

**BOARD OF FINANCE  
TOWN OF EAST WINDSOR  
11 RYE STREET  
EAST WINDSOR, CONNECTICUT 06088**

**MINUTES OF SPECIAL MEETING-BUDGET WORKSHOP**

**Tuesday, April 3, 2012 at 7:00 p.m.**

These minutes are not official until approved at a subsequent meeting.

Members Present: Jason Bowsza, Joseph Pellegrini, Danelle E. Godeck (arrived at 7:25 p.m.), Jerilyn Corso, Marie DeSousa, and Kathleen Pippin  
Members Absent: None  
Alternates Present: Sharon Tripp  
Alternate Absent: Paulette Broder  
Others: Catherine Cabral and Teresa N. Kane  
Press: None

**I. Call to Order**

Chairman Jason Bowsza called the Special Meeting-Budget Workshop to Order at 7:06 p.m., in the Board Brook Library.

**II. Budget Discussions of Proposed Budgets for Fiscal Year 2012-2013**

Ms. Catherine Cabral, Treasurer, began speaking about the presentation and what will appear on the website. As she was speaking, Dr. Teresa Kane entered the meeting indicating that she wanted to stop by and give to the Board the complete copy of the NEASC letter which was discussed at the previous meeting. She also mentioned that the Board of Education will be hosting Strategic Planning Meetings on Saturday, April 28, 2012 and May 5, 2012 wherein she is requesting community involvement in the strategic planning. Mr. Bowsza gave a copy of the NEASC letter. Ms. Cabral continued discussing a letter from the auditor regarding the Board of Education restricted and committed fund balances and an explanation of same. She gave copies of the presentation which will be placed on the website before the referendum and it will have to be recorded at the Town Clerk's Office. Due to the fact that the Public Hearing is on April 11, 2012, it is required to be recorded in the Town Clerk's Office by end of business tomorrow.

Mr. Bowsza indicated that he would like to hold another budget workshop meeting after the public hearing to discuss the input and to make any changes to the proposed budget before it is submitted before the referendum. Ms. Cabral indicated the meeting would have to take place either the right after the public hearing or the next day on April 12,

2012. This meeting will be a Joint Meeting between the Board of Finance, Board of Selectmen and Board of Education.

After a brief discussion, it was decided that the meeting would be held on April 12, 2012 at the Town Hall.

Ms. Cabral began speaking about the Board of Education portion of the budget and recapping what was done at a previous meeting and the deduction of \$200,000. She then began inquiring with the Board Members of their opinions as to what the auditor was suggestion regarding the committed or restricted funds. She commented that committed funds were more restrictive than restrictive funds. She indicated a decision made by motion this evening would refer this issue to the Board of Selectmen. She indicated which ever way the Board decides; the presentation would still indicate revenues and expenditures as part of the budget. Ms. Cabral indicated that a motion has to be made and the revenues of pay to play middle school and high school, parking, special education revenue line items would be assigned and the Board of Education would not be able to spend more than what is in those accounts.

A lengthy discussion was held. Ms. Cabral explained committed funds and restrictive funds. She indicated this only can be changed by a legislative body which would be the Board of Finance and Board of Selectmen.

Ms. Danelle Godeck joined the meeting at 7:25 p.m.

It was **MOVED** (Corso) and **SECONDED** (Godeck) and **PASSED** (U) that the Board of Finance designates the Board of Education Special Revenue Accounts, which include, Pay to Participate HS, Play to Participate MS, Parking, Pre-K Tuition, Special Education Tuition, and Building Use to Fund 67 as committed and lapsing at the end of the year and further recommends to the Board of Selectmen for approval.

The discussion continued regarding the finalizing the budget. The first topic of discussion was the Capital Improvement Projects budget. It was mentioned the Capital Improvement Project Committee feels that the projects should be budgeted a percentage of the budget. It has been decided 2% of the budget should be allocated to the CIP budget and slowly work this budget upwards so the requested projects could be completed. Mr. Bowsza indicated the current request is below the 2% and the Committee is requesting 1.7%. Ms. Cabral commented the reason for the decrease is that some of the projects requested were able to be funded from the CNR accounts. Ms. Pellegrini commented that the total requests were \$2 million dollars and the approved requests totaled approximately \$688,000. A brief discussion was held regarding the projects which will be completed by the CNR funds after the transfers are approved by a Town Meeting.

Mr. Bowsza indicated that this evenings meeting the Board has to decide and adopt a budget which will be presented at the Public Hearing on April 11, 2012. He commented on how this would be done and how the Board wanted to move forward. Mr. Pellegrini indicated that he believed that the Town Government side of the budget should stay

where it is at the present time. Ms. Corso agreed. Ms. Godeck indicated she has heard the salary/benefit increases were too high. Ms. Tripp indicated she would okay and agrees with the Town Government side of the budget. Mr. Bowsza suggested a motion to adopt the Town Government side of the budget. Ms. Pippin agreed with the Town Government side of the budget.

A motion was entertained by Ms. Marie DeSousa that the Board of Finance to put forth the 2012-2013 budget dated April 1, 2012 as presented. Ms. Cabral commented that this information has to be in the Town Clerk's Office by tomorrow and after public hearing, the information has to be recorded in the Town Clerk's Office by April 26, 2012 before the referendum. This motion was not seconded and was not acted upon.

It was **MOVED** (DeSousa) and **SECONDED** (Godeck) that the Board of Finance adopt the budget as presented, dated April 2, 2012, to put forward to the Town Clerk's Office the 2012-2013 proposed budget as presented.

A discussion was held. Mr. Pellegrini wanted to recap the information which was presented before the vote was taken on the motion on the table. He indicated the total proposed budget is \$34,437,525 which included a Board of Education budget of \$20,577,931. The total revenue is \$6,904,905, which would require tax revenue in the amount of \$27,532,620 or approximately \$9,516,625 over last year or an increase in the mill rate of .84. Ms. Cabral indicated this would be based upon the new grand list, not last year's grand list.

A vote was taken and it was passed unanimously.

A conversation took place on how the Board of Finance should present the proposed budget should be presented to the public. It was the general consensus that the Board should try to be as transparent as possible. Ms. Godeck commented that she does not want what was done in years past where the tax increase and the spending increase percentages were given. It years past, it was a confusing way of explaining the budget. She did want the Board to explain to the public that the budget is a level service budget. A concern regarding the town's infrastructure is in dire need of repair and upkeep and due to the budget constraints, the Town to plan and/or put money away for capital improvement projects. The public should be aware of all of the hard work that the Board of Selectmen, Board of Education and Board of Finance and how the Boards collaborated to come up with the budget presented. Mr. Pellegrini indicated that the budgeted should be presented as the Town Government, Board of Education, percentage of increase, and revenues.

A brief discussion was held.

**III. Adjournment**

It was **MOVED** (Godeck) and **SECONDED** (Pellegrini) and **PASSED** (U) that the Board of Finance adjourns the April 3, 2012 Special Meeting-Budget Workshop at 8:05 p.m.

Respectfully Submitted,

Denise M. Piotrowicz  
Recording Secretary