\$474,196	(\$33,411)	-6.58%
512 OTHER TRANSPORTATION SERVICES	\$1,606	\$517	\$2,500	\$2,500	\$0	0.00%
TOTAL TRANSPORTATION	\$1,585,948	\$1,330,686	\$1,569,502	\$1,580,130	\$10,628	0.68%
520 PROPERTY AND LIABILITY	\$43,514	\$46,955	\$48,337	\$49,787	\$1,450	3.00%
530 COMMUNICATIONS SERVICES	\$95,233	\$72,604	\$95,969	\$91,969	(\$4,000)	-4.17%
540 ADVERTISING SERVICES	\$565	\$1,085	\$5,000	\$2,500	(\$2,500)	-50.00%
550 PRINTING AND BINDING	\$5,370	\$2,638	\$9,700	\$6,350	(\$3,350)	-34.54%
TOTAL SUPPORT SERVICES	\$144,682	\$123,283	\$159,006	\$150,606	(\$8,400)	-5.28%
561 SPED TUITION	\$1,112,439	\$1,458,996	\$1,381,544	\$1,356,439	(\$25,105)	-1.82%
564 ADULT EDUCATION	\$15,496	\$15,833	\$16,000	\$16,000	\$0	0.00%
565 TUITION MAGNET	\$157,195	\$166,480	\$0	\$0	\$0	
TOTAL TUITION	\$1,285,130	\$1,641,309	\$1,397,544	\$1,372,439	(\$25,105)	-1.80%

SUFFIELD PUBLIC SCHOOLS
BOE BUDGET 2021/2022

	ACTUALS 2018/19	ACTUALS 2019/20	BUDGET 2020/21	BUDGET 2021/22	INCREASE/ (DECREASE)	% CHANGE
570 FOOD SERVICE SUBSIDY	\$18,300	\$13,353	\$21,154	\$21,154	\$0	0.00%
580 TRAVEL & CONFERENCES	\$38,782	\$55,322	\$31,156	\$42,950	\$11,794	37.85%
TOTAL OTHER PURCH. SERVICES	\$57,082	\$68,675	\$52,310	\$64,104	\$11,794	22.55%
610 OFFICE SUPPLIES	\$36,257	\$37,457	\$38,693	\$36,103	(\$2,590)	-6.69%
611 INSTRUCTIONAL SUPPLIES	\$199,550	\$159,459	\$190,968	\$185,293	(\$5,675)	-2.97%
612 LIBRARY/PROFESSIONAL SUPPLIES	\$15,953	\$21,540	\$7,185	\$2,771	(\$4,414)	-61.43%
613 SUPPLIES CUSTODIAL	\$86,357	\$109,609	\$89,250	\$83,279	(\$5,971)	-6.69%
621 HEATING SERVICES	\$227,380	\$187,757	\$232,847	\$230,347	(\$2,500)	-1.07%
622 ELECTRICITY	\$467,293	\$403,832	\$509,536	\$509,535	(\$1)	0.00%
641 TEXTBOOKS	\$48,779	\$71,540	\$4,974	\$8,475	\$3,501	70.39%
643 WORKBOOKS	\$1,822	\$10,847	\$0	\$14,807	\$14,807	
650 TECHNOLOGY SUPPLIES	\$17,783	\$11,540	\$21,600	\$14,000	(\$7,600)	-35.19%
651 SOFTWARE SUPPLIES	\$95,811	\$121,204	\$144,865	\$128,097	(\$16,768)	-11.57%
TOTAL SUPPLIES	\$1,196,985	\$1,134,786	\$1,239,918	\$1,212,707	(\$27,211)	-2.19%
730 EQUIPMENT	\$5,090	\$20,601	\$6,788	\$3,600	(\$3,188)	-46.97%
731 INSTRUCTIONAL EQUIPMENT	\$38,989	\$8,205	\$15,595	\$18,439	\$2,844	18.23%
734 TECHNOLOGY EQUIPMENT	\$6,278	\$1,706	\$0	\$0	\$0	
735 NON-INSTRUCTIONAL EQUIPMENT	\$105,304	\$41,905	\$10,540	\$4,750	(\$5,790)	-54.93%
TOTAL EQUIPMENT	\$155,661	\$72,417	\$32,923	\$26,789	(\$6,134)	-18.63%
810 DUES & FEES	\$39,000	\$40,680	\$37,097	\$36,152	(\$945)	-2.55%
811 DIGITAL MEMBERSHIP	\$95,845	\$118,201	\$99,039	\$97,144	(\$1,895)	-1.91%
TOTAL DUES & FEES	\$134,845	\$158,881	\$136,136	\$133,296	(\$2,840)	-2.09%
GENERAL FUND - BOE	\$34,662,478	\$35,097,020	\$35,901,022	\$35,901,022	\$0	0.00%