

**BOARD OF FINANCE  
PROPOSED BUDGET 2010-2011  
FEBRUARY 22, 2010**

The Milford Board of Finance held a budget deliberations session on Monday, February 22, 2010 in Conference Room B of the Parsons Complex. Chairman Lema reconvened the budget session at 7:00 p.m.

Board Members Present

Brian A Lema., Chairman  
Joseph M. Agro, Jr.  
Joseph J. Fitzpatrick, Jr.  
Paul Beckwith, Vice Chairman  
Scott Marlow

Also Present

Mayor James L. Richetelli, Jr.  
Judy Doneiko, Finance Director

**(4825) Beth El Shelter** – Toni Dolan, Executive Director and Richard Meisenheimer were present for questions.

Mrs. Dolan provided the Board with a synopsis of what Beth El does. She stated they are a home shelter/soup kitchen with 34 beds. She stated 36% of those individuals at the shelter are veterans, both male and female. She also pointed out they are a “no freeze” shelter and between the dates of December 11, 2009 and January 16, 2010 they provided for 121 people between the hours of 9:00 p.m. and 7:00 a.m. She continued with her explanation of what the shelter provides for on a daily basis. She also stated the shelter assumed the emergency social services program, which is new this year.

Mr. Fitzpatrick asked why the Red Cross gave that program up.

Mrs. Dolan responded the Red Cross has gone back to their core mission, which is disaster. She explained they have restructured nationally down and that they have regionalized.

Mr. Fitzpatrick asked the cost of assuming this.

Mrs. Dolan stated they assumed a Block Grant as well as some funds from the United Way. She stated housing and services are the daily challenges each day, noting people are staying longer. She stated the budget is the same as last year, with a very slight increase due to electricity, heating, etc. She stated healthcare was an increase as well. Mrs. Dolan also spoke of the uncertainty with funding from the state, which stated is a big concern. She stated as of today, DSF is no longer paying State funds. She stated this is a great concern. Mrs. Dolan stated they have trimmed cots as much as possible.

Mr. Marlow asked about other resources.

Mrs. Dolan responded they do a lot of fundraising and grant writing. She stated they also seek out federal grants wherever possible.

Mrs. Dolan talked about the supportive housing located across the street from the shelter and stated they would be responsible for services there. She stated they do not own it and are not the managers. She stated it is expected to be completed between May and July. She asked the Board to consider not cutting their budget.

Mr. Meisenheimer explained the DSS contract. He also explained they are not just a homeless shelter and that they work with people to get them self-sustaining again. Mr. Meisenheimer also stated it is the State of Connecticut that mandates them, but they do not provide the funding. He stated they appreciate the monies they receive from the City and that collectively as a Board they do as much as possible. He stated they put a lot of emphasis on grant writing, but that he hoped Milford would see its way to continue to fund them. He also pointed out the DSS contract only pays for 28 beds and that they have 34 beds.

Mr. Beckwith asked the percentage of outside services.

Mrs. Dolan responded on the shelter side it is 15% Milford and on the soup kitchen side it is 50%.

Mr. Fitzpatrick asked if they receive funds from other towns.

Mrs. Dolan responded no.

Mr. Meisenheimer explained it is two-fold. He stated they have made some overtures and that they are talking with other towns, but they have not had formal discussions.

Mr. Fitzpatrick stated he felt other towns should share the burden.

Mrs. Dolan stated the Board is having those discussions.

Mr. Meisenheimer added they are looking at the demographics and that they would be having those discussions.

Mr. Agro stated he would be asking each department/Board that has a grant the same questions. He asked what percentage of an increase their employees received.

Mrs. Dolan stated there were contracted raises this past year. She stated in 2009 it was between 0%-3% explaining it was an ongoing process.

Mr. Agro stated he was asking that question because the bulk of the City's municipal employees had 0%.

Mrs. Dolan noted the Board has stated this year would be challenging and that they did freeze raises for a whole year.

**(4141) Board of Finance** – no questions/no comments.

**(4142) Department of Permitting & Land Use** – Doug Novack, Interim Permitting and Land Use Director, David Sulkis City Planner, Mary Rose Palumbo, Inland/Wetlands Compliance Officer and Thomas Raucci, Chief Building Inspector were present.

Mayor Richetelli stated in October 5, 2009, the Board of Aldermen reorganized the Building Department, Planning and Zoning and Inland/Wetland departments, with Doug Novack being appointed as the Interim Director of the Department of Permitting and Land Use. Mayor Richetelli stated in preparing this budget he sat with the individual department heads and that their recommendations were amended into one department. He stated during the course of the year these departments would have separate budgets. He stated this is similar to what the Finance Department does.

Mr. Marlow stated in looking at the overtime account and the seasonal temporary account he noted a disparity between the department's request and the mayor's recommendation.

Mayor Richetelli explained the shifting of the overtime to the seasonal temporary account. He stated most of that would be in the building department as there would be times when they would need seasonal temporary employees.

Mr. Marlow asked about line item 4771 Printing and Binding and asked about the increase.

Mayor Richetelli replied costs are up in all the departments. He explained by State Statute they have to advertise.

Mrs. Palumbo added Inland Wetlands needs to revise their regulations which must be advertised.

Mr. Sulkis reminded the Board they needed to add in all three departments. He noted in Planning and Zoning printing costs have not changed.

Mr. Fitzpatrick questioned the \$2,500 increase in travel and conferences.

Mr. Sulkis responded the City Planner and the Assistant City Planner have to go to certain conferences and that those conferences are generally held in April.

Mr. Fitzpatrick asked if there was any cost savings dividing the three departments.

Mayor Richetelli stated they wanted to make this as cost neutral as possible. He stated there were several things that would make that different in the first year and went on to explain the setting up of the office initially.

Mr. Fitzpatrick asked why there would be overtime in the building department if there is so little building going on.

Mr. Raucci responded they are really not that far off. He stated in fiscal year 2008-2009 there were 241 permits. He stated overtime is typically for plan review. He explained the department has historically been short staffed and they have filled those voids with overtime the last two years. He also noted the Kimball report suggested not filling one of the inspectors.

Mayor Richetelli spoke regarding the economy. He also stated the department has had 5 inspectors in the department for the past two fiscal years, he noted there have been vacancies because of retirement, etc.

Mr. Fitzpatrick comments there should be funds that come back through wages.

Mayor Richetelli explained funds would be transferred to overtime or seasonal temporary.

Mr. Fitzpatrick asked why those accounts weren't reduced if the positions are not needed.

Mr. Sulkis stated evening meetings all come out of the overtime account.

Mr. Agro asked if the building department still responds to fire emergencies and other emergencies on nights and weekends. He also commented in looking at the budget books/positions there are only 4 inspectors not 5.

Mr. Raucci responded they do still go out for emergencies. He also stated there are 4 positions. He explained the scope is different. He stated there are still projects on the drawing board, but that they are different from the Loews, mall, etc. He stated the department is still busy and that there are always small projects at the mall. He also stated there is a large project on Plains Road on the radar screen. He also stated people are doing remodeling projects in their homes and new homes are still going up. Mr. Raucci stated they are still busy.

Mr. Sulkis commented there is no engineer on the shoreline. He stated there are a large number of coastal site plan reviews for renovations and tenant fit-ups. He stated even in this economy there is always some type of on-going discussions. He stated they are waiting for the plans for Plains Road which includes a hotel and conference center.

Mr. Fitzpatrick questioned the line item "dangerous buildings".

Mr. Raucci replied those are buildings reported to his department through inspections as well as from the police and fire departments. He stated it could be related to a fire or a building just needs to be boarded up. He also stated if a building is so damaged from a fire it has to be removed. He also pointed out a typographical error on the budgeted positions and stated the 3<sup>rd</sup> position from the top should read "**Chief** Building Inspector", not building inspector.

Mr. Agro asked where they were with regard to the transition.

Mr. Novack responded they are still waiting to get to that point.

Mr. Beckwith noted the current Zoning Enforcement Officer position is not filled. He asked if that is a position that can be absorbed by the Assistant City Planner.

Mr. Sulkis responded no. He explained the Zoning Enforcement Officer spends half of the day issuing permits and other part of the day answering telephone calls and then also has to go out for inspections. He also stated there are the coastal inspections. Mr. Sulkis stated the Assistant City Planner is just that and that she assists him. He stated what is becoming a problem is enforcement with the word getting out there is no Zoning Enforcement Officer.

Mr. Beckwith asked if the Zoning Enforcement Officer could be a part-time position.

Mr. Sulkis responded absolutely not. He stated a city this size per the KRIT report should have two Zoning Enforcement Officers. He pointed out he has been asking for a second Zoning Enforcement Officer for some time.

Mayor Richetelli explained the Assistant City Planner position was to be eliminated, but the former Board of Aldermen decided to keep the position.

Mr. Beckwith asked about cell phones.

Mr. Novack stated they are looking to save money by jumping on the State's plan. He also stated they have reduced the number of cell phones on all three departments. He stated there would be an adjustment on the March bill for the new phone contract. He also stated he has eliminated some phones and put them on a suspended account. He reported he also had the accounts switched to Sprint.

**(4144) Zoning Board of Appeals** – David Sulkis, City Planner was present for questions/comments.

None.

**(4143) Board of Assessment Appeals** – Daniel K. Thomas, City Assessor was present. Mr. Thomas stated he wished to bring to the Board's attention that this year's budget 2010 is half from the prior budget. He noted the Mayor's transfer from contingency for the backup.

Chairman Lema asked when the next reveal is scheduled.

Mr. Thomas responded 2011. He also stated today was the last day for filing. He stated they are well over last year with a high number of residential appeals.

Mr. Fitzpatrick asked about line item 4170 0000 Other Renumerations.

Mr. Thomas explained that is for the hearing officers.

Mr. Beckwith asked if it is a lump sum.

Mr. Thomas responded yes. He stated they are paid monthly and that they generally work 3 hrs.

**(4219) Personnel Department** – John O'Connell, Personnel Director was present. He stated there was not much change.

Mr. Fitzpatrick commented advertising was up \$1,500.

Mr. O'Connell replied they do their best to keep the cost down by advertising in the local papers for the lowest prices, but there are certain jobs they send out further.

Mr. Beckwith asked if the city uses the internet for job posting.

Mr. O'Connell stated they take advantage wherever they can, but there are times when they have to do more.

**(4145) Pension Board** – John O’Connell, Personnel Director, was present to answer any questions.

Mr. Beckwith asked about audit fees.

Mayor Richetelli stated the pension board hires their own auditor.

**(4151) Civil Service Commission** – John O’Connell, Personnel Director was present. No questions/comments.

**(4146) Flood & Erosion Board** – no representatives were present. No questions/comments.

**(4161) Housatonic River Estuary Commission** - Ms. Lori Romick was present. She stated their budget is relatively small and that the only costs they have are for secretarial fees and their new website, for the monthly costs. She went on to explain the development of the Commission, bylaws and their mission statement. Ms. Romick stated it is a six town committee and that they all work together and with harbor management.

Mr. Agro asked if other towns pay any costs.

Ms. Romick responded no.

Mr. Agro asked the Commission’s total annual budget.

Ms. Romick responded about \$2,000.

Mayor Richetelli explained the Commission was established by State Statute. He also expressed his appreciation of the work of Ms. Romick. He also pointed out the State enacted a commission with no money toward it.

**(4620) Recreation Department** – Bill McCarthy, Recreation Director was present. Mr. McCarthy commented the benefits of recreation are endless, with endless benefits to our community.

Mr. Agro asked about any changes within the department.

Mr. McCarthy stated the lacrosse program just keeps getting bigger and bigger. He stated they now have a girl’s lacrosse program as well. He also stated the basketball league skyrocketed this year. Mr. McCarthy reported the Boys & Girls Club is operating predictably and helping the department. He stated the club would like to bus kids throughout town and that they are looking for way to cover the cost. He spoke of another new program, the adaptive program theatre program. He stated it was well received and they are trying to build on it this year. He stated they did have a drop this past year in the summer playground program, with registration down about 10%.

Mr. Fitzpatrick asked how the Recreation Department is associated with the Boys & Girls Club.

Mr. McCarthy explained they have shared use of the West Shore Neighborhood Center and explained the grant they received for a large expansion at the center. He also spoke regarding the lease agreement which he stated would be a good partnership.

Mayor Richetelli noted the Boys and Girls Club representatives are also on hand tonight and will discuss the club further. He stated this has been a tremendous collaboration for the city.

Mr. Beckwith asked about line item 4708 9669 stated there was a large drop.

Mr. McCarthy replied that account was originally \$23,000. He explained they decided several years ago to phase that out and went on to explain the process.

Mr. Beckwith asked about line item 4708 9670 Natatorium.

Mr. McCarthy explained they staff it as well as the replacing of equipment. He stated that line item is the dollars needed to do that.

Mr. Marlow asked if there was a fund for major expenses to that building.

Mr. McCarthy stated by agreement if there is a catastrophic failure; it would be the responsibility of public works. He stated they are responsible for the upgrades of that building.

Mayor Richetelli stated their 10 year agreement expired in 2009. He stated they have some minor agreements ironed out and it has been renewed for 5 years. He also stated they do generate some rent from the natatorium. He pointed out it is an aging pool and there is not a lot of real work that has been done.

Mr. Marlow asked if the Recreation Department gets a lot of use out of the pool.

Mr. McCarthy replied there is shared use of the pool. He stated the Recreation Department holds aerobic classes and on occasion the fire department uses the pool for training drills. He stated overall it is well used. He stated he would like some additional hours, but that they are able to use Foran at times.

**(4153) Park & Recreation Commission** – Bill McCarthy was present. No questions.

**(4156) Conservation Commission** – no representative were present. No questions/comments.

**(4147) Tree Commission** – Bryan Mancini, Chairman and Kate Orrecchio were present. Ms. Orrecchio asked this budget not be reduced.

Mr. Mancini added this is a bottom line budget. He stated travel and conferences is down. He stated they have secretarial fees for their meetings; they are trying to get more plantings down as well as a tree count.

Mr. Marlow asked who decides on tree locations.

Mr. Mancini responded it is a group effort.

Mr. Marlow asked if there is a master plan.

Mr. Mancini replied one of their plans is to create a master plan.

Ms. Orrecchio stated the arboretum is set. She stated one of their big projects has been the greening of the Post Road, which is a huge project. She went on to explain the design, accounting to site lines, etc. She stated 50 trees are planned and that 17 have already been planted. She stated they have already covered from Erna Street to Ford Street, with the second project being Orange Avenue to the highway intersection. She pointed out all of these projects have been grants and that they go for grants whenever they can, but you just can't count on them.

Mayor Richetelli stated there is one small project with secretarial fees. He stated that line item is \$600 and that they are already at \$450 and that he expected there to be a transfer down the road.

**(4157) Harbor Management Commission (Fund 36)** – Raymond Swift, Operations Director was present. Mr. Swift reported the State cut their PILOT fees, probably in half. He stated of the \$74,000 they have received in the past they expected to only receive \$38,000. He stated he really is not sure what they will receive in fiscal year 2010-2011.

Mr. Beckwith asked about the mooring fees and if there would be an increase.

Mr. Swift explained the mooring fees are based on expenses so that they are even at the end.

Mr. Fitzpatrick asked about the launching ramp permits.

Mr. Swift responded that is the daily fee.

Mr. Fitzpatrick asked about line item 4750 0000 Helix mooring.

Mr. Swift replied it just went out to bid and that it could be another \$600.

**(4817) Milford HRD Agency** – Lisa Diamond-Graham, Director and Melissa Dubien, Administrative Assistant were present. Ms. Diamond-Graham distributed a packet to the Board which included statistics. She stated they are not a city department and they are not a 501(c) (3), but that they follow all the rules of a city department. She stated because they are in that unusual position they cannot apply for any other grants except the two grants shown on the handout. She stated they cannot fundraise because they are not a 501(c) (3).

Mr. Marlow asked if they network with other groups.

Ms. Diamond-Graham responded yes. She stated there is some social networking and that they also work with Boys and Girls Club.

Mr. Fitzpatrick asked why they are not a department of the City.

Mayor Richetelli explained there are certain advantages and disadvantages, although he did state he was unclear why this department was set up this way, but that it was done this way historically.



Mr. Agro asked if employment rules are the same.

Mayor Richetelli replied they are all non-representatives.

Ms. Diamond-Graham added all of her employees took a zero increase and in addition they did not receive the wage adjustment.

Mr. Fitzpatrick asked about health benefits.

Ms. Dubien responded they have health benefits and that they use grants to pay into it.

**(4819) Milford Progress** – Steve Studer, incoming president was present for questions.

Chairman Lema stated he would recuse himself since he is a member of this group.

Mr. Studer stated the budget is consistent with what they have received in the past. He also commented he believed the Board was familiar with the group's work. He stated currently they are working on an overall study of the Dean Parret Yale Study. Mr. Studer stated the group was looking at the way finding signage and that the downtown area is the biggest project. He also noted the State has done away with the Regional Tourism Agency. He also stated the group is looking to promote Milford as a destination area.

Mr. Beckwith asked about the \$10,000 and asked if it would be a transfer because it was all split.

Mayor Richetelli explained there are smaller grants, but for the same total. He also explained how they are paid out each year.

**(4818) Milford Historic District** – no representatives. No questions.

**(4820) Milford Historic District II** – no representatives. No questions.

**(4159) Fowler Memorial Commission** – Lee D'Amico was present. No questions

**(4823) Milford Association of Patriotic Organizations** – Mrs. L. D'Amico was present. No questions

**(4822) Cemetery Association** – no representatives. No questions.

**(4813) Bridges Community Support** – Barry Kasden, President & CEO and Claire Phelan, Chairperson, Bridges Board were present.

Mrs. Phelan stated Bridges is an integral part of Milford and that Milford feels a part of it. She stated with the state of the economy and State budget they are seeing increased numbers coming to the facility. Mrs. Phelan stated the City funding is critical as well as cost effective for Milford. She stated for every \$1 they receive from the City they receive \$19 State dollars. She urged the Board to remember the family members and neighbors that would be affected by any costs.

Mr. Kasden explained the handout. He spoke of a new program they are very proud of and a new four year grant, which is part of a partnership with two other agencies. He also stated they are the fiduciary for a large grant from the State providing services for Latino families. He went on to explain grants from “Communicare”, which is a four year grant.

Mr. Fitzpatrick asked what happens after the four years.

Mr. Kasden explained they would refer the clients to the Hill Health Center. He expressed hope the State of Connecticut may be more interested and give some revenue. Mr. Kasden stated Bridges is a major provider here in Milford for mental health services. He stated they have grown considerably and have developed many services. He stated they operate 24/7 and focus on community and recovery and keeping families together. He also stated they refer out 32049 people per week. Mr. Kasden stated they are more of a triage emergency service. He stated they have not had any increase in State grants for over three years. He stated they project next year they will have a deficit of \$400,000. He also noted grant programs have been cut 2%. He stated at Bridges they have not had any management or staff increases for over two years. He also stated there is one union and that they received a very small increase. He stated during the course of a year there are 6-10 open positions and that they juggle how to fill a position to balance the budget. He stated they are very large, but the situation is dire. He stated they received money this year from the Town of Orange and block grant money from West Haven. He stressed all Milford money stays with Milford people only.

Mr. Agro asked the amount of their annual budget.

Mr. Kasden responded \$11,500,000. He stated they are very proud of the Milford dollars they receive. He urged the Board not to cut their budget any further stating they just could not afford it, but neither could the community.

**(4815) Veterans Graves Preservation Commission** – No one was present. There were no questions/comments.

**(4816) Milford Flotilla 73** – No one was present. There were not questions/comments.

**(4826) Boys & Girls Club** – Paul Brunnell and Vicki Conan were present for questions/comments.

Mayor Richetelli stated this is a new grant he was proposing. He explained the background concerning this club which he stated began in Milford in April/May 2008. He stated the Board of Directors is up and running for over a year, which he stated includes many business leaders from the Milford community. Mayor Richetelli stated the grant for the addition is separate from this grant.

Mr. Brunnell stated last year was just amazing. He spoke of the highly successful programs, which he stated are extremely challenging in these economic times. He also spoke of their 90% high school graduation rate.

Mr. Agro asked the total of their operating budget.

Ms. Conan responded \$198,000. She explained their staff and their salary which is between \$8-10.00 hr.

Mr. Agro asked about administration.

Mr. Brunnell stated they would be looking to fill an executive director position at some point. He stated currently that is a volunteer who does all the work, coordinating, etc.

**(4111) Board of Aldermen** – no representative was present. There were no questions/comments.

**(4112) Elections** – Linda Stock, City Clerk was present. Mrs. Stock distributed a handout to the Board members. She went on to explain how a primary works. Referencing the handout she stated the State will not come through with a number of the items shown on the handout. She stated a conservative budget would be \$100,000.

Mayor Richetelli stated he fully understood the plight of the City Clerk, however, he stated over the years they have tried to keep a level figure. As an anomaly, he stated this past year was an election year and only \$48,000 was spent.

Mrs. Carey commented the State reimbursed the City for a majority of items that they no longer provide reimbursement. She also spoke regarding the memory card program and pointed out the city used the old fashion scans the previous years. She explained how they work.

**(4115) Registrar of Voters** – Antoinette Carey and Sean Beirne were present for questions. Mrs. Carey explained the justifications for the budget she presented to the Mayor. She also spoke regarding the fall conference, which she stated is a three-day conference this year. She stated in the spring they will attend an education day which will address the computer system.

**(4129) City Clerk** – Linda Stock, City Clerk was present. Mrs. Stock explained her handout of justifications for each line item in her budget. She stated she currently has \$63.00 in her advertising account. She stated she was requesting a change in Operational Expenses. She stated she would like to decrease line item 4774 0000 Postage to \$5,000 and increase line item 4771 0000 Advertising to \$12,500. She stated the \$3,000 change does not affect the bottom line amount for this account. She continued with an explanation of her handout.

Mr. Beckwith asked if this budget was short funded last year.

Mrs. Stock responded yes. She stated she did not have any say in last year's budget. She also pointed out there are things they just don't have control over. She added they would revise wherever possible.

Chairman Lema asked about the revenue side of the budget. He asked about the conveyance tax and if the City Clerk had any ballpark figure at this time and if they could have that figure at the time this Board votes.

**(4821) VNA** – Dr. McBride and John (last name not stated). Dr. McBride stated his office and this agency have worked together for several years. He stated they provide services for school age kids, clinics, etc. He also commented the H1N1 clinics went well this year.

John stated they appreciate what this Board goes through each year and the level funding from last year to this year. He went on to explain the history of the VNA. He also stated there are two clinics per month and they also have a professional nursing staff available. He stated they had over 130 visitors this year, which was a big increase over last year.

Mr. Fitzpatrick asked if they also visit homes.

John responded yes. He went on to explain homecare. He also stated they actually have people come to a clinic, but there are also people who request they come into their homes.

Chairman Lema announced a 5-minute recess. The Board recessed at 9:27 p.m.

Chairman Lema reconvened the Board in public session at 9:33 p.m.

**(4803) Fine Arts Council** – Bill Meddick, Director was present. He provided the Board was a handout detailing what they do. He also expressed his appreciation to the Board for their support over the years. He stated they are doing well this year as compared to last year where they were working in a deficit. Mr. Meddick stated they did have to layoff two people, but that they are still doing a tremendous amount of programming. He stated their programs are very busy noting the last three plays were sold out every night. He stated the program either makes money or breaks even.

**(4801) Council on Aging** – Janice Jackson, Director, Mary Allen, Clerk were present. Mrs. Jackson distributed a handout describing the work of the agency. She stated they have 12 full time and 40 part time employees, which includes 16 teachers. She stated they have 3,500 members. She also commented healthcare costs have gone up.

Ms. Allen stated they have not cut services, but they are at the bare minimum. She stated they have only one cell phone, they do work on the website. She stated they are trying to find ways to cut back, but they are not cutting back on programs. She also reiterated healthcare costs have gone up as Mrs. Jackson had stated.

Mr. Fitzpatrick asked the cost for members.

Mrs. Jackson responded \$8.00 per year.

Ms. Allen stated they saw a 63% increase in new members.

Mr. Fitzpatrick asked if the State is involved with the meals on wheels program in regards to funding.

Mrs. Jackson explained they pay the drivers that deliver the meals. She stated they deliver about 60 meals and that it subsidized from the State. She stated they also have a community café at the senior center.

Mr. Marlow asked what other sources of income they have.

Mrs. Jackson responded they receive a United Way grant. She stated last year they received \$25,000, but she did not know what they would receive this year. She stated they also receive a \$20,000 community development block grant. Mrs. Jackson also pointed out the Red Cross eliminated their transportation services.

Mr. Agro asked their total budget.

Ms. Clark replied \$1,500,000.

Mr. Agro asked if membership is consistent.

Mrs. Jackson responded basically yes.

**(4133) Probate Court** – no one was present.

Mayor Richetelli stated the State of Connecticut is merging courts. He explained the Orange Probate Court would merge with the Milford Probate Court; however the election would determine where the probate court judge will be located. He stated the Court will continue to be located in the Parsons Government Building. He also stated in the spirit of cooperation that Milford would be reimbursed for costs attributable to Orange.

**(4131) Law Department** – Winthrop S. Smith, III, City Attorney was present. Attorney Smith stated over the last several years legal bills have gone down. He stated all of the major accounts for the department have been hit hard. He stated the \$40,000 not seen in salary goes to the labor attorney, so the department did not have the extent of labor negotiations. He stated next year would be the full process and that he was concerned with the cost of those negotiations. He stated he was monitoring those accounts. He also stated there have been some unusual types of litigation and also some technical outside stuff that is costly.

Mr. Marlow asked about line item 4122 0000.

Attorney Smith responded some of those costs are also in miscellaneous legal fees. He pointed out they are just about of a money in line item 4122 0000. He explained those are costs that are not legal fees.

Mayor Richetelli spoke regarding the “Personal Services” account. He stated it was his understanding that \$40,000-50,000 not spent in salary for the full time attorney position would be used towards outside legal fees. He stated the previous Board of Aldermen cut the salary, but they did not put it into the miscellaneous professional fees, therefore there would be a shortfall as they enter into negotiations. He stated the structure of the office would also be discussed, i.e. full time/part time.

Mr. Agro asked if they go out and hire someone in a field of expertise or if they are able to focus on a specific area of law.

Attorney Smith stated they do as much as possible in-house, but that occasionally they go outside for things to large or too specialized.

Mr. Fitzpatrick asked if they still use law books.

Attorney Smith responded yes and expressed his hope the Board would not reduce that account. He also pointed out the State law library, which is located next to the courthouse will be closed shortly.

**(4131) Ethics Commission** – no representative was present.

Mayor Richetelli reported they have not had to meet. He stated if there were an ethics case it would far exceed this budget.

**(4193) Public Library** – Mrs. Jean Tsang was present. Mrs. Tsang explained the handout she gave the Board. She also spoke regarding cuts on Saturday. She stated they rely heavily on seasonal temps.

Mr. Marlow asked how many people use the library.

Mrs. Tsang stated the back door number was \$126,664 and the front door number was 22,918. She noted the count can be tricky, so there can be a slight margin of error. She also stated library card registration was 33,519. She commented the number is on the high side due in part to the economy.

Mr. Marlow asked if the library card can be used for internet use.

Mrs. Tsang explained you can sign up even with just a driver's license. She stated they find more and more people don't know how to use the library. She also spoke regarding the computers in the children's department.

Mr. Beckwith asked if they receive any funding from the passport service.

Mrs. Tsang responded yes; although the income has dropped off quite a bit. She stated with the economy people aren't traveling much. She stated they have used those funds to supplement other areas.

**(4123) Community Development** – Bob Gregory, Director was present.

Mr. Marlow asked how closely Community Development works with the Economic Development Commission and if they could be combined.

Mr. Gregory stated he is the liaison to the economic Development Committee. He stated they are a volunteer group and that they have a program he helps them carry out. Mr. Gregory stated they work together in their efforts. He also spoke regarding the block grant programs. He stated salaries are all paid out of the grant and that their budget basically is the same. He spoke of the new website: [www.milfordmeansbusiness.org](http://www.milfordmeansbusiness.org), which went live about a month ago.

Mr. Agro asked what is on the horizon.

Mr. Gregory replied in spite of the times Milford is doing pretty well. He stated there has not been a lot of new growth, but that they are holding their own. He stated Whole Foods has changed that area and made that shopping area come alive. He also state PC Richards is coming to the former Linens and Things building. He stated he has seen activity and more inquiries.

**(4155) Economic Development** – Bob Gregory was present. No questions.

Mayor Richetelli commented the previous chairperson of this Committee put together a \$14,000 budget. He stated it was his recommendation to that that amount.

**(4812) Transit District** – Henry Jadach was present for questions/comments. Mr. Jadach stated his budget request represented 14 ½ percent of his total overall budget. Referring to the handout he gave the Board he stated they have picked up clients with the Red Cross not running vehicles any longer. Mr. Jadach stated they will work with anyone who has a hardship. He went on to explain their involvement at the train station. He

stated there are many people who take their buses and really rely on it. He stated over 40% of the employees employed at the mall take the bus to work. He stated the Mayor's recommendation is what they received in 2008-2009 and that it is a figure they can live with. He also stated they have done a lot with their insurance working with their employees and also spoke regarding the health savings account.

Mr. Agro asked how many employees.

Mr. Jadach replied 39-40.

**(4610) Health Department** – Dr. McBride was present for questions/comments. He stated this year more citizens learned about the health department. He stated about 1,000 citizens came to the department for the H1N1 vaccine. He continued with a quick summary of the department. He spoke regarding a new position that combines two positions, one from the health side and one from school health (Public Health Nurse Administrator). He gave a lengthy explanation as to how they came about this new position. He stated it would be a supervisory position, that it would be a nurse who can give assistance to the nurse administrator and also on the public health side. He stated they have had emerging diseases such as tuberculosis, which is stated is mostly foreign born. Dr. McBride stated they need the help on both sides and so they decided to combine this position into one. He also asked the Board to put \$5,000 back into seasonal temporary to deal with the blight Ordinance. He stated some of the complaints are old and some are new.

**(4997) Education Health Services/School Nurses** – Dr. McBride was present for questions. Dr. McBride stated he was looking for an increase in the seasonal temporary account.

Mr. Agro asked the figure he was recommending.

Dr. McBride explained because of the reallocation of work forces extra help is needed.

**(4340) Animal Control** – Rick George, Animal Control Officer and Jan Perile, Clerk were present. He stated they are down one employee. He also stated they basically work 24/7 and are open to the public 6 days a week. He stated they have an active education program in the school. Mr. George also stated they have a very active volunteer base. He also explained the federal mandate which requires if a human shelter is open to the public you have to have an animal shelter open as well. He stated this came about as a result of Hurricane Katrina. He stated the increase in the budget reflects the rising costs. He also noted they have to advertise every impounded animal. Mr. George stated there is a new line item in the budget, line item 4720 0033 in the amount of \$500 and line item 4980 0601 Security System, which is new. He explained the need for a new security system, which includes a camera.

**(4310) Police Department** – Chief Keith Mello and Deputy Chief Steven Fournier were present. Chief Mello stated he wished to discuss line item 4419 0001 Firearms Range Cleaning, which he stated is new. He explained range has to be cleaned every 7-10 years. He stated this is an OSHA standard to clean the lead. Chief Mello also directed the Board to line item 4744 0000 Information Access System and explained this service is going up a dollar per car, per month. With regard to line item 4775 0000 Office Equipment Upkeep, Chief Mello explained their maintenance support for their video camera comes out of this account. Line item 4796 0000 Software & Maintenance, Chief Mello stated three pieces run the entire department, which he stated is shared with the fire department. He stated there are a number of accounts they have reduced and some they have eliminated. Chief Mello referred to line item 4140 0000 Professional Svcs./Audit Fees and stated these

fees are contracted services to merge parking tickets and help to track down delinquent accounts. He stated this will be performed by existing personnel. Chief Mello also addressed line item 4942 0201 Speed detector radar, he stated this was eliminated this year to help reduce costs.

Mr. Beckwith asked about line item 4944 0203 Metal Detector.

Chief Mello responded the metal detector is for the detective unit.

Mr. Fitzpatrick asked about line item 4112 9948 Overtime, COPSS.

Chief Mello explained that is when they bring the van to you. He stated this is a service in which they go and talk to children, seniors, etc.

Mr. Fitzpatrick asked about line item 4792 0001 Rental Cars.

Chief Mello responded that is for their undercover officers.

Mr. Agro asked about line item 4745 0000 Ordnance Supplies.

Chief Mello explained they order twice a year, mostly for qualifiers.

Mr. Fitzpatrick asked how many vacancies they had.

Chief Mello replied 5. He explained vacancies on a police department are different than most places. He explained how the process works both when there is a list in place and when there is not. He stated either process includes an extensive background check and then they have to attend the academy, which he stated can take as long as a year. Chief Mello stated by contract they have to have staff at 60% so they have to hire. He stated they have to provide coverage and when necessary they may transfer from regular wages to overtime.

Mr. Fitzpatrick asked if they ever hire from other departments, i.e. New York.

Chief Mello responded yes, but there still is a training process.

Vice Chairman Lema recessed the Board at 9:34 p.m.

Respectfully submitted,

Kathleen K. Huber  
Recording Secretary