



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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LORI L. SPIELMAN
First Selectman

DAVID E. STAVENS
Deputy First Selectman

MELINDA M. FERRY
MICHAEL B. MADRU
JAMES M. PRICHARD
RONALD F. STOMBERG
JOHN W. TURNER

BOARD OF SELECTMEN

Monday, March 6, 2023

Nicholas J. DiCorleto, Jr. Meeting Hall
and via ZOOM Conferencing

MINUTES

SELECTMEN PRESENT: Lori Spielman, *James Prichard, Ronald Stomberg, John Turner, David Stavens, Melinda Ferry, Michael Madru

OTHERS PRESENT: Tiffany Pignataro, Finance Officer/Treasurer; Ken Radziwon, Director/WPCA Administrator, Perry Dikeman, Public Works; Walter Lee, Emergency and Risk Management Director; Jay Rich, Chief, Ellington Volunteer Fire Department (EVFD); Dustin Huguenin, Recreation Director; Kristen Harp, Acting Youth Services Director; Timothy Seitz, Chief, Crystal Lake Fire Department (CLFD); James York, Fire Marshal; Susan Phillips, Director, Hall Memorial Library; Sheila Grady, Senior Center Director; Peter Hany, Sr., President, Ellington Volunteer Ambulance Corps (EVAC); *Michael Purcaro, Chairman, *David Olender, Vice Chair, Doug Harding, Board of Finance; *Mary Blanchette, Chairman, Hall Memorial Library Board of Trustees; Rebecca Stack, Human Services Director; *LouAnn Cannella, Human Resources Coordinator; Tom Palshaw

**Attended via ZOOM*

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Board of Selectman (BOS) meeting was called to order by First Selectman Spielman at 6:31 P.M. The Pledge of Allegiance was recited.

II. CITIZENS' FORUM [Non-agenda items]: No citizens came forward.

III. NEW BUSINESS

A. Budget – FY 2023-2024

First Selectman Spielman asked Tiffany Pignataro to present the proposed 2023-2024 Town of Ellington budget [**ATTACHED**] to the BOS.

Ms. Pignataro shared a PowerPoint presentation **[ATTACHED]** that included an overview of the proposed budget. She briefly discussed details of the zero-based budgeting (ZBB) approach that the Town is using again this year. She also pointed out that the Town did not require an extension to file the grand list this year, so she was able to provide the BOS with a complete budget picture, including forecasted and budgeted revenues. She detailed the major changes for each main line item, sharing both the dollar amounts and percentages of the requested increases or decreases. The proposed FY 2023-2024 budget allows for a continuation of funding for services that residents have come to expect and rely on, as well as a proposed expansion of current services and changes to staffing that will allow the Town to keep moving forward and progressing. Overall, the proposed budget for the Town represents a 3.69% increase for general government services; Ms. Pignataro shared an overview on the impacts that revenue, expenditures, and the Town's fund balance have on the overall budget and budget process.

Mr. Turner asked Mr. Hany about the increase in the EVAC Part Time Payroll line; Mr. Hany confirmed that the additional 100 hours relate to maintaining the single ambulance 24/7. Mr. Hany shared that their current staffing levels include two full-time employees, four part-time employees, seven to nine per diem employees, and 15 to 18 volunteers.

First Selectman Spielman asked Chief Rich how many current active members EVFD had; Chief Rich answered that there were 36. Mr. Turner had a question about the hose included under Technical Equipment that had also been requested under Capital Improvements. Chief Rich responded that this item was left in the budget in case it failed under Capital Improvements; there is a significant lead time on this item, so it is important that funds be available for it. First Selectman Spielman also asked why the Uniform & Clothing line item remained high; Chief Rich answered that there are always ongoing replacement costs due to the life cycle of the gear, and that they have also budgeted for the complete initial outfitting of three new members.

Mr. Turner asked about the current membership of the CLFD; Chief Seitz stated that they have 23 current active members.

Ms. Pignataro commented that only the major drivers of the FY 2023-24 budget were included in the presentation but shared that the BOS should feel free to ask questions on any other items that were included in the complete budget book.

Mr. Turner asked if the decrease in the Police line item was due to a decrease in the calculation of benefits; Ms. Pignataro confirmed that this was correct.

Mr. Turner asked if the increase under Recreation due to new and additional programming would likely be offset by increased participation revenue; Mr. Huguenin stated that he anticipated higher participation and that the initial costs should be balanced by the increased enrollment fees within those programs. Ms. Pignataro also shared information on behalf of Dave Arzt of the Ad Hoc Crystal Lake Milfoil Committee, noting a need for increased testing.

First Selectman Spielman asked for details on the Library increase, specifically the percentage related to pay increases for staff. Ms. Phillips answered that some of that is related to minimum wage increases, and that other pay levels need to be increased accordingly as well to avoid unfair wage compression. Mr. Turner commented that while he does understand Ms. Phillips' point, it seems high compared to other departments. Ms. Phillips shared that she is anticipating a few retirements in the upcoming year, and the lower salaries of the individuals who come into those positions should offset some of the increase.

Mr. Turner asked if there was a similar expectation of increased revenue to offset the increased program costs associated with Youth Services; Mrs. Harp confirmed this.

Mr. Radziwon took over the presentation to share details of the proposed Public Works budget, including an overview of staff, Town infrastructure and facilities.

Mr. Turner asked Mr. Radziwon if thought had been given to protection from roadside hazards, such as steep drop-offs, where guardrails or other barriers may be appropriate. Mr. Radziwon stated that this was something that had been considered for a Capital Improvements request, and that they are cognizant that this area needs attention.

Mr. Turner asked if any de-icing material would be available to carry over from the current year due to the relatively mild winter, given the significant rate increase. Mr. Radziwon answered that there would be carryover and explained the purchasing process when utilizing a vendor through the Capital Region Council of Governments (CRCOG).

Discussion was held regarding the Town's contracted usage of the Mid-Northeast Chemical Waste Drop-Off Facility (MidNEROC) in Willington. It presents a significant cost to the Town in return for a relatively under-utilized benefit to residents; Mr. Radziwon stated that Sam Saunders, Refuse/ Recycling Coordinator, is working to develop in-house programs and services that could potentially replace the need to utilize the MidNEROC facility in the future.

First Selectman Spielman brought up the possibility of costs related to the Pinney House, which is not being utilized by the Town, potentially being decreased or removed.

Mr. Turner commented on the reference to "prior Eversource invoices" underneath the *Gas* line item for the 29 Main Street Building, asking Chief Rich what was being used at that location. Chief Rich responded that they don't currently utilize Eversource at that location, but that they would if the furnace replacement request went through under Capital Improvements; if that program does go through, the heating fuel that is budgeted for would be offset. Mr. Turner also spoke in favor of the camera system replacement project.

Mr. Turner commended Mr. Radziwon and the Public Works team for the work that is done in Town during winter weather events, noting that residents from out of Town regularly comment on how well Ellington roads are cleared.

Mr. Turner also shared that while he recognizes that ZBB is an appropriate approach for the Town, he is a firm believer in taking guidance from historical trends in certain situations; Mr. Radziwon agreed that a balanced approach is beneficial.

Mr. Madru asked Ms. Pignataro about the unassigned fund balance policy target amount of 10% of projected expenditures, questioning whether the projected \$2.5 million shortcoming will have a negative impact to the Town's credit rating. Ms. Pignataro stated that this policy was implemented with the full knowledge that it would take years for the Town to reach this goal amount, and that if forward progression can be demonstrated, it shouldn't hurt the Town in that regard. Decreasing the mill rate without offsetting expenditure reductions will make that gap wider, which Ms. Pignataro cautioned against.

Mr. Stomberg commented that it is always unsettling to people when an increase is proposed, especially with fear of a recession, and that he feels that the taxpayers will likely push back on this. Ms. Pignataro stated that the Town has historically used the fund balance to balance its budgets and it has absorbed a lot of unfavorable market conditions in recent years in an attempt to not increase taxes. This proposed increase is the first significant mill rate increase in several years, which cannot be said of many of the surrounding towns. Ms. Pignataro acknowledged that there is still work to be done, and that this will be a collaborative effort between the Board of Finance and Town leadership to continue to come up with the final budget for the Town for the upcoming fiscal year. Mr. Turner acknowledged that the ZBB model has been eye-opening, and that inflation is reflected in the current proposal; he shared that he has faith in the BOF to find any appropriate cost savings for the Town and its residents.

MOVED (TURNER), SECONDED (STAVENS) AND PASSED UNANIMOUSLY TO RECOMMEND TO THE BOARD OF FINANCE THE BOARD OF SELECTMEN TOWN BUDGET FOR FISCAL YEAR 2023-2024, AS APPROVED BY THE BOARD OF SELECTMEN, A GRAND TOTAL AMOUNT OF \$69,615,744.

It was noted that this figure included the Board of Education and Capital Outlay, in addition to General Government.

IV. ADJOURNMENT

MOVED (TURNER), SECONDED (MADRU) AND PASSED UNANIMOUSLY TO ADJOURN THE 2023-2024 BUDGET MEETING OF THE BOARD OF SELECTMEN AT 7:56 PM.

Submitted by Julia Connor

Julia Connor
Recording Secretary

Approved by Lori Spielman

Lori Spielman
First Selectman

**TOWN OF ELLINGTON
BUDGET EXPENDITURE REQUEST
FISCAL YEAR 2023-24**

Description	2021-22 Actuals	2022-23 Adj Approved Budget	2022-23 First Six Months Actuals	2022-23 Estimated Total Actuals	2022-23 Over Under	2023-24 Budget Request	2023-24 BOS		
							Approved (Reductions) Increases	2023-24 Board of Selectmen Recommend	
GENERAL GOVERNMENT									
00110	BOARD OF SELECTMEN	\$ 318,002	\$ 406,693	\$ 170,919	\$ 370,286	\$ (36,407)	\$ 486,309	\$ -	\$ 486,309
00120	BOARD OF FINANCE	10,697	11,350	10,211	12,717	1,367	13,390	-	13,390
00121	AUDITORS	61,610	55,300	55,598	59,848	4,548	59,000	-	59,000
00122	AUDITORS-SPECIAL PROJECTS	-	1	-	-	(1)	1	-	1
00130	FINANCE OFFICER	378,471	589,057	264,958	579,536	(9,521)	597,010	-	597,010
00131	TAX ASSESSOR	198,103	234,668	96,401	248,206	13,538	302,598	-	302,598
00132	TAX COLLECTOR	174,514	196,135	104,344	196,365	230	198,505	-	198,505
00133	BD. OF ASSESSMENT APPEALS	60	110	-	110	-	110	-	110
00134	INS. ADVISORY BD.	-	125	-	-	(125)	125	-	125
00140	TOWN CLERK	184,331	200,198	93,219	200,198	-	199,888	-	199,888
00150	TOWN COUNSEL	87,961	105,000	55,591	110,000	5,000	145,000	-	145,000
00155	PROBATE COURT	7,507	32,471	3,735	7,471	(25,000)	31,981	-	31,981
00170	TOWN PLANNER	246,599	257,455	127,691	257,030	(425)	260,020	-	260,020
	TOTAL	1,667,855	2,088,563	982,667	2,041,767	(46,796)	2,293,937	-	2,293,937
BOARDS & AGENCIES									
00210	REGISTRARS & ELECTORS	48,581	72,836	43,191	75,892	3,056	79,586	-	79,586
00220	ECON. DEV. COMM.	4,048	4,950	1,510	4,270	(680)	4,950	-	4,950
00230	PLANNING & ZONING	29,915	28,700	18,010	27,172	(1,528)	27,900	-	27,900
00235	DESIGN REVIEW BOARD	-	1	-	-	(1)	1	-	1
00240	ZONING BD. OF APPEALS	3,581	4,700	1,149	4,200	(500)	4,200	-	4,200
00245	SHARED SERVICES COMMISSION	-	1	-	-	(1)	1	-	1
00250	PERM. BLDG. COMM.	275	1,750	1,043	2,823	1,073	4,120	-	4,120
00255	ETHICS COMMISSION	-	70	-	70	-	70	-	70
00260	INLAND WETLAND AGENCY	5,383	6,800	2,577	4,864	(1,936)	6,250	-	6,250
00265	FLOOD & EROSION CONTROL BOARD	-	1	-	-	(1)	1	-	1
00270	CONSERVATION COMM.	1,895	3,350	620	2,880	(470)	3,350	-	3,350
00280	WPCA	-	1	-	1	-	1	-	1
	TOTAL	93,678	123,160	68,100	122,172	(988)	130,430	-	130,430

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PUBLIC SAFETY									
00310	CENTER FIRE DEPT	163,147	257,745	91,618	243,628	(14,117)	238,477	-	238,477
00320	CRYSTAL LAKE FIRE DEPT	90,484	111,951	53,415	125,696	13,745	118,842	-	118,842
00321	PUBLIC FIRE PROTECTION	405,439	403,200	179,854	435,000	31,800	434,400	-	434,400
00322	EMERGENCY 911	51,148	53,730	53,597	53,730	-	71,611	-	71,611
00330	POLICE	1,198,973	1,362,598	253,594	1,315,346	(47,252)	1,241,302	-	1,241,302
00331	POLICE SPECIAL DUTY	194,699	227,000	172,169	227,000	-	227,000	-	227,000
00333	POLICE DRUG ABUSE RESIST ED	1,813	1,500	-	1,500	-	1,500	-	1,500
00340	ANIMAL CONTROL OFFICER	105,216	110,089	47,272	107,933	(2,156)	114,834	-	114,834
00350	EMERGENCY MANAGEMENT	82,646	111,203	57,104	111,203	-	107,703	-	107,703
00360	BUILDING DEPT	173,715	178,505	84,957	178,070	(435)	179,563	-	179,563
00370	E. VOLUNTEER AMBULANCE	334,014	380,960	173,826	401,249	20,289	398,034	-	398,034
00375	EMERGENCY SERV INCENTIVE PGM	121,151	160,000	27,646	160,000	-	160,000	-	160,000
00376	ADHOC EMERGENCY SERVICES COMM	-	250	-	-	(250)	250	-	250
00377	PREEMPTION	-	5,000	-	5,000	-	5,500	-	5,500
00380	PUBLIC SAFETY	-	1	-	-	(1)	1	-	1
00391	FIRE MARSHAL	175,088	182,951	89,730	182,951	-	186,521	-	186,521
	TOTAL	3,097,533	3,546,683	1,284,782	3,548,306	1,623	3,485,538	-	3,485,538
PUBLIC WORKS									
00410	GENERAL TOWN ROADS	2,055,451	2,189,004	1,033,929	2,199,004	10,000	2,318,152	-	2,318,152
00415	NEW EQUIPMENT	4,721	10,000	3,000	10,000	-	10,000	-	10,000
00420	EQUIP. MAINT.	212,107	266,700	102,701	271,700	5,000	283,000	-	283,000
00425	TOWN GARAGE MAINTENANCE	69,504	74,500	24,903	77,650	3,150	72,000	-	72,000
00430	STREET SIGNS	7,773	10,000	4,576	10,000	-	10,000	-	10,000
00435	GROUNDS MAINTENANCE-BOE/PARKS	108,967	120,000	43,482	121,000	1,000	110,000	-	110,000
00439	TOWN ROAD AID-WINTER	155,675	208,000	10,456	208,000	-	257,210	-	257,210
00440	TOWN ROAD AID-MATERIALS	446,008	275,000	265,859	275,000	-	275,000	-	275,000
00450	SANITARY LANDFILL	542,579	667,500	285,054	690,000	22,500	675,210	-	675,210
00451	MUN-SOLID/BULKY WASTE CURB	676,911	627,200	290,876	696,000	68,800	679,375	-	679,375
00455	SANITARY RECYCLING	391,863	445,312	187,887	445,312	-	434,486	-	434,486
00456	HOUSEHOLD HAZARDOUS WASTE	18,451	17,500	2,102	20,000	2,500	21,572	-	21,572
00470	STREET LIGHTING	75,030	87,000	31,599	87,000	-	82,000	-	82,000
00480	ENGINEER & INSPECTIONS	112,049	105,000	33,107	105,000	-	105,000	-	105,000
	TOTAL	4,877,089	5,102,716	2,319,531	5,215,666	112,950	5,333,005	-	5,333,005

**TOWN OF ELLINGTON
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RECREATION									
00510	PARKS & REC ADMINISTRATION	245,258	275,760	139,652	266,193	(9,567)	277,361	-	277,361
00511	TOWNWIDE MAINTENANCE	1,676	1,519	221	1,519	-	1,592	-	1,592
00512	SUMMER PLAYGROUNDS	57,369	62,618	83,855	89,940	27,322	157,321	-	157,321
00513	WATER FRONT	57,219	64,833	56,013	67,099	2,266	81,021	-	81,021
00514	RECREATION PROGRAMS	75,942	108,477	17,729	98,277	(10,200)	108,324	-	108,324
00536	MINI PROGRAMS	46,639	60,325	48,057	58,541	(1,784)	59,280	-	59,280
00585	CRYSTAL LAKE WATER MONITOR	40,000	40,000	33,964	40,000	-	60,000	-	60,000
	TOTAL	524,103	613,532	379,491	621,569	8,037	744,899	-	744,899
LIBRARY									
00610	HALL MEMORIAL LIBRARY	708,416	755,492	392,797	755,492	-	793,757	-	793,757
	TOTAL	708,416	755,492	392,797	755,492	-	793,757	-	793,757
HUMAN SERVICES COMMISSION									
00714	NUTMEG BIG BROTHERS BIG SISTERS	1,000	3,000	3,000	3,000	-	3,000	-	3,000
00716	CORNERSTONE FOUNDATION INC	3,000	5,000	5,000	5,000	-	5,000	-	5,000
00717	ACCESS COMM ACTION AGENCY	-	-	-	-	-	1,500	-	1,500
00720	CONN LEGAL SERVICES	2,200	2,200	2,200	2,200	-	-	-	-
00725	YWCA /SACS	2,000	2,000	-	2,000	-	2,000	-	2,000
00726	NC REG MENTAL HEALTH BOARD	1,092	1,149	1,149	1,149	-	1,149	-	1,149
00731	KIDSAFE CT	3,000	3,000	3,000	3,000	-	-	-	-
00740	HOCKANUM VALLEY COMMUNITY COUNCIL	37,500	17,500	8,750	17,500	-	21,000	-	21,000
00745	YOUTH ACTIVITY PROGRAMS	208,780	228,711	117,673	228,711	-	248,534	-	248,534
00746	HARTFORD INTERVAL HOUSE	3,000	3,000	3,000	3,000	-	3,000	-	3,000
00750	HUMAN SERVICES	193,943	231,675	87,258	184,812	(46,863)	237,658	-	237,658
00770	NO. CENTRAL HEALTH DISTRICT	76,901	76,719	38,359	76,719	-	77,662	-	77,662
00790	MUNICIPAL AGENT	(154)	2,000	1,454	2,000	-	2,000	-	2,000
00795	SENIOR CENTER	236,422	296,196	132,009	295,836	(360)	310,399	-	310,399
	TOTAL	768,684	872,150	402,852	824,927	(47,223)	912,902	-	912,902

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							Approved (Reductions) Increases	2023-24 Board of Selectmen Recommend	
TOWN PROPERTIES									
00810	TOWN HALL	479,771	404,935	184,638	402,645	(2,290)	352,839	-	352,839
00820	CENTER CEMETERY	3,700	3,700	3,700	3,700	-	3,700	-	3,700
00835	HALL MEMORIAL LIBRARY BUILDING	112,328	115,600	36,775	127,600	12,000	116,600	-	116,600
00836	EVAC BUILDING	53,371	41,000	9,314	39,150	(1,850)	40,350	-	40,350
00837	CRYSTAL LAKE FIRE BUILDING	30,592	34,337	15,691	33,918	(419)	38,431	-	38,431
00838	CENTER FIRE BUILDING-MAIN STREET	32,123	36,741	5,965	34,301	(2,440)	41,641	-	41,641
00839	CENTER FIRE BUILDING-6 NUTMEG DRIVE	19,756	22,666	5,477	21,833	(833)	30,666	-	30,666
00840	ARBOR COMMONS-HUM SERV/PARKS RECR	18,932	20,700	8,152	23,735	3,035	21,775	-	21,775
00841	ARBOR COMMONS-POLICE	13,804	14,386	3,938	14,611	225	14,375	-	14,375
00842	ANIMAL CONTROL FACILITY	1,828	2,000	-	2,000	-	1,500	-	1,500
00845	SENIOR CENTER BUILDING	50,596	66,000	26,983	70,000	4,000	69,000	-	69,000
00850	PINNEY HOUSE	3,224	2,400	769	3,400	1,000	3,500	-	3,500
00860	OLD CRYSTAL LAKE SCHOOL HOUSE	9,533	12,250	1,385	13,350	1,100	13,250	-	13,250
	TOTAL	829,558	776,715	302,787	790,243	13,528	747,627	-	747,627
DEBT SERVICE									
00910	DEBT REDEMPTION-PRINCIPAL	2,356,151	2,195,405	1,428,317	2,216,825	21,420	2,255,469	-	2,255,469
00920	DEBT REDEMPTION-INTEREST	482,122	457,349	127,806	460,656	3,307	397,773	-	397,773
	TOTAL	2,838,273	2,652,754	1,556,123	2,677,481	24,727	2,653,242	-	2,653,242
FIXED CHARGES									
00930	SOCIAL SECURITY	487,155	551,964	257,338	551,964	-	578,404	-	578,404
00950	INSURANCE	2,554,034	2,956,120	1,531,341	2,650,855	(305,265)	2,976,946	-	2,976,946
00951	INSURANCE REIMB. & CLAIMS	16,511	5,000	3,780	5,000	-	13,000	-	13,000
00960	SERVICE INSURANCE	86,968	95,715	95,715	95,715	-	93,656	-	93,656
	TOTAL	3,144,668	3,608,799	1,888,174	3,303,534	(305,265)	3,662,006	-	3,662,006

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FISCAL YEAR 2023-24**

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							Approved (Reductions) Increases	Selectmen Recommend	
MISCELLANEOUS									
01010	CONTINGENCY FUND	-	200,000	-	200,000	-	200,000	-	200,000
01011	CAPITAL RESERVE FUND	-	200,000	-	200,000	-	200,000	-	200,000
01020	ADHOC COUNCIL DEVELOP POSITIVE YC	9,992	10,000	1,167	10,000	-	10,000	-	10,000
01021	ERASE GRANT	7,102	3,907	751	3,907	-	3,907	-	3,907
01023	DCYS GRANT	-	-	17,112	-	-	-	-	-
01031	ADHOC PATRIOTIC COMMITTEE	3,717	5,000	36	5,000	-	5,000	-	5,000
01032	ADHOC ELLINGTON BEAUTIFICATION	2,612	2,300	-	2,300	-	2,500	-	2,500
01033	ADHOC ELLINGTON TRAILS COMMITTEE	8,143	8,000	2,287	8,000	-	7,800	-	7,800
01035	CHARTER REVISION COMMITTEE	-	1	-	-	(1)	1,000	-	1,000
01036	ADHOC DIVERSITY AND INCLUSION	917	2,000	-	1,000	(1,000)	1,000	-	1,000
01040	MISCELLANEOUS	1,396	1,500	316	1,500	-	1,500	-	1,500
01045	GASB-OPEB	100,000	100,000	-	100,000	-	100,000	-	100,000
01046	DEBT STABILIZATION	-	100,000	-	100,000	-	100,000	-	100,000
01050	REFERENDUM/PRIMARIES	15,508	17,500	12,885	15,495	(2,005)	17,500	-	17,500
01060	BUILDING DEMOLITION/EVICTIONS	10,545	5,000	-	5,000	-	5,000	-	5,000
01065	SALARY ADJUSTMENT	-	16,627	-	16,627	-	170,867	-	170,867
01067	EMPLOYEE EDUCATIONAL DEVELOPMENT	-	7,500	-	7,500	-	7,500	-	7,500
01075	TOWN COMMUNICATIONS	2,678	3,208	3,108	3,208	-	3,208	-	3,208
01080	TOWN WEB SITE	20,000	20,000	-	20,000	-	20,000	-	20,000
01085	GRANT APPLICATIONS	-	100	-	-	(100)	100	-	100
01090	GIS	3,000	4,700	5,200	5,200	500	3,000	-	3,000
	TOTAL	185,610	707,343	42,862	704,737	(2,606)	859,882	-	859,882
	GENERAL GOV'T GRAND TOTAL	18,735,467	20,847,907	9,620,166	20,605,894	(242,013)	21,617,225	-	21,617,225
CAPITAL OUTLAY									
01100	CAPITAL NON-RECURRING FUND	2,294,932	1,428,297	611,334	1,640,297	212,000	2,889,172	-	2,889,172
	TOTAL	2,294,932	1,428,297	611,334	1,640,297	212,000	2,889,172	-	2,889,172
BOARD OF EDUCATION									
01300	BOARD OF EDUCATION	41,556,763	43,006,229	13,140,999	43,001,029	(5,200)	45,109,347	-	45,109,347
	TOTAL	41,556,763	43,006,229	13,140,999	43,001,029	(5,200)	45,109,347	-	45,109,347
	GRAND TOTAL	\$ 62,587,162	\$ 65,282,433	\$ 23,372,499	\$ 65,247,220	\$ (35,213)	\$ 69,615,744	\$ -	\$ 69,615,744

TOWN OF ELLINGTON
 BUDGET EXPENDITURE REQUEST
 FISCAL YEAR 2023-24

Description	2021-22 Actuals	2022-23 Adj Approved Budget	2022-23 First Six Months Actuals	2022-23 Estimated Total Actuals	2022-23 Over Under	2023-24 Budget Request	2023-24 BOS	
							Approved (Reductions) Increases	2023-24 Board of Selectmen Recommend
GENERAL GOVERNMENT *	\$ 1,667,855	\$ 2,088,563	\$ 982,667	\$ 2,041,767	\$ (46,796)	\$ 2,293,937	\$ -	\$ 2,293,937
BOARDS, AGENCIES & COMM.	93,678	123,160	68,100	122,172	(988)	130,430	-	130,430
PUBLIC SAFETY	3,097,533	3,546,683	1,284,782	3,548,306	1,623	3,485,538	-	3,485,538
PUBLIC WORKS	4,877,089	5,102,716	2,319,531	5,215,666	112,950	5,333,005	-	5,333,005
CULTURAL ARTS & RECREATION	524,103	613,532	379,491	621,569	8,037	744,899	-	744,899
LIBRARY	708,416	755,492	392,797	755,492	-	793,757	-	793,757
HUMAN SERVICES	768,684	872,150	402,852	824,927	(47,223)	912,902	-	912,902
TOWN PROPERTIES	829,558	776,715	302,787	790,243	13,528	747,627	-	747,627
DEBT SERVICE	2,838,273	2,652,754	1,556,123	2,677,481	24,727	2,653,242	-	2,653,242
FIXED CHARGES	3,144,668	3,608,799	1,888,174	3,303,534	(305,265)	3,662,006	-	3,662,006
MISCELLANEOUS	185,610	707,343	42,862	704,737	(2,606)	859,882	-	859,882
GENERAL GOVERNMENT TOTAL	18,735,467	20,847,907	9,620,166	20,605,894	(242,013)	21,617,225	-	21,617,225
CAPITAL OUTLAY	2,294,932	1,428,297	611,334	1,640,297	212,000	2,889,172	-	2,889,172
BOARD OF EDUCATION	41,556,763	43,006,229	13,140,999	43,001,029	(5,200)	45,109,347	-	45,109,347
BUDGET GRAND TOTAL	62,587,162	65,282,433	23,372,499	65,247,220	(35,213)	69,615,744	-	69,615,744
* FIRST SELECTMAN'S SALARY	96,226	99,113	49,557	99,113	-	78,528	-	78,528

Town of Ellington

BOS Budget Presentation



FISCAL YEAR 2023-2024

MARCH 6, 2023

TIFFANY PIGNATARO, CPA, MBA, FINANCE OFFICER/TREASURER

Budget Overview

- Continuation of funding for the essential local government services that our residents rely upon
- Proposed expansions of current services, as well as staffing changes that would continue to move the Town forward in terms of growth, development and overall sustainability of our community
- Difficult current economic conditions
 - Minimum wage increases
 - Increased costs of goods and services
- Improved credit rating with S&P Global Ratings of “AA” with stable outlook
 - Budget puts an emphasis on continuing these forward strides, maintaining fiscal health, and building of operational reserves
 - Will save a significant amount of taxpayer dollars in the form of interest for upcoming bond projects

Zero-Based Budgeting

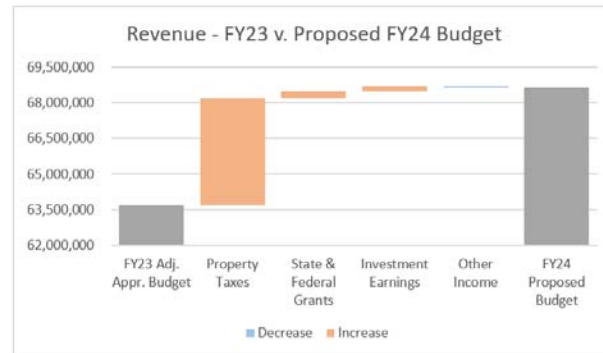
- Challenges department heads to build budgets from zero
- Drives cost-effectiveness, relevance and focuses on improved savings
- Centers around forward-thinking strategic goals and initiatives
- Results in financial transparency, identification of strategic priorities and creation of a platform for evaluation and optimization of Town resources
- ZBB has yielded a comprehensive budget plan for moving Ellington forward, allowing the Board of Finance to prioritize budget proposals based upon return on taxpayer investment

FY2023-24 Budget Highlights

- **Proposed Increase of 2.8 to Mill Rate FY2023-24**
 - Proposed Mill Rate – FY2023-24 – 35.3 Mills
 - Mill Rate – FY2022-23 – 32.5 Mills
- **Revenue - \$68,616,403**
 - Property Taxes - \$54,821,470
 - Other Revenue - \$13,794,933
- **Expenditures - \$69,615,744**
 - General Government - \$21,617,225
 - Capital Outlay - \$2,889,172
 - Board of Education - \$45,109,347
- **Fund Balance**
 - Projected June 30, 2023 - \$5,297,175
 - To balance FY2023-24 budget - \$(999,341)
 - Projected June 30, 2024 - \$4,297,834
 - Unassigned fund balance policy target – 10% of expenditures, or \$6,961,574

Total Revenue

	FY2023 Adj. Approved Budget	FY2024 Proposed Budget	\$ Change	% Change
Grand Total	\$ 63,696,991	\$ 68,616,403	\$ 4,919,412	7.72%

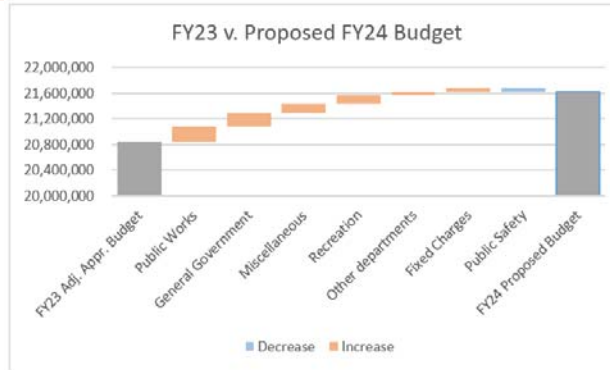


Total Revenue

- **Property Taxes** - \$ 4,490,006 net increase
 - Mill rate increase proposal - \$ 4,169,824
 - Grand list growth at 0.63% - \$ 320,182
- **State and Federal Grants** - \$ 287,154 net increase
 - Primary driver is the increase in ECS grant projected - \$ 228,080
- **Investment Earnings** - \$ 230,000 net increase
 - Better interest rates for duration of FY2022-23 resulted in higher projected investment earnings in FY2023-24
- **Other Income** - \$ (87,748) combined net decrease
 - Departmental income down \$(22,348) year over year due to slowed activity projections in Town Clerk and Building Departments
 - Ambulance Fee program contributions increased \$375,000 due to proposed purchase of ambulance through capital outlay
 - Reduction in capital reserve transfers \$(402,800) due to one-time transfer included in FY2022-23 budget and not FY2023-24 budget

Total Expenditures

	FY2023 Adj. Approved Budget	FY2024 Proposed Budget	\$ Change	% Change
General Gov't	\$ 20,847,907	\$ 21,617,225	\$ 769,318	3.69%



General Government - \$205,374 or 9.83% increase

- **Board of Selectmen** - \$ 79,616 or 19.58% net increase
 - Includes full-year Town Administrator salary, offset by reduction in First Selectman position moving from full-time to part-time effective December 2023
 - Request for new Paylocity Human Resources modules – recruiting, onboarding, benefits - \$1,300 one-time implementation fee, \$13,560 annual ongoing cost
- **Tax Assessor** - \$ 67,930 or 28.95% net increase
 - Increase staffing costs due to turnover in Assessor position during FY2022-23
 - Recommendation for new personal property audit program – proposed annual cost \$21,000
- **Town Counsel** - \$ 40,000 or 38.10% net increase
 - Increased projection for legal expenditures due to union contract negotiations during FY2023-24, as well as other potential one-time legal expenditures

Boards & Agencies - \$7,270 or 5.90% net increase

- **Registrars & Electors** - \$ 6,750 or 9.27% net increase
 - Increase in the price of ballots and envelopes being significantly more expensive for future elections
- **Permanent Building Committee** - \$ 2,370 or 135.43% net increase
 - Increase in meetings for the ongoing Windermere, Athletic Lights and HVAC projects

Public Safety - \$(61,145) or (1.72)% net decrease

- **Center Fire** - \$ (19,268) or (7.48)% net decrease
 - Reduction in contracted services due to heavy metal physicals in FY2022-23 - \$(16,200) net decrease
- **Public Fire Protection** - \$ 31,200 or 7.74% net increase
 - Increase is due to increase in overall monthly estimated cost year over year
- **Emergency 911** - \$ 17,881 or 33.28% net increase
 - Addition of Animal Control dispatching services - \$9,998
 - Increase in Tolland County Mutual Aid Fire Service, Inc. - \$7,908
- **Police** - \$ (121,296) or (8.90)% net decrease
 - Primary driver of decrease is due to reduction in Resident State Trooper costs, most notably in reduction of fringe rate applied in estimate - \$(130,616)
- **EVAC** - \$ 17,074 or 4.48% net increase
 - Increases due to part-time labor \$26k offset by reduction in uniforms and clothing \$(10k) due to purchasing of outerwear jackets in FY2022-23

Recreation - \$131,367 or 21.41% net increase

- **Summer Playgrounds** - \$ 94,703 or 151.24% net increase
 - Minimum wage increases, new standalone camps for pre-K and teen, lunch program for camps, offset by program revenue and potential grant funding for lunch program
- **Water Front** - \$ 16,188 or 24.97% net increase
 - Minimum wage increases, plus one extra beach week; offset by program revenue increase
- **Crystal Lake Water Monitor** - \$ 20,000 or 50.00% net increase
 - Testing in 2022 showed milfoil nutrients in the lake were high, therefore requesting an additional watershed analysis and increasing stormwater collection and sampling to evaluate and mitigate the situation

Library - \$38,265 or 5.06% net increase

- **Full-Time and Part-Time** - \$ 27,954 net increase
 - Includes 4% pay increase for staff
- **Remaining Budget Lines** - \$ 10,311 net increase
 - Due to zero-based budgeting techniques used to determine budget based on need
 - Slight increase in programming activity to be reimbursed by Friends of Library therefore no net impact to budget

Human Services - \$40,752 or 4.67% net increase

- **Youth Activity Programs** - \$ 19,823 or 8.67% net increase
 - Proposed increase in Program Coordinator position from part-time to full-time
- **Senior Center** - \$ 14,203 4.80% net increase
 - Includes additional part-time hours for van driver positions
 - Increase in food costs for Senior Center Café

Debt Service - \$488 or 0.02% net increase

- **Principal and Interest Fluctuations**
 - Due to retirement of debt (principal and interest) and savings with prior bond refunding
 - Debt stabilization fund is a way to “save for future rising debt costs” that will result from Windermere School Project, Comprehensive Lighting Project and School HVAC Project that have passed at referendum
 - Overall debt projections remain level year over year which will help with stabilization efforts

Fixed Charges - \$53,207 or 1.47% net increase

- **Social Security** - \$ 26,440 or 4.79% net increase
 - Increase directly correlated to proposed staffing changes/pay increases
- **Insurance** - \$ 20,826 or 0.70% net increase
 - Decrease in health and dental benefits due to switching to State Partnership Plan
 - WC and LAP – (5%) and 0%, respectively, plus exposure as verified by CIRMA
 - Deferred compensation increase due to MERF eligible employees retiring, offset by new employees being on deferred compensation plans as well as proposed staffing changes/pay increases

Miscellaneous - \$152,539 or 21.57% net increase

- **Salary Adjustment** - \$ (8,889) net decrease from prior year approved unadjusted budget
 - Budgeted raises proposed in accordance with the Town's Personnel Rules for non-union Town staff
 - Includes DPW employees due to union negotiations



Town of Ellington

Public Works Budget Presentation

FISCAL YEAR 2023-2024

MARCH 6, 2023

KEN RADZIOW, DIRECTOR OF PUBLIC WORKS

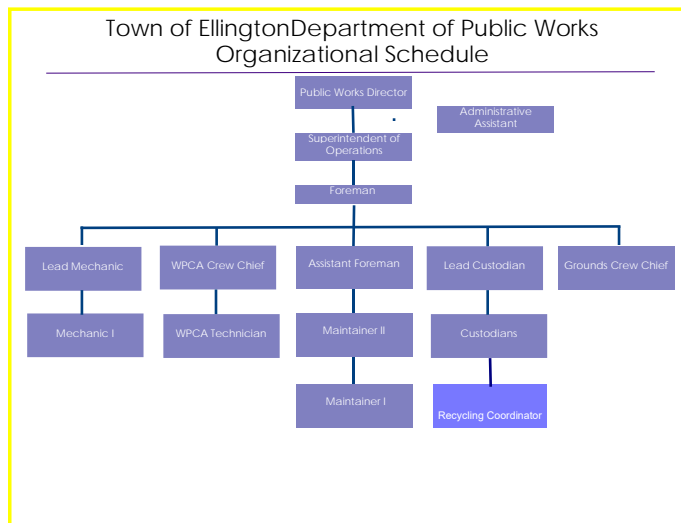
Zero-Based Budgeting

The Public Works Department has prepared a budget under the guidance of the Board of Finance Zero-Based Budgeting framework, that represents the necessary maintenance of Town infrastructure, improvements to keep our facilities, playing fields and parks safe. The Public Works Budget requests a 4.51% overall increase to the 400 accounts, which equates to a total of \$230,289.

Budget Overview

The Public Works Department consists of:

- A staff of 25 employees
- Oversight of the community's 110 miles of roadway
- Oversight of four (4) public parks, five (5) school athletic areas, which contain 17 baseball/softball fields and 14 multi-use fields,
- Nine (9) facilities are maintained under the Public Works responsibility
- Hoffman Road Brush Center
- Recycling Center



Total Proposed Expenditures

- 410 General Town Roads** - \$129,148 or 5.90% net increase
- 415 New Equipment** - Net neutral budget from the previous fiscal year
- 420 Equipment Maintenance** – \$16,300 or 6.11% net increase
- 425 Town Garage Maintenance** - \$(2,500) or decrease of (3.36)%
- 430 Street Signs** - Net neutral budget from the previous fiscal year
- 435 Grounds Maintenance BOE/Parks** – \$(10,000) or (8.33)% net decrease
- 439 Town Road Aid - Winter** - \$49,210 or net increase of 23.66%
- 440 Town Road Aid - Materials** - Net neutral budget from the previous fiscal year
- 450 Sanitary Landfill** - \$7,710 or net increase of 1.16%
- 451 Municipal Solid/Bulky Waste Curbside Collection** - \$52,175 or an 8.32% net increase
- 455 Sanitary Recycling** – \$(10,826) or a (2.43)% net decrease
- 456 Household Hazardous Waste** - \$4,072 or 23.27% net increase
- 470 Street Lighting** – \$(5,000) or (5.75)% net decrease
- 480 Engineering & Inspections** - Net neutral budget from the previous fiscal year

410 Account General Town Roads

\$129,148 or 5.90% net increase

This account funds:

- All salaries, overtime, employee contractual benefits (uniforms, meals, and longevity)
- Contracted services and contract work
- Crystal Lake Cemetery care
- Office supplies, construction materials, technical supplies and the Tree Warden's funds
- Net increase due to Trash/Recycling Coordinator & Superintendent of Operations positions being full-time and created, respectively



415 Account New Equipment

Net neutral budget from the previous fiscal year

This account funds:

- New equipment supports the Department in replacing small power tools, chains saws, and weed whackers (to name a few items) along with other hand tools needed.



420 Account Equipment Maintenance

\$16,300 or 6.11% net increase

This account funds:

- Repairs of the Town's rolling stock, trucks, cars and heavy equipment.
- Includes incorporating the Police vehicle boat repair account of \$5,000.



425 Account Town Garage Maintenance

\$(2,500) or decrease of (3.36)%

This account funds:

- Daily expenses of telephone, electricity, water and heat repairs and maintenance for the DPW complex.
- We have decreased the telephone account by eliminating unneeded cellular accounts to provide an approximate \$4,500 savings.
- The electric supply and fuel heating costs have increased which account for the proposed \$5,000 increase.



430 Account Street Signage

Net neutral budget from the previous fiscal year.

This account funds:

- The purchasing of street signs and other regulatory signs, stop, yield and others are made with this account.



435 Account Ground Maintenance BOE & Town Parks

\$(10,000) or (8.33)% net decrease

This account funds:

- Playing field maintenance and lining
- Lawn treatments at the parks and schools pavilion cleaning
- General repairs at the Crystal Lake Beach
- Irrigation services required at both the parks and schools.



439 Account Town-Aid - Winter

\$49,210 or net increase of 23.66%

This account funds:

- The purchasing of approximately 2,000 tons of de-icing material
- Contractor to remove snow at the schools
 - Contract ends in April 2023
 - New rates to be negotiated
- Purchasing of regular road salt for the mixing with sand for residents and for unimproved roads
 - Rate increased by \$18/ton



440 Account Town Road Aid-Materials

Net neutral budget from the previous fiscal year

This account funds:

- Roadway rehabilitation and reconstruction, as necessary.
- The striping of Town roads, double yellow and single yellow center lines,
- Catch basin cleaning
- Asphalt for patching, paving and shimming roads for chip-seal and crack-sealing



450 Account Sanitary Landfill

\$7,710 or net increase of 1.16%

This account funds:

- The cost to dispose of the annual tonnage of municipal solid waste
- The cost to dispose increased \$108.70 per ton
- Lowered overall anticipated tonnage to 5,300



451 Account

Municipal Solid/Bulky Waste Curbside Collection

\$52,175 or an 8.32% net increase

This account funds:

- The cost to dispose of the annual tonnage of household & Bulky Waste
- The cost to dispose increased \$10.94 per ton



455 Account

Sanitary Recycling

\$(10,826) or a (2.43)% net decrease

This account funds:

- The collection of our recycling material along with the disposal of electronics, refrigerant, brush, leaves and waste oil
- Decrease due to the trash & recycling programs DPW is implementing for residents.



456 Account Household Hazardous Waste

\$4,072 or a 23.27% net increase

- Ellington joined the Mid-NERO (Mid North-East Recycling Operating Committee) for its household hazardous waste disposal.
- Proposed increase due to fixed contracted rate for Mid-NERO services of \$17,572
 - Average quarterly charges for residential use approximately \$1,000 per quarter



470 Account Street Lighting



\$(5,000) or a (5.75)% net decrease

This account funds:

- Pays for the streetlights within the Town
- This account can be reduced due to the conversion to LED fixtures

480 Account Engineering & Inspections



Net neutral budget from the previous fiscal year

This account funds:

- The Town Engineer for work performed in plan review, plan design and inspections of various projects
- The Town Engineer aids the Department of Public Works and the Planning and Zoning Department.

800 Accounts Town Buildings

The Public Works Department also manages various Town Properties that are funded under the 800 code that include:

- Town Hall
- Arbor Commons (Human Services, Park & Recreation and Police Facilities)
- Pinney House
- Hall Memorial Library
- Senior Center
- Old Crystal Lake School House
- Increase to electric and heating fuel costs
 - Constellation NewEnergy contract will expire in June 2023
 - Planned for an approximate 10% increase
- The contract for diesel and heating fuel will expire in June 2023
 - Planned for an approximate 15% increase
- Hall Memorial Library Building Repairs and Maintenance account is increasing by \$5,000 for the amount of repairs needed
- Department 810 Town Hall Building had a significant decrease due to migration of elevator and alarm copper lines to cellular - \$30,732 reduction

