

**BOARD OF FINANCE
PROPOSED BUDGET 2020-2021 – FINAL VOTING SESSION
MARCH 18, 2020**

The Milford Board of Finance held a budget deliberations session on Wednesday, March 18, 2020 in the chamber at City Hall.

Board Members Present

Brian A. Lema, Chairman
Scott Moulton
Lauren Ranges
Ray Arnold
Joseph Fitzpatrick – via teleconference

Also Present

Mayor Benjamin G. Blake
Peter Erodici, Finance Director

Chairman Lema reconvened the budget deliberations session at 5:30 p.m. He stated tonight the Board would vote on the city/education budgets for Fiscal Year 2020/2021. He welcomed the Board, including Mr. Fitzpatrick, who was calling in via teleconference.

Mayor Blake thanked everyone noting this is a bit of an unusual meeting with a lot of changes as everyone deals with the COVID-19 virus. He stated local government is operating a little different than normal but pointed out the city has stepped up. He reported public works is cleaning non-stop, making sure those high touch areas are cleaned every few hours. He commended the health department and Director Deepa Joseph who has been an essential communicant to the city. He spoke briefly about the Board of Education's switch to on-line learning very soon. Mayor Blake stated he or Finance Director Erodici would be happy to answer any questions the Board may have.

Chairman Lema thanked Mayor Blake and his staff and the Board of Education. He stated Milford has been a model in handling a very difficult situation. Chairman Lema stated typically the Board begins with Education Operations (p. 94).

Mr. Moulton and Mr. Arnold made and seconded a motion to approve the budget for Acct. 1005 054796 Education Operations as follows: line item 584001 Lump Sum Appropriations reduced to read \$97,534,756 for a new department sub-total of \$97,534,756 and a new department total of \$97,534,756.

Mr. Moulton explained it is an increase of \$2,456,269 over the current budget, which represents a 2.5% increase.

Mayor Blake asked how that number affects the Board of Education's original request.

Mr. Moulton stated it is a \$500,000 reduction of their initial request.

Mayor Blake spoke of the value and need for continuity in all 14 schools that is a big part of the budget, but a significant part of the city.

Mr. Arnold spoke of the current situation with COVID-19 and if this Board is considering the current situation in this budget and whether there would be a need for a future adjustment.

Mayor Blake explained this budget goes into effect on July 1, 2010. He stated it is hard to know what the situation would be at that time. He stated the hope is the pandemic would not be as significant and that the curve would be flat, but unfortunately, they just don't know at this point.

Mr. Arnold asked if the budget could be amended in the future.

Mayor Blake explained this budget's if the Board of Finance's recommended budget that will next go to the Board of Aldermen for their review and approval. He also pointed out the governor has allowed municipalities some flexibility as to when they can adopt their budgets.

Chairman Lema commented this budget was prepared several months ago and prior to COVID-19. He stated his position is based on how and when this budget was presented and could be addressed at some point.

Mr. Fitzpatrick stated he is concerned with people who may be out of work down the road and having to deal with such a big budget. He stated he would like to see salaries covered in the budget, but all other line items remain status quo. He reiterated his concern is with what is going to happen down the road and the concern for the residents and increased taxes.

Chairman Lema stated he wished to affirm that Mr. Fitzpatrick was against any increase over 2%?

Mr. Fitzpatrick responded yes, especially considering the current circumstances and the economy and future economy.

Mrs. Ranges stated she is in favor of the 3.1% increase as requested by the Board of Education. She pointed out the increase is due to salary increases and contractual obligations. Mrs. Ranges expressed her concern the \$500,000 decrease could impact classroom learning.

Mr. Arnold stated he took a long look over the budget and felt instructional learning would not be impacted. He stated there are a lot of initiatives in the budget that are needs requested from the educators and not necessarily of the city.

Chairman Lema stated they are all valid points, but that this Board needed to find balance. He stated he was comfortable with the proposed reduction, adding it balances the two and still provides an increase to this budget. Chairman Lema also pointed out this is the largest increase to an education budget in about a decade. He commended the Board of Education for keeping expenses in line over the years. He also pointed to the \$29M contribution to health insurance on the city side.

Mr. Fitzpatrick commented if this Board approves this budget it will be larger than the city side of the budget. He reiterated his concerns for all residents and these difficult times. Mr. Fitzpatrick asked what the 2% amounts to in dollars.

Mr. Moulton stated his motion if approved would result in an increase over last year's budget of \$2,456,269.

Mr. Erodici stated the \$500,000 reduction is from the original Board of Education request and results in a lump sum appropriation of \$97,534,756.

Chairman Lema stated it equates to a 2.58% increase.

The motion carried 3 yes (Lema, Moulton, Arnold) and 2 no (Fitzpatrick, Ranges).

Mr. Erodici stated the Board needed to make a motion to approve the mayor's proposed budget with the mayor's changes proposed in Exhibit A as discussed at the technical meeting of this Board on March 4, 2020.

Mayor's Blake stated he was recommending those amendments shown in Exhibit A to the Mayor's Proposed Budget.

Chairman Lema stated at the technical meeting this Board spent a significant amount of time on reductions that resulted in \$1,341,317 in reductions to the budget.

Mr. Moulton and Mrs. Ranges made and seconded a motion to approve the Mayor's Proposed Budget for Fiscal Year 2020-2021 with the following reductions, as shown in Exhibit A (attached):

1005 054115 Registrar of Voters, in *Operational Expenses* line item 554774 Postage reduced to read \$3,000, for a new sub-total in *Operational Expenses* of \$8,100 and a new department total of \$167,588.

1005 054121 Mayor, in *Personal Services*, line item 514117 Seasonal/Temporary reduced to read \$1, for a new sub-total in *Personal Services* of \$322,273, and in *Operational Expenses*, line item 5544774 Postage reduced to read \$500, for a new sub-total in *Operational Expenses* of \$2,100 for a new department total of \$325,673.

1005 054123 Community Development, in *Operational Expenses*, line item 554748 Promotional Expenses reduced to read \$5,500 for a new sub-total in *Operational Expenses* of \$10,550 for a new department total of \$126,537.

100 054129 City Clerk, in *Personal Services*, line item 514111 Regular Wages reduced to read \$330,109, line item 519942 1/5 Fiscal Week reduced to read \$1,644 and line item 534150 Professional Services reduced to read \$5,500, for a new sub-total in *Personal Services* of \$342,278; in *Operational Expenses*, line item 524714 Mileage/Parking reduced to read \$150, line item 554718 Travel & Conferences reduced to read \$400, for a new sub-total in *Operational Expenses* of \$45,600; and *Capital Outlays*, line item 570190 Computer reduced to read \$1, for a new sub-total in *Capital*

Outlays of \$1 and a new department total of \$391,879. Budgeted Positions, 26-1 Assistant City Clerk reduced to read \$47,560 and 24-1 Clerk A reduced to read \$40,624 for a new Positions Total of \$330,109.

1005 054131 Law Department, in *Personal Services*, line item 534122 Other Legal Fees reduced to read \$65,000, line item 534189 Misc. Professional Fees & Svcs. reduced to read \$52,500 for a new sub-total in *Personal Services* of \$620,964 and a new department total of \$633,720.

1005 4142 Permitting and Land Use, in *Personal Services*, line item 514117 Seasonal/Temporary reduced to read \$10,100, line item 534189 Misc. Professional Fees & Svcs reduced to read \$4,000 for a new sub-total in *Personal Services* of \$1,008 012 and a new department total of \$1,073,254.

1005 054593 Public Library, in *Personal Services*, line item 514111 Regular Wages reduced to read \$837,530 and line item 519942 1/5 Fiscal Week reduced to read \$4,167, for a new sub-total in *Personal Services* of \$943,372; and in *Capital Outlays*, line item 575076 Computer, other reduced to read \$3,000, line item 570190 Computer reduced to read \$2,000 for a new sub-total in *Capital Outlays* reduced to read \$140,600 and a new department total of \$1,169,722.
Budgeted Positions, 24-1 Library Assistant reduced to read \$40,624 for a new Positions Total of \$837,530.

1005 4110 Finance Department, in *Personal Services*, line item 514112 Overtime reduced to read \$34,828, line item 514117 Seasonal/Temporary reduced to read \$5,800, for a new sub-total in *Personal Services* of \$1,848,005; in *Vehicle & Equipment Upkeep*, line item 564331 Gas & Other Propellants reduced to read \$600, for a new sub-total in Vehicle & Equipment Upkeep of \$600; in *Operational Expenses*, line item 534712 Training Expenses reduced to read \$4,530, line item 534713 Membership reduced to read \$2,115, line item 524714 Mileage/Parking reduced to read \$1,900, line item 554760 Publications reduced to read \$2,796, line item 554774 Postage reduced to read \$6,750, line item 554775 Office Equipment Upkeep reduced to read \$6,750, line item 564783 Office Supplies & Expenses reduced to read \$10,900, for a new sub-total in *Operational Expenses* \$200,014, in *Capital Outlays*, line item 554977 Office Equipment reduced to read \$850, for a new sub-total in *Capital Outlays* and a new department total of \$2,049,471.

1005 054170 Management Information Systems (MIS), in *Personal Services*, line item 514111 Regular Wages reduced to read \$403,847, line item 519942 1/5 Fiscal Week reduced to read \$2,014, for a new sub-total in *Personal Services* of \$482,862; in *Capital Outlays*, line item 570190 Computer reduced to read \$51,197, for a new sub-total in *Capital Outlays* of \$54,652 and a new department total of \$1,018,404. Budgeted Positions 48-1 IT Support Specialist reduced to read \$59,753 for a new Positions Total of \$403,847.

1005 054119 Human Resources, in *Personal Services*, line item 514112 Overtime reduced to read \$3,500, for a new sub-total in *Personal Services* of \$269,091; in *Operational Expenses*, line item 554771 Advertising reduced to read \$4,000, for a new sub-total in *Operational Expenses* of \$14,328 and a new department total of \$283,421.

1005 054210 Police Department, in *Personal Services*, line item 514111 Regular Wages reduced to read \$10,497,677, line item 519942 1/5 Fiscal Week reduced to read \$52,298, line item 514118

Crossing Guards reduced to read \$115,000, for a new sub-total in *Personal Services* of \$12,404,274; in Vehicle & Equipment Upkeep, line item 564337 Garage Tools/Tool Upkeep reduced to read \$150, for a new sub-total in Vehicle & Equipment Upkeep of \$152,150; in *Operational Expenses*, line item 564731 Laboratory Supplies & Expenses reduced to read \$4,000, line item 564733 Naloxone (Narcan) reduced to read \$5,850, line item 564745 Ordnance Supplies reduced to read \$29,000, line item 554746 Communication Costs reduced to read \$160,000, line item 584754 Awards reduced to read \$1,000, line item 554760 Publications reduced to read \$1,000, line item 554781 Duplicating Costs reduced to read \$15,500 and line item 574796 Software & Maintenance reduced to read \$263,000, for a new sub-total in *Operational Expenses* \$753,794; in *Capital Outlays*, line item 575412 Speed Detector Radar reduced to read 1, line item 574930 Tasers reduced to read \$2,000, line item 574185 Police Cruisers (Note: account may be supplemented by Fund 76 Police special revenue account) reduced to read \$1, for a new sub-total in *Capital Outlays* of \$259,442 and a new department total of \$13,739,660. In Budgeted Positions 4-N Police Officer reduced to read \$63,680, 4-N Police Officer reduced to read \$63,680, 40N Police Officer reduced to read \$63,680, 4-N Police Officer reduced to read \$63,680, 4-N Police Officer reduced to read \$63,690, 4-N Police Officer reduced to read \$63,680 and 23N Public Safety Dispatcher reduced to read \$41,831 for a new Positions Total of \$10,497,677.

1005 054220 Fire Department, in *Personal Services*, line item 514111 Regular Wages reduced to read \$8,873,295, line item 519942 1/5 Fiscal Week reduced to read \$44,367, line item 519941 Overtime, EMS* (Account may be supplemented by Fund 76 EMS Billing Special Revenue account) reduced to read \$150,000, line item 514116 Vacation & Relief reduced to read \$650,000, for a new sub-total in *Personal Services* of \$10,872,362, in *Operational Expenses*, line item 534712 Training Expenses reduced to read \$30,000, line item 564722 Fire Clothing/Rubber Goods reduced to read \$50,000, line item 564228 Uniforms & Weather Gear reduced to read \$53,000, line item 564728 Scuba Supplies & Costs reduced to read \$5,000, for a new sub-total in *Operational Expenses* of \$350,401 and a new department total of \$12,149,663. In Budgeted Positions 4-N Firefighter reduced to read \$62,040, 4-N Firefighter reduced to read \$62,040, 4-N Firefighter reduced to read \$62,040 for a new positions total of \$8,873,295.

1005 054231 Emergency Management, in *Capital Outlays*, line item 575160 Early warning system reduced to read \$18,000, for a new sub-total in *Capital Outlays* of \$42,001 and a new department total of \$93,354.

1005 054240 Animal Control, in *Personal Services*, line item 514112 Overtime reduced to read \$10,000, for a new sub-total in *Personal Services* of \$267,725 and a new department total of \$324,802.

1005 054320 Public Works Office, in *Personal Services*, line item 514112 Overtime reduced to read \$2,500, for a new sub-total in *Personal Services* of \$484,561; in *Capital Outlays*, line item 577102 Computer Monitor reduced to read \$1, line item 570190 Computer reduced to read \$1, line item 575087 File Cabinet reduced to read \$200, for a new sub-total in *Capital Outlays* of \$204 and a new department total of \$490,792.

1005 054321 Highway/Parks, in *Personal Services*, line item 514111 Regular Wages reduced to read \$2,113,803, line item 519942 1/5 Fiscal Week reduced to read \$10,508, line item 514112 Overtime

reduced to read \$90,000, and line item 514113 Snow Removal reduced to read \$30,000, for a new sub-total in *Personal Services* of \$2,276,311 and a new department total of \$2,606,861. In Budgeted Positions, 10-X Maintainer reduced to read \$0 for a new Positions Total of \$2,113,803.

1005 054323 Building Maintenance, in *Personal Services*, line item 514111 Regular Wages reduced to read \$1,581,840, line item 519942 1/5 Fiscal Week reduced to read \$7,865 and line item 514112 Overtime reduced to read \$30,000, for a new sub-total in *Personal Services* reduced to read \$1,639,505; in *Operational Expenses*, line item 574742 Traffic Signal Maintenance reduced to read \$20,000, for a new sub-total in *Operational Expenses* of \$22,575; in *Capital Outlays*, line item 544923 Building Improvements reduced to read \$30,000, for a new sub-total in *Capital Outlays* of \$42,500 and a new department total of \$3,119,280. In Budgeted Positions, 7-5 Mechanic, Maintenance reduced to read \$52,104, 10-X Courier, Interoffice reduced to read \$49,608 and 10-X Custodian/Stock Clerk reduced to read \$0 for a new positions total of \$1,581,840.

1005 054324 Engineering, in *Personal Services*, line item 514111 Regular Wages reduced to read \$294,400, line item 519942 1/5 Fiscal Week reduced to read \$1,465, line item 514112 Overtime reduced to read \$10,000, and line item 554191 Stormwater Testing State Mandate reduced to read \$15,000, for a new sub-total in *Personal Services* of \$330,866 and a new department total of \$344,436. In Budgeted Positions, 27-N Engineering reduced to read \$0 for a new positions total of \$294,400.

1005 054329 General Garage, in *Personal Services*, line item 514111 Regular Wages reduced to read \$477,662, line item 519942 1/5 Fiscal Week reduced to read \$2,375, and line item 514117 Seasonal Temporary reduced to read \$2,500, for a new sub-total in *Personal Services* of \$502,537 and a new department total of \$1,305,037. In Budgeted Positions, 4-X Mechanic, Automotive reduced to read \$0 for a new Positions Total of \$477,662.

1005 054331 Solid Waste, in *Personal Services*, line item 514111 Regular Wages reduced to read \$1,190,159, line item 519942 1/5 Fiscal Week reduced to read \$5,915, and line item 514112 Overtime reduced to read \$400,000, for a new sub-total in *Personal Services* \$1,601,075 and a new department total of \$4,131,910, In Budgeted Positions, 7-X Truck Driver – Laborer reduced to read \$0 for a new Positions Total of \$1,190,159.

1005 054520 Recreation Department, in *Personal Services*, line item 514117 Seasonal/Temporary reduced to read \$365,000 for a new sub-total in *Personal Services* of \$801,164 and a new department total of \$879,664.

1005 05998310 Employee Benefits, in *Employee Benefits*, line item 524201 Severance Sick Pay: General reduced to read \$235,000, line item 524203 Severance Sick Pay: Police reduced to read \$210,000, line item 524208 Severance Vacation Pay reduced to read \$215,000, for a new sub-total in Employee Benefits of \$26,772,767 for a new department total of \$26,795,967.

1005 05998390 Benefit & Salary Reserve, in *Personal Services*, line item 514199 Other Wage Adjustment reduced to read \$900,092, for a new sub-total in *Personal Services* of \$900,092 and a new department total of \$900,092.

1005 05998999 Unallocated Contingency, in *General Charges*, line item 584899 Contingency Account reduced to read \$5,000, for a new sub-total in *General Charges* of \$5,000 and a new department total of \$5,000.

1005 05998105 C-Med, in *Operational Expenses*, line item 584708 Grant, reduced to read \$66,500, for a new sub-total in *Operational Expenses* of \$66,500 and a new department total of \$66,500.

1005 05998121 Health Services, in *Operational Expenses*, line item 584708 Grant, reduced to read \$6,000, for a new sub-total in *Operational Expenses* of \$6,000 and a new department total of \$6,000.

1005 05998395 Education Employee Benefits, in *Employee Fringe Benefits*, line item 529911 FICA: Non- Teacher, reduced to read \$1,228,272, for a new sub-total in *Employee Fringe Benefits* of \$1,228,273 and a new department total of \$1,228,273.

1005 054798 Education Health Services: School Nurses, in *Personal Services*, line item 514111 Regular Wages. Reduced to read \$1,322,183, for a new sub-total in *Personal Services* of \$1,390,548 and a new department total of \$1,434,462. In Budgeted Positions, 30-1 Nurse, Public Health – 10 month, reduced to read \$52,954, 30-1 Nurse, Public Health – 10 month, reduced to read \$52,954 and 30-2 Nurse, Public Health – 10 month, reduced to read \$54,563 for a new Positions Total of \$1,322,183.

Motion carried unanimously.

Mr. Moulton and Mrs. Ranges made and seconded a motion to approve the Mayor's recommended budget for Acct. 2812 124000 Sewer Fund (Expenditures) in the amount of \$8,565,758, as presented.
Motion carried unanimously.

Mr. Moulton and Mrs. Ranges made and seconded a motion to approve the Mayor's recommended budget for Acct. 2812 124000 Sewer Fund (Revenues) in the amount of \$8,565,758, as presented.

Mr. Fitzpatrick asked about the line item concerning Investment of Idle Funds.

Mr. Erodici stated this line item was brought up at the technical meeting. He explained it is a prudent estimate of vital funds. He stated they just don't know what the final numbers will be which is based on several factors.

Mr. Fitzpatrick asked about the line item concerning Prog. Revenue – Power Plant with a dollar amount of \$0.

Mr. Erodici explained that line item is from the power plants – Pilot agreements that the bills them for.

Motion carried unanimously.

Mr. Moulton and Mrs. Ranges made and seconded a motion to approve the Mayor's recommended budget for Acct. 0036 364157 Harbor Management Commission (Expenditures) in the amount of \$333,110.

Mr. Fitzpatrick asked about the Operations Director position.

Mayor Blake stated the current position is being held by Ray Swift who will be retiring in April. He explained they are in discussions with the Human Resources Department.

Motion carried unanimously.

Mr. Moulton and Mrs. Ranges made and seconded a motion to approve the Mayor's recommended budget for Acct. 0036 364157 Harbor Management Commission (Revenues) in the amount of \$333,110. Motion carried unanimously.

Mr. Moulton and Mrs. Ranges made and seconded a motion to approve the Mayor's recommended budget for Acct. 6018 184121 Golf Course (Expenditures) in the amount of \$70,000. Motion carried unanimously.

Mr. Moulton and Mrs. Ranges made and seconded a motion to approve the Mayor's recommended budget for Acct. 6018 184121 Golf Course (Revenues) in the amount of \$70,000.

Mr. Fitzpatrick asked about the Fund 76 account.

Mr. Erodiçi explained there is an agreement with the management company that allows for the Funds to go into the Fund 18 account. He stated the Fund 76 is the open space lump sum amount.

Motion carried unanimously.

Mayor Blake stated to the Board the Finance Director would not calculate the figures for the taxes due.

Mr. Moulton and Mrs. Ranges made and seconded a motion to approve Acct. 1005 054000 General Fund Revenue, with the following changes: Taxes, line item 413111 Current Taxes reduced to read \$184,529,747 for a new total revenue amount of \$223,083,034. Motion carried unanimously.

Mr. Erodiçi stated the proposed mil rate would be 28.46, which is an increase of 2.71% based on the taxes as of October 1, 2019.

Mr. Moulton and Mrs. Ranges made and seconded a motion to adopt the mil rate of 28.46. Motion carried unanimously.

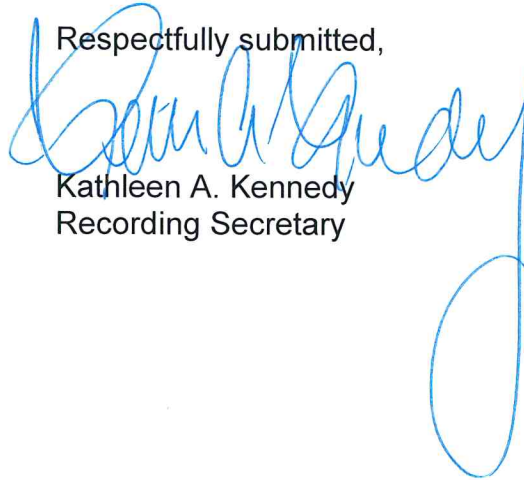
Mr. Fitzpatrick extends thanks to Chairman Lema and the Board for accommodating him on the telephone conference.

Chairman Lema thanked everyone for coming together through these unusual and challenging circumstances.

Mr. Moulton and Mrs Ranges made and seconded a motion to adjourn the budget deliberation sessions for fiscal year 2020-2021. Motion carried unanimously.

The Board adjourned at 6:34 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Kathleen A. Kennedy', is written over the typed name. The signature is fluid and cursive, with a long, sweeping tail that extends downwards and to the right.

Kathleen A. Kennedy
Recording Secretary