



John L. Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

MAYOR STEPHEN WOODS

NEWINGTON TOWN COUNCIL

Hidden Vine Restaurant • 1052 Main Street (Rear), Newington, CT 06111

January 31, 2015

9:00 a.m.

SPECIAL MEETING: GOAL SETTING SESSION

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. PUBLIC PARTICIPATION (ON AGENDA)
- IV. CONSIDERATION OF OLD BUSINESS
 - A. 2015 Revaluation Contract
- V. CONSIDERATION OF NEW BUSINESS
 - A. Mid-Year Transfers
 - B. Town Council Special Meeting Schedule – Budget Session
- VI. INTRODUCTION OF FACILITATOR/OVERVIEW (Town Manager & Decision Point, LLC)
- VII. DEPARTMENTAL OVERVIEW
 - A. Economic Development (Andy Brecher, Economic Development Director)
 - B. Information Technology (Paul Boutot, Chief Information Officer)
 - C. Short/Long Range Capital Improvement Projects (CIP) (Ann Harter, Director of Finance)
 - D. Finance/Town Budget (Ann Harter, Director of Finance)
- VIII. FORMULATION OF SHORT-TERM AND LONG-TERM GOALS & OBJECTIVES
- IX. SUMMARY AND NEXT STEPS
- X. PUBLIC PARTICIPATION (ON AGENDA)
- XI. REMARKS BY COUNCILORS
- XII. ADJOURNMENT

Note: Breakfast will be served beginning at 8:45 a.m.

The Council will break for lunch at approximately 12:00 noon

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John Salomone
Town Manager

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Assessor's Office

S. Steven Juda
Town Assessor

Memorandum

To: Newington Town Council
From: S. Steven Juda
Date: January 13, 2015
Re: 2015 Revaluation

Revaluation Requirement

Current Connecticut law requires municipalities to revalue all real estate every five years. The last revaluation for The Town of Newington was done in 2011, which would suggest that the next revaluation would be 2016. However a letter dated September 6, 2013 from W. David LeVasseur, Acting Undersecretary at Office of Policy and Management of the State of Connecticut directed Newington to conduct the next revaluation for the October 1, 2015 grand list. Newington Town Council took advantage of the opportunity to delay the revaluation from 2010 until 2011 and therefore must now catch up to get back to the regular schedule. The next revaluation after this one will occur in 2020.

The 2011 revaluation required a full field inspection including a software conversion with a cost of \$258,000. That project was done with the assistance of the revaluation firm of Tyler Technologies/CLT Division. The 2015 revaluation requirement is for a statistical update revaluation.

Revaluation Summary

A Revaluation is the process of performing all of the necessary Market Analysis and Valuation steps to determine accurate and equitable values for all properties within a municipality. The equalization of the values within a City or Town creates a fair distribution of the tax burden. The purpose of a Revaluation is not to raise taxes. The purpose is to create an equitable distribution of the tax load.

The values to be determined shall be the full fair market value as defined in Section 12-63 of the Connecticut General Statutes and shall be based upon recognized methods of appraisal and conform to Uniform Standards of Professional Appraisal Practices, as required by Connecticut General Statutes for the licensing and certification of all individuals involved in the appraisal of real estate.

Effective Date

The effective date of this statistical revaluation project shall be for the October 1, 2015 Grand List and the pricing and valuation shall reflect the fair market value as of October 1, 2015.

Phone: (860) 665-8530 Fax: (860) 665-8531
sjuda@newingtonct.gov

The Request for Proposal (RFP)

The Assessor's office and the Town Manager's office prepared an RFP for statistical update for the 2015 revaluation. We received bids from four competent revaluation companies in response to the RFP as presented below.

Municipal Valuation Services, LLC	\$362,000
Tyler Technologies	\$209,400
Vision Government Solutions, Inc.	\$203,300
eQuality Valuation Services llc.	\$180,900

Recommendation

Based on the responses to the RFP and our review of those responses we are recommending that the Town of Newington award the October 1, 2015 revaluation contract in the amount of \$180,900 to eQuality Valuation Services, llc.

The combined cost for the 2015 revaluation would be \$180,900. The bids have been reduced by \$30,000 because the Assessor has agreed to take all photos and inspect all properties with building permits. Those two functions are routinely performed by revaluation companies during revaluation. If these duties were not excluded the total cost from the low bidder would have been \$210,900.

Scope of Reappraisal and Revaluation

This project includes the complete "statistical" revaluation of all real property within the corporate limits of Newington, Connecticut effective as of October 1, 2015 to include the following:

1. Fully operational and integrated CAMA system
2. Complete integration with Town of Newington GIS database
3. Complete internet interface with CAMA and GIS systems
4. Drive by field review of all real estate parcels to determine accuracy of data
5. Data Mailers to all real estate parcels
6. Sales verification forms for the 2 years preceding the revaluation
7. Income & Expense Statements to all non owner occupied commercial parcels
8. Use of internet realty sites and map sites
9. Inspections as needed when field review discovers inaccurate data
10. Assessment notices

Time Frame of Revaluation

Data Mailer	02/01/2015
Integration with QDS Tested	03/30/2015
Residential Data Verification	04/01/2015
Commercial/Industrial Data Verification	05/29/2015
Land Study and Value	06/01/2015
Complete Drive By and Field Review	07/01/2015
Market Rent, Expense, and CAP Analysis	08/31/2015
I & E Entry and Analysis	09/01/2015
Complete Valuation Cost Tables	10/01/2015
CAMA Online Property Field Cards	10/01/2015
Complete Cost Manuals	10/30/2015
Pricing Review & Final Valuation	11/01/2015
Assessment Notices	11/06/2015
Informal Hearings Start	11/16/2015
Informal Hearings End	12/12/2015
2 nd Valuation Notices/Changed Properties	12/30/2015
Project Completion (excluding BAA)	12/30/2015
Impact on Real Estate Tax Bill	07/01/2016

Town Data

TOWN OF NEWINGTON 2013 REAL ESTATE ACCOUNTS			
CODE	# OF ACCTS	DESCRIPTION	GROSS ASSESSMENT
100	11,249	RESIDENTIAL	\$1,628,724,461
200	321	COMMERCIAL	\$366,589,296
300	214	INDUSTRIAL	\$122,526,298
400	0	PUBLIC UTILITY	\$0
500	422	VACANT LAND	\$22,548,430
600	6	USE ASSESSMENT	\$75,805
800	<u>29</u>	APARTMENTS	<u>\$64,381,957</u>
	12,241		\$2,204,846,247
	232	REAL ESTATE EXEMPT	<u>\$350,524,414</u>
TOTAL	12,412		\$2,555,370,661

AGENDA ITEM: IV.B._____

DATE: 1-27-15_____

RESOLUTION NO. _____

WHEREAS, section 12-62 of the General Statutes of Connecticut, as may be amended from time to time, requires that each town shall implement a revaluation not later than the first day of October that follows, by five years the last revaluation; and

WHEREAS, the Office of Policy and Management of the State of Connecticut has mandated that The Town of Newington implement a revaluation effective for the October 1, 2015 grand list; and

WHEREAS, The Town of Newington received four bids in response to request for proposal for revaluation services for the October 1, 2015 grand list;

NOW, THEREFORE, BE IT RESOLVED:

That the Newington Town Council hereby authorizes the Town Manager to sign a contract in the amount \$180,900 for implementation of the October 1, 2015 revaluation of all real estate parcels with eQuality Services, LLC. of Waterbury, Connecticut; and

BE IT FURTHER RESOLVED:

That this revaluation shall be effective commencing with the Grand List of October 1, 2015 and a mill rate for the 2016/2017 fiscal year will be set utilizing the completed revaluation for that year.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



John Salomone
Town Manager

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Finance Department

Ann J. Harter
Director of Finance

Memorandum

To: John Salomone, Town Manager
From: Ann J. Harter, Director of Finance 
Date: January 23, 2015
Re: Mid-Year Appropriation Transfers for FY 2014-2015

Attached is an interim financial report for the Town's General Fund as of December 31, 2014 for the fiscal year ending June 30, 2015. Estimates of revenues and expenditures projected through June 30, 2015 are included in this report.

Revenues

General Fund revenues are estimated to be up approximately \$240 thousand from the 2014-15 adopted level.

Taxes: The rate of tax collection on the current levy through December 31st is equal to the same period as last year. However, due to adjustments as the result of tax appeals, a tax collection rate of 99% by year end will not generate a significant surplus of revenue. The amount to be collected on pro-rated motor vehicles is better than expected by \$77 thousand. Collections on prior year tax levies are on target. We will monitor tax collection activity closely through the remainder of the year.

PILOTS and State/Federal Aid: Currently, we are projecting these categories to have a net increase of \$115 thousand. The Town's estimated revenues were based on the Governor's proposed budget. The majority of the surplus is generated from the State-Owned Property PILOT which came in higher than originally proposed.

Other Revenues: Building Permits and Town Clerk fees are on target with the estimated amounts. Interest earnings are trending better than budgeted creating a projected surplus of \$20 thousand due to slightly higher interest rates than anticipated.

Expenditures

Analysis through the first seven months of the fiscal year projects total expenditures to be on target with the Town's approved 2014-15 General Fund budget, which totals \$110 million.

Most of the budgetary variances exist due to recently approved wage increases for the administrative employees which were budgeted in the Town's Special Contingency account and not included in the departments' operating budgets. The actual increases were unknown until after the budget was adopted. A portion of the increases can be covered with breakage from vacancies.

Appropriation Transfers

The Town Charter allows appropriation transfers only in the last six months of the fiscal year. The following is a list of departments that require additional funds to prevent overdrafts. In all cases, the Town's Special Contingency and some estimated savings in other departments will cover these amounts.

- The shortages in the following departments are due exclusively to Administrative and part-time personnel wage increases:

120	Town Manager	\$10,750
150	Finance	\$18,675
170	Town Clerk	\$4,000
310	Engineering	\$3,350
320	Highway	\$5,625
420	Town Planner	\$4,120
450	Building Department	\$4,825
610	Human Services	\$10,250
640	Senior and Disabled Center	\$9,500
710	Library	\$13,100
810	Parks Administration	\$6,950

- 130 Courts: The cost for Probate Court is based upon the Grand Lists of the three member towns. The shortage in this department is due to a higher increase than anticipated for expenses of the Probate Court.
Amount requested \$2,465
- 140 Elections: The cost of the Republican primary was not included in this department's budget at the time the budget was adopted (\$7,550). In addition, funds are needed for non-bargaining group employees (\$3,000).
Amount requested \$10,550
- 160 Town Attorney: Additional funds are needed for outside attorney fees for legal cases that are still ongoing.
Amount requested \$20,000

- 190 General Services: This department has available funds due to changes in personnel.
Amount available \$65,360
- 230 Fire Department: The shortage in this department is due to a change in the Pay Per Call plan (\$52,485) and an increase in the number of stipends paid to volunteer firefighters (\$10,265). Funds are also needed for non-bargaining group employees (\$4,800).
Amount requested \$67,550
- 280 Hydrants: The shortage in this department is due to a revised and updated list of hydrants from the MDC and a price increase.
Amount requested \$10,000
- 350 Sanitation: This department has available funds due to less tonnage than anticipated for refuse disposal.
Amount available \$30,550
- 470 Economic Development: The shortage in this department is due to contractual obligations.
Amount requested \$8,200
- 510 Health Services: The shortage in this department is due to an unanticipated increase in the assessment charged by the Central CT Health District.
Amount requested \$6,800
- 960 Contingency: This account was budgeted for the raises and those funds are still available.
Amount available \$120,800

Capital Projects

In addition to the above transfers, I have received requests to transfer funds within the Capital and Non-Recurring Expenditures Fund and the Public Building Fund.

- General Property Improvements: The Facilities Department is requesting that \$87,000 be transferred from the Town Hall Emergency Generator account (30195-88521) which currently has a balance of \$187,000 to the General Property Improvement account (30195-88111). This will allow for necessary upgrades to the Town Hall, Police Department & Library energy management system that controls the heating, ventilation & air-conditioning in all the buildings. The system that is currently in place is obsolete and no longer repairable resulting in higher utility costs. Also, the systems run constantly resulting in wasted energy while buildings are empty. The Senior & Disabled Center does not have an energy management system and relies on the staff to control the building's temperature by conventional means whether the building is occupied or not. This upgrade will have a payback in one to two years with savings in utility costs. Funds are also needed to complete roof repairs to the Ambulance Building with the removal of two deteriorated un-insulated sky lights.

- Company #1 Roof Replacement: The Facilities Department also requests that the balance of \$42,649 be transferred from the completed Fire Company #1 Resurface Bay Floor project (30235-88424) to the Company #1 Shingled Roof Replacement account (31120-88501). Additional funding is needed after sealed bids were opened in November 2014 resulting in a higher than anticipated cost in replacing the entire roof on Fire House #1.

I will be in attendance at the Town Council meeting on January 27th to answer any questions the council may have.

TOWN OF NEWINGTON
STATUS OF REVENUES, BY SOURCE
2014-2015

ACCOUNT DESCRIPTION		Town Council Adopted 2014-15	Received As of 1/16/2015	Estimated 6/30/2015	Balance (Deficit) As of 6/30/15
5001	Current Levy	87,006,952	64,941,661	87,006,952	-
5002	Prorated Motor Vehicles	775,000	304,884	879,468	104,468
5003	Prorated Real Estate	50,000	8,869	8,869	(41,131)
5004	Prior Year Tax Levies	440,000	364,436	440,000	-
5005	Interest & Liens	320,000	201,146	320,000	-
TOTAL TAXES		88,591,952	65,820,996	88,655,289	63,337
5101	State-Owned Property	639,581	749,383	749,383	109,802
5104	Elderly Freeze Exemption	6,000	6,000	6,000	-
5105	Disabled Exemption	5,285	5,468	5,468	183
5106	Elderly Circuit Breaker	273,333	273,014	273,014	(319)
5107	Add'l Veteran's Exemption	28,376	30,385	30,385	2,009
5109	Tax Exempt Colleges & Hospital	1,633,739	1,633,915	1,633,915	176
TOTAL PILOTS		2,586,314	2,698,165	2,698,165	111,851
5201	New Meadow Housing	8,059	14,729	14,729	6,670
TOTAL ASSESSMENTS		8,059	14,729	14,729	6,670
5301	Building Permits	280,000	155,268	290,000	10,000
5302	Vendor's Permits	700	35	700	-
5305	Gun Permits	10,000	5,670	10,000	-
5306	Raffle & Bingo Permits	500	168	500	-
5308	Work Within Rights of Way	10,000	12,800	15,700	5,700
5310	Refuse Handling Licenses	1,800	-	1,800	-
TOTAL LICENSES & PERMITS		303,000	173,941	318,700	15,700
5402	Town Hall Rental Receipts	3,600	2,563	3,600	-
5403	Indian Hill Country Club	98,872	35,000	60,000	(38,872)
5404	Other Town Property	44,000	25,404	44,000	-
TOTAL RENTALS		146,472	62,967	107,600	(38,872)
5501	Interest Earnings	46,350	34,315	67,000	20,650
TOTAL INVESTMENT INCOME		46,350	34,315	67,000	20,650
5601	Littering Violations	-	100	100	100
5602	Parking Tickets	25,000	12,308	25,000	-
5603	False Alarms	15,000	2,673	15,000	-
5604	Ambulance Response Overages	-	23,000	23,000	23,000
5605	Blighted Premises	-	1,447	1,447	1,447
5606	Snow Removal Fines	-	106	106	106
TOTAL FINES		40,000	39,634	64,653	24,653
5702	Conservation Commission	6,000	3,750	7,500	1,500
5703	Zoning Board of Appeals	500	245	500	-
5704	Town Planning & Zoning	9,000	2,750	9,000	-
5705	Town Clerk Fees	475,000	254,311	475,000	-
5706	Police	8,000	4,384	8,000	-
5707	Human Services-Counseling Fee	25,000	2,975	10,000	(15,000)
5708	Library - Overdue Fines	28,000	10,019	18,400	(9,600)
5709	Dial-A-Ride Tickets	4,700	3,107	4,700	-
5711	Engineering Fees	1,000	736	1,000	-
5712	Scrap Metal Curbside	25,000	12,540	25,000	-
5714	Senior & Disabled Center Fees	100	10	100	-
5718	Library-out-of state loans	150	-	150	-
TOTAL CHARGES FOR SERVICES		582,450	294,827	559,350	(23,100)

**TOWN OF NEWINGTON
STATUS OF REVENUES, BY SOURCE
2014-2015**

ACCOUNT DESCRIPTION	Town Council Adopted 2014-15	Received As of 1/16/2015	Estimated 6/30/2015	Balance (Deficit) As of 6/30/15
5802 Refunds-Town	10,325	35,665	45,665	35,340
5803 Refunds-Schools	10,000	2,644	10,000	-
5822 Recycling Rebates	67,500	52,870	67,500	-
TOTAL REFUNDS & REIMBURS.	87,825	91,179	123,165	35,340
5903 Sale of Land	-	5,200	5,200	5,200
5904 Library-Sale of Diskettes	200	215	215	15
TOTAL SALE-TOWN PROPERTY	200	5,415	5,415	5,215
6003 Public Library	1,250	1,158	1,250	-
6005 Mashantucket Pequot Fund	255,213	84,929	255,213	-
6006 Youth Services Bureau	22,875	9,595	22,875	-
6007 Alcohol and Drug Abuse	4,500	-	4,500	-
6013 Telecommunications Tax	70,900	-	70,900	-
6015 Emergency Management Grant	4,500	-	4,500	-
6022 Municipal Grant-in-Aid	863,254	-	863,254	-
6052 Transportation-Non-public	4,232	-	4,232	-
6053 Transportation-Public	224,800	-	224,800	-
6054 Adult Education	33,319	22,436	33,319	-
6056 School Building Grants	400,000	-	400,000	-
6058 Health Services	17,515	14,801	17,515	-
6062 Education Cost Sharing Grant	13,028,321	3,257,959	13,031,836	3,515
TOTAL STATE-AID	14,930,679	3,390,878	14,934,194	3,515
6101 Senior Citizen Trans Aid	9,000	5,799	9,000	-
TOTAL FEDERAL AID	9,000	5,799	9,000	-
6201 Other-Miscellaneous	8,500	20,016	28,516	20,016
6203 Cancelled PY Encumbrances	10,000	-	10,000	-
TOTAL MISCELLANEOUS	18,500	20,016	38,516	20,016
6302 United Way (Human Services)	1,333	1,749	1,749	416
TOTAL DONATIONS	1,333	1,749	1,749	416
7002 Transfer from Public Bldg Fund	215,336	-	215,336	-
7012 Transfer from Cemetery Fund	115,722	115,722	115,722	-
7021 Transfer From Cemetery Trust	70	-	70	-
7022 Transfer from Hubbard Fund	30	-	30	-
TOTAL TRF FROM OTHER FUNDS	331,158	115,722	331,158	-
TOTAL GENERAL FUND	107,683,292	72,770,331	107,928,682	245,390

TOWN OF NEWINGTON
 Status of Expenditures, by Activity (Department)
 As of January 20, 2015

FUNCTION & ACTIVITY	Revised Budget FY 2014-15	Spent / Encumbered As of 1/20/15	Estimated To Be Spent/Enc. As of 6/30/15	Estimated Unencumbered Balance (Deficit) As of 6/30/15
General Government	4,666,890	2,715,697	4,667,970	(1,080)
Public Safety	7,996,199	4,454,015	8,073,749	(77,550)
Public Works	5,006,430	3,469,740	4,984,855	21,575
Community Planning & Development	513,723	270,124	530,868	(17,145)
Public Health	144,355	112,692	151,155	(6,800)
Community Services	1,001,939	543,249	1,021,689	(19,750)
Public Library	1,728,923	921,402	1,742,023	(13,100)
Parks & Recreation	1,661,386	860,490	1,668,336	(6,950)
Insurance-Miscellaneous	9,606,017	7,534,280	9,485,217	120,800 *
Debt Service	1,676,931	115,966	1,676,931	-
Metropolitan District	3,216,800	1,640,323	3,216,800	-
Capital Improvements	4,336,328	4,336,328	4,336,328	-
Equipment Reserve	395,000	395,000	395,000	-
Emp Leave Liab Res Fund	92,900	92,900	92,900	-
Total General Government	42,043,821	27,462,204	42,043,821	-
Board of Education (as of 12/31/14)	68,039,471	62,627,617	68,039,471	-
Total Town Budget	<u>110,083,292</u>	<u>90,089,821</u>	<u>110,083,292</u>	-

*The Special Contingency appropriation balance will be reduced to \$192,500 after pending transfers to other departments are made.

TOWN OF NEWINGTON
 Status of Expenditures, by Activity (Department)
 As of January 20, 2015

FUNCTION & ACTIVITY	Revised Budget FY 2014-15	Spent / Encumbered As of 1/20/15	Estimated To Be Spent/Enc. As of 6/30/15	Estimated Unencumbered Balance (Deficit) As of 6/30/15
100 General Government				
110 Town Council	49,837	43,317	49,837	-
120 Town Manager	397,616	222,369	408,366	(10,750)
130 Courts	37,009	29,602	39,474	(2,465)
140 Elections	130,793	103,954	141,343	(10,550)
150 Finance	1,217,788	808,383	1,236,463	(18,675)
160 Town Attorney	130,200	75,950	150,200	(20,000)
170 Town Clerk	180,029	96,302	184,029	(4,000)
180 Personnel	49,206	29,361	49,206	-
190 General Services	2,474,412	1,306,458	2,409,052	65,360
Total	4,666,890	2,715,697	4,667,970	(1,080)
200 Public Safety				
210 Police Department	6,775,621	3,660,995	6,775,621	-
230 Fire Department	804,758	606,382	872,308	(67,550)
250 Street Lighting	315,000	150,444	315,000	-
260 Emergency Management	4,050		4,050	-
270 Emergency Medical Service	30,000	28,145	30,000	-
280 Hydrants	66,770	8,050	76,770	(10,000)
Total	7,996,199	4,454,015	8,073,749	(77,550)
300 Public Works				
310 Engineering	284,931	157,570	288,281	(3,350)
320 Highway Department	2,674,044	1,454,986	2,679,669	(5,625)
350 Solid Waste Services	2,047,455	1,857,185	2,016,905	30,550
Total	5,006,430	3,469,740	4,984,855	21,575
400 Community Planning & Development				
420 Town Planner	211,861	122,190	215,981	(4,120)
430 Town Plan & Zoning	17,367	5,389	17,367	-
440 Zoning Board Of Appeals	2,662	1,418	2,662	-
450 Building Department	205,369	98,101	210,194	(4,825)
460 Conservation Commission	4,988	2,830	4,988	-
470 Economic Development	71,476	40,195	79,676	(8,200)
Total	513,723	270,124	530,868	(17,145)
500 Public Health				
510 Health Services	144,355	112,692	151,155	(6,800)
Total	144,355	112,692	151,155	(6,800)
600 Community Services				
610 Human Services	454,330	239,055	464,580	(10,250)
640 Senior & Disabled Center	538,270	302,409	547,770	(9,500)
670 Boards And Commissions	9,339	1,785	9,339	-
Total	1,001,939	543,249	1,021,689	(19,750)

TOWN OF NEWINGTON
 Status of Expenditures, by Activity (Department)
 As of January 20, 2015

FUNCTION & ACTIVITY	Revised Budget FY 2014-15	Spent / Encumbered As of 1/20/15	Estimated To Be Spent/Enc. As of 6/30/15	Estimated Unencumbered Balance (Deficit) As of 6/30/15
700 Public Library				
710 Library Operations	1,728,893	921,402	1,741,993	(13,100)
730 Hubbard Book Fund	30		30	
Total	<u>1,728,923</u>	<u>921,402</u>	<u>1,742,023</u>	<u>(13,100)</u>
800 Parks & Recreation				
810 Administration	329,830	185,999	336,780	(6,950)
830 Grounds Maintenance	1,331,556	674,490	1,331,556	-
Total	<u>1,661,386</u>	<u>860,490</u>	<u>1,668,336</u>	<u>(6,950)</u>
900 Insurance-Miscellaneous				
910 Municipal Insurance	1,046,910	840,121	1,046,910	-
930 Greater Htfd Transit Dist	2,930	2,930	2,930	-
940 Employee Benefits	8,155,377	6,658,020	8,155,377	-
950 Donations & Contributions	30,000	5,000	30,000	-
960 Contingency	370,800	28,209	250,000	120,800
Total	<u>9,606,017</u>	<u>7,534,280</u>	<u>9,485,217</u>	<u>120,800</u>
1000 Debt Service				
1010 Interest Expense	231,931	115,966	231,931	-
1020 Principal Payments	1,445,000		1,445,000	-
Total	<u>1,676,931</u>	<u>115,966</u>	<u>1,676,931</u>	<u>-</u>
1050 Metropolitan District				
1051 Assessment	3,216,800	1,640,323	3,216,800	
Total	<u>3,216,800</u>	<u>1,640,323</u>	<u>3,216,800</u>	<u>-</u>
1100 Capital Improvements				
1110 Capital Improvements	4,336,328	4,336,328	4,336,328	-
Total	<u>4,336,328</u>	<u>4,336,328</u>	<u>4,336,328</u>	<u>-</u>
2000 Equipment Reserve				
2500 Equipment Reserve	395,000	395,000	395,000	-
Total	<u>395,000</u>	<u>395,000</u>	<u>395,000</u>	<u>-</u>
3000 Emp Leave Liab Res Fund				
3100 ELLF - Board Of Education	23,200	23,200	23,200	-
3200 ELLF - Town Operations	69,700	69,700	69,700	-
Total	<u>92,900</u>	<u>92,900</u>	<u>92,900</u>	<u>-</u>
Total Town Government Operations	<u>42,043,821</u>	<u>27,462,204</u>	<u>42,043,821</u>	<u>-</u>



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: January 23, 2015
Re: Budget Public Hearing Dates

Attached, please see the tentative Town Council special meeting schedule to consider the FY 2015-16 budget. The Council does not need to take action to schedule the special meetings but must vote to approve the dates of the two public hearings to be held during the budget session.

Pursuant to Section 805 of the Newington Town Charter, two public hearings must be held on the proposed budget for fiscal year 2015-16. The public hearings are tentatively scheduled for the following:

Tuesday, March 10, 2015 – 7:00 p.m. (Town Manager's Proposed Budget)
Thursday, April 2, 2015 – 7:00 p.m. (Town Council's Proposed Budget)

The Public Hearings will take place in the Town Hall, unless otherwise indicated.

If the Council concurs, a resolution will appear on the next Council agenda to schedule the public hearings.

Attach.

**NEWINGTON TOWN COUNCIL
BUDGET REVIEW SCHEDULE
2015-16 BUDGET**

Date	Time	Place	Meeting	Schedule
Friday, Feb. 27				Council Receives Budget
Monday, March 2	7:00 p.m.	L-101	Special Meeting	<u>Departmental Budget Reviews</u> <ul style="list-style-type: none"> • Overview of budget and budget procedures • Revenues • General Government (Town Council, Town Manager, Courts, Elections, Finance, Town Attorney, Town Clerk/Records Administration, Personnel, General Services, Facilities Management, Information Technology) • Insurance/Misc. • MDC • Employee Leave Liability • Special Reserve Funds/Other Funds
Tuesday, March 3	7:00 p.m.	L-101	Special Meeting	<u>Departmental Budget Reviews</u> <ul style="list-style-type: none"> • Public Works (Engineering, Highway, Solid Waste) • Community Development and Improvements (Town Planner, TPZ, ZBA, Building Department, Conservation Commission, Economic Development Commission) • Health
Tuesday, March 10	7:00 p.m. 8:00 p.m.	L-101 (or Council Chambers if needed for PH)	Public Hearing Regular Meeting	<u>Town Manager's Proposed Budget</u> <ul style="list-style-type: none"> • Any Regular Council Business <u>Departmental Budget Reviews</u> <ul style="list-style-type: none"> • Board of Education
Thursday, March 12	7:00 p.m.	L-101	Special Meeting	<u>Departmental Budget Reviews</u> <ul style="list-style-type: none"> • Public Safety (Fire, Police, Street Lighting, Emergency Management, EMS, Hydrants) • Human Services • Senior and Disabled Center
Tuesday, March 17	7:00 p.m.	L-101	Special Meeting	<u>Departmental/Budget Reviews</u> <ul style="list-style-type: none"> • CIP • Debt Service • Equipment Reserve
Wednesday, March 18	7:00 p.m.	L-101	Special Meeting	<u>Departmental/Budget Reviews</u> <ul style="list-style-type: none"> • Library • Parks and Recreation/Grounds • Miscellaneous programs not previously discussed
Tuesday, March 24	7:00 p.m.	L-101 (or Council Chambers)	Regular Meeting	<ul style="list-style-type: none"> • Set Tentative Budget • Regular Council Business
Thursday, April 2	7:00 p.m. 8:00 p.m.	L-101 (or Council Chambers)	Public Hearing Special Meeting	Town Council's Proposed Budget Changes to proposed budget, if needed
Tuesday, April 14	7:00 p.m.	L-101 (or Council Chambers)	Regular Meeting	Adopt Budget and Set Mill Rate Regular Agenda
April 13-17				HOLIDAY/SCHOOL VACATION
Tuesday, April 28	7:00 p.m.	L-101	Regular Meeting	Regular Agenda

*Per Charter §C-805: Within 20 days after holding the second public hearing, the Council shall complete its consideration of the budget and after making such modifications and amendments to said budget as it may deem advisable, it shall adopt the Town budget by a majority vote of all its members.