

**BOARD OF SELECTMEN – MARCH 28, 2023**  
**SPECIAL MEETING MINUTES**  
**BARKHAMSTED TOWN HALL**

Meeting called to order at 7:00 PM. Present were First Selectman Don Stein and Selectmen Ray Pech and Nick Lukiwsky.

**DELEGATIONS:** No delegations were present.

**PUBLIC COMMENT:** No public comment was made

**MOTION:** Ray Pech made a motion, seconded by Nick Lukiwsky, and passed unanimously to approve the minutes of the Special Meeting held March 15, 2023.

**MOTION:** A motion was made by Nick Lukiwsky, seconded by Ray Pech, and passed unanimously to approve the following Tax Refunds:

Derrick Kirkpatrick	\$602.87	Refund
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**DISCUSSION:** Don Stein informed the other Selectmen that the Board of Finance made some modest adjustments to the General Government budget that had been presented, but did not change the capital budget or the ARPA allocations that were proposed. The budget as presented had a 7.08% increase (\$160,746) for a total of \$2,432,450.23. The negotiated salary increase for this coming year was 3.2%, plus the hours for the part-time Building Inspector and the part-time Assistant Town Treasurer were increased based on workload. Benefits increased by 7% primarily due to two of the new town Highway Department employees qualifying for a pension contribution for the first time. The General Government category showed a significant increase primarily due to the increases in software for the Tax Collector and Assessor, and the second year of the Economic Development Director in the budget. Town hall and highway department budgets reflected the large increase in heating oil, and diesel fuel prices and a significant price increase for the cost of repairs and materials in general. The cost of ambulance services and paramedic intercept also went up significantly due to the shortage of volunteers and the increases in the fees being charged for paid EMT's and first responders.

The BOF made the following changes to the budget with the intention to bring the total down to \$2,407,753.42 for a 5.99% increase: move the Economic Development Director to the ARPA funds, reduce the election expense to keep it flat, with the provision that additional funds would be made available once the Early Voting plan and impact are known, zero out the Emergency Management line item due to the State grant available for completing an update to the Local Emergency Operations Plan.

The preliminary Revenue Sheet (attached) that will be presented to the Town at the Annual Budget Hearing next week shows a 0.51 mill increase or 1.62%, including the use of \$375,000 of town surplus. The total increase in expenses is 2.53% based on changes to the General Government budget and the Board of Education, Regional 7, capital budget and other expense lines. The total increase is offset by the Grand List increase of 0.87%, which is why the tax increase is less than the increase in expenses.

**DISCUSSION:** There was a discussion regarding School Gun Free Zones and what type of signs could be posted at the Elementary School and the Town Hall to note that guns were not allowed in the school at any time, and that Town Hall was also a Gun-Free School Zone since it is less than 10,000' from the School. The Selectmen agreed to research appropriate signage for the school and Town Hall door as there is a currently a small sign at the school front door.

The meeting was adjourned at 6:20 PM.

Respectfully submitted,

Donald S. Stein  
First Selectman

	<div>Preliminary</div>					
		Actual	Budget	Proposed	% Change	Change
	Revenues	2021/2022	2022/2023	2023/2024	2023/2024	2023/2024
Taxes						
Current Year		\$11,225,835	\$11,415,439	\$11,701,395	2.50%	\$285,956
Prior Year		\$141,229	\$85,000	\$85,000	0.00%	\$0
Interest/Lien Fees		\$89,973	\$60,000	\$60,000	0.00%	\$0
Total Taxes		\$11,457,037	\$11,560,439	\$11,846,395	2.47%	\$285,956
Other Town Revenue						
Town Clerk Fees		\$50,538	\$30,000	\$30,000	0.00%	\$0
Interest on Investments		\$8,280	\$5,000	\$5,000	0.00%	\$0
Conveyance Tax		\$50,895	\$20,000	\$20,000	0.00%	\$0
Building Permits/PZC Fees		\$57,666	\$40,000	\$40,000	0.00%	\$0
BOS & Miscellaneous Fees		\$68,074	\$25,000	\$25,000	0.00%	\$0
Region #7 SRO Reimbursement		\$48,327	\$61,888	\$63,744	3.00%	\$1,856
Total Other Town Revenue		\$283,780	\$181,888	\$183,744	1.02%	\$1,856
State Revenue						\$0
BES ECS Grant		\$1,492,115	\$1,494,242	\$1,492,570	-0.11%	-\$1,672
Special Education		\$117,130				\$0
PILOT State Owned Property		\$17,577	\$18,340	\$18,323	-0.09%	-\$17
Pequot Grant		\$6,728	\$6,728	\$6,728	0.00%	\$0
Elderly Property Tax Relief (Other Grant)						\$0
PILOT M & E Revenue Sharing		\$41,462	\$41,462	\$41,462	0.00%	\$0
Misc (SA Ed/Vet Ex/Other Grants)		\$5,529	\$1,121	\$1,335	19.09%	\$214
Total State Revenue		\$1,680,541	\$1,561,893	\$1,560,418	-0.09%	-\$1,475
Total Other Town & State Revenue		\$1,964,321	\$1,743,781	\$1,744,162	0.02%	\$381
Previous Year's Surplus*			\$317,000	\$375,000	18.30%	\$58,000
Total All Revenue		\$13,421,358	\$13,621,220	\$13,965,557	2.53%	\$344,337
Expenses						
General Government Budget		\$2,219,473	\$2,271,709	\$2,407,753	5.99%	\$136,044
Board of Education Budget		\$4,454,813	\$4,525,803	\$4,654,124	2.84%	\$128,321
Northwestern Regional #7 Budge		\$6,289,211	\$6,289,597	\$6,330,297	0.65%	\$40,700
MSW & R		\$69,680	\$84,845	\$77,467	-8.70%	-\$7,378
Debt Service		\$245,429	\$234,532	\$229,807	-2.01%	-\$4,725
Teacher Retirement		\$0	\$0	\$0	N/A	\$0
Total Expenses		\$13,278,606	\$13,406,486	\$13,699,448	2.19%	\$292,962
Transfers						
Recreation Fund		\$11,420	\$11,734	\$12,109	3.20%	\$375
Capital Reserve Fund		\$211,233	\$175,000	\$226,000	N/A	\$51,000
Dog Fund		\$15,000	\$15,000	\$15,000	0.00%	\$0
Senior Center		\$13,000	\$13,000	\$13,000	0.00%	\$0
School Roof Project		\$0	\$0	\$0	0.00%	\$0
Total Expenses		\$13,529,259	\$13,621,220	\$13,965,557	2.53%	\$344,337
Amount to be raised by taxes			\$11,415,439	\$11,701,395		
Grand List			\$369,904,506	\$373,127,054	0.87%	\$3,222,548
Tax Revenue from 1 Mill			\$369,905	\$373,127		
Tax Collection Rate			98.00%	98.00%		
Tax Revenue 1 Mill @ Collection Rate			\$362,506	\$365,665		
Mill Rate			31.49	32.00	1.62%	0.51
Current Surplus			\$1,832,032	13.45%		
TAR			\$195,098			
LOCIP			\$35,574			
Teacher Retirement						
Signed: _____						
Richard Winn, Chair Board of Finance						