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City of Derby
BOARD OF APPORTIONMENT AND TAXATION
SPECIAL MEETING MINUTES
TUESDAY MARCH 15, 2022

Marc J. Garofalo
MARC J. GAROFALO, MPA

6:00 PM

ZOOM MEETING

Christopher Carloni
Jennifer Desroches
Michael Gray
Kristen Mancini-Wright
Holly Oraziatti

Bhamini Patel
Rose Pertoso
Jeff Polis, Chairperson
Roberto Santos

1. Call to order & Pledge of Allegiance

Mr. Polis called the meeting to order at 6:02 PM, followed by the Pledge of Allegiance.

3. Roll Call

Present: Mr. Carloni, Ms. Desroches, Mr. Gray, Ms. Oraziatti, Ms. Patel,
Ms. Pertoso, Mr. Polis and Mr. Santos

Absent: Ms. Mancini-Wright (Excused)

4... Public Portion

No one from the public spoke.

5. Presentation of the following 2022-2023 Budget Request

a. Public Works Department Dept 4100

Ms. Ed Armeno , Public Works Director presented his budget to the board. He had asked in his budget submission for a 2% increase in salary, as he has not received an increase since he has been here. On the Maintainer II, he is asking for an additional worker, going from 1 to 6, and is waiting to go before the BOA/A for approval. If approved, this is what the increase in that salary line would be for. In the other wage line items, this is the contractual

increase of 1.5%. Line item for the Picnic Grove Wages, this increase because of the events are usually held on a Saturday or Sunday, the worker has to go and be sure that the area is clean and prepared for the events. He no longer has the telephones in his budget as these are now under City Hall. Administrative supplies are increased, these expenses are for office supplies. Increase in garage maintenance and is for equipment. All the equipment is getting old, and we are unable to do this in house, so we must send it out for repair. Clothing allowance is for shirts, sweatshirts, and jackets, which are ordered every 2 years. General supplies include rakes, shovels, etc. Care of trees-planting areas, we contract this, so the cost has gone up. Sidewalk repairs is a city ordinance, and when someone repairs their sidewalk, we reimburse them. Safety and Storm water projects, they are old and some need repair, and we are responsible for this. Street sweeper is old and this increase is because it needs repair. Sand and Salt, we have gone to mostly salt, with limited sand. We found that the salt works much better, and we have pretreated the roads, and this had made a big difference. Main Street Lighting, public works does not have the electricians, so we need to go outside for help. On the Maintenance of the Riverwalk, I did not include this, so I am asking for the board to accept my addition of \$4,500 in this line item. Mr. Santos asked about the supplies, and Mr. Armeno explained that this includes the Pump Station, which is located on Caroline Street, which controls the flooding of the sewage plant, we maintain the pumps, the building, furnace, alarm and the fuel oil. We also cut the levis, we cut the grass, for which we have a special mower to take of this.

City Wide Fuel 8300

Mr. Armeno said this amount has been the same, it is a group of Ct municipalities, and this amount is more than sufficient. In the future this may change, at this time I do not know. Ms. Desroches asked if we still use the pumps in Ansonia, and he said yes, she went on to say that she thought this was supposed to change this month, and we were going to go to Shelton for fuel, and Mr. Armeno said he was not sure. She added that she thought this was discussed with Shelton, and he said the mayor's office could give the board that information. Mr. Santos asked why we don't use our own pumps, and Mr. Armeno said that everything was removed, tanks were pulled out the ground. Mr. Santos thought it would be more feasible to have our own pumps. Mr. Armeno said it would probably cost in the area of \$200,000 to put everything back.

Sanitation 4300

Mr. Armeno said that the Monitoring Wells, this is a State DEEP requirement, we must monitor and record all levels of gases expelled from the landfill. This report must go the government. Refuse collection: this is contracted through City Carting. Landfill scale, this is a charge for the yearly registration. Permit Fee: this is DEEP requirement. Landfill Cap Maintenance: this expense is for the maintenance of the landfill, and we are responsible to maintain and fix any spots. Home Hazardous Waste Collection: we take part in the Regional Waste program. It consists of 12 cities and towns, and hazard materials are accepted every 4 months. People bring these materials to the location, which changes. Derby does not have the room, so we are with Ansonia, the NVCOG runs this program. Ms. Patel asked what the difference was between the Refuse Collection and the Recycling Collection. Mr. Armeno explained that the carting company has an either 3 or 4 year

contract, which started last year, and beside regular trash pickup, they are now doing the bulk pickup for the city, which is done by appointment only, which is usually on a Friday.

Youth Services Bureau 9200

Mr. John Saccu, Youth Officer, presented his budget. He explained to the board that his position is a state devised agency, and there are about 100 in the state of Connecticut. Part of this office is funded by DCF. Youth Director Wages are \$14,186, almost half is paid by the state, \$7000 by the BOE. He also serves on the State Youth Board. He is responsible for Youth Development, various programs, i.e. education, social media safety, alcohol and drug addiction. These programs are in both the Middle and High School. He also does as part of the Mental Health program, suicide awareness and prevention. The professional development is done by the school staff. He is on the juvenile review board. He works with the Police Department and the school board, working with the juveniles, and his guidance, will hopefully get them back on track. He is the residence outreach person, working with Mr. Lisi in Ansonia, so they do not stop any child from getting an education. They check to be sure that the students live in the city. In the past 11 years, we have paid out over 1 million dollars for students who don't live in the city.

Mr. Santos asked about the supplies, Mr. Saccu said that he collaborates with the school social worker, and this money is used for programs such as the suicide and mental health agencies. Ms. Santos thanked Mr. Saccu for this presentation, and his positive feedback on what is needed. Ms. Patel added that she too appreciated all that he does. Ms. Oraziatti added that she works with Mr. Saccu in her position at the high school and appreciates all he does.

6. Discuss and Review 2022-2023 Budget Requests

Mr. Polis told the board, he appreciates looking at each Department, line by line to understand what the people are looking for. He was happy that the mayor said he would come back and answer any questions that the board may have. He also said that the board should put all questions in an email and send them to the mayor. The next presentation will be the Board of Education on the 22nd. Mr. Polis asked if each board member would say what they expect from these presentations.

Mr. Santos said that he appreciates this time to share his feelings. He said we didn't start out well, by now we are getting the feel for what is to be done. My question list is getting shorter, and like the working documents, and being able to monitor the actual money spent, and being able to monitor the expense also. I am learning more about contractual expenses and how and what the money is being disbursed.

Mr. Polis said that it was an exhausting start, and he didn't realize what I agreed to, and to do the task that was put before us. Some the members are more seasoned than I am, but we must stay on the task that is set before us and focus on what we have to do.

Mr. Gray and Ms. Desroches said that they want to be able to review the most up to date information.

Ms. Patel said that she feels that each budget should be looked at line by line.

Mr. Gray felt the focus should be on the department heads. The line items should be clear when we are looking at the budget. We should be able to look back at the actuals, and the expenses, to be sure that the actual is not less than what they had asked for. Look at the proposed revenue, so we can be sure that there will be no questions, and we don't put ourselves in a hole.

Ms. Oraziatti said she felt by the presentations being line by line, she is learning what the needs are, and she also wanted to know if these were just for the board, so we can speak freely.

Mr. Carloni said he thought that all the Department heads and the public were invited to listen to everything that is being discussed. He asked about "executive sessions" and he was told that they are governed by state statutes, and this does not include discussions of the budget.

Ms. Desroches asked if were possible for our State Representatives could attend and explain to the board what money or grants may be available to the city.

Mr. Garafalo explained to the board that he responds to all the emails, and he can send "hard copies" to those who want them. He suggests that everyone check their email regularly and when he sends an email, he sends to all. He will mail the copies of the updated budget changes with the agenda, and everyone will know they have the correct budget because everything will be stamped with the time and date.

The question was asked about the difference between the Special Working Balance and the Working Balance.

Mr. Garafalo explained the Special Working Balance is money is earmarked to be spent and the decision is made as an example contract negotiation, we don't want to telegraph to the union how much money we have, or the BOA/A doesn't approve a position, the Special Working Balance does not put in a line item. The working balance is money that is not earmarked and is undesignated for unforeseen expenses.

Mr. Garafalo said he will be sure that the board gets all the correct information, and it is a Credit to all for participating in this productive process.

Ms. Desroches said that she wanted to commend Mr. Polis on his excellence and the chairman. Mr. Polis thanked her and the board and said that if anyone has any questions or thoughts, to be sure to call him.

Ms. Sarah Widomski, 75 Academy Hill and President of the BOA/A asked is she could speak. She said that the board was doing an amazing job, and everyone's intelligent questions and comments are great.

8. Adjournment

Mr. Polis asked for a motion to adjourn. Ms. Santos made the motion to adjourn, and Ms. Oraziatti seconded the motion. Motion Carried.

Mr. Polis adjourned the meeting at 8:05 PM.

Respectively Submitted

Louise Pitney

***** These minutes are subject to the approval by the Board of Apportionment & Taxation at their next regular meeting.**