

**BOARD OF ALDERMEN
BUDGET DELIBERATIONS SESSION – FY 2014-2015
APRIL 10, 2014**

The Board of Aldermen held a budget deliberation session on Thursday, April 10, 2014 in the aldermanic chambers of City Hall. Chairman Vetro welcomed everyone to the meeting regarding the Board of Finance's recommended budget for FY2014/2015. He asked those present to join in saluting our flag and reciting the Pledge of allegiance.

1. Roll Call

Board Members Present

B. Bier (7:39 p.m.)
M. Casey
S. Fontana
D. German
A. Giannattasio
M. Hardiman
D. Kubek
S. Shaw
F. Smith
G. Stanford
N. Veccharelli
P. Vetro
R. Vitali

Also Present

Mayor Ben Blake
S. Fournier, Mayor's Asst.
B. Peloso, Asst. City Clerk
P. Erodicti, Finance Director

Excused

B. Anderson
J. Golden

Chairman Vetro stated he would entertain a motion to come out of recess.

Ald. Veccharelli and Ald. Hardiman made and seconded a motion to come out of recess. Motion carried unanimously.

Chairman Vetro reconvened the Board in public session at 7:07 p.m. He stated tonight the Board would continue the budget process for the 2014/2015 fiscal year and would begin hearing the department presentations tonight.

4133 Probate Court – Probate Court Judge Streit-Kefalas was present for questions. Judge Streit-Kefalas stated her budget is almost flat funding. She stated there is one potential increase for an aging scanner with Milford's contributory cost being \$500. Stated she would be happy to entertain questions.

Ald Vitali asked what Orange's portion of the budget was.

She explained it is based on per capital of each town. Milford is 75% of the budget and Orange is 25%.

Ald. Vitali asked about line item 4782 0000 Film and Photography.

Judge Streit-Kefalas explained they now scan most items and that line item is used for the laser fische.

Ald. Vitali asked that line item be appropriately changed to reflect what it is actually used for.

4115 Registrar of Voters – Lynne McNamee and Keri Rowland were present for questions. Mrs. Rowland stated they were here tonight to answer any questions. She stated their job is quite important. Many people think there is only one election per year; there are two, sometimes more. She also stated their work goes beyond Election Day. She explained the amount of records that continually need to be recorded and that there are also mandates that come down from the state.

Chairman Vetro asked about line item 4112 0000 Overtime you asked for 5,000 and the Mayor and Board of Finance recommended \$4,000. He asked how that amount would affect their department.

Mrs. Rowland stated they were able to work within that budget last year and hoped to do so again this year. She explained it is not just Election Day when they are compensated. She stated that line item includes mandated training.

Ald. Vitali asked about line item 4784 0000 Printing and Binding.

Mrs. Rowland explained there alpha binding, noting it is over 600 pages.

Ald. Vitali if the recommended amount would be enough.

Mrs. Rowland stated what they need more is another computer so that all of their staff will be on the same Microsoft office package. She stated currently there are several different versions used in their office, so they often have trouble sharing information.

Ms. McNamee added with regard to the computer that at least 4 times during the day they have to reboot the computers due to a malfunction. She cited additional need for the computer is the requirements they received from the state, which are mandates. Also, on Election Day it is no realistic to have a computer freeze and wait while it reboots.

Ald. Giannattasio asked if the department exceeded their overtime budget last year.

Mrs. Rowland replied no, but it was very close, within a few hundred dollars.

4159 Veterans Ceremony and Parade Commission - Tom Flowers, Chairman was present for questions/comments. Mr. Flowers stated they have a \$5,600 budget, with the vast amount of those dollars used for the graves for veterans. He stated they also purchase flags for Memorial, 4th of July and Labor Day.

Ald. Shaw asked if they expend their budget each year.

Mr. Flowers replied, yes for the most part.

Ald. Giannattasio asked about line item 4798 0000 Other Supplies and Charges. He stated it was his recollection there was a request for an increase last year. He asked if the amount would be enough.

Mr. Flowers stated this is his first budget, but as far as he was aware the amount was sufficient.

Chairman Vetro thanked Mr. Flowers and his commission for their hard work for our veterans.

4160 Housing Code Board of Appeals – Mayor Blake stated their budget is the same as previous year and is primarily for secretarial fees.

4146 Flood and Erosion Board - Mayor Blake stated this board had been reconstituted. He explained they had not met in nearly a decade, however following storms Irene and Sandy they began meeting and have been meeting on a regular basis with some special meetings expected as well.

4822 Cemetery Association - James Beard, President provided the Board with some history of the cemetery. He explained in the old cemetery, the city owns the old portion and that the grant they receive is for that portion. The surrounding portion is cared for by this association and was created in 1921. It has been a little neglected, mostly due to economics. He spoke of the acquisition of the Alvin property, which has been accomplished and paid for. He stated they were also building a columbarium pointing many traditional burials have moved to cremation. Last year they pledged \$10,000 for a fund for the preservation and restoration of the older stones and leverage for additional grants. Stated they are seeking national recognition for the cemetery. He explained preservation methods of the past have not been as successful and they want to improve wherever they can. He thanked the Board for its continued support of their work.

Ald. Kubek asked about national recognition and what was involved.

Mr. Beard stated it is a very long process, but that he is not well versed in it, but would get back to her.

Mayor Blake added there is a program from the State Department of Veterans Affairs and that they actually replace as a replica, as it was originally.

Ald. Giannattasio asked if the grant was mostly for maintenance or all maintenance.

Mr. Beard stated it is all maintenance and that they spend all of it. He also pointed out they work hand in hand with the Veterans Graves. He stated they have improved various areas and improved areas where there was flooding.

Ald. Giannattasio asked if the restoration was over and above that.

Mr. Beard replied yes. He stated each year they are over and above their budget. He also noted there is now a friends of the Cemetery Association. He stated there is so much work they do, including some genealogy.

4157 Harbor Commission – Ray Swift, Harbormaster was present for questions/comments.

Chairman Vetro spoke about the boat ramp area and stated he noticed there is a number of lights out.

Mr. Swift stated out of the five lights, four have been repaired and one is still out. He stated the lights along the walk have never been on to his knowledge. He stated it is something that needs to be addressed with public works.

Ald. Stanford asked about line items 4823 0000 General & Auto Liability, 4824 0000 Fire & Inland Marine and 4825 0000 Workers Compensation. She pointed out all of these account had increased. Also, line item 4990 0539 Channel Markers.

Mr. Swift stated with regard to the channel markers they have been maintained for many years, but after 8 years of constant repair it was just time to replace them.

Mr. Erodicti explained the other accounts represent the marina's contribution to the city's liability.

Ald. Vitali recalled a Board of Aldermen meeting a few months back regarding the Harbor's request to increase fees. He asked Mr. Swift if he was comfortable with where he was with regard to the fees.

Mr. Swift replied yes, adding the phasing in of the fees would help.

Ald. German commented on the great job down at the marina.

Ald. Shaw asked Mr. Swift if he was expecting an increase in the use of the marina this year.

Mr. Swift stated they always hope for a better year. He stated last year was difficult, but that he was hoping for an increase.

Ald. Shaw asked if a lot of it is due to the economy.

Mr. Swift recalled a time when boats would come down and just have dinner, but with the cost of fuel that is something you no longer see.

Ald. Shaw asked about marketing the landing,

Mr. Swift cited several boating magazines they use for advertising.

Ald. Giannattasio asked about any anticipated capital improvements at the harbor.

Mr. Swift stated the harbor commission is making a push to take care of the slate patio. He stated they are reaching out for proposals to fix that area, but want to make sure it is a long term fix.

Ald. Giannattasio asked if the patio has been a safety issue.

Mr. Swift replied yes somewhat, but noted in all honestly there are trip hazards everywhere.

Ald. Fontana asked about line item 4798 0000 Other Supplies.

Mr. Swift stated that account is used for various issues, i.e. maintenance issues that abruptly come up, also they use that account for flowers at and around the marina.

Ald. German asked if the harbor commission was on Facebook.

Mr. Swift responded yes.

Ald. Vitali – asked if the Facebook entity could be part of the MIS department where they could help out.

Mayor Blake stated they do help to some degree. He cited other departments that have as city Facebook page.

Ald. Veccharelli thanked Mr. Swift for the job he does at the marina for the citizens. It is a destination for both the residents and others.

Chairman Vetro also thanked Mr. Swift for his work at the marina.

4147 Tree Commission – Bryan Mancini. Mr. Mancini provided the Board with an update of the Tree Commission's work last year. He reported they bought 5 trees from the budget. He stated in total they planted around 75 trees. He stated their nursery is depleted, but they continue to work to replace trees where needed, especially in light of storms Irene and Sandy.

4156 Conservation Commission – Steve Johnson – Vice Chairman. He stated the commission by statute is focused on inventory and monitoring of open space properties. He stated they also work hard to make sure their commission members have an understanding of their role as well as the public. Mr. Johnson also stated they continue to attend workshops whenever possible. He stated a big part of their budget is secretarial fees.

Ald. Giannattasio asked about membership.

Mr. Johnson stated they have a shared membership in the Connecticut association. He explained it is a training seminar that inland wetland also attends.

4142 Department of Permitting and Land Use – Mr. Joseph Griffith, Director was present for questions/comments. He stated he has been here for 10 months now and continues to learn and improve each of the departments. He went on to speak of the challenges over the last year and the objectives going into 2014/2015. He pointed out an increase in building permits as well as an increase in the value of work going on in Milford. Mr. Griffith continued with an explanation of the handout. He also spoke of view permit program which they continue to expand. He stated the challenges going forward would be to keep up with the statutory challenges of building permits and also inspection requests. He also stated they continue to cross-train all personnel in the various departments and keeping work flowing. Mr. Griffith stated they continue to do more with less, especially with increasing workloads. He stated there are three major changes being proposed which includes an increase in regular wages which adds the position of a full time building inspector to keep up with the influx of permits and a reduction of \$30,000 from line item 4117 0000. He stated this is offset by the request for the building inspector. He stated the third change is the elimination of the assistant city planner position. He stated this does not imply that the work of the assist planner is not necessary, but will allow them to respond to the influx of the added work. Mr. Griffith pointed out this department has a dedicated staff of individuals.

Ald. Veccharelli asked what he anticipated the increase in permitting totals.

Mr. Griffith stated the projection shows approximately \$120,000.

Ald. Veccharelli asked Mr. Griffith is feelings on the reduction of the assistant city planner position. He asked if there was any way he could reason why the finance board cut that position.

Mr. Griffith stated regarding building permit fees, the increase is the increased cost of construction and the value declared. He stated those number could of course be offset by a project, such as a municipal project. In terms of assistant city planner position, the current individual has a number of specialized areas, such as coastal are management which would be reassigned in their offices. He pointed out her work is appreciated.

Ald. Giannattasio spoke of the flood and coastal areas, and asked if a flood manager was required.

Mr. Griffith stated it is not specific to a flood plain manager.

Ald. Giannattasio asked if the City was required to have a flood plain manger.

Mr. Griffith stated the city did not need a flood plain manger to do planning work. He stated the role of a flood plain manager is not specific to zoning enforcement.

Ald. Giannattasio stated he wanted to be clear one is not required.

Mr. Griffith stated, not to his knowledge.

Ald. Smith commented regarding the assistant city planner and the controversy surrounding this position and the proper and efficient management of the city. He commented they are often reminded this is not about personalities, but with the last two storms Milford has been hit with, the intricacies of replacing this position is very difficult. He pointed out the large outcry because of the elimination of this position. Looking at it as an organizational matter, we need to identify where this cross training will come from.

Mr. Griffith stated the role has evolved especially in light of the recent storms. I don't know of the connection of the flood plain manager and enforcing zoning matters.

Ald. Smith asked Mr. Griffith if he believed the office had the necessary resources to cover this position.

Mr. Griffith stated they have a very professional staff that understands zoning regulations. He also stated he is very concerned with the influx of building permits.

Ald. Vitali stated he continues to hear about the lack of satisfaction in expediting building permits. He stated he has heard this from a number of constituents to his effect. He also asked about the line item for film and photography. He also commented in looking at the budget book, the Mayor recommended the assistant city planner position and the Board of Finance eliminated it. He asked where the input came from regarding the elimination of that position and how the Board of Finance came to recommend that particular position. Ald.

Vitali stated in the end, this Board has the right to act as it wishes regarding those positions. He asked if the assistant city planner position is eliminated, the impact on the department.

Mr. Griffith responded regarding the question concerning permits. He stated there are statutes in place that have to be addressed and that there are a number of code requirements as well. Mr. Griffith stated what the department does is administer and enforce the code. As to film and photography, Mr. Griffith stated they now use digital.

Ald. Vitali reiterated his request to properly correct that line item in each of the affected departments.

Mr. Griffith stated whatever comes out of this budget, it will be hard for them and there will be some burden as well as challenges.

Ald. Shaw stated she would like to understand why it is either or for the two positions in that department. She stated that kind of thinking can only be problematic. She pointed out building has not slowed, so in a world where we react with facts, she stated she would like to know what the assistant city planner does that will be shared with other members in this department and how those responsibilities would be distributed. She stated she would like to have clear numbers in front of her and what is ahead for that department because it is what the citizens of Milford deserve.

Ald. Giannattasio asked what the requirement is for a building official to respond.

Mr. Griffith stated there is not a statutory requirement that he is aware of.

Ald. Giannattasio asked how the elimination of the assistant city planner position would help the department.

Mr. Griffith explained the proposed elimination of the assistant city planner position would allow another position in the department which will help the building department to respond to the influx of building permits. Also, inspections would be performed in a timelier manner. He stated the department would have the necessity of performing the duties of plan reviews, inspections, issuing certificate of occupancy, etc. Our response to permit applications is essential and allocating their resources is very important.

Mayor Blake stated as mentioned by Ald. Shaw, Milford Building Department is extremely busy, probably busier than most towns in the state and has and continues to be over the years. He stated he challenged all of the City's department heads to hold the line on spending. He stated with limited resources he asked department heads to get the best value. The changes and new processes in the DPLU have been met with a welcome response. He also pointed out the DPLU Director has streamlined where possible.

Ald. Stanford asked how getting a new building inspector and eliminating the job of the assistant city planner helps Milford, especially those living on the shore and how the two positions are equated.

Mr. Griffith stated it is not just a question of taking the work of the assistant city planner, adding the demand on the building department is uncompromised.

Ald. German asked Mr. Griffith if the building department could expect the same work load.

Mr. Griffith stated the number of permits may be the same, but the scope of the work has changed drastically. He stated basically the work load has been reshuffled. He went on to explain how permit applications are processed.

Ald. Casey asked Mr. Griffith if he was in favor of keeping the assistant city planner position.

Mayor Blake reiterated his charge to each department. He stated with limited resources often difficult choices have to be made. If you can find some other area in the budget to make changes that would be his challenge to this Board.

Ald. Casey stated his question to Mr. Griffith was if he was in favor of keeping the assistant city planner position and also if he felt the department would be negatively impacted.

Mr. Griffith acknowledged the assistant city planner does do some very specialized work, but to service the citizens of Milford there is a need for a building inspector to accomplish the work.

Ald. Kubek spoke of the work of the assistant city planner with FEMA.

Ald. Smith commented the building department has had a number of challenges and frustrations, adding Milford is a city with a lot of responsibilities and efficiencies.

Ald. Vitali stated he is not hearing a strong case for either position. He asked if an additional inspector is hired, if what he is hearing is that permits will be processed faster.

Mr. Griffith stated he meets with the chief building inspector on a regular basis and have constant discussions to make sure plans are being reviewed and that all activities are being monitored.

Chairman Vetro commented regarding the building permitting process which has everything to do with economic growth in the city. If a builder comes into the city and can't get their plans reviewed in a reasonable amount of time all work is slowed.

Ald. Giannatasio asked the mayor if he had recommended this position be filled.

Mayor Blake replied yes. He explained the budget process starts almost when this one ends. He explained the process of the budget with each department head. He also spoke of the two major storms that hit Milford and the number of homes that still are in the process of being rebuilt and will need some structural work. Spoke of an Act recently passed by Congress for homes in a flood zone. A great deal of Milford is in a flood zone, there is a huge incentive for those homes to elevate. All of those future permits will have to be assessed by the building department.

Ald. Bier asked about applications to the zoning department which also may increase and asked if that was a fair statement.

Mr. Griffith responded yes.

Ald. Bier asked why adding one building inspector would help. He cited previous major construction projects such as the mall expansion and other projects.

Mr. Griffith stated with any reduction there is always compromise. We will be able to make it work. He stated increase efficiency does not hinge on adding one building inspector.

Ald. Giannattasio asked for clarification as to who made the recommendation to eliminate the position.

Mayor Blake explained the recommendation came from the Board of Finance. He reiterated the budget process which goes on for months and months.

Ald. Veccharelli stated in looking at the budget book, the mayor and department head requested this position be filled. He stated the Board of Finance made the recommendation to reduce this position.

Ald. Bier commented he did not understand reducing personnel when an increase is inspected in permitting. Do you think we will get by with the temporary services we currently have. He stated they should look at keeping both positions.

4144 Zoning Board of Appeals – Mr. Joseph Griffith, Director of Permitting and Land Use was present for questions/comments. No questions/comments.

4116 Milford Government Access Television (MGAT) – Phil Kearney, Chairman was present for questions/comments. He provided an update for the Board. He stated they provided 88 programs last year. He stated last year they received \$15,000 from the city and \$25,000 from the Soundview. He also spoke of an ongoing litigation matter and the probability seems they will not receive any money. What that means is they are losing 65% of their budget. He also stated what is proposed in their secretarial budget is not enough. He stated they meet 10 months out of the year and pay their secretary \$50 per meeting. He stated he would be remiss if he were to accept this budget as is. He stated he is asking for an additional \$15,000. He stated they are severely limited and will not be providing much programming.

Ald. Vitali asked if the City Attorney is helping out with this litigation.

Mayor Blake stated Milford is an intervener party within the lawsuit. The trial court just came down with the decision. He stated they suspect Soundview will appeal the decision. Mayor Blake stated he hoped to have more information for the aldermen before the budget vote.

Ald. Shaw asked what type of programming \$15,000 buys,

Mr. Kearney stated that it is 10 months of programs, which includes Board of Aldermen meetings, Board of Education meetings and Planning and Zoning meeting, as well as other special events, i.e. City's spelling bee, awards ceremonies.

Ald. German asked about the possibility of grant money.

Mr. Kearney stated they have looked into it but finding grants in this area is very difficult.

Ald. Veccharelli asked how much money was needed to make up for the loss of the grant.

Mr. Kearney stated it is \$25,000, but he was only asking for \$15,000 which should get them through the year.

Ald. Veccharelli asked what would happen if they do not get the additional \$15,000 request.

Mr. Kearney stated they would only be able to do one meeting for each board or commission.

Ald. Giannattasio asked if Park, Beach and Zoning Board of Appeals would be eliminated.

Mr. Kearney stated they have already stopped taping those meetings,

4123 Community Development – Julie Nash was present for questions/comment. Mrs. Nash stated the budget is essentially the same as in past years.

4155 Economic Development Commission – Julie Nash was present for questions/comment. No questions.

4193 Public Library – Christine Angeli, Director and Nancy Abbey, Assistant Director of the Library Board were present for questions/comments. Ms. Angeli stated she took into account the mayor's objectives to hold the line. She spoke of the demands of electronic devices which she stated represents the increase in their budget. This is for online cataloging and computers. She spoke of the number of residents that come into the library to use the computers to apply for jobs, etc. Also they are seeing more students come in for keyboarding, especially in light of the upcoming SBAC testing which is conducted all on line. She stated she asked for an increase in materials, which is for both adults and children. She stated the increases she asked for are truly needed for this community,

Ald. Veccharelli asked how many computers would be purchased.

Ms. Angeli responded five. She stated their computers are used every day of the week.

Ald. Veccharelli asked if this is five new computer or replacements.

Ms. Angeli responded three replacement computers and two new computers.

Ald. Veccharelli asked if the passport office is still run out of the office

Ms. Angeli stated it is self-sustaining.

Ald. Veccharelli asked about the computers and what she felt Milford needed for computers.

Ms. Angeli stated compared to other towns with the same socioeconomic, it would be twenty-five computers.

Ald. Vitali asked about the line item for film and photography.

Ms. Angeli explained many years ago it was film, but that she would look at that account.

Ald. Vitali asked about the synergy with the Board of Education. He asked if they are offering keyboarding classes for kids.

Ms. Angeli stated there are both classes and programs a student can use. She also stated there are families that do not have a computer in the home, so they come to the library. She also commented the library helps provide that equal opportunity for those kids and even adults who cannot provide those resources for themselves.

Ald. German is there any grant money for computers.

Ms. Angeli stated the library board has formed a technology committee and are exploring various ideas.

Ald. German asked about accepting donations of computers from the public.

Ms. Angeli stated they operate under the MIS and cannot take equipment that the MIS department will not support.

Ald. Smith thanked her for her work to date. He asked if there has been any thought given to changes in policy, especially in light of online books etc.

Ms. Angeli stated they have a lot of content that is data base research.

Ald. Smith asked about the friends of the library.

Ms. Angeli stated they are a huge support for the library and fund most of the programs the library offers. She stated 16,890 people attended their programs last year, adding the programs are invaluable.

4141 Board of Finance – Mr. Peter Erodici was present to answer questions.

Ald. Vitali asked about postage, advertising, and other supplies.

Mr. Erodici explained there are still times when mailings have to go out, ie. agendas, special notices etc.

4153 Park, Beach and Recreation Commission – Mr. Paul Piscitelli, Recreation Director was present for questions/comments.

Ald. Giannattasio asked if it is a necessity to have the meeting viewed on MGAT.

Mr. Piscitelli stated it does not affect their community. He stated it is a valuable service to our residents.

4620 Recreation Department – Mr. Paul Piscitelli, Recreation Director was present for questions/comments. Mr. Piscitelli stated his department's budget is a fiscally responsible one as it has been in past years. He stated contractual obligations rose 2.23% with minimum wage increasing 5.45%. Mr. Piscitelli stated the department's overall budget decreased 1.04% due to operations expenses being reduced and capital outlays decreasing by 10%. Reading from a prepared statement he spoke of how proud he is of his department and what they have been able to do especially during these tough financial times. He stated he has a dedicated staff that has meet those difficult times and yet continues to be efficient and improve its delivery of services to

Milford residents. Mr. Piscitelli stated was disappointed that negative or zero growth budgets have become the norm. He stated Milford's population; demand for programming and quality facilities continues to grow. He stated having appropriate future funding for the Recreation Department and other city departments, especially the public works department, is critical to ensure that Milford residents continue to have fun for generations.

Ald. Veccharelli asked about line item 4117 0000 seasonal temporary and whether the increase in the minimum wage increase had been reflected in this account.

Mr. Piscitelli stated minimum wage went up 5.45%, with another increase due in 2015. He explained this account staffs the beaches, summer camp programs, etc. He stated this amount would be sufficient this year, but in 2015 and two years later the amount will not be even close. He stated based on the predicted minimum wage increases he will need another increase of \$25,000.

Ald Vitali asked about line items 4714, 4718 and if those are conferences the staff attends.

Mr. Piscitelli explained he attends the national recreation and his staff attends the state conference which they use for marketing and development. He also stated the department has one vehicle.

Ald. Shaw asked about fees and other revenue.

Mr. Piscitelli stated they generate approximately \$42,000-50,000 based on participation.

Ald. Shaw asked if the department keeps those fees.

Mr. Piscitelli stated they use those fees to pay for instructors and equipment where needed for those programs.

4219 Personnel Department – Ms. Tania Barnes, Human Resource Director was present for questions/comments. Ms. Barnes stated she has been in the position for just about four months. She stated some highlights of what the department has been doing include the recruitment for director of public works, CEL driver's license for public works employees, updating various forms related to civil service, created eligibility list form, revamped their web page and posted union contracts. She stated the department is working on benefit audit, city wide recognition awards, wellness awareness, and working with city attorney office for upcoming pension contracts. Ms. Barnes also noted the position of the risk manager is now located in the city attorney office.

Ald Vitali asked for clarification regarding the risk manager position.

Mayor Blake explained the position reports to the finance director, but works closely with city attorney, so it was decided to relocate the position to the law department.

Ald. German asked if there is in fact a new public works director in place.

Ms. Barnes replied yes.

Ald. Giannattasio asked the base salary for the new public works director.

Ms. Barnes stated an offer was extended at the top of the range, but she did not recall the exact amount.

4145 Pension Board – Ms. Tania Barnes, Human Resource Director was present for questions/comments. No questions.

4151 Civil Service Commission – Ms. Tania Barnes, Human Resources Director was present for questions/comments. No questions.

4610 Health Department – Dr. A. Dennis McBride and Constance Young, M.D. were present for questions/comments.

Ald. Vitali asked about the line item for film and photography.

Dr. McBride stated it is actually gone digital at this point. He explained the sanitarians use the cameras, especially during inspections.

Ald. German asked about inspections for restaurants, etc.

Dr. McBride stated restaurant inspections are a third of their business as well as environmental. He commented they are strong on the enforcement side with inspections are a snapshot of public safety. He also spoke about shelters and the role of the sanitarians during Irene and Sandy.

4821 Health Services (VNA) – Dr. McBride and Constance Young, M.D. were present for questions/comments. Dr McBride stated there is a nurse at every school; however we don't have much reserve, so if a nurse is sick, we end up bouncing nurses back and forth. Our nurses have as many as 35,000 visits a year.

Ald. Shaw asked Dr. McBride if he could clarify the roles of the administrative assistant and the two secretaries.

Dr. McBride deferred to Ms. Joseph. Ms. Joseph explained the administrative assistant covers the entire office and acts in the capacity of an office manager. She stated the other two secretaries are dedicated one to environmental health side and the other to the school nurses. Ms. Joseph stated the two secretaries also work the counter.

Ald. German asked if the health department plays a role in the school nutrition.

Dr. McBride stated they do not have a dedicated role.

4998 Education Health Services/School Nurses – Dr. McBride, Beverly Hayes and Constance Young, M.D. Education health Services none. No questions.

4121 – Mayor's Office – Mayor Blake stated his budget is similar to last year except for the contractual adjustments.

4122 – General Expenses – Mayor Blake stated he would be happy to answer any questions the Board might have. No questions.

4111 – Board of Aldermen – no questions.

4129 – City Clerk – Assistant City Clerks Suzanne Paul and Rose Elliott were present for questions/comments. No questions.

4112 – Elections – Assistant City Clerk Suzanne Paul was present for question/comments. No questions.

Ald. Veccharelli and Ald. Vitali made and seconded a motion to recess at 10:48 p.m. Motion carried unanimously.

Respectfully submitted,

Kathleen K. Huber
Recording Secretary