

**BOARD OF FINANCE  
BUDGET DELIBERATIONS – TECHNICAL DISCUSSION  
PROPOSED BUDGET 2014-2015  
FEBRUARY 27, 2014**

The Milford Board of Finance held a budget deliberations session on Thursday, February 27, 2014 in Conference Room B of the Parsons Complex.

Board Members Present

Brian A Lema, Chairman  
Joseph J. Fitzpatrick, Jr.  
Scott Marlow  
Mickel Montano  
Joseph Castignoli

Also Present

Mayor Benjamin G. Blake  
Peter Erodici, Finance Director

Chairman Lema announced the Board was out of recess and reconvened the meeting in public session at 6:35 p.m.

He stated this is the technical discussion on the proposed budgets for fiscal year 2014-2015. He stated unless there was an objection he would start with the line item 4996 Education Operations.

Mr. Castignoli noted some of the accounts have money available and some accounts are way over. He asked Mr. Richetelli is they would spend the severance money.

Mr. Richetelli stated the severance money is what is used to pay retirements. He stated have typically anticipated between 18-20 retirements.

Mr. Castignoli asked about any building and grounds projects for the spring.

Mr. Richetelli explained in many instances they defer spending until the second half of the year to make sure they are able to project what is available to spend.

Mr. Castignoli asked about computer software and if that cost was basically for licensing.

Mr. Richetelli replied yes.

Mr. Castignoli asked about accounts that were currently at zero balance.

Mr. Richetelli explained they receive State reimbursement once accounts are deficient. He also pointed out reimbursement is based on a formula.

Mr. Castignoli asked about the line item for copy machines.

Mr. Richetelli stated that includes leases, software, etc.

Mr. Fitzpatrick commented regarding Common Core and asked if the monies they received for the computers was tied into that program.

Mr. Richetelli explained it is for SBAC testing which replaces CMT and CAPT testing. He stated this year is the first year and is a benchmark testing. He also pointed out all SBAC testing is done on line. Mr. Richetelli stated the State grant was specifically to help districts with the additional computer needs for the SBAC testing.

Mr. Fitzpatrick asked if there would be additional computer needs each year.

Mr. Richetelli explained there would be a replacement schedule.

Mr. Marlow commented the Board of Education did a responsible job with its budget this year, especially in light of the new testing.

Chairman Lema commented the budget is mindful of the needs of education and limitations of the community. He thanked Mr. Richetelli for the additional insight. Chairman Lema stated the Board would not proceed to the revenue section of the budget and then move into the various city departments.

Mayor Blake stated it is early on in the legislative year, with a short session. He stated they really did not have any projections at this point.

(p. 4) 0010 0000 General Fund Revenue

Chairman Lema asked about line item 3111 0001 Taxes PP Audit.

Mayor Blake stated the city currently is under contract, a contract which was extended 3 years. He stated this line item reflects the expenses related with it, but they have no projections at this point.

Mr. Fitzpatrick referred to line item 3670 0000 Manufact. Machines/Equip. and asked if that was eliminated.

Mayor Blake replied yes, it had been eliminated as well as boat pilots program.

Mr. Erodict explained the background on these two line items. He stated at this point they only have a preliminary analysis.

Mr. Fitzpatrick asked about line item 3658 0000 Prop. Tax Relief-Mun Rev Share.

Mr. Erodict explained that line item is similar to municipal revenue sharing which the City received in 2013, but can't count on this year.

Mr. Fitzpatrick asked about line item 3811 0000 Sewer Assessments. He stated it appeared down from last year.

Mr. Erodict explained these are outstanding sewer main and lateral main projects.

Mr. Fitzpatrick asked about line item 3901 0000 Appropriated Fund Balance.

Mr. Erodici stated they looked at the present general fund and what they anticipated it to be at the end of the fiscal year.

(p. 14) 0010 4112 Elections

Chairman Lema recalled this Board was told they expected to fall short in this account.

Mayor Blake added it is expected there will be a primary.

(p. 15-16) 0010 4115 Registrar of Voters

Chairman Lema commented it was his understanding one of Registrar of Voters was retiring. He asked if there would still be two.

Mayor Blake explained a clerk would move up until the next election.

(p. 16) 0010 4116 Milford Gov't Access TV

Mayor Blake stated this account may have to change. He explained MGAT has been receiving a grant each year from the Area II Cable Advisory. He explained they are currently embroiled in a lawsuit so Milford may not receive its portion of monies.

(p. 19) 0010 4122 General Expenses

Mr. Fitzpatrick asked about line item 4773 0003 Burnt Plains Open Space.

Mayor Blake stated that is water company property. He noted the amount would be changing due to financing.

(p. 27-28) 0010 4142 Permitting and Land Use

Chairman Lema stated it was his recollection they were looking for an additional building inspector.

Mayor Blake stated the building department has seen \$60M in building permits associated with Storm Sandy. He stated the department would continue to be busy, adding they are the busiest department in the city. Mayor Blake stated there certainly is a need for an additional building inspector. He stated if it is this Board's intention to add any personnel to the budget, he would hope they would offset it in other areas and that he could offer some recommendations.

(p. 31) 0010 4153 Park, Beach and Recreation Commission

Mr. Fitzpatrick asked about line item 4432 0001 Trees Shrubs and Lawn.

Chairman Lema stated it was his recollection they worked and assisted the Tree Commission with plantings on the green.

(p. 32) 0010 4156 Conservation Commission

Mr. Erodici stated the changes requested by the Chairman of the Commission were to move monies from 4783 0000 Office Supplies & Expenses to 4712 0000 Training Expenses.

(p. 34) 0010 4161 Housatonic River Estuary Commission

Chairman Lema asked the status of this commission. He noted Milford has previously contributed \$500. He asked if there was an error with the \$0 amount.

Mr. Erodici stated it was intentional only because the Commission did not request any funds. He stated he would look into before the final vote.

0010 4162 Open Space

Mayor Blake stated in order to establish a new department the Board of Aldermen would have to establish an Ordinance for the new department. He stated the salary indicated is the first step of an equivalent to the Wetland Enforcement Officer. He stated it was the recommendation of the personnel director to put in an amount similar to this position.

Chairman Lema stated he was not necessarily opposed to this, but felt perhaps it should come from the Board of Aldermen. A discussion ensued regarding the open space position.

(p. 37) 0010 4210 Finance Department

Mr. Castignoli asked what the role of a second accountant would be.

Mr. Erodici stated he is looking to a potential conversion of a new financial system. He also stated this accountant would be trained as a backup for the city accountant and that accountant would back up the finance director. He stated they also have a large number of grants that have been added that the accountant could work with those departments and project owners to monitor. He stated that person would also have a lot of work with the ACA, and other projects such as capital assets, and then the city would not have to use the retired city accountant. Mr. Erodici stated the payroll and financial system would top the list. He noted the city still uses a server based 1980's technology.

Mr. Marlow stated the account position is a position he could see saving the city money in the long run.

(p. 60) 0010 4340 Animal Control

Mayor Blake pointed out by State statute the position titles had changed to Animal Control Officer and Assistant Animal Control Officer from Animal Warden and Assistant Animal Warden. He stated the assistant animal control officer position is currently vacant as that individual is serving as the Acting Animal Control Officer.

(p. 74) 0010 4429 General Garage

Mr. Fitzpatrick asked about line item 4331 0000 Gas & Other propellants which he noted was up considerably.

Mr. Erodici stated last year they had depleted this account substantially. He stated he would look into it.

(p. 84) 0010 4710 Employee Benefits

Mr. Erodici stated he had to adjust between the City side and the Board of Education contributions. He stated he received updated projections from the actuaries and that the new number reflects that.

(p. 85) 0010 4740 Claims and Refunds

Mr. Fitzpatrick referred to line item 4840 0000 Heart & Hypertension and asked if there would be a shift downward at some point.

Mr. Erodici explained they have to cover that person for their lifetime and that those costs are tied to a person's mortality. He also noted it includes prescriptions as well.

(p. 86) 0010 4790 Benefit and Salary Reserve

Mr. Fitzpatrick asked about pending negotiations.

Mr. Erodici stated there are two bargaining units, MEA and Milford City Hall Employees are will be bargaining this year.

(p. 88) 0010 4811 Borough of Woodmont

Mr. Castignoli asked if they hire their own contractor.

Mr. Erodici replied yes, for a portion of the work.

(p. 90) 0010 4817 Human Services Department

Mr. Castignoli asked if this increase was being recommended.

Mr. Erodici replied yes. He explained the department has begun to tap into their fund balance.

Chairman Lema pointed out this is tied to staffing.

(p. 92) 0010 4825 Beth El Shelter

Chairman Lema stated he would consider a slight increase for this grant.

Mr. Marlow stated he would also suggest a slight increase for account 0010 4826 Boys & Girls Club.

Chairman Lema and Mr. Fitzpatrick both agreed they would rather give account 0010 4826 Boys & Girls Club another year and see where they are at that point.

(p. 94) 0010 4997 Education Health Insurance Contribution

Mr. Erodici stated the contribution is based on healthcare administration which he stated is vetted and calculated.

(p. 97) 0012 0000 Sewer Fund

Mr. Erodici stated the change shown tonight is the result of an actual correction he a line item that was left out.

Mr. Fitzpatrick asked if the sewer fee is what is actually billed.

Mr. Erodici replied yes. He stated they anticipated it may go down slightly.

Chairman Lema asked if there were any additional questions.

Mr. Erodici stated he would provide handouts for Tuesday night's final vote.

Mr. Marlow asked if it would be possible to receive those handouts prior to the meeting on Tuesday.

Chairman Lema stated the Board would stand in recess until March 4, 2013. The Board recessed at 8:32 p.m.

Respectfully submitted,

Kathleen K. Huber  
Recording Secretary