

**BOARD OF FINANCE  
TOWN OF EAST WINDSOR  
11 RYE STREET  
BROAD BROOK, CONNECTICUT, 06016**

**MINUTES OF BUDGET WORKSHOP**

**Thursday, April 4, 2019**

**\*\*\*These minutes are not official until approved at a subsequent meeting\*\*\***

**Regular Members Present:** Jerilyn Corso (Chairman), Kathy Pippin, Sarah Muska, Bill Syme, Karen Christensen, Barbara Petano

**Regular Members Absent:** None

**Alternate Members Present:** None

**Alternate Members Absent:** Danielle Godeck, Alan Baker

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE:**

Chairman Corso called the Budget Workshop to Order at 7:01 p.m.

**2. TIME AND PLACE OF MEETING:**

Thursday, April 4, 2019, 7:00 p.m. at Park Hill Community Hall

**3. ATTENDANCE/APPOINTMENT OF ALTERNATES:**

The whole Board was present so there was no need for Alternates.

**4. BUDGET WORKSHOP:**

**A. 910100 – Cemetery Association** – They asked for \$40,000 and the BOS cut them to \$20,000 and this Board ok'd \$20,000 when they approved the Activities and Fees budget. This is the same amount that they had last year.

**B. 811600 – Veteran's Commission** – No change, stayed at \$1,200.

**C. 710300 – Broad Brook Library** – They asked for \$25,000 and the BOS cut them to \$10,000. Mr. Anderson brought some supporting handouts as to why they need \$25,000, to see said handouts, they are hereto attached as Attachment A (5 pages).

- D. 710300 Warehouse Point Library** – They asked for \$293,460 and the BOS put them back to where they were last year, \$268,000.
- E. a. 710200 – Parks & Recreation** – They had a small increase of \$1,584 for a total for \$282,724.
- b. 710100 – Senior Center** – They asked for an additional part-time bus driver but the BOS cut that and they also cut the portable speaker and microphone from the Supplies line. They are looking to upgrade this because the one they have is unreliable.
- c. 411700 – Human Services** – They are looking to add a part time clerical person. They asked for \$41,000 for this and were cut by the BOS to \$24,000.
- d. 810900 – Elderly Commission** – No Change, staying the same at \$500.
- F. a. 610100 – Public Works** – They asked for an increase for their administrative assistant because she has taken on much more responsibility since the other person left. They asked for \$815,702 in Salary Full Time and BOS cut it to \$811,225.
- b. 910500 – Sanitation** – They had a decrease of -1.61% in the amount of \$15,000 in the Hazardous Waste Line.
- c. 610200 – Town Property** – They asked for \$50,000 for Building Renovations and the BOS cut that to \$0. With that cut their whole budget went up \$18,292 to \$1,058,989.
- d. 610300 – Roads Improvements**– They asked for \$500,000 for Road Maintenance and the BOS cut it to what it was last year at \$275,000.
- e. 910400 – Information Technology** – The biggest increase they have is in Software & Licensing for \$21,733. With the decrease in Purchased Services the whole increase is \$16,556.
- f. 810800 – Building Commission** – No change, staying at \$1,200.
- G. 910800 – Debt Services** – Had a decrease of \$31,925 for a -3.13% decrease for the whole budget.
- H. Revenues** – They had talked about this at a previous meeting and will readdress this at a later meeting.

The Board had a lengthy discussion about the Warehouse Point Fire District.

**MOTION** made by (Muska) and **SECONDED** by (Petano) to take a five minute recess at 8:35 p.m.

In Favor: All

Opposed: None

Motion: **PASSED**

Chairman Corso called the Meeting Back to Order at 8:40 p.m.

**MOTION** made by (Muska) and **SECONDED** by (Christensen) to fund the Warehouse Point Fire District at \$252,000.

In Favor: Muska, Christensen

Opposed: Syme, Petano, Pippin

Motion: **FAILED**

**MOTION** made by (Petano) and **SECONDED** by (No one) to fund the Warehouse Point Fire District for \$464,000.

There was no SECOND so the Motion: **FAILED**

**MOTION** made by (Muska) and **SECONDED** by (Christensen) to fund the Warehouse Point Fire District for \$232,000.

In Favor: Muska, Christensen, Petano

Opposed: Pippin, Syme

Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Christensen) to accept the Fire Service's budget for \$696,000.

In Favor: Muska, Christensen, Petano

Opposed: Pippin, Syme

Motion: **PASSED**

**MOTION** made by (Syme) and **SECONDED** by (Muska) to accept the Human (Social) Service's budget for \$152,907.

In Favor: All

Opposed: None

Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Petano) to put the Salary Full Time in the Public Works budget to \$815,702.

In Favor: All

Opposed: None

Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Muska) to accept the Public works budget for \$929,372.

In Favor: All

Opposed: None

Motion: **PASSED**

**MOTION** made by (Syme) and **SECONDED** by (Christensen) to accept Town Property's budget for \$1,058,989.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Syme) and **SECONDED** by (Petano) to put Road Maintenance to \$400,000 under Road Improvements.

In Favor: Pippin, Syme, Petano, Christensen      Opposed: Muska                                      Motion: **PASSED**

**MOTION** made by (Syme) and **SECONDED** by (Christensen) to accept the Road Improvement's budget at \$550,000.

In Favor: Syme, Pippin, Petano, Christensen      Opposed: Muska.                                      Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Syme) to put the Supplies and Equipment Line to \$2,080.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Petano) to accept the Senior Center's budget for \$236,413.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Syme) and **SECONDED** by (Muska) to accept the Park and Recreation's budget for \$282,724.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Syme) and **SECONDED** by (Muska) to accept the Warehouse Point Library's budget for \$268,000.

In Favor: Syme, Pippin, Christensen, Muska      Opposed: Petano                                      Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Pippin) to accept the Broad Brook Library's budget for \$10,000.

In Favor: Christensen, Muska, Pippin      Opposed: Petano, Syme                                      Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Christensen) to accept the Libraries Budget for \$278,000.

In Favor: Pippin, Muska, Christensen      Opposed: Petano, Syme                                      Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Pippin) to accept the Building Commission's budget for \$1,200.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Pippin) to accept the Elderly Commission's budget for \$500.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Syme) to accept the Capital Improvement's budget for \$750.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Petano) to accept the Veterans Commission's budget for \$1,200.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Syme) and **SECONDED** by (Christensen) to accept Legal Expense's budget for \$260,000.

In Favor: Muska, Christensen, Syme, Petano      Opposed: Pippin      Motion: **PASSED**

**MOTION** made by (Syme) and **SECONDED** by (Petano) to accept the Information Technology's budget for \$213,154.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Pippin) to accept the Sanitation's budget for \$915,150.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Petano) to accept the CIP's budget for \$886,935.

In Favor: Muska, Pippin, Petano, Christensen      Opposed: Syme      Motion: **PASSED**

**MOTION** made by (Syme) and **SECONDED** by (Muska) to accept the Debt Service's budget for \$988,103.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

Board of Finance  
Budget Workshop  
April 4, 2019

**MOTION** made by (Petano) and **SECONDED** by (Muska) to put MV Supplemental Line to \$325,000 in Revenue.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Muska) and **SECONDED** by (Petano) to make Interest and Fees Line \$100,000 in Revenue.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**MOTION** made by (Petano) and **SECONDED** by (Christensen) to increase the transfer from Fund Balance from \$300,000 to \$450,000.

In Favor: Syme, Christensen, Petano      Opposed: Muska, Pippin      Motion: **PASSED**

A lengthy discussion ensued about the BOE budget.

**MOTION** made by (Syme) and **SECONDED** by (Christensen) to accept the Board of Education's budget for \$25,000,000.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

**5. UPCOMING MEETING DATES:**

Monday, April 15, 2019 – 7 p.m. BOF Budget Workshop

**6. ADJOURNMENT:**

**MOTION** made by (Muska) and **SECONDED** by (Petano) to adjourn at 9:45 p.m.

In Favor: All                                      Opposed: None                                      Motion: **PASSED**

Respectfully Submitted,

Rebecca D'Amicol, Recording Secretary

**Broad Brook Library 2019 Budget**  
Since 1919

3/24/2019

Attachment A  
Page 1

		Totals	27734	19345	
Category	Item	Freq	Amt	Ext	2019
Salaries		Weekly		0	
	Librarian (Shary) 15 hrs	Weekly	152	7878	7878
Utilities	Lights (Electric)	Monthly	65	780	780
	Heat (Oil)	As Needed		1200	1200
	Heat (Svc Contract)	Annual		380	380
	Telephone	Monthly	49	588	588
	Internet	Monthly	60	720	
	Water	Quarterly	43	172	172
	Sewer User Charge	Annual	380	380	380
Insurance	Insurance	Annual		2500	2500
Maintenance	Snow Plowing	Town?		0	
	Snow Removal	Volunteer		0	
	Lawn Services			160	160
	Roof Fund	Monthly	416	4992	
	Repair Fund	Monthly	208	2496	
Books, etc	Book Purchases	Weekly	52	2704	2704
	Other			85	85
Programs	Misc Programs	Annual		1200	
	Event Passes	Annual		1000	
Office	Misc ( Calendars, Cards, etc)	As Needed		140	140
	Supplies (paper, toner, etc)	As Needed		125	125
	PO Box Rent	Annual		54	54
	Postage	Monthly	15	180	180

at 10.10 pe

2018 Income	Total	7387	
Dividends		349	
Donations/Tag Sale/Raffles		2038	
Town of EW		5000	

Notes:

- 1) We will need a new roof soon (\$18,000)
- 2) We will be adding internet access so we can use the town supplied computers
- 3) We will be conducting one or more fund raising events in early 2019 to help defer operating costs and replace funds depleted from our endowment
- 4) We are planning public craft events such as Card making days such as Valentine's Day, Mother's Day, 4th of July, Halloween, Christmas, etc and we are planning other such events all at no cost to the public
- 5) Replace lighting with LED lights/fixtures (\$500)
- 6) Recover floor - no estimate yet
- 9) Repoint brick in various places around building - no estimate yet
- 10) Painting of building - no estimate yet
- 11) Install Instant Hot Water Heater for bathroom sink

Broad Brook Library Association  
Town of East Windsor Funding

Attachment A  
page 2

Year	Requested	Amount	% of Request	Notes
1954		100		
1955		100		
1956		150		
1956		100		
1957		250		
1958		250		
1958		250		
1959		250		
1960		250		
1961		250		
1962		250		
1962		250		
1963		250		
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1969		250		
1970		250		
1971		250		
1972		250		
1973		250		
1974		250		
1975		250		
1976		300		
1977		400		
1978		400		
1979		425		
1980		450		
1981				
1982				
1983				
1984				
1985		800		
1986	1400			
1987		1800		
1988	3688	3688	100%	
1989		4000		
1990	4350			
1991		4525		
2006		19908		
2007		12000		
2008	13500	5000	37%	
2009	10000	4850	49%	
2010	10000	4850	49%	
2011	10000	2500	25%	
2012	10000	2500	25%	
2013	10000	2500	25%	
2014	10000	2500	25%	
2015	10000	2550	26%	
2016	10000	0	0%	100% cut
2017	15000	0	0%	100% cut
2018	20000	5000	0.25	



Attachment A  
Page 3

Broad Brook Library 20190403  
Total Bank Assets \$ 18,425.77

My Accounts	
Name	Balance
T <a href="#">20M FLEX 0003</a>	2,251.76
S <a href="#">BUSSVG 0002</a>	14,242.84
D <a href="#">ESNBUSCK 0001</a>	1,931.17

## Mission Statement

The Broad Brook Library is a Public Library that promotes reading by making it easy to take out books with no library card required. In addition, there is no penalty for returning a book later than the due date. We are a Non-Profit Corporation with a Board of Trustees. We are here for you!

## The Association

### Current Board of Trustees 2019

Paul Anderson, President & Treasurer  
William Dove, Vice President  
Patricia Shary, Secretary  
Claire Badstubner  
Edith Kingsley  
Elizabeth Grant  
Sophia Muska  
Germaine Hoffman

### The Association Members in the 1970's

John Rajala - Chairman  
Donald Ojantakanen - Vice Chairman  
Beverly Percoski - Secretary/Treasurer  
Marilyn Rajala - Librarian  
Claire Badstubner  
Frank Gowdy  
Marion Griswold  
Helen Kessler  
Eileen Koetsch  
Sophia Muska  
Dennis Soucy

## Points of History

The Broad Brook Library has been serving the community since June, 1919

The Broad Brook Library is located at 78 Main Street in the Broad Brook section of East Windsor. The Library was established in June of 1919 and was originally in the basement of the Broad Brook Congregational Church on Main Street. The Library spent some amount of time in the Broad Brook Hotel on Main Street. In the early 1940's, through the generosity of the Broad Brook Woolen Mill, the Library was relocated at the corner of Church and Main Streets. In 1955 the Library purchased the property from the Broad Brook Company, the Broad Brook Library Association Inc, a non-profit organization, was formed.

We are the oldest, continuously operating library in East Windsor.



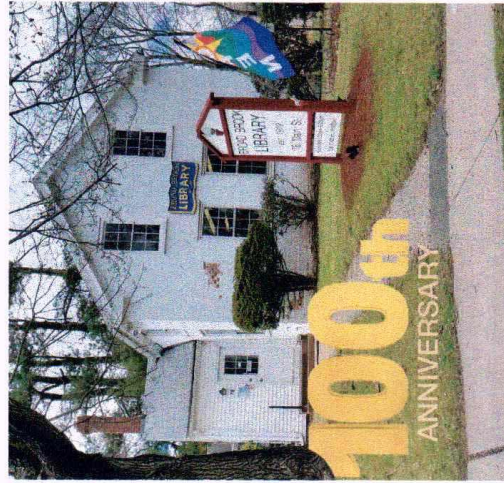
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# Broad Brook Public Library

## "We're Here For You"



Attachment A  
Page 4

78 Main Street  
corner of Church and Main  
Broad Brook

Meeting Space Available for Your  
Group - \$50 or less for rental

Serving our Community with Library  
Services from June 1919 to the  
Present



## Hours

**Winter Hours:**  
Monday 12:00 - 3:00  
Wednesday 11:00 - 4:00  
Saturday 9:00 - 2:00

**Pre Spring Hours:**  
Monday 12:00 - 3:00  
Wednesday 11:00 - 5:00  
Saturday 9:00 - 2:00

**Spring Hours:**  
Monday 12:00 - 3:00  
Wednesday 1:00 - 7:00  
Saturday 9:00 - 2:00

**Summer/Fall Hours:**  
Monday 12:00 - 3:00  
Wednesday 1:00 - 7:00  
Saturday 9:00 - 2:00

## Meetings

We have an area for your group meetings that can accommodate up to 10 persons. Available during the day or in the evening. The cost is \$50.00 or less per session. Stop in to the library to discuss.

## What We Do

- Provide current and past adult fiction
- Provide current and past children's books
- Provide Town Annual Reports
- Keep current CT State Statutes available at all times
- Keep EW Historic Publications available for research or browsing
- Provide various local interest publications
- Provide a comfortable, easy to use environment
- Provide copier use for 10¢ a page
- Offer books to lend free-of-charge and with no other conditions, including no library card required
- Book reviews are available, done by our patrons and staff

## once upon a time...

**The Broad Brook Library**  
**Motto is**  
**"We're Here For You"**

**Fund-raising Projects**

- Monthly Raffle
- Book Sales
- EW 250th Anniversary Items
- Meetings by Rental
- Donations are greatly appreciated

All money raised from the community supported fund raising activities is used to help support the Library.

The Broad Brook Library Association is a 501(c)3 Non-Profit Organization.

Attachment 4  
Page 5

**A BOOK NEVER RUNS OUT OF BATTERY**

NEVER UNDERESTIMATE THE POWER OF TEA AND A GOOD BOOK.