

## Board of Finance Special Meeting

### Agenda

August 20, 2020 at 6:00 pm (via remote conference)

To join by internet: [meet.google.com/rwn-zvoa-kwj](https://meet.google.com/rwn-zvoa-kwj)

#### Join by phone

(US) +1 650-817-8403 PIN: 467 223 888#

- 1- Discussion regarding the Board of Education final financial estimates for FY 2019-20, and school reopening plans and estimated costs. Finance Director Phil Cross and Superintendent Dr. William McKersie.
- 2- Discussion regarding an update on the reopening of Town facilities and estimated costs. Jonathan Luiz, Town Administrator.
- 3- Discussion regarding an initial report on approved state police reform legislation including potential costs and liability for the Town. Jonathan Luiz, Town Administrator.
- 4- Discussion regarding a report on first installment tax collections for FY 2020-21. Rick Darling, Finance Director.
- 5- Discussion regarding the FY 2019-20 financial report and estimated fund balance. Rick Darling, Finance Director.
- 6- Discussion of Five Year Forecast.
- 7- Discussion/decision regarding approval of minutes from the June 11<sup>th</sup> regular meeting.

**Item 1:** Discussion regarding the Board of Education final financial estimates for FY 2019-20, and school reopening plans and estimated costs.

Finance Director Phil Cross and Superintendent Dr. William McKersie.

**Item 2:** Discussion regarding an update on the reopening of Town facilities and estimated costs.

Jonathan Luiz, Town Administrator.

TO: Weston Board of Selectmen & Weston Board of Finance  
 FROM: Jonathan Luiz, Town Administrator  
 DATE: August 19, 2020  
 SUBJECT: Estimated FY 20-21 costs related to Covid-19

The purpose of this memo is to twofold. First, it is to inform you of the foreseeable costs that the Weston municipal government projects that it will incur in Fiscal Year 20-21 due to Covid-19. Second, it is to propose how those costs will be covered without a supplemental appropriation.

At this time, I project that the municipal government will incur Covid-19 related costs totaling \$41,759. Exhibit A summarizes the expenses. They include the purchase of personal protective equipment (PPE), cleaning products, sanitizing products, and vehicle modifications for the Dial-A-Ride van. Note that these are only municipal government expenses and are not school expenses. Also, please be aware that the \$41,759 does not include any costs associated with special facility cleanings, special facility equipment and extra staff. At this time, I do not foresee the need to purchase those items and services.

The aforementioned \$41,759 of Covid-19 related expenses would be completely covered by existing funding in the General Administration section of the FY 20-21 municipal government budget. That budget contains a total of \$377,754 for Workers Compensation Insurance and Property Casualty Insurance. As a result of a competitive bid process culminating late June, the Town was able to reduce its expenses in these areas by \$41,882. See the chart below and Exhibit B for details.

|          |                                                                                                               |                |
|----------|---------------------------------------------------------------------------------------------------------------|----------------|
| Budgeted | Property Casualty Insurance: Includes premiums paid to the carriers and fees paid to the broker/risk manager. | \$163,834      |
| Actual   | Property Casualty Insurance: Includes premiums paid to the carriers and fees paid to the broker/risk manager. | \$160,593      |
| Savings  |                                                                                                               | <b>\$3,241</b> |

|          |                                                                                                                 |                 |
|----------|-----------------------------------------------------------------------------------------------------------------|-----------------|
| Budgeted | Workers Compensation Insurance: Includes premiums paid to the carrier and fees paid to the broker/risk manager. | \$213,920       |
| Actual   | Workers Compensation Insurance: Includes premiums paid to the carrier and fees paid to the broker/risk manager. | \$175,279       |
| Savings  |                                                                                                                 | <b>\$38,641</b> |

|               |                                                                |                 |
|---------------|----------------------------------------------------------------|-----------------|
| Total Savings | Property Casualty Insurance AND Workers Compensation Insurance | <b>\$41,882</b> |
|---------------|----------------------------------------------------------------|-----------------|

I welcome your comments and questions about the expenses, the savings in the insurance line items, and the proposed funding arrangement.

# Exhibit A

| Department           | Masks (Reusable) | Gloves (Box) | Disinfectant Spray | Wipes (Canister) | Sanitizer (pump bottles) | Sanitizer Stands | Sanitizer Wall Unit | Sanitizer Stand Refills | Disposable Gowns | Face shields | Shoe Covers | Sanitizer Gallon Refill | Masks - disposable | Plexiglass | Dial-A-Ride Van Air Filtration | TOTAL       |
|----------------------|------------------|--------------|--------------------|------------------|--------------------------|------------------|---------------------|-------------------------|------------------|--------------|-------------|-------------------------|--------------------|------------|--------------------------------|-------------|
| Tax Assessor         | 6                | 2            | 1                  | 2                | 4                        |                  |                     |                         |                  |              | 1           |                         | 2                  |            |                                |             |
| Senior Center        | 15               | 4            | 6                  | 8                | 4                        | 4                |                     | 16                      |                  |              |             |                         | 2                  |            |                                |             |
| Social Services      | 6                | 2            | 2                  | 2                | 2                        |                  |                     |                         | 5                | 2            | 1           | 1                       | 2                  |            |                                |             |
| Fire Marshal         | 3                |              |                    | 1                | 1                        |                  |                     |                         |                  |              | 1           |                         |                    |            |                                |             |
| Finance Dept         | 9                | 1            | 1                  | 2                | 3                        |                  |                     |                         |                  |              |             |                         |                    |            |                                |             |
| Parks and Recreation | 15               | 2            | 3                  | 3                | 4                        |                  |                     | 2                       |                  |              |             |                         |                    |            |                                |             |
| Tax Collector        | 6                | 2            | 1                  | 4                | 2                        |                  |                     |                         |                  |              |             | 1                       |                    |            |                                |             |
| Selectman's Office   | 3                | 1            | 1                  | 1                | 1                        |                  |                     |                         |                  |              |             | 1                       |                    |            |                                |             |
| Land Use             | 12               | 1            | 2                  | 3                | 4                        |                  | 1                   | 2                       |                  | 1            |             | 1                       | 1                  |            |                                |             |
| Youth Services       | 6                | 1            | 1                  | 2                | 2                        |                  |                     |                         |                  |              |             |                         | 2                  |            |                                |             |
| Building Dept        | 6                | 1            | 1                  | 2                | 2                        |                  |                     |                         |                  |              | 1           |                         | 2                  |            |                                |             |
| Town Clerk           | 12               | 2            | 5                  | 3                | 3                        |                  |                     |                         |                  |              |             |                         |                    |            |                                |             |
| Dispatch             | 18               |              | 3                  | 3                | 3                        |                  |                     |                         |                  |              |             |                         |                    |            |                                |             |
| Public Works         | 36               |              | 4                  | 2                | 2                        |                  |                     |                         |                  |              |             |                         |                    |            |                                |             |
| Police Department    | 15               | 10           | 8                  | 5                | 10                       |                  |                     |                         | 25               | 10           | 10          | 2                       | 2                  |            |                                |             |
| Library              | 42               | 4            | 6                  | 17               | 8                        |                  |                     |                         | 12               | 5            |             |                         | 2                  |            |                                |             |
| <b>TOTAL</b>         | <b>210</b>       | <b>33</b>    | <b>45</b>          | <b>60</b>        | <b>55</b>                | <b>4</b>         | <b>1</b>            | <b>20</b>               | <b>42</b>        | <b>18</b>    | <b>14</b>   | <b>6</b>                | <b>15</b>          |            |                                |             |
| <b>Monthly cost</b>  | \$434.17         | \$480.08     | \$320.50           | \$343.75         | \$246.92                 | \$588.96         | \$74.99             | \$3,600.00              | \$243.50         | \$54.00      | \$85.00     | x 5                     | \$4,188.00         | \$300.00   | \$4,000.00                     | \$41,759.00 |
| 1 Year cost          | \$5,210.00       | \$5,761.00   | \$3,846.00         | \$4,125.00       | \$2,963.00               |                  | \$236.00            |                         | \$2,922.00       | \$648.00     | \$1,020.00  |                         | \$4,188.00         | \$300.00   | \$4,000.00                     |             |

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# Exhibit B page 1

| As of July 27, 2020                                                           | TOWN OF WESTON: Premium Allocation 7/1/2020 – 7/1/2021       |                  |                 |                |                  |
|-------------------------------------------------------------------------------|--------------------------------------------------------------|------------------|-----------------|----------------|------------------|
|                                                                               | Percentage Allocation and Premium for LAP                    |                  |                 |                |                  |
| LINES OF COVERAGE                                                             | Town                                                         | BOE              | Vol Fire        | EMS            | Total            |
| Property – CIRMA                                                              | 12%                                                          | 87%              | 1%              | 0%             | 100%             |
|                                                                               | \$12,126                                                     | \$87,916         | \$1,011         | -              | \$101,053        |
| General Liability – CIRMA                                                     | 53%                                                          | 36%              | 8%              | 3%             | 100%             |
|                                                                               | \$30,943                                                     | \$21,018         | \$4,671         | \$1,751        | \$58,383         |
| Automobile – CIRMA                                                            | 74%                                                          | 19%              | 7%              | 3%             | 100%             |
|                                                                               | \$35,830                                                     | \$9,620          | \$3,531         | \$1,515        | \$50,496         |
| Public Officials – CIRMA                                                      | 91%                                                          | 0%               | 6%              | 3%             | 100%             |
|                                                                               | \$6,249                                                      | -                | \$400           | \$225          | \$6,874          |
| School Leaders Liability – CIRMA                                              | 0%                                                           | 100%             | 0%              | 0%             | 100%             |
|                                                                               | -                                                            | \$15,518         | -               | -              | \$15,518         |
| Law Enforcement Liability – CIRMA                                             | 100%                                                         | 0%               | 0%              | 0%             | 100%             |
|                                                                               | \$20,643                                                     | -                | -               | -              | \$20,643         |
| <b>TOTAL CIRMA LAP (Direct Billed) :</b>                                      | 41.82                                                        | 53%              | 3.6%            | 1.38%          | 100%             |
|                                                                               | \$105,791                                                    | \$134,072        | \$9,613         | \$3,491        | \$252,967        |
|                                                                               | Percentage Allocation and Premiums for Workers' Compensation |                  |                 |                |                  |
| Workers' Compensation – CIRMA (Direct Billed)                                 | 50%                                                          | 50%              | 0%              | 0%             | 100%             |
|                                                                               | \$175,279                                                    | \$175,279        | -               | -              | \$350,558        |
|                                                                               | Percentage Allocation and Premiums for Umbrellas             |                  |                 |                |                  |
| ✓ Primary Umbrella/\$10M – Berkeley Insurance                                 | 40%                                                          | 50%              | 7%              | 3%             | 100%             |
|                                                                               | \$19,442                                                     | \$24,303         | \$3,402         | \$1,458        | \$48,605         |
| ✓ Excess Umbrella/\$15M – MNIC & American Alternative                         | 40%                                                          | 50%              | 7%              | 3%             | 100%             |
|                                                                               | \$16,045                                                     | \$20,057         | \$2,808         | \$1,203        | \$40,113         |
|                                                                               | Percentage Allocation and Premiums for Ancillary Policies    |                  |                 |                |                  |
| ✓ Fiduciary – Travelers                                                       | 100%                                                         | -                | -               | -              | 100%             |
|                                                                               | \$2,575                                                      | -                | -               | -              | \$2,575          |
| Bond for Tax Collector – Hartford                                             | 100%                                                         | -                | -               | -              | -                |
|                                                                               | \$1,225                                                      | -                | -               | -              | \$1,225          |
| ✓ Fidelity – Hanover                                                          | 14%                                                          | 86%              | 0%              | 0%             | 100%             |
|                                                                               | \$573                                                        | \$3,519          | -               | -              | \$4,092          |
| ✓ Medical Advisor Professional Liability – Landmark America                   | -                                                            | 100%             | -               | -              | 100%             |
|                                                                               | -                                                            | \$4,690          | -               | -              | \$4,690          |
| UST Pollution Excess – ACE - 5 Year Policy (Expires 7/1/2021) (Direct Billed) | 15%                                                          | 85%              | -               | -              | 100%             |
|                                                                               | \$970                                                        | \$5,499          | -               | -              | \$6,469          |
| ✓ Cyber Liability – Crum & Forster                                            | 50%                                                          | 50%              | -               | -              | 100%             |
|                                                                               | \$2,500                                                      | \$2,500          | -               | -              | \$5,000          |
| ✓ Pollution Liability – Navigators Specialty                                  | 72%                                                          | 22%              | 6%              | -              | 100%             |
|                                                                               | \$4,752                                                      | \$1,452          | \$396           | -              | \$6,600          |
| Student Accident Insurance – QBE Ins.                                         | -                                                            | \$16,650         | -               | -              | \$16,650         |
|                                                                               | Percentage Allocation and Cost for Fees                      |                  |                 |                |                  |
| Brokerage Fee                                                                 | 48%                                                          | 42%              | 7%              | 3%             | 100%             |
|                                                                               | \$6,720                                                      | \$5,880          | \$980           | \$420          | \$14,000         |
| <b>TOTAL INSURANCE COSTS:</b>                                                 | <b>\$335,872</b>                                             | <b>\$393,901</b> | <b>\$17,199</b> | <b>\$6,572</b> | <b>\$753,544</b> |

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\$24K less than '19-20

# Exhibit B page 2

| As of July 11, 2019                                           | TOWN OF WESTON: Premium Allocation 7/1/2019 – 7/1/2020       |                  |                 |                |                  |
|---------------------------------------------------------------|--------------------------------------------------------------|------------------|-----------------|----------------|------------------|
|                                                               | Percentage Allocation and Premium for LAP                    |                  |                 |                |                  |
| LINES OF COVERAGE                                             | Town                                                         | BOE              | Vol Fire        | EMS            | Total            |
| Property                                                      | 15%                                                          | 84%              | 1%              | 0%             | 100%             |
|                                                               | \$15,451                                                     | \$86,525         | \$1,030         | N/A            | \$103,006        |
| General Liability                                             | 54%                                                          | 35.053%          | 7.95%           | 2.997%         | 100%             |
|                                                               | \$32,136                                                     | \$20,860         | \$4,731         | \$1,784        | \$59,511         |
| Automobile                                                    | 74%                                                          | 16%              | 7%              | 3%             | 100%             |
|                                                               | \$38,089                                                     | \$8,235          | \$3,603         | \$1,544        | \$51,471         |
| Public Officials                                              | 91%                                                          | 0%               | 6%              | 3%             | 100%             |
|                                                               | \$6,376                                                      | -                | \$420           | \$210          | \$7,006          |
| School Leaders Liability                                      | 0%                                                           | 100%             | 0%              | 0%             | 100%             |
|                                                               | -                                                            | \$15,818         | -               | -              | \$15,818         |
| Law Enforcement Liability                                     | 100%                                                         | 0%               | 0%              | 0%             | 100%             |
|                                                               | \$21,042                                                     | -                | -               | -              | \$21,042         |
| <b>TOTAL CIRMA LAP:</b>                                       | 41.525%                                                      | 53%              | 4%              | 1.4745%        | 100%             |
|                                                               | \$113,094                                                    | \$131,438        | \$9,784         | \$3,538        | \$257,854        |
|                                                               | Percentage Allocation and Premiums for Workers' Compensation |                  |                 |                |                  |
| Workers' Compensation – CIRMA                                 | 50%                                                          | 50%              | 0%              | 0%             | 100%             |
|                                                               | \$200,400                                                    | \$200,400        | -               | -              | \$400,800        |
|                                                               | Percentage Allocation and Premiums for Umbrellas             |                  |                 |                |                  |
| Primary Umbrella/\$10M – Berkeley Insurance ✓                 | 40%                                                          | 50%              | 7%              | 3%             | 100%             |
|                                                               | \$18,392                                                     | \$22,989         | \$3,219         | \$1,379        | \$45,979         |
| Excess Umbrella/\$15M – National Surety ✓                     | 40%                                                          | 50%              | 7%              | 3%             | 100%             |
|                                                               | \$10,608                                                     | \$13,260         | \$1,856         | \$796          | \$26,520         |
|                                                               | Percentage Allocation and Premiums                           |                  |                 |                |                  |
| Fiduciary – Travelers ✓                                       | 100%                                                         | -                | -               | -              | 100%             |
|                                                               | \$2,555                                                      | -                | -               | -              | \$2,555          |
| Bond for Tax Collector – Hartford                             | 100%                                                         | -                | -               | -              | -                |
|                                                               | \$1,225                                                      | -                | -               | -              | \$1,225          |
| Fidelity – Hanover – 3 Year Policy (Expires 7/1/2020) ✓       | 14%                                                          | 86%              | 0%              | 0%             | 100%             |
|                                                               | \$535                                                        | \$3,289          | -               | -              | \$3,824          |
| Medical Advisor Professional Liability – Landmark America ✓   | -                                                            | 100%             | -               | -              | 100%             |
|                                                               | -                                                            | \$4,600          | -               | -              | \$4,600          |
| UST Pollution Excess – ACE - 5 Year Policy (Expires 7/1/2021) | 15%                                                          | 85%              | -               | -              | 100%             |
|                                                               | \$970                                                        | \$5,499          | -               | -              | \$6,469          |
| Non-Shared Limit Cyber – Crum & Forster ✓                     | 50%                                                          | 50%              | -               | -              | 100%             |
|                                                               | \$1,000                                                      | \$1,000          | -               | -              | \$2,000          |
| Non-Shared Limit Pollution – Navigators Specialty ✓           | 72%                                                          | 22%              | 6%              | -              | 100%             |
|                                                               | \$4,320                                                      | \$1,320          | \$360           | -              | \$6,000          |
|                                                               | Percentage Allocation and Cost for Fees                      |                  |                 |                |                  |
| Brokerage Fee ✓                                               | 48%                                                          | 42%              | 7%              | 3%             | 100%             |
|                                                               | \$6,720                                                      | \$5,880          | \$980           | \$420          | \$14,000         |
| <b>TOTAL INSURANCE COSTS:</b>                                 | <b>\$359,819</b>                                             | <b>\$389,675</b> | <b>\$16,199</b> | <b>\$6,133</b> | <b>\$771,826</b> |

**Item 3:** Discussion regarding an initial report on approved state police reform legislation including potential costs and liability for the Town.

Jonathan Luiz, Town Administrator.





On July 24<sup>th</sup> the House of Representatives passed HB 6004, An Act Concerning Police Accountability. The proposal has been modified from earlier versions, especially in regards to government immunity. The bill has 45 sections with approximately 27 varying proposals that address police officer training, oversight, actions in the field, equipment and liability.

**This document (1) provides an overview of some of the important sections that are relatable to municipalities, and (2) a series of answers to frequently asked questions regarding the bill.**

**HB 6004 Summary:**

- **Sections 1-4, and 15:** Modifies the POST Council membership, authority and requires them to enact new policies (ex. implicit bias training, managing crowds, mental health assessment policies, etc.). The additional changes associated with POST include:
  - Requires police officers to pass a drug test as a condition of renewing their certification (which must be done every three years). This would include testing for anabolic steroids.
  - Allowing the Council to cancel or revoke an officer’s certification for conduct undermining public confidence in law enforcement, including (1) discriminatory conduct, (2) falsifying reports, (3) racial profiling in violation of state law, or (4) used excessive force or physical force found to be unjustified after investigation. *(Current law already allows revocation of certification for improper use of a firearm that result in death or serious bodily injury)*
  - Permits POST to suspend an officer’s certification for up to 45 days and censure the officer upon any of the grounds that could lead to cancellation or revocation.
  - Modifies the membership of POST to include additional members.
  
- **Sections 10 and 11:** Requires each law enforcement agency in a municipality that serves a “relatively high concentration of minority residents” to develop a report regarding efforts to recruit, retain and promote minority police officers.
  
- **Sections 3, 15-16:** Requires police officers to undergo mental health assessments every five years:
  - The assessments must be conducted by a board-certified psychiatrist or a licensed psychologist that has experience diagnosing and treating PTSD.
  - Allows law enforcement administration to stagger the scheduling of police officer assessments of an entire department to ensure at least 25% are conducted each year over a five-year period.
  - Allows law enforcement administration, for good cause and in writing, to require additional mental health assessments of an officer. The officer would need to comply within 30 days.

- The results of any assessment would be provided to both the law enforcement administration and police officer.
- Requires POST and DESPP to create policies which will examine, among other things, the fiscal implications of such assessments as well as permissible personnel actions, if any, that law enforcement units may take based on the assessments' results, all while considering the officers' due process rights. *(The full list can be found in the FAQ section).*
- **Section 17:** Allows the creation of a police civilian review board within a municipality and provides them with specific authority.
- **Section 18:** Requires each municipal police department to evaluate the feasibility and impact of using social workers for the purpose of remotely responding to particular calls, or accompanying officers on certain calls where their assistance may be needed.
- **Sections 19-20 and 45:** By July 1, 2022 bill requires all police officers and agencies to deploy and use body and vehicle dash cameras. Specifically, the bill:
  - Extends policies and provisions regarding body camera usage and footage to dashboard cameras.
  - Requires POST and DESPP to create policies regarding the usage of body cameras for sensitive law enforcement work, such as detective and undercover activities.
  - Prohibits policies and guidelines on retaining body and dashboard camera data in storage for longer than a year except, in cases where units know the data is pertinent to any ongoing civil, criminal, or administrative matter.
  - Requires OPM to administer a grant program for FY21 and FY22 to fund up to 50% for distressed municipalities and 30% for other municipalities, the cost of purchases of equipment, devices and/or one-year of digital data storage services for municipalities. The State would utilize \$4 million in general obligation bonds to fund the program.
- **Section 29:** Modifies the law regarding excessive use of force by narrowing the circumstances which an officer is justified in using deadly physical force. In particular, establishes two new factors to consider when evaluating whether an officer's use of deadly physical force was "objectively reasonable" to include whether:
  - The person upon whom deadly physical force was used possessed or appeared to possess a deadly weapon (current law);
  - (New) The officer engaged in reasonable de-escalation measures before using deadly physical force; and
  - (New) Any of the officer's conduct led to an increased risk of the situation that led up to the use of such force.

The two new requirements - de-escalation measures and provocation - would be new elements that a police officer in a deadly force case would need to prove (it is unclear which party would have the burden of proof on these issues). It should be noted that the provocation doctrine, was explicitly rejected by the United States Supreme Court, City and County of Los Angeles v. Mendez, 137 S.Ct. 1539 (2017).

- **Section 30 and 43:** Requires a police officer that witnesses another officer use “unreasonable or illegal use of force” to intervene and attempt to stop the excessive force. In addition, requires particular reporting requirements for the witnessing officer.
- **Sections 21-22:** Prohibits consent searches of individuals and limits searches of motor vehicles stopped solely for motor vehicle violations.
- **Sections 33-35 and 46:** Creates a new Office of the Inspector General within the Division of Criminal Justice specifically to investigate and prosecute deadly police use-of-force incidents.
- **Section 40:** Prohibits state and local police from obtaining surplus military equipment (*the specific types of equipment are prescribed in the bill and referenced in the FAQ section*). In addition, allows the Governor’s office or DESPP to require a municipality to sell, transfer or dispose of any prohibited equipment.
- **Section 41:** Establishes a new civil cause of action in state court against police officers who deprive an individual of equal protection or privileges and immunities of state law. By creating a cause of action against police officers in statute, the bill, in certain circumstances, eliminates the possibility of claiming governmental immunity. In particular, governmental immunity is not a defense (1) for actions solely seeking equitable relief and (2) in actions seeking damages, unless at the time of the conduct, the officer had an *objectively good faith belief* that their conduct did not violate the law. As this is a new which mirrors federal doctrine regarding qualified immunity, federal case law regarding qualified immunity will likely be used on this instructive on this issue - even though not binding.
- **Section 44:** Requires law enforcement units to obtain accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA) by 2025.

### **Frequently Asked Questions**

Below are some FAQ regarding provisions of HB 6004. Some expand upon the details that are outlined in the summary above.

- **Do police officers or municipalities need to purchase individual liability insurance for officers?**

No. The bill only requires the Police Accountability and Transparency Task Force to, among other things, *study* “the merits and feasibility of requiring a municipality to maintain professional liability insurance on behalf of its police officers”. The Task Force will need review these and other proposals and report to the Judiciary Committee their recommendations by January 2021. Once complete, the Judiciary would need to consider them for possible legislative action.

➤ **How does Section 41 affect the relationship between Resident State Troopers and their host municipalities?**

Based on the recent contracts between the State and host municipalities for Resident State Trooper services, towns are generally removed from liability for any action of a state police officer within their jurisdiction.

➤ **How is “military equipment” defined:**

The banned military style equipment includes:

- A controlled firearm, ammunition, bayonet, grenade launcher, grenade, including stun and flash-bang, or an explosive;
- A controlled vehicle, highly mobile multi-wheeled vehicle, mine resistant ambush-protected vehicle, truck, truck dump, truck utility, or truck carryall;
- An armored or weaponized drone;
- A controlled aircraft that is combat configured or combat coded or has no established commercial flight application;
- A silencer;
- Along-range acoustic device; or
- An item in the federal supply class of banned items.

➤ **What is the process for treatment for an officer after a mental health evaluation? What process will be established for their return to work? What will occur if an officer is not able to return to work?**

The bill remains silent on several of the questions raised regarding the outcome of such assessments. Rather, the bill relies on POST to develop and implement written policies by January 1, 2021 on the outcome of the behavioral health assessments. At a minimum, these policies must address:

- Confidentiality of assessments, including compliance with the federal Health Insurance Portability and Accountability Act (HIPAA);
- Good faith reasons that law enforcement administrative leaders may rely upon when requesting that an officer undergo an additional assessment beyond those that are required;
- Availability of behavioral health treatment services for any police officers;
- The ability of an officer’s ability to review and contest their assessments’ results;
- Permissible personnel actions, if any, that law enforcement units may take based on the assessments’ results, while considering the officers’ due process rights; and
- Financial considerations that law enforcement units or police officers may incur due to the assessments.

➤ **What will happen if a municipality fails to obtain accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA)?**

While the bill does not impose direct penalties or consequences for failure to obtain accreditation, failure to do so would place the law enforcement agencies in non-compliance which could expose them to legal liability, as well may make them ineligible to obtain outside services or grants. Currently, there are 16 municipal police departments that are CALEA accredited.

➤ **Will towns or police departments be required to release personnel files of officers, including mental health records, upon a FOIA request?**

There are no changes in regards to the current law and practice regarding municipal police departments reporting of personnel files through an FOIA request.

The bill requires only state police disciplinary records be subject to FOIA. This is done by prohibiting any collective bargaining agreement, either enacted or in the future, from including a provision that would prevent any disciplinary action contained in a sworn member's personnel file from being discussed under FOIA.

➤ **How does the bill address labor issues, specifically how does it address an officer that has been decertified or loses their certification?**

Based on current law, an individual is prohibited from serving as a police officer if their certification has been canceled or revoked. The bill makes changes and expands the reasons for which an officer's certification may be revoked or suspended. As referenced above, these include (1) discriminatory conduct, (2) falsifying reports, (3) racial profiling in violation of state law, or (4) used excessive force or physical force found to be unjustified after investigation. *(Current law already allows revocation of certification for improper use of a firearm that result in death or serious bodily injury).*

The bill also allows POST to develop and issue written guidance to law enforcement units on grounds for certification suspension, cancellation, or revocation. The guidance may include, among other things, (1) reporting procedures that must be followed concerning these actions; (2) examples of discriminatory conduct and conduct that undermines public confidence in law enforcement; and (3) examples of misconduct while off-duty.

This bill does not address precedent that has been established by the State Labor Board or through arbitration.

**CIRMA**

An Important Message  
for Our Members

**An Important Message for Our Members**

Your Questions Answered: *Bill No. 6004, An Act Concerning Police Accountability*

CIRMA provides Law Enforcement Liability insurance to 119 municipalities and 3,055 police officers across the state of Connecticut. To best serve our members, CIRMA continuously monitors the external legal environment for the latest developments that may affect them.

A significant new law, **Bill No. 6004, An Act Concerning Police Accountability**, was recently enacted and includes numerous changes to existing law regarding police oversight and liability. In particular, Section 41 of the bill creates a new civil cause of action against police officers for equal protection and constitutional violations. Although Section 41 will not become effective until July 1, 2021, we understand that our members and their police officers may be concerned and have questions.

**Below you'll find pertinent information pertaining to Section 41 of the Act and CIRMA's Law Enforcement Liability policy:**

**Q. How will this new law affect existing CIRMA Law Enforcement Liability coverage?**

A. The newly-passed law does not go into effect until July 1, 2021. As it is written

today, if and when the law becomes effective, it will not change CIRMA's coverage in any way.

**Q. Has this new law changed how CIRMA's Law Enforcement Liability policy will respond for coverage and defense for member municipalities and police officers?**

**A. No.** The law has not changed CIRMA's Law Enforcement Liability coverage, including CIRMA's practices with respect to defending suits for its member municipalities and police officers. CIRMA vigorously defends its members through its partnerships with experienced attorneys who specialize in law enforcement liability litigation. This will not change.

**Q. What should police officers do if they are served with a lawsuit under Section 41, but the Town/City is not a named defendant?**

**A.** A copy of the summons and complaint should be immediately reported through the police department's chain of command and shared with CIRMA so that we may review the details of the complaint. Subject to the terms and conditions of CIRMA's policy, CIRMA will defend the member(s) and police officer(s) against whom the suit is brought.

**Q. What if a police officer feels the need to purchase an individual liability insurance policy?**

**A.** CIRMA is unaware of any insurance carrier that provides municipal employees (police officer, teacher, firefighter, EMT) coverage that is materially more expansive than CIRMA's.

If a third-party offers a product purporting to provide such coverage, you are strongly advised to proceed with caution and conduct reasonable due diligence before purchasing a policy.

**Q. What if a police officer is sued in his or her individual capacity, while on duty?**

**A.** A copy of the summons and complaint should be immediately reported through the police department's chain of command and shared with CIRMA so that we may review the details of the complaint. Subject to the terms and conditions of CIRMA's policy, CIRMA will defend the member(s) and police officer(s) against whom the suit is brought.

In times of change, many often embrace their traditions, their ideals, and their values. At CIRMA, our unvarying mission guides us—we remain committed to supporting our member municipalities and their police officers when they need us most.

We will be sharing more information on specific sections of the legislation to help keep our member municipalities and police officers apprised of the latest developments so they can focus on what they do best—helping the communities they serve.

If you have questions pertaining to this matter, please reach out to Bruce Clinger, Liability Claim Program Manager, at 203.946.3749.

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**Item 4:** Discussion regarding a report on first installment tax collections for FY 2020-21.

Rick Darling, Finance Director.

**Tax Collections week of 2019:**

**Original Levy = 71,784,975**  
**1st Half Install. 37,737,360**

**Tax Collections week of 2020:**

**Original Levy = 71,967,265**  
**1st Half Install. 37,820,893**

| Week ending      | current levy             | Cumulative   |                            | Week ending       | current levy      | Cumulative   |                            | 3 Month Tax Deferment | Cumulative % of levy | Cum. % of 1st half install | Applications |
|------------------|--------------------------|--------------|----------------------------|-------------------|-------------------|--------------|----------------------------|-----------------------|----------------------|----------------------------|--------------|
|                  |                          | % of levy    | Cum. % of 1st half install |                   |                   | % of levy    | Cum. % of 1st half install |                       |                      |                            |              |
| 5-Jul            | 3,824,099                | 5.3%         | 10.1%                      | 10-Jul            | 3,777,821         | 5.2%         | 10.0%                      | 318,762               | 0.4%                 | 0.8%                       | 29           |
| 12-Jul           | 4,770,754                | 12.0%        | 22.8%                      | 17-Jul            | 2,749,840         | 9.1%         | 17.3%                      | 25,898                | 0.5%                 | 0.9%                       | 5            |
| 19-Jul           | 3,368,252                | 16.7%        | 31.7%                      | 24-Jul            | 3,515,531         | 14.0%        | 26.6%                      | 169,854               | 0.7%                 | 1.4%                       | 36           |
| 26-Jul           | 2,267,089                | 19.8%        | 37.7%                      | 31-Jul            | 4,639,089         | 20.4%        | 38.8%                      | 78,384                | 0.8%                 | 1.6%                       | 13           |
| 6-Aug            | 8,589,572                | 31.8%        | 60.5%                      | 11-Aug            | 7,312,713         | 30.6%        | 58.2%                      | 16,222                | 0.8%                 | 1.6%                       | 6            |
| Total Escrow pmt | 14,207,437               | 51.6%        | 98.1%                      | Total Escrow pmt. | 14,235,671        | 50.3%        | 95.8%                      |                       |                      |                            |              |
|                  | <b>37,027,203</b>        | <b>51.6%</b> | <b>98.1%</b>               | <b>Totals</b>     | <b>36,230,665</b> | <b>50.3%</b> | <b>95.8%</b>               | <b>609,120</b>        | <b>0.8%</b>          | <b>1.6%</b>                | <b>89</b>    |
|                  | non-escrow 22,819,766    |              |                            | non-escrow        | 21,994,994        | 30.6%        | 58.2%                      |                       |                      |                            |              |
|                  | escrow accts. 14,207,437 |              |                            | escrow accts.     | 14,235,671        | 19.8%        | 37.6%                      |                       |                      |                            |              |

Note: Escrow amounts reflect only those amounts received from the larger service providers; for purposes of the analysis, escrow payments from smaller banks are included as non-escrow.

**Item 5:** Discussion regarding the FY 2019-20 financial report and estimated fund balance.

Rick Darling, Finance Director.

# YEAR END FUND BALANCE FORECAST

FY '19-20

| CATEGORY                                                     | ORIG BUDG         | REV. BUDG.        | YR END PROJ.                 | VAR. TO REV.     | Comments on variance from 5/29                                                                                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------|-------------------|-------------------|------------------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>REVENUE</b>                                               |                   |                   |                              |                  |                                                                                                                                                                                                                                                                                                                                                    |
| PROPERTY TAXES                                               | 72,120,537        | 72,120,537        | 72,312,704                   | 192,167          | \$50,000 better due to strong May and June activity.<br><br>Positive variance due mainly to supplemental auto (\$100k), and favorable results for delinquent taxes and interest penalties (\$75k).                                                                                                                                                 |
| DEPARTMENTAL RECEIPTS                                        | 1,149,100         | 1,149,100         | 1,378,264                    | 229,164          | \$168,280 better due to investment income, and strong real estate conveyance activity in May and June.<br>Comments: Investment income expected to exceed budget by \$227k. All other sources relatively flat taken as a whole.                                                                                                                     |
| STATE REVENUE                                                | 329,801           | 329,801           | 663,355                      | 333,554          | No significant change.<br>Comments: Town budgeted conservatively for state aid.                                                                                                                                                                                                                                                                    |
| <b>TOTAL REVENUE</b>                                         | <b>73,599,438</b> | <b>73,599,438</b> | <b>74,354,323</b>            | <b>754,885</b>   |                                                                                                                                                                                                                                                                                                                                                    |
| <b>EXPENDITURES</b>                                          |                   |                   |                              |                  |                                                                                                                                                                                                                                                                                                                                                    |
| GENERAL GOVERNMENT                                           | 6,808,408         | 6,607,496         | 6,360,541                    | 246,955          | \$73,059 better due to Health Insurance (\$24k), Legal (\$16k) and Land Use (\$20k) (\$47k due to vacant Engineer position).                                                                                                                                                                                                                       |
| PUBLIC SAFETY                                                | 2,839,727         | 2,930,266         | 2,952,423                    | (22,157)         | \$40,077 better due to mainly to CIRMA approval of Police COVID-19 absences (\$33k).<br>Comments: Previous deficit forecast in Police Dept reduced significantly due to CIRMA's reimbursement for COVID-19 cases; Communications Center realizing a \$22k deficit primarily due to a large severance payment made to a retiring Senior Dispatcher. |
| PUBLIC WORKS                                                 | 2,128,594         | 2,613,829         | 2,532,976                    | 80,853           | No significant variance.<br>Comments: Favorable operations in DPW due to snow removal (\$104k) and road paving (\$51k) offset by forecasted deficit in Solid Waste (\$62k) due to hours of operation at the Transfer Station being more than planned in the original budget.                                                                       |
| HEALTH, CULTURE, RECREATION                                  | 1,676,016         | 1,728,880         | 1,707,567                    | 21,313           | \$7,900 better due to reduced bill back for BOE field maintenance.<br>Comments: Savings related mostly due to Library Part-time wages, reduced expenses for both field maintenance, and the middle school pool.                                                                                                                                    |
| <b>SUBTOTAL BOS BUDGET</b>                                   | <b>13,452,745</b> | <b>13,880,471</b> | <b>13,553,507</b>            | <b>326,964</b>   |                                                                                                                                                                                                                                                                                                                                                    |
| DEBT SERVICE                                                 | 5,786,554         | 5,786,554         | 5,784,045                    | 2,509            | No variance.<br>Comment: Slight surplus to due November refunding.                                                                                                                                                                                                                                                                                 |
| BOARD OF EDUCATION                                           | 53,073,710        | 53,073,710        | * 52,481,710                 | 592,000          | Awaiting final numbers from the BOE.                                                                                                                                                                                                                                                                                                               |
| CAPITAL OUTLAY                                               | 1,286,429         | 1,514,429         | 1,514,429                    | -                | No variance<br>Comment: \$228k over original reflects supplemental approp for Valley Forge reconstruction.                                                                                                                                                                                                                                         |
| <b>TOTAL EXPENDITURES</b>                                    | <b>73,599,438</b> | <b>74,255,164</b> | <b>73,333,691</b>            | <b>921,473</b>   |                                                                                                                                                                                                                                                                                                                                                    |
| <b>REVENUE LESS EXPENDITURES</b>                             |                   | <b>(655,726)</b>  | <b>1,020,632</b>             | <b>1,676,358</b> |                                                                                                                                                                                                                                                                                                                                                    |
| <b>7/1/19 BEGINNING UNASSIGNED FUND BALANCE:</b>             |                   |                   | <b>14,552,699</b>            |                  |                                                                                                                                                                                                                                                                                                                                                    |
| <b>FUND BALANCE FORECAST 6/30/20 PRIOR TO TOWN MTG SUPP.</b> |                   |                   | <b>15,573,331</b>            |                  |                                                                                                                                                                                                                                                                                                                                                    |
| <b>PUBLIC SAFETY COMPLEX</b>                                 |                   | 2,125,789         | 1,375,789                    | 750,000          | No variance<br>Comment: Assumes transfer from fund balance of approved appropriations less \$750k EMS funding commitment                                                                                                                                                                                                                           |
| <b>FUND BALANCE FORECAST 6/30/20 AFTER PUBLIC SAFETY</b>     |                   |                   | <b>14,197,542</b>            |                  |                                                                                                                                                                                                                                                                                                                                                    |
|                                                              |                   |                   | <b>19.1% of FY '21 Budg.</b> |                  |                                                                                                                                                                                                                                                                                                                                                    |

**Town of Weston  
FY 2019-20 Budget Report**

|                                    | 2018-19<br>Actuals | 2019-20<br>Original<br>Budget | Additons,<br>(Deletions),<br>Transfers | Final Revised<br>Budget | Estimated<br>Actual | Variance<br>From Original<br>Budget | Variance<br>From Revised<br>Budget |
|------------------------------------|--------------------|-------------------------------|----------------------------------------|-------------------------|---------------------|-------------------------------------|------------------------------------|
| <b>REVENUES</b>                    |                    |                               |                                        |                         |                     |                                     |                                    |
| <b>TAX COLLECTIONS</b>             |                    |                               |                                        |                         |                     |                                     |                                    |
| CURRENT TAXES                      | 69,731,649         | 71,403,537                    |                                        | 71,403,537              | 71,400,000          | (3,537.00)                          | (3,537.00)                         |
| BACK TAXES                         | 840,665            | 500,000                       |                                        | 500,000                 | 600,000             | 100,000.00                          | 100,000.00                         |
| INTEREST/PENALTIES                 | 533,449            | 300,000                       |                                        | 300,000                 | 275,000             | (25,000.00)                         | (25,000.00)                        |
| SUPPLEMENTAL AUTO TAX              | incl above         | 450,000                       |                                        | 450,000                 | 550,000             | 100,000.00                          | 100,000.00                         |
| ELDERLY TAX RELIEF                 | (416,529)          | (458,000)                     |                                        | (458,000)               | (435,838)           | 22,162.00                           | 22,162.00                          |
| FIRE/EMS ABATEMENT                 | (76,429)           | (75,000)                      |                                        | (75,000)                | (76,458)            | (1,458.00)                          | (1,458.00)                         |
| <b>TOTAL TAX COLLECTIONS</b>       | <b>70,612,805</b>  | <b>72,120,537</b>             | <b>-</b>                               | <b>72,120,537</b>       | <b>72,312,704</b>   | <b>192,167.00</b>                   | <b>192,167.00</b>                  |
| <b>DEPARTMENTAL RECEIPTS</b>       |                    |                               |                                        |                         |                     |                                     |                                    |
| INVESTMENT INCOME                  | 842,931            | 375,000                       |                                        | 375,000                 | 602,463             | 227,463.00                          | 227,463.00                         |
| BUILDING DEPARTMENT                | 198,159            | 217,000                       |                                        | 217,000                 | 199,708             | (17,292.00)                         | (17,292.00)                        |
| TOWN CLERK                         | 419,072            | 450,000                       |                                        | 450,000                 | 463,000             | 13,000.00                           | 13,000.00                          |
| POLICE                             | 1,485              | 4,000                         |                                        | 4,000                   | 4,853               | 853.00                              | 853.00                             |
| ZBA HEARING FEES                   | 864                | 1,000                         |                                        | 1,000                   | 746                 | (254.00)                            | (254.00)                           |
| PLANNING AND ZONING                | (6,199)            | 20,000                        |                                        | 20,000                  | 8,719               | (11,281.00)                         | (11,281.00)                        |
| CONSERVATION COMM.                 | 9,646              | 8,000                         |                                        | 8,000                   | 6,034               | (1,966.00)                          | (1,966.00)                         |
| SELECTMAN'S OFFICE                 | 578                | 600                           |                                        | 600                     | 504                 | (96.00)                             | (96.00)                            |
| ASSESSOR COPIES                    | 281                | 500                           |                                        | 500                     | 181                 | (319.00)                            | (319.00)                           |
| PUBLIC LIBRARY                     | 1,290              | -                             |                                        | -                       | -                   | 0.00                                | 0.00                               |
| POLICE SPECIAL DUTY ADMIN FEES     | 12,199             | 15,000                        |                                        | 15,000                  | 12,850              | (2,150.00)                          | (2,150.00)                         |
| MISCELLANEOUS                      | 9,208              | 5,000                         |                                        | 5,000                   | 30,000              | 25,000.00                           | 25,000.00                          |
| MISCELLANEOUS BOE                  | 70,083             | -                             |                                        | -                       | -                   | 0.00                                | 0.00                               |
| SALE OF ASSETS (AUCTION)           | -                  | -                             |                                        | -                       | -                   | 0.00                                | 0.00                               |
| TELECOMMUNICATIONS TAX             | 22,517             | 25,000                        |                                        | 25,000                  | 20,280              | (4,720.00)                          | (4,720.00)                         |
| IVY MOORE RENTAL                   | 2,664              | -                             |                                        | -                       | 2,106               | 2,106.00                            | 2,106.00                           |
| ANIMAL CONTROL FEES                | 8,892              | 10,000                        |                                        | 10,000                  | 10,000              | 0.00                                | 0.00                               |
| BOOSTER BARN REPAYMENT             | 18,730             | 18,000                        |                                        | 18,000                  | 16,820              | (1,180.00)                          | (1,180.00)                         |
| <b>DEPARTMENTAL/MISC. RECEIPTS</b> | <b>1,612,400</b>   | <b>1,149,100</b>              | <b>-</b>                               | <b>1,149,100</b>        | <b>1,378,264</b>    | <b>229,164.00</b>                   | <b>229,164.00</b>                  |
| <b>STATE GRANTS</b>                |                    |                               |                                        |                         |                     |                                     |                                    |
| ELDERLY TAX RELIEF LOCAL           | 570                | -                             |                                        | -                       | 1,461               | 1,461.00                            | 1,461.00                           |
| GENERAL EDUCATION - ECS            | 301,341            | -                             |                                        | -                       | 273,977             | 273,977.00                          | 273,977.00                         |
| TOWN ROAD AID                      | 251,600            | 251,968                       | -                                      | 251,968                 | 251,619             | (349.00)                            | (349.00)                           |
| LOCIP                              | 76,012             | 76,833                        |                                        | 76,833                  | 65,800              | (11,033.00)                         | (11,033.00)                        |
| OTHER/MISCELLANEOUS                | 994                | 1,000                         |                                        | 1,000                   | 317                 | (683.00)                            | (683.00)                           |
| MUNICIPAL REVENUE SHARING          | -                  | -                             |                                        | -                       | -                   | 0.00                                | 0.00                               |
| MUNICIPAL STABILIZATION GRANT      | 70,181             | -                             |                                        | -                       | 70,181              | 70,181.00                           | 70,181.00                          |
| <b>STATE GRANTS</b>                | <b>700,698</b>     | <b>329,801</b>                | <b>-</b>                               | <b>329,801</b>          | <b>663,355</b>      | <b>333,554.00</b>                   | <b>333,554.00</b>                  |
| <b>TOTAL REVENUES</b>              | <b>72,925,903</b>  | <b>73,599,438</b>             | <b>-</b>                               | <b>73,599,438</b>       | <b>74,354,323</b>   | <b>754,885.00</b>                   | <b>754,885.00</b>                  |

**Town of Weston  
FY 2019-20 Budget Report**

|                                            | 2018-19           | 2019-20           | Additions,       |                   |                   | Variance              | Variance            |
|--------------------------------------------|-------------------|-------------------|------------------|-------------------|-------------------|-----------------------|---------------------|
|                                            | Actuals           | Original          | (Deletions),     | Final Revised     | Estimated         | From Original         | From Revised        |
|                                            |                   | Budget            | Transfers        | Budget            | Actual            | Budget                | Budget              |
| <b>EXPENDITURES</b>                        |                   |                   |                  |                   |                   |                       |                     |
| <b>GENERAL GOVERNMENT</b>                  |                   |                   |                  |                   |                   |                       |                     |
| Administration                             | 596,441           | 877,932           | (237,312)        | 640,620           | 630,000           | 247,932.00            | 10,620.00           |
| General Administration                     |                   |                   |                  |                   |                   |                       |                     |
| Social Security                            | 459,856           | 467,500           | -                | 467,500           | 469,106           | (1,606.00)            | (1,606.00)          |
| Pension                                    | 788,385           | 967,500           | -                | 967,500           | 961,488           | 6,012.00              | 6,012.00            |
| Health Insurance                           | 2,153,907         | 2,202,425         | -                | 2,202,425         | 2,150,000         | 52,425.00             | 52,425.00           |
| Other Insurances                           | 443,474           | 456,500           | -                | 456,500           | 385,000           | 71,500.00             | 71,500.00           |
| All Other                                  | 502,299           | 434,183           | -                | 434,183           | 414,000           | 20,183.00             | 20,183.00           |
| General Administration                     | 4,347,921         | 4,528,108         | -                | 4,528,108         | 4,379,594         | 148,514.00            | 148,514.00          |
| Information Services                       | 204,560           | 201,148           | -                | 201,148           | 198,000           | 3,148.00              | 3,148.00            |
| Probate Court                              | 4,181             | 4,386             | -                | 4,386             | 4,347             | 39.00                 | 39.00               |
| Elections/Registrars                       | 63,570            | 72,998            | 1,228            | 74,226            | 54,000            | 18,998.00             | 20,226.00           |
| Board of Finance                           | 51,900            | 52,400            | -                | 52,400            | 53,600            | (1,200.00)            | (1,200.00)          |
| Assessor                                   | 142,882           | 146,059           | 6,579            | 152,638           | 154,000           | (7,941.00)            | (1,362.00)          |
| Tax Collector                              | 105,339           | 116,367           | 5,124            | 121,491           | 123,000           | (6,633.00)            | (1,509.00)          |
| Legal                                      | 196,101           | 246,000           | -                | 246,000           | 230,000           | 16,000.00             | 16,000.00           |
| Town Clerk                                 | 161,955           | 152,997           | 6,673            | 159,670           | 154,000           | (1,003.00)            | 5,670.00            |
| Land Use                                   | 400,708           | 410,013           | 16,796           | 426,809           | 380,000           | 30,013.00             | 46,809.00           |
| <b>Total General Government</b>            | <b>6,275,558</b>  | <b>6,808,408</b>  | <b>(200,912)</b> | <b>6,607,496</b>  | <b>6,360,541</b>  | <b>447,867.00</b>     | <b>246,955.00</b>   |
| <b>PUBLIC SAFETY</b>                       |                   |                   |                  |                   |                   |                       |                     |
| Police Services                            |                   |                   |                  |                   |                   |                       |                     |
| Regular Wages                              | 1,785,198         | 1,749,713         | 80,122           | 1,829,835         | 1,841,482         | (91,769.00)           | (11,647.00)         |
| Overtime                                   | 163,239           | 190,000           | -                | 190,000           | 178,441           | 11,559.00             | 11,559.00           |
| All Other                                  | 226,288           | 181,753           | -                | 181,753           | 185,000           | (3,247.00)            | (3,247.00)          |
| Police Services                            | 2,174,725         | 2,121,466         | 80,122           | 2,201,588         | 2,204,923         | (83,457.00)           | (3,335.00)          |
| Volunteer Fire Dept.                       | 241,241           | 256,300           | -                | 256,300           | 255,000           | 1,300.00              | 1,300.00            |
| Fire Marshal                               | 60,937            | 62,329            | 2,554            | 64,883            | 64,500            | (2,171.00)            | 383.00              |
| Animal Control                             | 85,628            | 86,640            | 3,317            | 89,957            | 88,000            | (1,360.00)            | 1,957.00            |
| Communication Center                       | 300,893           | 312,992           | 4,546            | 317,538           | 340,000           | (27,008.00)           | (22,462.00)         |
| <b>Total Public Safety</b>                 | <b>2,863,424</b>  | <b>2,839,727</b>  | <b>90,539</b>    | <b>2,930,266</b>  | <b>2,952,423</b>  | <b>(112,696.00)</b>   | <b>(22,157.00)</b>  |
| <b>PUBLIC WORKS</b>                        |                   |                   |                  |                   |                   |                       |                     |
| Public Works - Highway                     |                   |                   |                  |                   |                   |                       |                     |
| Salaries                                   | 907,301           | 877,819           | 59,911           | 937,730           | 966,948           | (89,129.00)           | (29,218.00)         |
| Snow Removal Expenses                      | 200,186           | 218,000           | -                | 218,000           | 114,060           | 103,940.00            | 103,940.00          |
| Road resurfacing                           | 500,872           | 550,000           | 412,726          | 962,726           | 911,988           | (361,968.00)          | 50,758.00           |
| General Maintenance                        | 100,820           | 98,650            | -                | 98,650            | 90,000            | 8,650.00              | 8,650.00            |
| All Other                                  | 302,639           | 301,053           | -                | 301,053           | 293,000           | 8,053.00              | 8,053.00            |
| Public Works - Highway                     | 2,011,818         | 2,045,522         | 472,637          | 2,518,159         | 2,375,976         | (330,454.00)          | 142,183.00          |
| Tree Warden                                | 52,207            | 77,500            | -                | 77,500            | 77,000            | 500.00                | 500.00              |
| Solid Waste Disposal                       | 113,683           | 5,572             | 12,598           | 18,170            | 80,000            | (74,428.00)           | (61,830.00)         |
| <b>Total Public Works</b>                  | <b>2,177,708</b>  | <b>2,128,594</b>  | <b>485,235</b>   | <b>2,613,829</b>  | <b>2,532,976</b>  | <b>(404,382.00)</b>   | <b>80,853.00</b>    |
| <b>HEALTH, CULTURE &amp; WELFARE</b>       |                   |                   |                  |                   |                   |                       |                     |
| Westport/Weston Health District            | 223,370           | 225,520           | -                | 225,520           | 225,520           | 0.00                  | 0.00                |
| Emergency Med. Comm. Service               | 14,050            | 14,647            | -                | 14,647            | 14,647            | 0.00                  | 0.00                |
| Regional Paramedic                         | 136,987           | 140,400           | -                | 140,400           | 140,400           | 0.00                  | 0.00                |
| Weston Water Utility                       | 18,100            | 21,900            | 10,000           | 31,900            | 38,000            | (16,100.00)           | (6,100.00)          |
| School/Town Water Supply                   | 36,526            | 37,200            | -                | 37,200            | 35,000            | 2,200.00              | 2,200.00            |
| Human Services                             | 94,112            | 82,556            | 3,709            | 86,265            | 91,000            | (8,444.00)            | (4,735.00)          |
| Youth Services Department                  | 24,190            | 26,140            | 3,977            | 30,117            | 50,000            | (23,860.00)           | (19,883.00)         |
| Commission for the Elderly                 | 172,530           | 183,062           | 6,015            | 189,077           | 185,000           | (1,938.00)            | 4,077.00            |
| Public Library                             | 474,663           | 491,529           | 14,411           | 505,940           | 490,000           | 1,529.00              | 15,940.00           |
| Recreation Department                      | 446,925           | 453,062           | 14,752           | 467,814           | 438,000           | 15,062.00             | 29,814.00           |
| <b>Total Health, Culture &amp; Welfare</b> | <b>1,641,453</b>  | <b>1,676,016</b>  | <b>52,864</b>    | <b>1,728,880</b>  | <b>1,707,567</b>  | <b>(31,551.00)</b>    | <b>21,313.00</b>    |
| <b>TOTAL SELECTMANS BUDGET</b>             |                   |                   |                  |                   |                   |                       |                     |
|                                            | <b>12,958,143</b> | <b>13,452,745</b> | <b>427,726</b>   | <b>13,880,471</b> | <b>13,553,507</b> | <b>(100,762.00)</b>   | <b>326,964.00</b>   |
| Debt Service                               |                   |                   |                  |                   |                   |                       |                     |
| Interest                                   | 1,066,906         | 916,554           | -                | 916,554           | 914,045           | 2,509.00              | 2,509.00            |
| Principal                                  | 5,010,000         | 4,870,000         | -                | 4,870,000         | 4,870,000         | 0.00                  | 0.00                |
| Debt Service                               | 6,076,906         | 5,786,554         | -                | 5,786,554         | 5,784,045         | 2,509                 | 2,509               |
| Board of Education                         | 51,950,229        | 53,073,710        | -                | 53,073,710        | 52,481,710        | 592,000.00            | 592,000.00          |
| Capital Outlay                             | 1,077,777         | 1,286,429         | 228,000          | 1,514,429         | 1,514,429         | (228,000.00)          | 0.00                |
| Public Safety Project                      | -                 | -                 | 2,125,789        | 2,125,789         | 1,375,789         | (1,375,789.00)        | 750,000.00          |
| <b>TOTAL EXPENDITURES</b>                  | <b>72,063,055</b> | <b>73,599,438</b> | <b>2,781,515</b> | <b>76,380,953</b> | <b>74,709,480</b> | <b>(1,110,042.00)</b> | <b>1,671,473.00</b> |

**Town of Weston  
FY 2019-20 Budget Report**

|                                        | 2018-19    | 2019-20    | Additions,   |               |            | Variance       | Variance     |
|----------------------------------------|------------|------------|--------------|---------------|------------|----------------|--------------|
|                                        | Actuals    | Original   | (Deletions), | Final Revised | Estimated  | From Original  | From Revised |
|                                        |            | Budget     | Transfers    | Budget        | Actual     | Budget         | Budget       |
| <b>FUND BALANCE ANALYSIS:</b>          |            |            |              |               |            |                |              |
| FUND BALANCE 6/30/2018,2019            | 13,884,484 | 14,552,699 | -            | 14,552,699    | 14,552,699 |                |              |
| TOTAL REVENUES                         | 72,925,903 | 73,599,438 | -            | 73,599,438    | 74,354,323 | 754,885.00     | 754,885.00   |
| TOTAL EXPENDITURES                     | 72,063,055 | 73,599,438 | 2,781,515    | 76,380,953    | 74,709,480 | (1,110,042.00) | 1,671,473.00 |
| REVENUES MINUS EXPENDITURES            | 862,848    | -          | (2,781,515)  | (2,781,515)   | (355,157)  | (355,157.00)   | 2,426,358.00 |
| SUBTOTAL                               | 14,747,332 | 14,552,699 | (2,781,515)  | 11,771,184    | 14,197,542 |                |              |
| PLUS/MINUS: GAAP ADJUSTMENTS           |            |            |              |               |            |                |              |
| Allowance for potential suppl. Approp. | -          |            |              |               | -          |                |              |
| Adjustment to Committed Fund Bal.      | (194,633)  |            |              |               |            |                |              |
| UNASSIGNED FUND BALANCE 6/30/18, 19    | 14,552,699 | 14,552,699 |              |               | 14,197,542 | (355,157.00)   |              |
| NEXT YEAR APPROVED TOTAL BUDGET        | 73,599,438 |            |              |               | 74,506,496 |                |              |
| FUND BALANCE AS % OF NEXT YEAR BUDGET  | 19.8%      |            |              |               | 19.1%      |                |              |



# Item 6

## Discussion of a Five Year Forecast

**TOWN BUDGET AND MILL RATE FORECAST  
5-YEAR BUDGETARY PLAN FY 2021-2025**

Base Case

|                                        | 2014-15       | 2015-16       | 2016-17       | 2017-18       | 2018-19       | 2019-20       | 2020-21       | 2021-22       | 2022-23       | 2023-24       | 2024-25       | 2025-26       |
|----------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
|                                        | ACTUAL        | ACTUAL        | ACTUAL        | ACTUAL        | ACTUAL        | ACTUAL        | APPROVED      | FORECAST      | FORECAST      | FORECAST      | FORECAST      | FORECAST      |
| Town Budget                            | 12,101,393    | 12,408,752    | 12,812,036    | 12,766,865    | 13,128,919    | 13,452,745    | 13,710,997    | 13,985,217    | 14,264,921    | 14,550,220    | 14,841,224    | 15,138,049    |
| Board of Education                     | 47,364,856    | 48,503,782    | 50,080,155    | 49,907,522    | 51,594,716    | 53,073,710    | 54,161,443    | 55,244,672    | 56,349,565    | 57,476,557    | 58,626,088    | 59,798,609    |
| Capital Budget                         | 1,261,745     | 1,304,558     | 1,395,195     | 606,687       | 865,286       | 1,286,429     | 1,020,961     | 1,245,440     | 1,289,031     | 1,334,147     | 1,380,842     | 1,429,171     |
| Town Capital                           | 794,745       | 765,500       | 788,465       | 513,500       | 918,277       | 470,300       | 511,000       | 528,885       | 547,396       | 566,555       | 586,384       | 606,908       |
| B o E. Capital                         | 477,000       | 589,058       | 606,730       | 473,187       | 1,135,785     | 1,356,129     | 692,324       | 716,555       | 741,635       | 767,592       | 794,458       | 822,264       |
| Total Debt Service                     | 6,487,869     | 6,390,963     | 6,308,838     | 6,237,213     | 6,076,906     | 5,786,554     | 5,613,095     | 5,578,725     | 5,546,075     | 2,987,788     | 884,744       | 0             |
| Debt Service Schools                   | 5,795,739     | 5,708,789     | 5,544,718     | 5,481,203     | 5,338,819     | 5,085,571     | 4,938,985     | 4,914,300     | 4,885,375     | 2,686,088     | 874,544       | 0             |
| Debt Service Town                      | 692,130       | 682,174       | 764,120       | 756,010       | 738,087       | 700,983       | 674,110       | 664,425       | 660,700       | 301,700       | 10,200        | 0             |
| Future Debt Service                    | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             |
| Debt Service as % of Exp.              | 9.7%          | 9.3%          | 8.9%          | 9.0%          | 8.5%          | 7.9%          | 7.5%          | 7.3%          | 7.2%          | 3.9%          | 1.2%          | 0.0%          |
| Gross Budget                           | 67,215,863    | 68,608,055    | 70,596,224    | 69,518,287    | 71,665,827    | 73,599,438    | 74,506,496    | 76,054,054    | 77,449,592    | 76,348,711    | 75,732,898    | 76,365,830    |
| Gross Budget % Increase                |               | 2.07%         | 2.90%         | -1.53%        | 3.09%         | 2.70%         | 1.23%         | 2.08%         | 1.83%         | -1.42%        | -0.81%        | 0.84%         |
| Less: Other Revenues                   | 2,928,112     | 2,948,112     | 3,014,445     | 2,379,081     | 2,925,089     | 2,728,901     | 3,635,959     | 3,015,716     | 3,060,952     | 3,106,866     | 3,153,469     | 3,200,771     |
| Net Budget                             | 64,287,751    | 65,659,943    | 67,581,779    | 67,139,206    | 68,740,738    | 70,870,537    | 70,870,537    | 73,038,338    | 74,388,640    | 73,241,845    | 72,579,429    | 73,165,058    |
| Grand List                             | 2,328,055,052 | 2,341,794,069 | 2,359,357,525 | 2,372,542,054 | 2,386,710,996 | 2,234,268,538 | 2,234,268,538 | 2,247,674,149 | 2,261,160,194 | 2,274,727,155 | 2,320,221,698 | 2,334,143,029 |
| Mill Rate                              | 28.24         | 28.67         | 28.56         | 28.91         | 29.39         | 32.37         | 32.37         | 33.16         | 33.57         | 32.86         | 31.92         | 31.99         |
| Mill Rate % Increase                   | 18.21%        | 1.52%         | -0.38%        | 1.23%         | 1.66%         | 10.14%        | 0.00%         | 2.44%         | 1.24%         | -2.11%        | -2.86%        | 0.22%         |
| Taxes-\$100,000 assessment increments  | 2,824.00      | 2,867.00      | 2,856.00      | 2,891.00      | 2,939.00      | 3,237.00      | 3,237.00      | 3,316.00      | 3,357.00      | 3,286.00      | 3,192.00      | 3,199.00      |
| Tax \$ Increase per \$100,000 assessed | 435.00        | 43.00         | -11.00        | 35.00         | 48.00         | 298.00        | 0.00          | 79.00         | 41.00         | -71.00        | -94.00        | 7.00          |
| % Growth in Debt Service               | -1.02%        | -1.49%        | -1.29%        | -1.14%        | -2.57%        | -4.78%        | -3.00%        | -0.61%        | -0.59%        | -46.13%       | -70.39%       | -100.00%      |
| % Growth in Total Net Budget           | 3.54%         | 2.13%         | 2.93%         | -0.65%        | 2.39%         | 3.10%         | 0.00%         | 3.06%         | 1.85%         | -1.54%        | -0.90%        | 0.81%         |
| \$ Impact to change mill rate by .01   | 22,765        | 22,902        | 23,663        | 23,224        | 23,389        | 21,894        | 21,894        | 22,026        | 22,159        | 22,289        | 22,738        | 22,871        |
| \$ Impact to increase mill rate by 1%  | 642,979       | 656,622       | 659,008       | 670,812       | 686,022       | 707,322       | 707,322       | 728,932       | 742,372       | 731,031       | 724,321       | 730,265       |
| <b>Historical/Assumptions:</b>         |               |               |               |               |               |               |               |               |               |               |               |               |
| % Growth in Town Budget                | 3.31%         | 2.54%         | 3.25%         | -0.35%        | 2.84%         | 2.47%         | 1.92%         | 2.00%         | 2.00%         | 2.00%         | 2.00%         | 2.00%         |
| % Growth in BoE Budget                 | 3.93%         | 2.40%         | 3.25%         | -0.34%        | 3.38%         | 2.87%         | 2.05%         | 2.00%         | 2.00%         | 2.00%         | 2.00%         | 2.00%         |
| % Growth in Town Capital               | 8.32%         | -3.68%        | 3.00%         | -34.87%       | 42.52%        | 48.67%        | -20.64%       | 3.50%         | 3.50%         | 3.50%         | 3.50%         | 3.50%         |
| % Growth in BoE Capital                | 20.76%        | 23.49%        | 3.00%         | -22.01%       | 78.83%        | 3.10%         | -48.95%       | 3.50%         | 3.50%         | 3.50%         | 3.50%         | 3.50%         |
| % Growth in Grand List                 | -12.40%       | 0.59%         | 0.75%         | 0.56%         | 0.60%         | -6.39%        | 0.00%         | 0.60%         | 0.60%         | 0.60%         | 2.00%         | 0.60%         |

**Notes:**  
 Other Revenues - includes \$664,810 utilization of general fund balance for FY20/21; 1.5% increases after FY20/21 (excluding fund balance usage)  
 Mill rate includes allowances for exemptions, abatements and reserve for uncollected taxes. Collection budgeted at 98% beginning in 2019-20 and going forward.  
 Future Debt Service - projects debt issuance impacts for both planned and unforeseen large projects.  
 Full revaluations in 2014-15, 2019-20 and 2024-25.

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## Weston Property Transfers (FY2020/21)

| Location               | Trans Date | Sale Price          | Assessment<br>(2019 Grand List) | Mkt Value         | Difference<br>(Sale - Mkt Value) |
|------------------------|------------|---------------------|---------------------------------|-------------------|----------------------------------|
| 9 Partridge Lane       | July 2020  | \$950,000           | 883,100                         | 1,261,571         | (\$311,571)                      |
| 66 Wells Hill Road     | July 2020  | \$789,000           | 710,000                         | 1,014,286         | (\$225,286)                      |
| 31 Singing Oaks Drive  | July 2020  | \$1,729,000         | 1,466,840                       | 2,095,486         | (\$366,486)                      |
| 17 Steep Hill Road     | July 2020  | \$520,000           | 431,260                         | 616,086           | (\$96,086)                       |
| 15 Wood Hill Road      | July 2020  | \$610,000           | 343,460                         | 490,657           | \$119,343                        |
| 34 Tall Pines Drive    | July 2020  | \$1,340,000         | 915,090                         | 1,307,271         | \$32,729                         |
| 15 Trails End Road     | July 2020  | \$630,000           | 458,910                         | 655,586           | (\$25,586)                       |
| 94 Catbrier Road       | July 2020  | \$710,000           | 555,960                         | 794,229           | (\$84,229)                       |
| 7 Tannery Lane South   | July 2020  | \$650,000           | 463,740                         | 662,486           | (\$12,486)                       |
| 33 Merry Lane          | July 2020  | \$735,000           | 412,080                         | 588,686           | \$146,314                        |
| 43 Old Easton Tpk.     | July 2020  | \$585,000           | 498,970                         | 712,814           | (\$127,814)                      |
| 195 Steep Hill Road    | July 2020  | \$640,000           | 460,420                         | 657,743           | (\$17,743)                       |
| 21 Little Fox Lane     | July 2020  | \$675,000           | 392,430                         | 560,614           | \$114,386                        |
| 5 Godfrey Road West    | July 2020  | \$530,000           | 502,080                         | 717,257           | (\$187,257)                      |
| 34A Georgetown Road    | July 2020  | \$375,000           | 165,490                         | 236,414           | \$138,586                        |
| 88 Godfrey Road        | July 2020  | \$1,055,036         | 867,830                         | 1,239,757         | (\$184,721)                      |
| 22 Lakeside Drive      | July 2020  | \$730,000           | 455,910                         | 651,300           | \$78,700                         |
| 8 Graystone Lane       | July 2020  | \$509,000           | 333,130                         | 475,900           | \$33,100                         |
| 81 Blue Spruce Circle  | July 2020  | \$515,000           | 352,510                         | 503,586           | \$11,414                         |
| 1 Aspetuck Hill Lane   | July 2020  | \$745,000           | 719,060                         | 1,027,229         | (\$282,229)                      |
| 4 Pink Cloud Lane      | July 2020  | \$280,560           | 854,470                         | 1,220,671         | (\$940,111)                      |
| 62 Ridge Road          | July 2020  | \$790,000           | 516,990                         | 738,557           | \$51,443                         |
| 30 Singing Oaks Drive  | July 2020  | \$960,000           | 1,044,760                       | 1,492,514         | (\$532,514)                      |
| 21 Brierbrook Lane     | July 2020  | \$882,500           | 477,890                         | 682,700           | \$199,800                        |
| 28 Davis Hill Road     | July 2020  | \$682,000           | 429,540                         | 613,629           | \$68,371                         |
| 21 Twin Walls Lane     | July 2020  | \$1,670,000         | 1,399,220                       | 1,998,886         | (\$328,886)                      |
| 47 Blueberry Hill Road | July 2020  | \$665,000           | 502,540                         | 717,914           | (\$52,914)                       |
| 18 Cartbridge Road     | July 2020  | \$567,000           | 350,030                         | 500,043           | \$66,957                         |
| 29 Soundview Farm Road | July 2020  | \$1,030,000         | 781,410                         | 1,116,300         | (\$86,300)                       |
| 9 Cartbridge Road      | July 2020  | \$750,000           | 356,610                         | 509,443           | \$240,557                        |
| 13 Riverfield Drive    | July 2020  | \$967,700           | 591,450                         | 844,929           | \$122,771                        |
| 22 Rogues Ridge        | July 2020  | \$1,100,000         | 594,250                         | 848,929           | \$251,071                        |
| 5 Maple Street         | July 2020  | \$545,000           | 341,250                         | 487,500           | \$57,500                         |
| 5 River Road           | July 2020  | \$800,000           | 547,900                         | 782,714           | \$17,286                         |
| 35 Cardinal Road       | July 2020  | \$660,000           | 365,880                         | 522,686           | \$137,314                        |
| 42 Michaels Way        | July 2020  | \$1,585,000         | 1,486,320                       | 2,123,314         | (\$538,314)                      |
| 15 Tobacco Road        | July 2020  | \$1,125,000         | 679,450                         | 970,643           | \$154,357                        |
| 1 Twin Oak Lane        | July 2020  | \$780,000           | 943,680                         | 1,348,114         | (\$568,114)                      |
| 11 Trails End Road     | July 2020  | \$800,000           | 432,800                         | 618,286           | \$181,714                        |
| 146 Steep Hill Road    | July 2020  | \$879,000           | 593,600                         | 848,000           | \$31,000                         |
| 6 Charles Path         | July 2020  | \$1,025,000         | 796,640                         | 1,138,057         | (\$113,057)                      |
| 95 Steep Hill Road     | July 2020  | \$1,135,000         | 744,020                         | 1,062,886         | \$72,114                         |
| 126 Godfrey Road       | July 2020  | \$495,000           | 334,440                         | 477,771           | \$17,229                         |
| 16 Fanton Hill Road    | July 2020  | \$827,000           | 689,740                         | 985,343           | (\$158,343)                      |
| <b>Total</b>           |            | <b>\$36,022,796</b> | <b>27,243,150</b>               | <b>38,918,786</b> | <b>(\$2,895,989)</b>             |

### Summary:

21 properties above Mkt Value

23 properties below Mkt Value

3 properties below Assessed Value

Ave Sales Price (this month) \$818,700

Ave Sales Price (YTD) \$818,700

**Net Change in Grand List** (\$2,027,193) July -7.4% FYTD (\$2,027,193)

# Item 7

Discussion /decision  
regarding approval of  
minutes from the  
June 11<sup>th</sup> regular  
meeting.

Board of Finance  
Regular Meeting Minutes  
June 11, 2020 at 6:00pm (via remote conference)

**In attendance:** Chairman Steve Ezzes, Members Dick Bochinski, Rone Baldwin, Amy Gare and Jeff Far. Greg Murphy and Allan Grauberd were not present. Finance Director Rick Darling, Tax Collector Cathleen Neblett, Town Administrator Jonathan Luiz.

- 1- **Discussion/decision regarding approval of the Tax Collector's suspense list. Cathleen Neblett, Tax Collector** Ms. Neblett presented the suspense list to move taxes that are deemed uncollectable, according to state statute. Mr. Ezzes asked to provide more information about the accounting impact that the suspense list and delinquent taxes have on town financials. Mr. Baldwin moved to approve the Tax Collector's suspense list. Mr. Farr seconded. Motion carried unanimously.
- 2- **Discussion/decision regarding setting the discount rate for the July 1, 2019 OPEB actuarial valuation study. Rick Darling, Finance Director** Mr. Darling reviewed different scenarios. He also provided information on neighboring towns and their OPEB rates. Mr. Farr moved to set the discount rate of 5 ½ percent. Mr. Baldwin seconded. Motion passed unanimously.
- 3- **Discussion/decision regarding providing a recommendation to the Board of Selectmen to institute an expenditure freeze on fiscal year 2020-21 capital projects.** The BOF reviewed each item on the capital expenditure list. The board discussed items that could be deferred and how state aid would be affected. Authority over the BOS and BOE budget was also discussed and it was agreed the BOF can only make recommendations. Ms. Gare said she does not feel it is in the purview of the BOF to make this recommendation. Mr. Baldwin disagreed. Mr. Baldwin moved to recommend that the BOS defer significant paving expenditures and all cash capital expenditures until the spring or date that we have a better sense of how tax collection is progressing this year as well as incremental costs that may be faced by the Town and BOE associated with COVID. Mr. Farr seconded. Motion passed 3:1 with Ms. Gare opposing and Dick Bochinski abstaining.
- 4- **Discussion regarding the Town's ten year budget and mill rate forecast:** The ten year forecast was reviewed. Chairman Ezzes recommends a sensitivity analysis and feels a 5 year forecast would be more rational. Budget process and planning was discussed.
- 5- **Discussion regarding tax collecting progress reporting to the Board of Finance, and cash flow projections by month and subsequent reporting of actual results.** Mr. Baldwin stated he would want to know how many people take advantage of the deferment program and how do collections compare to last year. Ms. Gare added she would like a tutorial on our tax collection efforts. Mr. Luiz stated he can provide this update at the July BOF meeting.

- 6- **Discussion regarding an update on the Town's investment income and portfolio. Rick Darling, Finance Director.** Mr. Darling provided an update on investments. He expressed that it is good news considering the Covid-19 impact to the economy.
  
- 7- **Discussion/decision regarding approval of minutes from the May 7<sup>th</sup> and May 21<sup>st</sup> special meetings (tabled from June 4<sup>th</sup>)** Mr. Darling added he did not make changes to the May 7<sup>th</sup> minutes but did make edits to the May 21<sup>st</sup> minutes Mr. Bochinski moved to approve the May 7<sup>th</sup> and May 21<sup>st</sup> minutes as submitted. Mr. Farr seconded. Ms. Gare stated the corrections requested were not made on the May 21<sup>st</sup> minutes. The vote taken on the May 2<sup>nd</sup> minutes did not pass unanimously as Ms. Gare stated she was opposed. Motion passed unanimously with that correction.
  
- 8- **Motion to adjourn – Mr. Bochinski moved to adjourn. Mr. Farr seconded. Motion carried unanimously.**

Minutes submitted by:  
Randi Derene, Administrative Assistant