

Town of Plainville Principal Officers

TOWN COUNCIL

Kathy Pugliese, Chair

Deborah Tompkins, Vice Chair
Ty Cox
Danny Carrier

Christopher Wazorko
Jesse Gnazzo
Rosemary Morante

BOARD OF EDUCATION

Maureen Brummett, Superintendent of Schools
Steven LePage, Assistant Superintendent
Deborah Hardy, Chair

Nicole Palmieri, Vice Chair
Lori Consalvo
Michael Giuliano
Laurie Peterson

Crystal St. Lawrence
Becky Tyrell
Kathleen Wells
Foster White

GENERAL GOVERNMENT

		<u>Phone Extension</u>
Town Manager	Robert E. Lee	x201
Assistant Town Manager	Shirley Osle	x202
Assistant to the Town Manager	Scott W. Colby, Jr.	x209
Town Attorney	Michael Mastrianni	x205
Police Chief	Matthew Catania	x280
Fire Chief	Kevin Toner	x295
Director of Finance	Robert Buden	x233
Town Treasurer	Duncan May	x233
Director of Technical Services	John Bossi	x220
Interim Economic Development Coordinator	Cal Hauburger	x330
Interim Town Planner	Garrett Daigle	x213
Town Clerk	Carol Skultety	x246
Library Director	Trish Tomlinson	x262
Director of Senior Center	Shawn Cohen	x257
Social Services	Pamela French	x294
Director of Recreation	Colin Regan	x259
Director of Youth Services	Roberta Brown	x261
Supervisor of Assessment & Collection	Ann-Marie Heering	x242
Revenue Collector	Ana LeGassey	x237
Building Official	Foster Zucchi	x216
Fire Marshal	Larry Sutherland	x218
Roadways Superintendent	Dominick Moschini	x224
Water Pollution Control Superintendent	Joseph Alosso	x227
Buildings and Grounds Superintendent	David Emery	x221

Municipal Center Telephone:

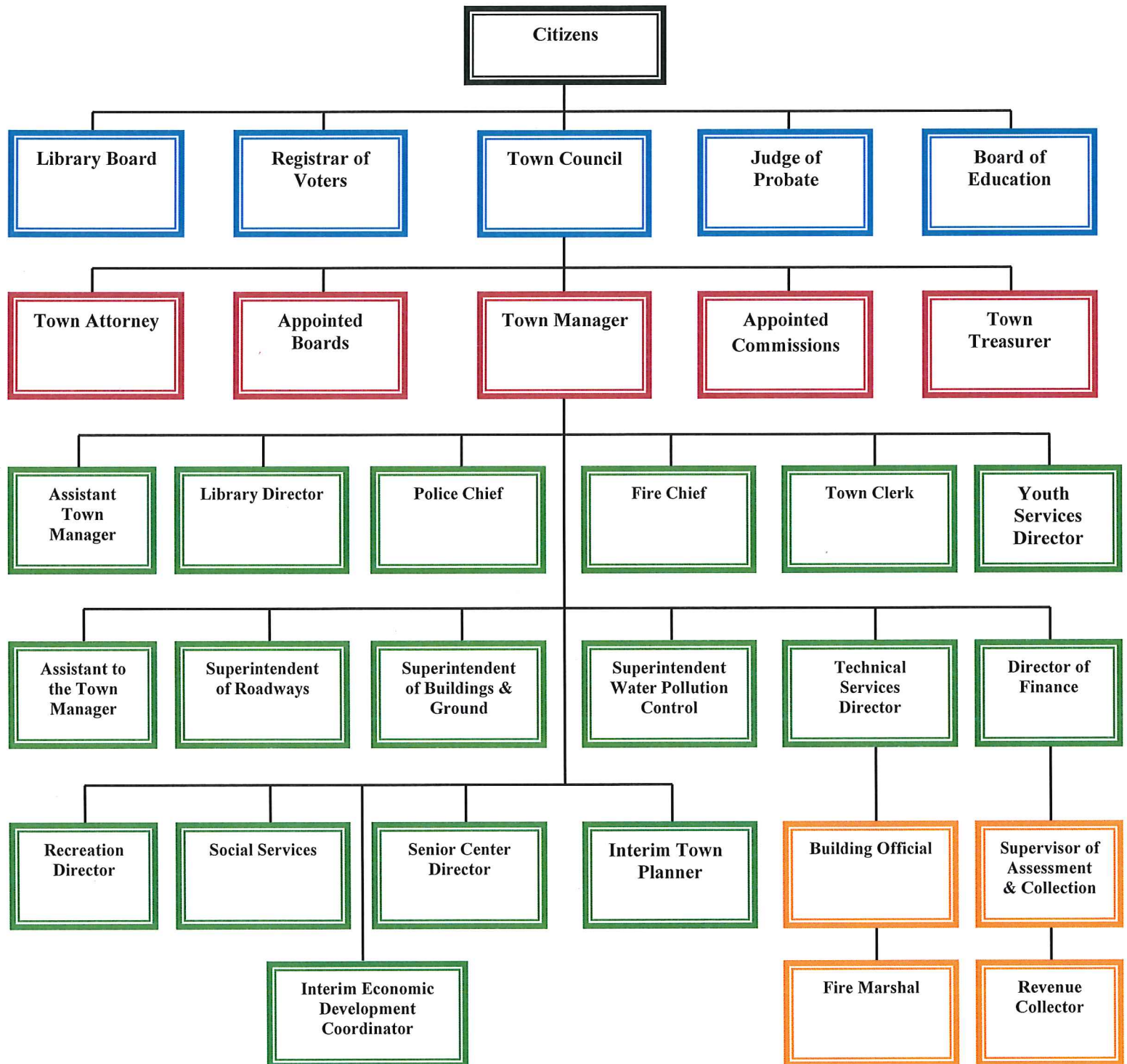
(860) 793-0221

Municipal Website:

www.plainvillect.com

TOWN OF PLAINVILLE

ORGANIZATIONAL CHART FY 2020



Dear Members of the Town Council:

Pursuant to Chapter VII, Section 4 of the Plainville Town Charter, we are pleased to present the Annual Budget for Fiscal Year 2019 - 2020. This budget outlines the priorities and plans to provide services to the citizens and taxpayers of Plainville. The budget expenditures are separated into four main sections - Town Government, Board of Education (BOE), Debt Service, and Capital Projects.

SUMMARY OF EXPENDITURES

	Appropriated FY 2019	Requested FY 2020	Proposed Budget Increase/(Decrease)	
Town Government	\$ 17,533,146	\$ 18,004,015	\$ 470,869	2.69%
BOE	37,322,912	38,550,279	1,227,367	3.29%
Debt Service	4,400,000	4,734,233	334,233	7.60%
Capital Projects	800,000	949,577	149,577	18.70%
Total	\$ 60,056,058	\$ 62,238,104	\$ 2,182,046	3.63%

The budget totals \$62,238,104. This is an increase of \$2,182,046 or 3.63%. If adopted as presented, the estimated mill rate would be 35.07 or 1.23 mills (3.65%) higher than the adopted FY 2019 mill rate of 33.84, which includes the supplemental tax assessment of 0.75 mills. Part of the increase is \$107,640 for Plainville's share of the State of Connecticut State Teachers' Retirement contribution. This amount is shown in the BOE budget. The mill rate calculation assumes the revenues as proposed in the Governor's recommended budget remain the same. The mill rate is calculated as follows:

Expenditure Budget Change		Revenue Budget Change	
Board of Education	\$ 1,227,367	Intergovernmental	\$ 168,321
Town Government	470,869	Sundry & Xfers In	36,948
Debt Service	334,233	License & Permits	25,550
Capital Projects	149,577	Fines & Fees	16,750
		Use of Money	7,000
		Other Revenues	504
		Grand List Increase @ 33.84	261,481
		Amount to be Raised by Mill	
		Rate increase	1,665,492
Total Expenditure Change	\$ 2,182,046	Total Revenue Change	\$ 2,182,046

Amount to be Raised by Mill Rate increase is \$1,699,725 (1.23 mills) or 3.65%

Gross expenditures	\$	62,238,104	
Less direct revenue estimates		(14,327,174)	
Net budget		47,910,930	
Use of fund balance		(200,000)	
Adjustment for uncollected taxes @ 2.60%		1,273,598	
Amount to be raised		<u>48,984,528</u>	
Value of 1 mill at 97.4% collection rate	\$	1,396,622	
		<u>48,984,528</u>	
Calculated mill rate		<u>1,396,622</u>	= 35.07 mills

REVENUE HIGHLIGHTS

The Intergovernmental revenue estimates are based on the Governor's proposed budget released on February 20, 2019. The State of Connecticut Legislature still has to vote on these revenues by June 5, 2019, which is after our local budget process concludes. Our amounts can be changed over time as better information becomes available until the completion of our budget process and/or the mill rate is adopted.

Major Direct Revenue Changes {Increase/(Decrease) Over \$5,000}

		FY 2019		FY 2020		Difference
Education cost sharing grant **	\$	10,366,966	\$	10,561,076	\$	194,110
Conveyance tax		135,000		175,000		40,000
Interfund transfers in – Debt Mgt		300,000		334,233		34,233
Building permits		275,000		300,000		25,000
Police fees		62,500		75,000		12,500
Interfund transfers in - WPCF		335,747		342,462		6,715
Investment income		30,000		35,000		5,000
Miscellaneous State grants **		30,000		35,000		5,000
Telecommunications **		50,000		40,000		(10,000)
LoCIP **		145,525		124,736		(20,789)
Miscellaneous – other		190,000		150,000		(40,000)
Subtotal Direct Revenue		<u>11,920,738</u>		<u>12,172,507</u>		<u>251,769</u>
All other direct revenue – not incl current taxes		2,351,363		2,354,667		3,304
Total Direct Revenue	\$	<u>14,272,101</u>	\$	<u>14,527,174</u>	\$	<u>255,073</u>

** Intergovernmental revenue line items

TOWN GENERAL GOVERNMENT, DEBT SERVICE, & CAPITAL EXPENDITURES

The Town General Government operating budget is recommended at **\$18,004,015**. This is an overall increase of \$470,869 or 2.69% from the current fiscal year 2019. The major changes to the Town General Government budget are as follows:

- All personnel costs, including overtime, are budgeted at 2.00% increases depending upon upcoming union contract negotiations. This amount includes \$100,000 specifically for Police overtime.
- The Insurance department budget is budgeted to decrease \$133,125 due to changing liability, automotive, and property (LAP) and workers' compensation (WC) carriers.
- Police department budget increase of \$296,436 is primarily due to increasing overtime by \$100,000 and \$189,997 of salary and step increases.
- Utility costs, including streetlights, heating oil, and gasoline & diesel, have decreased by \$52,640 due to lower fuel cost and LED streetlight conversions.
- Building Inspector department decreased by \$23,532 due to the retirement of the Building Official and entering into a contract with the City of Bristol to provide building department functions.
- Solid Waste increased by \$52,125 due to adding an estimated \$64,000 for an estimated recycling tip fee at \$40.00/ton for 1,600 tons.
- Employee Benefits, which includes health insurance, increased \$119,358. The largest increase in this department is pension contributions for both Town and Police amounting to \$91,400. This increase is due to changing interest rate assumptions and mortality tables.
- Most individual line items and departments have been kept to the FY 2019 budget level.

The Town Debt Service budget is recommended at **\$4,734,233** based on current outstanding bond obligations. This reflects an increase of \$334,233 from the current fiscal year 2019 budget of \$4,400,000 but is offset by a Debt Management fund contribution to the General Fund of \$334,233.

The General Fund contribution to capital is recommended at **\$949,577**, an increase of \$149,577 but is offset by a Debt Management fund contribution to the Capital Funds of \$220,000.

Summary of Expenditures (By Budget Function Except BOE)

	Appropriated FY 2019		Proposed FY 2020		Proposed Budget Increase/(Decrease)	
General Government	\$ 2,506,769	\$	2,433,176	\$	(73,593)	(2.94%)
Public Safety	4,698,220		5,004,362		306,142	6.52%
Public Works	4,140,078		4,179,698		39,620	0.96%
Health & Human Services	1,730,045		1,802,018		71,973	4.16%
Civic & Cultural	156,755		164,124		7,369	4.70%
Employee Benefits	3,509,666		3,629,024		119,358	3.40%
Sundry (includes Xfers Out)	791,613		791,613		-	0.00%
Total General Government	17,533,146		18,004,015		470,869	2.69%
Debt Service	4,400,000		4,734,233		334,233	7.60%
Capital	800,000		949,577		149,577	18.70%
Total Town Government	\$ 22,733,146	\$	23,687,825	\$	954,679	4.20%

BOARD OF EDUCATION

The FY 2020 Board of Education operating budget is recommended at **\$38,550,279**. This is an overall increase of \$1,227,367 or 3.29% from the current fiscal year 2019. This is detailed as \$1,119,727 for the BOE operating budget and \$107,640 for the State Teachers' Retirement contribution. Without the State Teachers' Retirement amount, the BOE operating budget increase would have been 3.00%. The table below summarizes the Board of Education budget by budget function. Under the Town Charter, the Town Manager is required to include the Board of Education's proposed budget as recommended by the Board of Education.

Summary of Expenditures (By Budget Function)

	Appropriated FY 2019		Proposed FY 2020		Proposed Budget Increase/(Decrease)	
Salaries	\$ 24,058,177	\$	24,950,191	\$	892,014	3.71%
Employee Benefits	7,252,509		7,467,574		215,065	2.97%
Purchased Prof Services	658,007		587,572		(70,435)	(10.70%)
Purchased Property Services	618,648		610,049		(8,599)	(1.39%)
Other Purch Serv	1,671,578		1,779,117		107,539	6.43%
Other Purch Serv – Ins	275,117		247,749		(27,368)	(9.95%)
Other Purch Serv - Tuition	989,800		929,000		(60,800)	(6.14%)
Supplies	1,680,956		1,754,869		73,913	4.40%
Property	43,595		39,200		(4,395)	(10.08%)
Dues & Fees	74,525		77,318		2,793	3.75%
State Teachers' Retirement	-		107,640		107,640	100.00%
Total Board of Education	\$ 37,322,912	\$	38,550,279	\$	1,227,367	3.29%

CAPITAL IMPROVEMENT PROGRAM

Each year the Town sets aside funds for capital and non-recurring expenditures in the Five-Year Capital Plan for all departments including the Board of Education. Any expenditure item with an aggregate cost of more than \$50,000 (over 5 years), or a project life greater than a year, is budgeted in the Capital Budget. Also included is any recurring equipment replacement that will cost more than \$5,000.

Town departments requested \$3,788,967 covering forty-four (44) projects. The Town Manager reduced those requests by \$1,245,440 while recommending \$2,543,527 covering twenty-five (25) projects. Funding sources other than the General Fund are projected to be \$2,006,000. The BOE requested \$566,935 covering eighteen (18) projects. The Town Manager reduced those requests by \$155,885 while recommending \$412,050 covering eleven (11) projects. A summary of the capital and equipment recommendations for next year are as follows:

Projects & Major Equipment		Town Manager Recommended
Town Government		
1. Finance Department		
Assessor Revaluation	\$	50,000
2. Data Processing Department		
Computer Upgrades – Senior Center		30,000
Green Wi-Fi - aggregate		3,600
Town-wide Fiber – Phase I		38,000
3. Police Department		
Patrol Cruisers Ford Interceptors – 2 - aggregate		65,000
Patrol Cruiser Outfitting – 2 - aggregate		22,500
Dispatch Communication Equipment (1 st of 5 annual lease payments)		157,848
Video Cameras in Patrol Cruisers – 2 – aggregate		14,000
Computer Aided Dispatch & Records – aggregate		16,000
Equipment (handguns) - aggregate		14,000
Computer Replacement – aggregate		25,000
Defibrillator in Patrol Cruisers		6,400
4. Fire Department		
Personal Protective Equipment – aggregate		30,000
Hurst Power Tool Replacement (Jaws of Life)		12,000
Purchase Pump Skid for Utility 1		34,000
5. Roadways Department		
Diesel Class 8 Mack Dump Truck (#12)		220,679
Replacement Snow Plow for Mack Truck		8,500
6. Buildings & Grounds Department		
4WD Pickup Truck #48		33,000
Police Department Roof Coating		10,000
Senior Center Roof		23,000
4WD Mower		15,000
7. Technical Services Department		
Townline Road Reconstruction		1,600,000
MS4 Monitoring Program		15,000
Concrete Sidewalk Replacement		30,000
8. Human Services – Senior Center Department		
Dial-A-Ride Vehicle		70,000
Total Gross Town Government Recommended	\$	2,543,527

Projects & Major Equipment		Town Manager Recommended
Board of Education		
1. District Wide		
Cleaning Equipment - aggregate	\$	15,000
Security Improvements		25,000
2. Plainville High School (PHS)		
Automate Field Lighting		20,000
Design a Secure Entrance		16,155
3. Toffolon School		
Reconfigure Chilled Water Piping		9,500
4. Technology		
PHS Displays – Part II		87,500
Chromebooks – Grades 6, 9, & 10		135,000
Chromebook Cases		10,000
Office Desktop Linden and MSP		12,000
Maker Space/STEAM Hardware		42,300
Technicians Laptops		6,000
Security Camera Server		10,000
Kindergarten iPads		23,595
Total Gross Board of Education Recommended		412,050
Total Gross Town of Plainville Capital & Non-Recurring		2,955,577
Less: Estimated Use of Grant Funds		(1,786,000)
Less: Estimated Use of Debt Management Funds		(220,000)
Total Town of Plainville Capital Recommended	\$	949,577

In the past ten years, the Capital Improvement Plan has not kept pace with the needs of the community. Consequently, many capital projects and equipment purchases have been backlogged. As a result, the Town is beginning to look at combining many projects into a bond offering which would allow the Town to “catch-up” with many deferred needs, take advantage of attractive interest rates later, and affect the Town budget when the Debt Service line item is decreasing.

CONCLUSION

The Town Government and Board of Education budgets are being recommended to maintain the current levels of service to the citizens in Plainville. The budget climate at the State of Connecticut level is very uncertain and our health care rates continue to outpace the rate of inflation. The proposed revenue budget is subject to change but due to timing of our budget process and the State of Connecticut budget process, we have to include these estimates as the “best information available today.” The Capital Improvement Plan recommendation is supposed to address the long-term needs of the community in an orderly and planned fashion. However, the current plan is only partially meeting this goal. The Board of Education budget is proposed according to the Charter requirements.

I look forward to working with the Town Council to put forth a budget that will be acceptable to the citizens of Plainville.

I would like to thank all of the staff members who have assisted in putting together this budget document.

Respectfully Submitted,



Robert E. Lee
Town Manager