



**TOWN COUNCIL  
VIRTUAL MEETING  
SPECIAL MEETING  
APRIL 29, 2020  
APPROVED MINUTES**

**1) CALL TO ORDER**

Mayor Trinks called the meeting to order at 7:32 p.m.

Present: Mayor Donald Trinks, Deputy Mayor Joe McAuliffe, Councilor Nuchette Black-Burke, Councilor Lisa Rampulla Bress, Councilor James Dobler, Councilor James Govoni, Councilor Donald Jepsen, and Councilor Kenneth Wilkos.

**2) PUBLIC COMMENT**

Adam Gutcheon, 1121 Windsor Station, thanks everyone for the great job they've done with the budget process. The Town Manager and the Town Council have used good judgment.

George Slate, 74 Ethan Drive, suggests that the email address for budget comments be posted online and the comments be read aloud at the meeting. Mr. Slate is of the opinion that Executive Order No. 71 does not give the Town Council permission to authorize themselves to eliminate in person voting on the budget. He stated that a councilor suggested moving \$100,000 to the opening cash balance to fund the tax deferral program. Mr. Slate also stated that these are not normal times and that assuming normal collection rates is not likely. He suggested transferring \$4.6 million from the past years' surplus to the opening cash balance. If this isn't done now and revenues do not come in normally, the town will not have it for uses that may come up such as the Windsor Volunteer Ambulance, or for Social Services and Emergency Preparedness.

**3) STAFF REPORT**

Peter Souza, Town Manager, explained that the Town Attorney, Kevin Deneen, has reviewed the Executive Orders issued by Governor Malloy. It is his legal opinion that Order 71 allows the Council to adopt a budget and set the applicable mill rate by eliminating in-person voting either by a town meeting or referendum. With few exceptions and with permission of the state and local health authorities, in-person voting may happen. The Town Attorney is of the opinion that Order 7S allows for suspension of in-person voting requirements for critical and time sensitive municipal fiscal deadlines. Some exceptions to this would include bond ordinances or appropriations over a certain dollar amount. Attorney Deneen was available to take any questions. There were none and Mayor Trinks thanked him for coming and being available.

**4) FINAL DELIBERATIONS AND ADOPTION OF FY 21 BUDGET**

Town Manager Souza outlined and overviewed suggested measures to reduce the mill rate and to keep the tax increase to 2.25% and expenditures at 2.89% as requested by the Council at Monday night's meeting. To meet this, the budget would need to be reduced by \$650,000. The



assumption is additional revenues are now expected in State Aid of \$390,000. The town would need to further reduce expenditures by \$260,000. Town Manager Souza and Windsor School Superintendent, Dr. Craig Cooke agreed to divide the cut equally between the Board of Education (BOE) and the town. The town cannot tell the Board of Education where to make those cuts. Town Manager Souza did suggest \$130,000 in cuts to consider on the town side of the budget.

## **EXPENDITURES**

### **Board of Education**

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to amend the proposed budget for the Board of Education of \$72,681,800 by \$130,000 to \$72,551,800.

Motion Passed 8-0-0

### **Town Support for Education**

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Jepsen to accept the proposed budget for Town Support for Education of \$5,276,190.

Motion Passed 8-0-0

### **Safety Services**

MOVED by Councilor Bress, seconded by Councilor Jepsen to amend the proposed budget for Safety Services of \$11,005,950 by \$15,000 to \$10,990,950. This motion eliminates the new funding for junk car enforcement in the Police-Support Services section of the Safety Services budget.

Motion Passed 8-0-0

### **Recreation & Leisure Services**

MOVED by Councilor Wilkos, seconded by Deputy Mayor McAuliffe to accept the proposed budget for Recreation & Leisure Services of \$2,080,890.

Motion Passed 8-0-0

### **Human Services**

MOVED by Councilor Black-Burke, seconded by Councilor Jepsen to accept the proposed budget for Human Services of \$442,160.

Motion Passed 8-0-0



**Health Services**

MOVED by Councilor Dobler, seconded by Councilor Black-Burke to accept the proposed budget for Health Services of \$534,710.

Motion Passed 8-0-0

**Library Services**

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to accept the proposed budget for Library Services of \$1,765,470.

Motion Passed 8-0-0

**Development Services**

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Dobler to accept the proposed budget for Development Services of \$1,402,520.

Motion Passed 8-0-0

**Community Development**

MOVED by Councilor Bress, seconded by Deputy Mayor McAuliffe to accept the proposed budget for Community Development of \$102,980.

Motion Passed 8-0-0

**Public Works & Engineering**

MOVED by Councilor Wilkos, seconded by Deputy Mayor McAuliffe to reduce the proposed budget for Public Works & Engineering of \$6,665,610 by \$15,000 to \$6,650,610.

This motion reduces the funding for materials and supplies (salt) under the Storm Control section of the Public Works budget.

Motion Passed 8-0-0

**Information Services**

MOVED by Councilor Black-Burke, seconded by Deputy Mayor McAuliffe to accept the proposed budget for Information Services of \$563,930.

Motion Passed 8-0-0

**Administrative Services**

MOVED by Councilor Dobler, seconded by Councilor Bress to accept the proposed budget for Administrative Services of \$2,480,960.



Motion Passed 8-0-0

**General Government**

MOVED by Councilor Jepsen, seconded by Councilor Black-Burke to accept the proposed budget for General Government of \$1,072,220.

Motion Passed 8-0-0

**General Services**

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Jepsen to reduce the proposed budget for General Services of \$16,333,420 by \$100,000 to \$16,233,420.

This motion reduces funding for Other Post-Employment Benefits (OPEB) by \$25,000; reduces funding for Revaluation by \$10,000; and reduces the funding for pay-as-you-go Capital Projects by \$65,000 (\$20,000 for Fleet replacement; \$25,000 for paving; and \$20,000 for Board of Education Technology Equipment Upgrades.

Motion Passed 8-0-0

**TOTAL GENERAL FUND EXPENDITURES**

MOVED by Councilor Bress, seconded by Deputy Mayor McAuliffe to reduce the total proposed General Fund expenditures for the FY 2021 budget of \$122,408,810 by \$260,000 to \$122,148,810 based on the motions discussed.

Motion Passed 8-0-0

**REVENUES**

MOVED by Councilor Wilkos, seconded by Councilor Jepsen to reduce the proposed budget for overall Revenues of \$122,408,810 by \$260,000 to \$122,148,810 by the following:

Increase the State Grants in Lieu of Taxes revenue category by \$390,000 due to expected increases in State Aid (from \$1,726,240 to \$2,116,240).

Decrease the revenue line #51002 Current Levy by \$650,000 to balance the revenues with expenditures (Current Levy is changed from \$102,832,330 to \$102,182,330.)

Motion Passed 8-0-0



### **TAX COLLECTION RATE**

MOVED by Councilor Black-Burke, seconded by Deputy Mayor McAuliffe to accept the proposed tax collection rate of 98.80%.

Motion Passed 8-0-0

### **SENIOR TAX RELIEF**

MOVED by Councilor Dobler, seconded by Councilor Wilkos to accept the amount proposed for senior tax relief of \$130,000.

Motion Passed 8-0-0

### **ENTERPRISE FUNDS:**

#### **Landfill Enterprise Fund**

MOVED by Councilor Jepsen, seconded by Deputy Mayor McAuliffe to accept the proposed budget for the Landfill Enterprise Fund of \$1,954,370.

Motion Passed 8-0-0

#### **Resident Transfer Station Enterprise Fund**

MOVED by Deputy Mayor McAuliffe, seconded by Councilor Dobler to accept the proposed budget for the Resident Transfer Station Enterprise Fund of \$277,410.

Motion Passed 8-0-0

#### **Caring Connection Adult Day Care Center**

MOVED by Councilor Bress, seconded by Councilor Black-Burke to accept the proposed budget for the Caring Connection Adult Day Care Center of \$448,710.

Motion Passed 8-0-0

#### **Windsor Child Development Enterprise Fund**

MOVED by Councilor Wilkos, seconded by Councilor Bress to accept the proposed budget for the Windsor Child Development Enterprise Fund of \$1,239,950.

Motion Passed 8-0-0



## OTHER FINAL MOTIONS

### **Price Guide**

MOVED by Councilor Black-Burke, seconded by Councilor Bress to accept the price guide as proposed.

Motion Passed 8-0-0

### **5) SET MILL RATE FOR FY 2021**

MOVED by Councilor Dobler, seconded by Councilor Black-Burke that the tax rate for the fiscal year beginning July 1, 2020 be set at 33.11 mills which reflects the October 2019 property valuation with a total estimated taxable grand list for FY 2021 or \$3,128,685,000.

### **Based upon the motions outlined above:**

Mill Rate = 33.11

Expenditure Increase = 2.89%

Budgetary Tax Increase = 2.25%

Motion Passed 8-0-0

### **6) ADJOURNMENT**

MOVED by Councilor Bress and seconded by Councilor Black-Burke to adjourn the meeting at 7:28 p.m.

Motion passed 8-0-0

Respectfully Submitted,

Lori Hartmann  
Recording Secretary