



---

MINUTES OF BOARD OF A&T BUDGET WORKSHOP  
7:00 PM Wednesday, March 11, 2009  
SHELTON CITY HALL  
54 HILL STREET  
Room 104  
SHELTON CT 06484

---

**Roll Call**

Mark Holden, Chair, present  
Judson Crawford, present  
Vinny Capece, present  
Nancy Dickal, present  
Greg Kodz, present  
Charlotte Madar, present

**Board of Aldermen:**

Alderman John "Jack" Finn  
Alderman Stanley Kudej

**Other Persons Present:**

Deborah Kichar, Executive Director, Christian Counseling & Family Life Ctr  
Kathy Bronson, Board President, Christian Counseling & Family Life Ctr  
Laurie Driscoll, Program Coordinator, VSAAC  
Martin Conklin, President, Shelton Historical Society  
Susan DeLeon, Director, the Umbrella, Domestic Violence Program  
Mike Maglione, Chairman of the Board of Fire Commissioners  
Bruce Kosowsky, Fire Commissioner  
Bernadette Venditto, Junior Achievement Program

**Call To Order**

Chairman Holden called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

---

**-6100            MISCELLANEOUS LINE ITEMS**

No Representation

**-6200            CAPITAL SPENDING**

Discussed under their individual Department Line Items at previous workshops.

**-6500            OUTSIDE AGENCIES**

Christian Counseling and Family Life Center

Deborah Kichar, Executive Director, Christian Counseling & Family Life Center and Kathy Bronson, Board President of the Christian Counseling Center provided a brief opening statement and distributed some informational brochures.

Ms. Kichar indicated that their organization provides psychotherapy and medical management to individuals, couples and families (children and teens) from their offices located on 25 Church Street next to the Huntington Green. She indicated that many of the people that they see are poor and uninsured; they are a non-profit organization and it is part of their mission to provide services for those who could not otherwise afford it.

Ms. Kichar indicated that they are not federally funded or state funded, so therefore, they aren't mandated by them. They reach clients with difficult issues such as eating disorders. They are a very good referral base for other agencies in the area; they work with the Birmingham Group, Bridges, PTRC, and Catholic Charities to fill in gaps for those organizations. They work with Shelton School systems, and even though their name is Christian Counseling Services, they are open to anyone, of any religion, that may be in crisis.

Chairman Holden asked if anyone from the Board of A&T had any questions for the Christian Counseling Center.

Nancy Dickal indicated that they were requesting \$10K and the Mayor is recommending \$5K. She asked how that would impact them if they don't get the funds requested.

Ms. Bronson responded that they would continue with the same services they are providing. They've been very successful with their eating disorder program and they've had a large response for it, and they'd like to expand it. They've found group therapy to be successful and economical so they are looking to develop a new group program for cancer patients. That is what they would primarily be using this funding for; however, they will continue to give the services they have been giving.

Nancy Dickal asked if they serviced any surrounding areas besides Shelton, such as Derby, Ansonia or is this program just for Shelton residents.

Ms. Kichar responded that the majority is from the Shelton area but they do have some clients from other towns in the Valley.

Vinny Capece asked what their main revenue stream was. He knows that they are a non-profit organization, but he asked if they had insurance coming in or contributions from other towns.

Ms. Kichar responded that they have the grant from Shelton but they do have insurance that comes in from people who do have some coverage for therapy. Also they have fundraisers that they do as a Board.

Vinny Capece commented that they have a shortfall on their insurance revenue and that is made up of City funding, donations and fundraisers.

Ms. Kichar responded that they do have insurance fees that are collected and in addition to that they have other areas of funding that come in, but not large numbers.

Chairman Holden asked if there were any other questions from the Board of A&T or the Board of Alderman.

There were no further questions for the representatives of the Christian Counseling Center.

**-6500**            **OUTSIDE AGENCIES**

Valley Substance Abuse Action Council ( Birmingham Group Health Service)  
Laurie Driscoll, Program Coordinator for VSAAC, provided an opening statement indicating that VSAAC provides prevention services in all five towns in the Valley and they have worked very closely with the Boys and Girls Club in Shelton. They work with the Shelton Service Bureau as well as the Shelton Public School System.

Ms. Driscoll indicated that they not only provide services to the students, but they do data collection, advocacy, and they also do public policy in the areas of tobacco and alcohol.

Chairman Holden asked if anyone from the Board of A&T had any questions – this is for 41479-18.

Charlotte Madar asked what they were basing the increased request on – last year was \$6K and this year it's \$7,500.

Ms. Driscoll responded that the increase for this year is due to a Federal Grant which has been their main source of funding for the last 9 years. It is a Federal Grant program that ends in 2010 and unfortunately, this federal grant was a 10-year, time limited grant. Their only other source, which they were fortunate to receive this year was an Underage Drinking Grant which they did get. It is half of what their federal grant used to be however, so the increase in cost is due to the work they will continue to do in Shelton. She explained that the direct program costs were student surveys, data collection, and prevention program provided on site in Shelton. They will be losing a staff member and there's not much they can do about employee costs but they will be going down from 3 full time staff to 2 full time staff after the summer.

Vinny Capece asked if the Staff was herself and one other person or herself and two additional people.

Ms. Driscoll responded that there were three – the director and two prevention specialists.

Chairman Holden asked if there were any further questions from the Board of A&T or the BOA. There were no other questions. Ms. Driscoll left brochures of what would be going out to parents of Shelton High School students this summer.

**-6500**            **OUTSIDE AGENCIES**

Shelton Historical Society and Long Hill Cemetery Association

Chairman Holden indicated that the Shelton Historical Society is 41479-15. Martin Conklin, President, Shelton Historical Society made a brief opening statement and indicated that he was very satisfied with the money that the Mayor allocated to them because it is exactly what they asked for. He indicated that the Shelton Historical Society has one of the most highly recognized education programs throughout the State. They have all the 2<sup>nd</sup> graders come through as part of the Social Studies Curriculum and all the 8<sup>th</sup> graders come through as part of their history program, plus numerous Boy Scouts, Girl Scouts and students from St. Lawrence and kids from other communities to see their Programs. They provide other services for the City of Shelton. Presently they are working on preparing documentation to add the Locks and Canal to the National Registry of Historical Places. They did all the prep work for the City, but it got put on hold because of the lawsuit with McCallum Enterprises.

Mr. Conklin indicated that they have three members from the Historical Society serving on the ad hoc committee to do the Civil War monument, and in addition they are represented as part of the effort for the Chamber of Commerce to develop a National Heritage Area Proposal that would incorporate all the towns up the Naugatuck Valley. If granted, it would make them eligible for consistent federal funding for up to million dollars for historical restoration and tourism. He concluded that they provide City wide services and also services to the educational community.

Judd Crawford asked about his statement of the expenditure budget request analysis and a couple of the line items marked. Mr. Conklin responded that he didn't have that information.

Chairman Holden asked why the annual report or the financial account of actual expenditures was not enclosed and a detailed proposed budget for the fiscal year for which the funds were requested was not enclosed.

Mr. Conklin responded that he thought the Executive Director had sent them down – when the budget request was due, they did not have the end of their fiscal audit report to submit nor did the annual meeting take place whereby the budget for next year is approved by the members. Both of them are done and he'll make sure they are delivered as soon as possible.

Judd Crawford commented that before they can consider his request, of course, could prevent appropriations (inaudible)...Chairman Holden added that time is of the essence.

Mr. Conklin commented that the request for funds could be reviewed, but the allocation of funds cannot be.

Chairman Holden responded that for future reference, if they have attempted to budget at the time the information is requested, that is a good place to start. He asked if there were any further questions from the Board of A&T or the Board of Alderman.

Alderman Finn corrected the comment about the ordinance – they can fund the Shelton Historical Society the full amount they requested; however, they can not receive any money from the City of Shelton until all the forms are filled out.

#### Long Hill Cemetery Association

Mr. Conklin explained that the Long Hill Burial Ground was the oldest cemetery in the City in Shelton. Several years ago he was anointed as the new president of this Association. The cemetery had fallen into really disgraceful conditions and over the last several years, through public donations, through the City of Shelton, and private donations, they have been able to go through with volunteers (Boys Scouts) and clean up debris lying around the cemetery. They've been able to go through and clean the stones that were unreadable and they've also started a long term project of restoring and resetting the stones that had been knocked over, fallen over, leaning over so that it would look like a cemetery again. By doing this, they were giving the people of Shelton who built the City over the years, the dignity that they deserve.

Mr. Conklin indicated that last year the City of Shelton gave them \$2K, which they have used to do two things. First, they've continued to reset the stones, but more importantly, when the stones were being reset through this funding, they began a project to identify where the stones that had fallen over and been semi-buried, and began to turn them over and look at them.

Mr. Conklin commented that over the past year, he has had a number of questions about vandalism there which actually resulted in finding stones that were lost and never seen because they were turned over and reviewed. It actually looks like its been vandalized, but it's actually moving in the other direction – they are uncovering those. That process started in the fall after they received the money last year. But that is only half of it because once the stones are turned over, they have to be replaced. Some were illegible, some were broken so badly it was difficult to re-establish them. When the bad weather set in, they stopped spending the funds given last year; they will be spent shortly now that it is better weather. He wasn't sure why the Mayor cut them from \$3600 to 0 – it may have been because they didn't spend all the money.

Mr. Conklin indicated that this year's funding, as an additional part of that program, there is a very historic fence that borders Long Hill Avenue. He provided photos of the fencing. He received price quotes from iron restoration company and the total cost of the project is between \$37K and \$41K. It breaks down to about \$1200 - \$1400 for every 10 foot section. He received funding from the Valley Community Foundation to do the two gates that are there. He would like to expand on that gradually to restore all the fence sections.

He requested \$3600 and hopes it will be restored because it would fit into the historic district concept that they are trying to create in the City of Shelton. He would appreciate at least \$1200 so that he could at least do one section; additionally, it would support his

application for grant money. Grant organizations often like to see that there is consistent support from the community and the City – so if he can show that the City provided at least \$1200, than it indicates a continued support of the endeavor.

Chairman Holden commented that he knew that this was the oldest cemetery in the City – he asked if anyone was being buried there currently.

Mr. Conklin responded that two years ago, Edna Beard's mother was interred there. There are two more additional sites that they can use.

Chairman Holden asked how long ago, before Mrs. Beard, anyone was interred there.

Mr. Conklin responded that Mr. Beard was buried there about 20 years ago. There is no additional revenue – there is the possibility of the Valley Foundation and a number of other possibilities they hope to receive other funds and not burden the City.

Chairman Holden asked how long ago the cemetery was “active” where they were selling plots on a regular basis.

Mr. Conklin responded that it was probably about the early 1900's – there were people being buried in there in the 1960's, but not very many. The oldest one is from 1719, and there's one Revolutionary War soldier buried there, and one Civil War soldier, in addition, Henry Shelton Sanford is buried there. There are family plots there – the Hull family, the Shelton family – it's like a street map of parts of Shelton. He concluded that they appreciate any help that the City can give them.

Chairman Holden asked if there were any questions from the Board of A&T or the BOA.

Charlotte Madar asked how much it was per section for the gate - \$1200. Mr. Conklin responded that it was \$1200. Charlotte commented that if they did a section every year, then they could go on and on with it.

Mr. Conklin responded that yes, it would probably go on longer than he'll go on...\$1200 would be a good amount.

Chairman Holden asked again if there were any more questions from either Board – there were none.

## **-6500            OUTSIDE AGENCIES**

### The Umbrella, Domestic Violence Program

Susan DeLeon, Director of the Domestic Violence Program, the Umbrella, a program of Birmingham Group Health Services, Inc. addressed the Board of A&T regarding the support group for domestic violence.

Judson Crawford asked Ms. DeLeon about the budget sheet for fiscal year 2009 for the Umbrella and the amount requested as \$16K. Ms. DeLeon indicated that they requested 18K, and they got \$17K last year.

Chairman Holden asked if there were any further questions from either Board regarding the Umbrella Program. There were none.

**-2400**            **FIRE DEPARTMENT**

Mike Maglione, Chairman of the Board of Fire Commissioners and Bruce Kosowsky, Fire Commissioner indicated that he wanted to address some errors made in their budget presentation. He stated that for Line Item – Regular Salaries it shows \$86,676; the Mayor recommended \$68,676; Comm. Maglione stated he would like that line to be \$50,000 and they would like the 18,676 moved to the Part Time Employee line item. There was an error that went in as an amount of \$93,000; it should have been \$132,840. The total amount would be a \$132,840.

Comm. Maglione indicated that they have a slight adjustment on that – it should be \$129,840. They found another line item that had been increased by \$3,000 more than they put down. They are looking for a total increase, across their whole budget, of \$11,164. It would all be with the movement of \$18,676 moved from the Regular Payroll to the Part-Time line and an additional \$11,164 increasing that line making it \$129,840.

Chairman Holden indicated that they are talking about bonding for Turn Out Gear

Comm. Maglione responded that was why in next year's budget in the area of Clothing, there is nothing there because it's going to be capitalized. Also in line item for Communications because it's going to be capitalized – they had it at \$33K for pagers.

Chairman Holden responded that from what he can gather, while on the one hand he's not thrilled about bonding, on the other hand the Fire Department has been looking for more Turn Out Gear for years and hasn't been able to get what they need. Hopefully, this will get it to maintenance levels.

Comm. Maglione responded that he hopes that they may not even spend that money. They are going to apply for grant. If they get lucky, it would be covered by the grant.

Chairman Holden asked if there were any questions from the Board of A&T.

Charlotte Madar asked about the line item for Recruitment – they requested \$11,500 and the Mayor is giving \$7,500

Comm. Maglione indicated that they could live with that.

Judd Crawford commented that he realizes that it is difficult for them to predict for something under line item 10-05 because of Mother Nature (inaudible).

Comm. Maglione responded that as they speak the Communications System has collapsed on the Fire Department side. There was a problem with the transformer that went and affected the Police Department a night or two nights ago. Right now, there are two paid fire crews in the outer areas of the City because there is no way to contact their people to respond because the system is down. The maintenance company is in place and they believe it's a phone problem. They had originally asked for \$25K; they went

over by \$10K and had to move funds from other line items. Comm. Maglione stated that he would happily accept a \$10K increase and hope they never have to spend it.

Judd Crawford asked about the Alarm Maintenance account – it has now been cut by (inaudible).

Comm. Maglione responded that their intentions, and the Mayor has been notified, they are no longer going to support the system. The system is antiquated; it has failed, and they didn't know it had failed. Several years ago, the private industry or holders that were on the system were notified. At this time, they are going to just allow that system to go – and that's why it's at zero.

Comm. Maglione indicated that they have an issue with their Fire Horns and Sirens, but he believes that is a capitalized issue.

Chairman Holden asked if that was the Pole Alarm, like on the outside door ...

Comm. Maglione responded that these were the smoke alarms, alarm systems inside – the Library is one of the buildings, and he can't recall the others, but right now, it may not be functioning and they don't know it. It requires constant surveillance. They found out six weeks ago when there was a car accident that took down a pole – and in testing it – they found out it wasn't working. Technicians were brought in and got it up and running but the system is just too old. It is not worth the maintenance and needs to be replaced. It would be better to fund the line item with a private group like ADT.

Chairman Holden asked if there were any more questions from the Board of A&T or the Board of Alderman.

Alderman Finn asked what the grant funds were for.

Comm. Maglione responded that it was for Turn Out Gear. If they don't get the grant, then they will have to spend the line item. Right now they have a PO that is going to be capitalized for this year to cover their immediate needs. This is for the additional gear that the fire fighters should have because there is a lot of old gear there.

Alderman Finn asked if they don't get the grant, would they pursue bonding once again through the BOA.

Comm. Maglione responded that they were doing it both ways. They've asked for it to be in the capital budget at the same time that they are applying for the grant.

Alderman Finn indicated that he's been on the Board for 24 years and their capital budget is going to be a wish list and (inaudible)...

Comm. Maglione responded that he understands that – it's one thing to get it on the piece of paper but another to get the funds.

Chairman Holden added that he spoke to Alderman Anglace and the Mayor's Administrative Assistant and they are both indicating that the funds for the Turn Out Gear will be bonded.

Comm. Maglione responded that he knew that and this was for next year's capital. He understands and appreciates that.

Judd Crawford asked about 80-15 for (inaudible) – how will that affect them

Comm. Kosowsky responded that they had to pay for the accountability grant out of that budget, \$15,000 and hazardous material (inaudible)

Alderman Finn commented that they were probably aware of the fact that the Board of Fire Commissioners has been working on a new communications system for years and it's now been taken over by the Public Safety Council. Alderman Finn indicated that they had two stations down in the City today where the communications systems collapsed – actually two days ago.

Chief Jones told them a month ago at the Public Health and Safety Committee Meeting that this is going to have to be a bonded question at \$9M and yet here at the Budget Sessions everything has been reversed, and once something is up and running at Pitney Bowes more than likely it won't be pursued and it will be less costly. It seems like they are putting band-aids on top of band-aids and this thing is starting to bleed. They have to stop the hemorrhaging and someone has to push through the Mayor and the BOA and get this thing on the Referendum question for this coming November and get this thing resolved once and for all.

Alderman Finn indicated that he wants to get this Communications thing funded. He recommends that they go about it by pushing it through the Administration, get it funded and put it in the Budget and get this over with once and for all. They can't keep having the Police Department's communications crashing, and having the Fire Department's communications failing...

Comm. Kosowsky responded that they've been working on this for many years. There has been several proposals, draft copies, presentations – they have done everything they could possibly do. Two years ago, he made a presentation that they had problems with the low band system. They spent a lot of money on it and there are still issues. He added that they are in the process of applying for the proper licensing.

Comm. Maglione commented that it is common knowledge that the radio system is in poor condition. The City is eventually going to have to seriously look at it, and probably this is the time to do it – but, naturally it is the worst possible time to think about doing it.

Chairman Holden responded that in a conversation with Chief Hurliman, he implied that it needs to go to bonding and they're looking into the economic stimulus proposal from Washington.

Alderman Finn indicated that he requested information from the Governor's Office and found out that communications for the Police and Fire Department are not part of it.

There were no other questions from either Board.

**-6500**            **OUTSIDE AGENCIES**

Junior Achievement Program

Bernadine Venditto represented the Junior Achievement Program and expressed her appreciation for the support they've gotten and hope the City provide more for the Financial Literacy Programs that students really need and the teaching of work readiness skills.

Charlotte Madar asked if the \$4K was based on a dollar per child in Shelton.

Ms. Venditto responded that yes, it was.

Charlotte Madar asked what they used the money for.

Ms. Venditto responded that they have to purchase Program materials from a Worldwide Junior Achievement Program and bring it into the schools; it is used for training their volunteers.

Chairman Holden asked if there were any further questions from either Board. There were no more questions. He held the meeting open for 10 more minutes to allow any other Outside Agencies they might arrive for the meeting.

Greg Kodz indicated that he received a letter that he wanted to read into the record from former Alderman Randy Ann York dated March 9, 2009 regarding the Shelton Life publication in which she expressed her opinion that Shelton Life should be funded from those who benefit from it such as realtors, developers, and local businessman. She indicated that she does not feel as though Shelton taxpayers should have to support free marketing and advertising for special interests, especially in these difficult economic times.

**Adjournment**

With no further interviews, Chairman Holden adjourned the meeting at 8:05 p.m.

Respectfully submitted,

*Karin C. Tuke*

Clerk, Board of Apportionment and Taxation

Tape (1) both sides on File with the City Town Clerk's Office.

