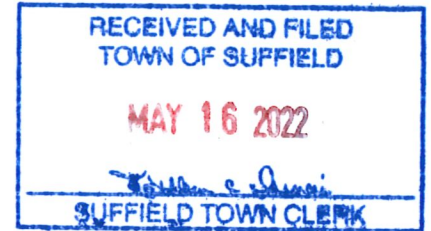


**Minutes of Suffield Town Meeting  
05/11/2022**



The Town Meeting of the Town of Suffield was called to order by Town Clerk Kathy Dunai, at 7:01 PM. The Town Meeting was held at the Suffield Middle School, 350 Mountain Road, Suffield, CT.

Upon nomination by Lisa Trase, 617 Halladay Avenue, with a second by Michele Urch, 312 North Grand Street, 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 5, 2022.

A motion was made by Derek Donnelly, 988 Russell Avenue to suspend Roberts Rules and allow for discussion on all motions simultaneously and that all motions be accepted by voice vote and that all votes conducted tonight be made by voice vote. This motion was seconded by Kathleen Harington, 700 North Street.

The motion passed unanimously by voice vote.

Charles Flynn, 21 Harmon Drive, with a second by Anne Borg, 1310 Mountain Road, presented the following resolution for discussion.

**#1. Resolved:** That the Town Meeting of the Town of Suffield authorizes and approves the proposed budget with a total expenditure of \$62,880,936.

Carol Thibedeau, 50 Chestnut Circle, with a second by Donald Miner, 1855 Mapleton Avenue, presented the following resolution for discussion.

**#2. Resolved:** That the Town Meeting of the Town of Suffield authorizes the use and expenditure of American Recovery Plan Act funds as recommended by the Board of Selectmen and Board of Finance.

Tom Frenyae, 489 Warnertown Road, with a second by Chris Childs, 338 South Main Street, presented the following to amend the motion for clarification

**#2A Motion** to Clarify American Recovery Plan Act should be documented as the American Rescue Plan Act.

The motion clarification passed unanimously by voice vote.

Lisa Anderson, 128 Halladay Avenue East, with a second by Melissa Finnigan, 50 Cedar Crest Lane, presented the following resolution for discussion.

**#3. Resolved:** That the Town Meeting of the Town of Suffield authorizes the additional authorization outside of the Town budget of \$485,625 in expenditures for the Quarry Road bridge replacement to be offset by a grant of \$485,625.

Ryan Anderson, 128 Halladay Avenue East, with a second by Michele Urch, 312 North Grand Street, presented the following resolution for discussion.

**#4. 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 Colin Moll was invited to the podium to present the Selectman's Budget PowerPoint and address questions regarding the breakdown. Board of Finance Chairman also assisted with questions from the attendees.

Superintendent of the Suffield Public School Timothy Van Tasel, ED.D with the assistance of Maureen Sattan Chairman of the Board of Education presented the Board of Education Budget PowerPoint and addressed questions from the attendants.

Moderator McAnaney asked if there was no more questions from the attendees he moved to a vote on the motions presented prior.

**#1. Resolved:** That the Town Meeting of the Town of Suffield authorizes and approves the proposed budget with a total expenditure of \$62,880,936.

The motion passed unanimously by voice vote.

**#2. Resolved:** That the Town Meeting of the Town of Suffield authorizes the use and expenditure of American Rescue Plan Act funds as recommended by the Board of Selectmen and Board of Finance.

The motion passed unanimously by voice vote.

**#3. Resolved:** That the Town Meeting of the Town of Suffield authorizes the additional authorization outside of the Town budget of \$485,625 in expenditures for the Quarry Road bridge replacement to be offset by a grant of \$485,625.

The motion passed unanimously by voice vote.

**#4. 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.

The motion passed unanimously by voice vote.

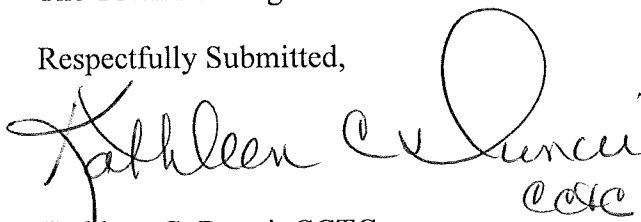
Moderator McAnaney asked if anyone wanted to bring forward any additional business at this town meeting. With no business being brought forward Moderator McAnaney asked for a motion to close the 05-11-2022 town meeting.

Kathleen Harrington, 700 North Street, with a second by, Brad Belcher, 50 Diane Lane, motioned to close the town meeting.

The motion to adjourn passed unanimously by voice vote.

The Town Meeting concluded at 7:45 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Kathleen C. Dunai', with a large circular flourish at the end. Below the signature is the text 'CCTC'.

Kathleen C. Dunai, CCTC  
Town Clerk

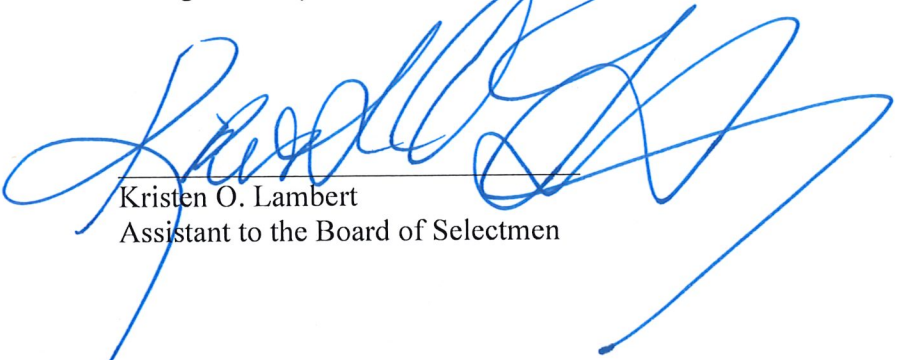
## RETURN OF NOTICE

I HEREBY CERTIFY that on May 5, 2022, I caused notice to be given of the foregoing Warning for a Town Meeting to be held May 11, 2022 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 5, 2022, I published a like warning in the Journal Inquirer, a newspaper having a circulation in Suffield.

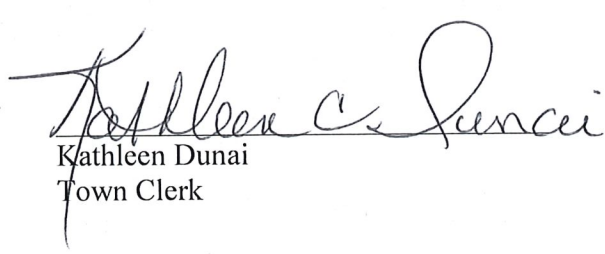
I HEREBY CERTIFY that such posting and such publication all being at least five days previous to holding the meeting, including the day that such notice was given, but not including the day of the holding of such meeting

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



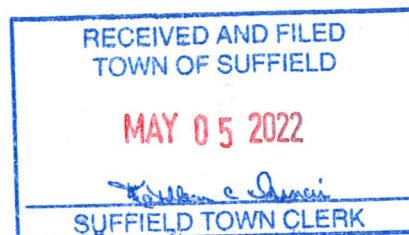
Kristen O. Lambert  
Assistant to the Board of Selectmen

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 5, 2022





**LEGAL NOTICE**

**NOTICE OF ANNUAL BUDGET MEETING 2022-2023**

**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 11, 2022** at 7:00 p.m. for the following purposes to wit:

1. To consider and act upon the report and Town budget recommendations of the Board of Finance and to make such appropriations in connection therewith as may be advisable.
2. To consider and act upon the use and expenditure of American Recovery Plan Act funds as recommended by the Board of Selectmen and Board of Finance.
3. To approve an additional authorization outside of the Town budget of \$485,625 in expenditures for the Quarry Road bridge replacement to be offset by a grant of \$485,625.
4. 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 4th day of May, 2022.

**BOARD OF SELECTMEN**

Colin Moll, First Selectman  
Mel Chafetz, Selectman  
Kathleen Harrington, Selectman  
Peter Hill, Selectman  
Jeremiah Mahoney, Selectman

# LEGAL NOTICE

## TOWN OF SUFFIELD 2022-23 BUDGET PROPOSAL

On Wednesday, May 11, 2022 at 7:00 p.m. there will be a Town Meeting held at Suffield Middle School for the purpose of discussing the budget proposal for the fiscal year beginning July 1, 2022. A summary of the budget proposed by the Board of Finance for the 2022-23 fiscal year is printed below. Following the summary are Revenues and Expenditures summarized by major group. Additional detail is available online at [www.suffieldct.gov](http://www.suffieldct.gov) under agendas – Town Meeting 5/11/2022.

### SUMMARY OF EXPENDITURES:

General Government	\$17,478,968
Capital Expenditures	4,540,608
Contingency	500,000
Transfer to CNRE Fund	500,000
Transfer to Insurance Fund	500,000
Transfer to Youth Services Fund	100,000
Transfer to Cemetery Trust Funds	550,000
Debt Service	2,250,700
Board of Education	36,460,660
<b>Total Expenditures</b>	<b>\$62,880,936</b>
Less: Estimated Revenues	
General Fund, other than taxes	19,361,322
<b>To be raised from taxes</b>	<b>\$43,519,614</b>

Based on an estimated grand list of \$1,551,903,581 and assuming a 98.5% collection rate on a net collectible grand list of \$1,521,353,746, a mill rate of 28.61 will produce the necessary revenue.

### BOARD OF FINANCE, Town of Suffield

Ryan Anderson, Chairman  
Dr. Ann Huntington Mickelson  
Thomas Frenaye, Alt

Eric Harrington, Vice Chairman  
Michael Haines  
Mark Sinopoli, Alt

Christopher Childs  
Brian Kost  
J. Michael Stevens, Alt

PROPOSED REVENUE BUDGET	2020-21 Actual	2021-22 Budget	2022-23 Proposed
Property Taxes	\$43,168,652	\$43,262,806	\$44,419,614
Licenses, Permits & Fines	547,759	489,730	539,730
Investment Income	75,990	75,000	125,000
Fund Balance	0	2,221,317	0
Fund Balance – Bond Premium	449,255	307,825	141,431
Other Agencies	723,709	747,909	734,909
State & Federal Grants	6,129,323	5,625,044	5,734,132
Education Related Revenues	7,676,960	7,651,762	7,869,847
Current Services	789,094	687,775	808,400
Miscellaneous	292,227	309,000	407,873
Budget Transfers in:			
Off Duty Fund	125,000	75,000	0
Insurance Fund	0	40,000	0
Capital Non-Recurring Fund	0	832,160	0
American Recovery Plan Act	0	0	2,100,000
<b>Total General Fund Revenues</b>	<b>\$59,977,969</b>	<b>\$62,325,328</b>	<b>\$62,880,936</b>
PROPOSED EXPENDITURE BUDGET	2020-21 Actual	2021-22 Budget	2022-23 Proposed
General Government	\$16,504,242	\$17,154,380	\$17,478,968
Capital Expenditures	2,772,583	4,453,625	4,540,608
Debt Service	2,992,825	2,316,300	2,250,700
Contingency	330,000	500,000	500,000
Board of Education	35,853,943	35,901,023	36,460,660
Transfer to Insurance Fund	500,000	0	500,000
Transfer to CNRE Fund	0	2,000,000	500,000
Transfer to Youth Services Fund	0	0	100,000
Transfer to Cemetery Trusts	0	0	550,000
<b>Total General Fund Expenditures</b>	<b>\$58,953,593</b>	<b>\$62,325,328</b>	<b>\$62,880,936</b>



# **Town of Suffield FY 22-23 Budget Town Meeting May 11, 2022**

## **Motion #1 Budget Adoption**

**Resolved:** That the Town Meeting of the Town of Suffield authorizes and approves the proposed budget with a total expenditure of \$62,880,936.



## **Motion #2**

### **ARPA Authorization**

**Resolved:** That the Town Meeting of the Town of Suffield authorizes the use and expenditure of American Recovery Plan Act funds as recommended by the Board of Selectmen and Board of Finance.



## **Motion #3**

### **Bridge Project Authorization**

**Resolved:** That the Town Meeting of the Town of Suffield authorizes the additional authorization outside of the Town budget of \$485,625 in expenditures for the Quarry Road bridge replacement to be offset by a grant of \$485,625.

## **Motion #4**

### **Budget Materials Authorization**

**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.



# Budget Overview (in thousands)



	FY 2022-23		
	FY 2021-22	Proposed	
General Fund:	Budget	Budget	% Change
General Government Op. Expenses	\$17,154	\$17,479	1.9%
Board of Education (BOE) Expenditures	\$35,901	\$36,461	1.6%
Other Expenditures and Transfers, net	\$9,270	\$8,941	(3.6%)
Total Expenditures	\$62,325	\$62,881	0.9%
Total Revenues other than Taxes	\$19,913	\$19,361	(2.8%)
To be Raised from Taxes	\$42,413	\$43,520	2.6%
Mill Rate	28.64	28.61	(0.1%)

# Change in State Grant Revenues

(in thousands)



	FY 20-21 Actual	FY 21-22 Budget	FY 22-23 Proposed
General State Grants	\$5,915	\$5,642	\$5,915
Specific Grants	\$1,273	\$677	\$513
Education Grants - General Fund	\$6,878	\$6,849	\$7,006
Total	\$14,066	\$13,168	\$13,434
Increase/(Decrease)	8.74%	(6.39%)	1.46%



# Revenue Budget (in thousands)

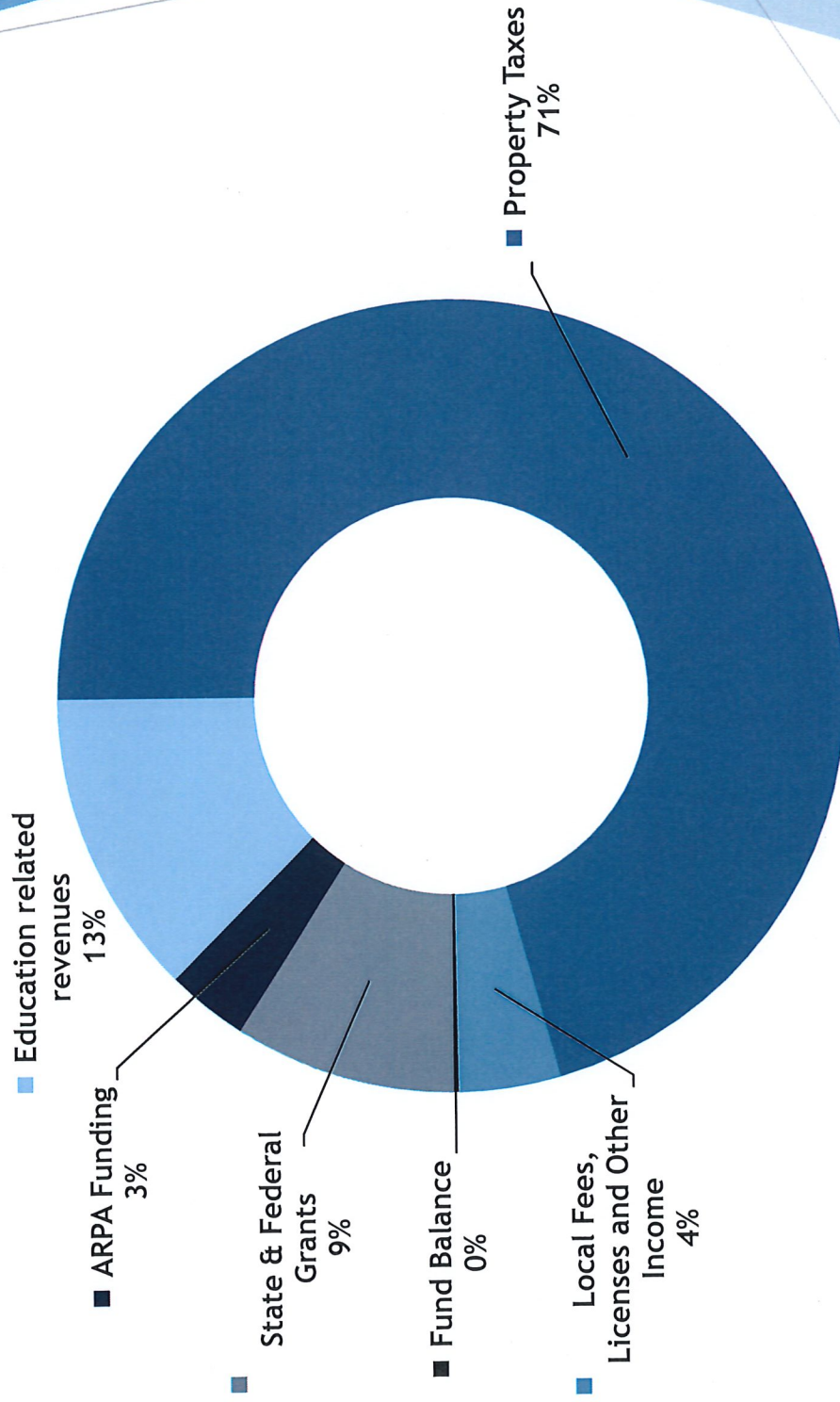


	FY 2022-23		
Revenues:	FY 2021-22 Budget	Proposed Budget	% Change
Local Fees, Licenses and Other Income	\$3,413	\$2,822	(\$591) (17.4%)
Fund Balance	\$2,529	\$141	(\$2,388) (94.5%)
State Grants	\$13,168	\$13,434	\$266 2.1%
ARPA Funding	\$0	\$2,100	\$2,100 -
Tuition	\$803	\$864	\$61 7.6%
Total Other Revenue	\$19,913	\$19,361	(\$552) (2.8%)
Shortfall (to be funded from taxes)	\$42,413	\$43,520	\$1,107 2.7%
Mill Rate	28.64	28.61	(.03) (.1%)
Net Collectible Grand List	\$1.48B	\$1.52B	\$0.04B 2.7%

\*Change in Grand List driven largely by increased auto assessments.  
Residents should expect increased tax on vehicles for FY22/23



# FY 22-23 Revenue



# Expenditure Budget (in thousands)



FY 2022-23

FY 2021-22 Proposed

	Budget	Budget	Change	% Change
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## Expenditures:

Board of Education

	\$35,901	\$36,461	\$560	1.56%
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Debt Service

	\$2,316	\$2,251	(\$65)	(2.81%)
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Capital Expenditures

	\$4,454	\$4,540	\$86	1.93%
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Transfer to Insurance Fund

	\$0	\$500	\$500	-
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Transfer to CNRE Fund

	\$2,000	\$500	(\$1,500)	(75.00%)
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Transfer to Cemetery Fund

		\$550	\$550	-
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Transfer to Youth Services Fund

		\$100	\$100	-
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Contingency

	\$500	\$500	\$0	0%
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General Govt. Operations

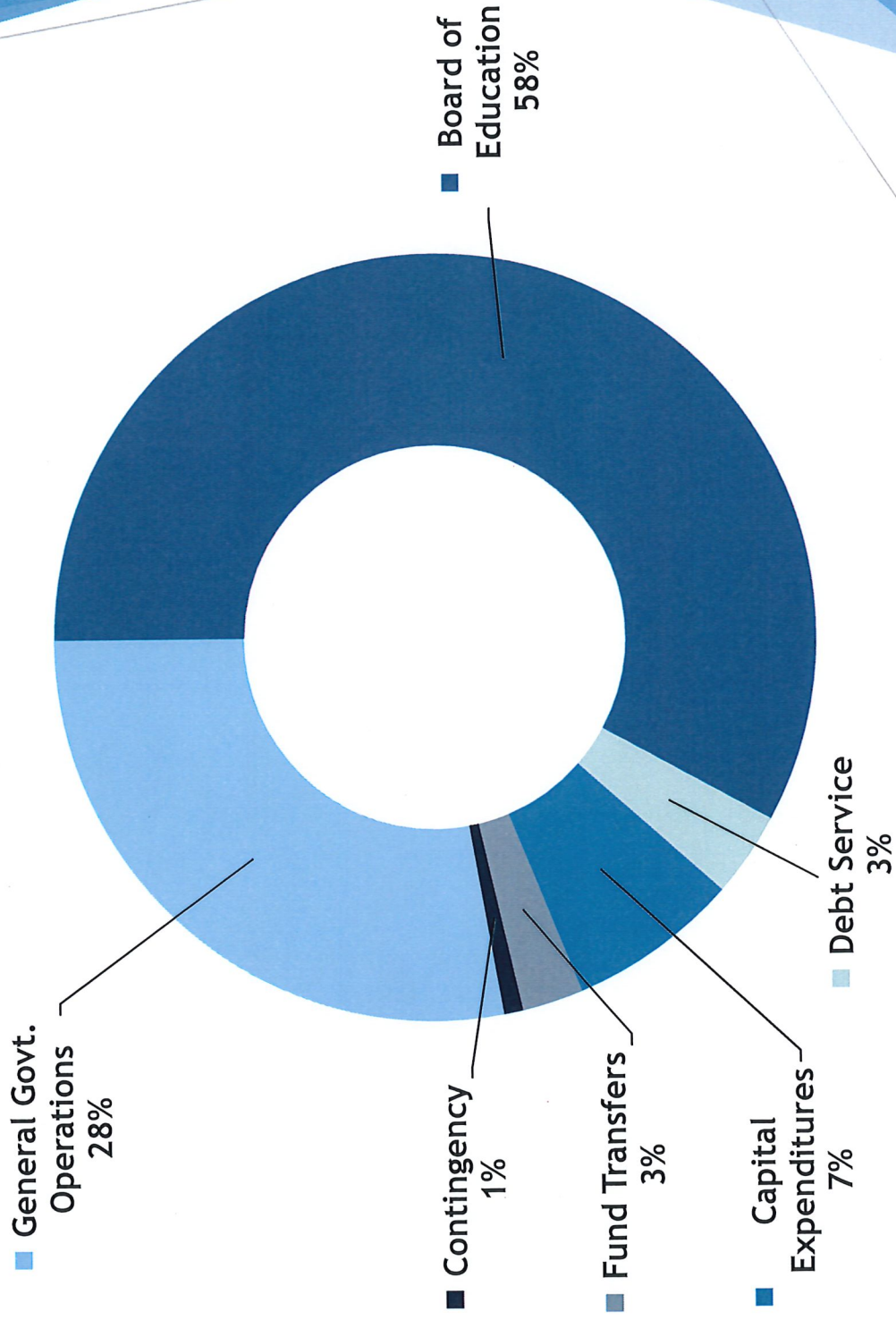
	\$17,154	\$17,479	\$325	1.89%
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Total Expenditures

	\$62,325	\$62,881	\$556	.90%
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# FY 22-23 Expenditures



# Selectman's Budget - FY 2022-23

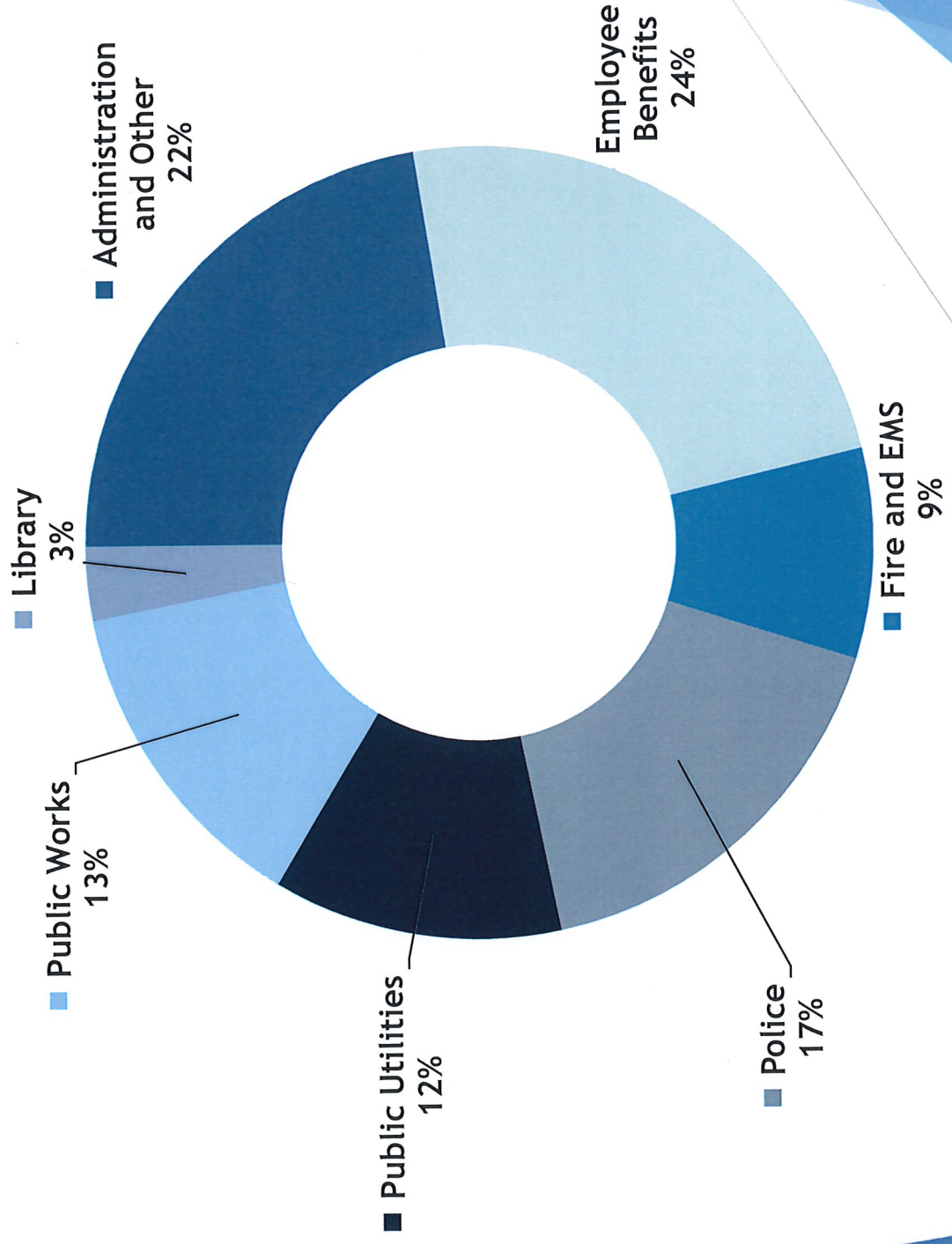
## Highlights



- ▶ Department Heads requested increases totaling \$600,100 a 3.5% increase
- ▶ Selectman's proposed budget is an increase of \$309,944 a 1.8% increase
- ▶ Final recommended budget from BOF is \$324,598 a 1.9% increase
- ▶ Library increase due to added positions and library materials
- ▶ Police higher due to arbitration awarded
- ▶ Assessor revaluation - \$180,000
- ▶ Public utilities - \$125,000
- ▶ Consolidating community service departments
- ▶ Adding part-time economic development position
- ▶ Eliminated communications manager position



# FY 22-23 General Government Request - \$17.5 million





# Capital Projects

## Proposed Budget - \$4,540,000



Highlights	(in thousand)
Pavement Management	\$900
Misc. School Improvements - Minor renovations, technology, security, generator	\$800
H.S. Beneski Field Turf Replacement	\$750
Misc. Police and Fire Apparatus - Pumper replacement down payment, cruisers, tech upgrades	\$493
Quarry Road Bridge Replacement	\$486
Highway Garage Upgrades	\$310



# American Rescue Plan Funding



Anticipated ARP Total Funding  
Funding Received To Date

\$4.7M  
\$2.3M

Board of Finance & Board of Selectmen Approved ARP Fund  
Use in 22-23 Budget:

Amounts in \$000s	
H.S. Beneski Field Turf Replacement	\$750
Pavement Management	\$650
Employee Covid Medical Claims Reimbursement	\$500
New Fire Tanker Truck - Deposit for Build	\$100
Youth Services	\$100
Total	\$2.1M

Note: Projected \$2.6M to be allocated in FY 23-24

# Suffield Public Schools

BOE Budget Proposal - FY23

Public Budget Hearing

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## Key Takeaways







# Key Takeaways

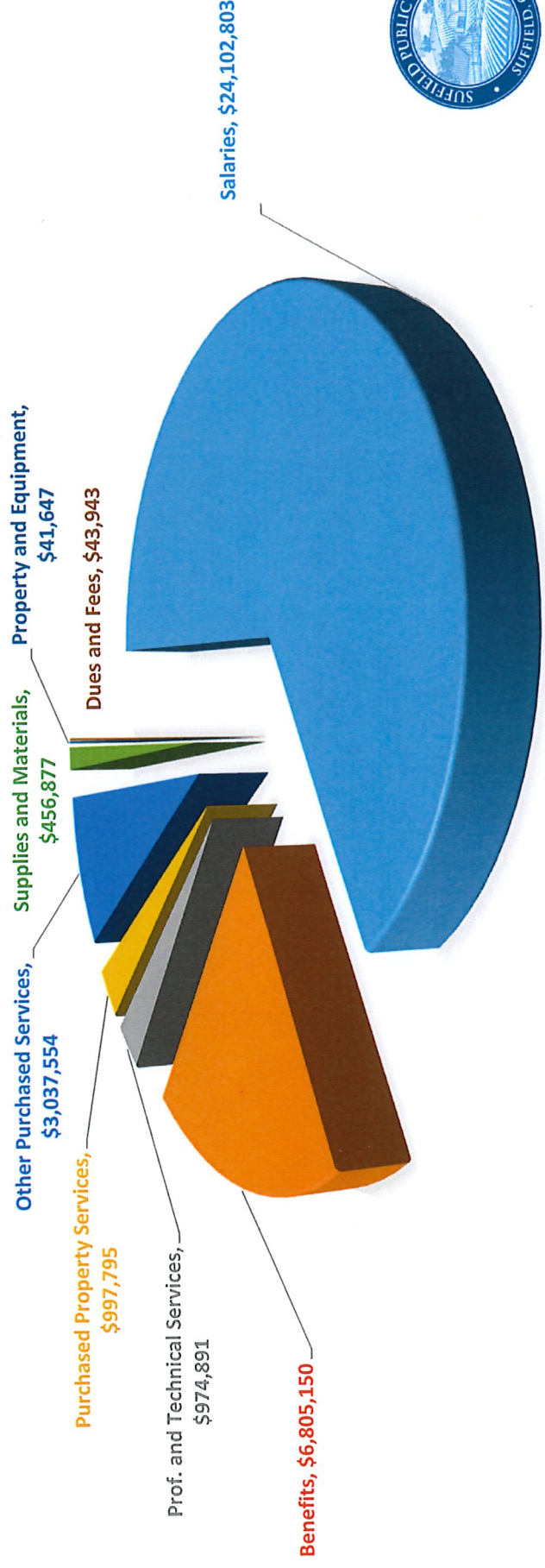


## □ Proposed Budget:

\$36,460,660

1.56%

\$559,638 increase over 2021-2022





# Key Takeaways



## □ Personnel Changes

1.0 FTE SHS Career and Technical Education Teacher

*To address the high interest in CTE classes and provide high school students the opportunity to explore manufacturing and industrial trades. (offset from SMS Special Education Reduction)*

1.0 FTE AWS Elementary Classroom Teacher

*To maintain consistent class sizes from students moving from First to Second Grade due to specialized needs of students.*

0.5 FTE Instrumental Music Teacher

*To provide Grade 4 students opportunity to participate in the instrumental music program.*

*Currently, instrumental music is for fifth grade only.*

0.5 FTE Custodial Support

*To meet building maintenance needs while students are in school.*

*Currently, there is only 1 custodian on staff at SHS during the school day.*

0.5 FTE Financial Assistant

*To prepare for future personnel turnover in the Business Department.*

*Succession planning is important to ensure a smooth Business Office transition in key positions (Payroll and Accounts Payables).*

**Proposed personnel changes will be adjusted to meet \$250,000 BOF reduction.**

**This will occur during May BOE budget deliberations.**







# Key Takeaways

## ☐ Personnel Costs

85% of Operating Budget

- Salaries: \$24,102,803
- Total Benefits: \$6,805,150

## ☐ Enrollment

18 Student Decrease  
(Official October CSDE PSIS Count)

- October 2019-2020: 2072 students
- October 2021-2022: 2054 students
- Current (December 2021): 2058

## ☐ Key Programs and Services

STEM & Career and Technical Education Programming (PreK-12)  
EASTCONN Psychological and Behavioral Support Services (K-12)  
Teachers College Readers and Writers Project Professional Development (K-8)





# Key Takeaways



## ☐ Grant to BOE Budget Reallocation (Certified Personnel)

School Counselor (1.0 FTE)

Social Worker (2.0 FTE)

School Psychologist (1.8 FTE)

## ☐ Potential Additional Savings and/or Liabilities

- COVID-19 Relief Funding Offset
- Faculty and Staff Turnover
- Health Insurance Premium Costs and Enrollment Changes
- Special Education Outplacements
- Magnet School Tuition
- State Mandates







# Object Codes



Object	Title	Proposed	\$ Increase	% Increase
1000	Salaries	\$24,102,803	\$648,336	2.92%
2000	Benefits	\$6,805,150	\$125,311	1.88%
3000	Professional and Technical Services	\$974,891	(\$90,732)	-8.51%
4000	Purchased Property Services	\$997,795	(\$6,909)	-0.69%
5000	Other Purchased Services	\$3,037,554	(\$190,278)	-5.89%
6000	Supplies and Materials	\$456,877	\$24,732	5.72%
7000	Property & Equipment	\$41,647	\$14,858	55.46%
8000	Dues and Fees	\$43,943	(\$1,680)	-3.68%

# Town Meeting FY 2022-23 Budget

## Questions?

