



## TOWN OF SCOTLAND BOARD OF SELECTMEN

Scotland Town Hall - 9 Devotion Road, P.O. Box 288 - Scotland, CT 06264  
(860) 456-7797 x 101

### BOARD OF SELECTMEN SPECIAL MEETING & PUBLIC HEARING June 1<sup>st</sup>, 2023 - 7:00 PM

Location:  
Scotland Volunteer Community Hall - 47 Brook Road - Scotland, CT

Meeting Audio File

[https://scotlandct-my.sharepoint.com/:u:/g/personal/adminassist\\_scotlandct\\_org/EeMZHZAQqupHrIt0iiUEclKB11ntUgEE5GOV0fMKH9J1yQ?e=qwRDxu](https://scotlandct-my.sharepoint.com/:u:/g/personal/adminassist_scotlandct_org/EeMZHZAQqupHrIt0iiUEclKB11ntUgEE5GOV0fMKH9J1yQ?e=qwRDxu)

## MEETING MINUTES

1. The meeting was called to order at 7:08pm by First Selectman Gary Greenberg. Present Selectman Chris Demorit; Selectman Wendy Sears; Treasurer Jean Lefebvre, Assistant Treasurer MaryAnn Fitzsimmons; Administrative Assistant Wendy O'Connor and members of the public.
2. Approval May 18<sup>th</sup>, 2023 Special Meeting Minutes & Public Hearing:
  - **MOTION:** Motion to approve the May 18<sup>th</sup>, 2023 Special Meeting Minutes & Public Hearing made by Wendy Sears, seconded by Chris Demorit.
  - ***Motion carries with the following amendment: Name Correction, change Diane Lasch to Diana Lasch.***
3. Adjourn to Public Hearing for the 2023-2024 Town Budget:
  - **MOTION:** Motion made by Chris Demorit to adjourn to Public Hearing for the 2023-2024 Town Budget, seconded by Wendy Sears. Motion carries.
  - First Selectman Gary Greenberg presented the 2023-2024 Fiscal Budget. (***PowerPoint Presentation attached to minutes***).
  - Are expecting revenue decreases from the State of \$31,000 net. Has to do primarily with the loss of Educational Cost Sharing (ECS) money.
  - Have a net increase in local revenues of \$64,000 due primarily to the increase in building fee collections.
  - Grand list increase of \$1.4 million based on assessments increasing.
  - Proposing a Mill Rate of 40, which is a 1 mill increase from the current fiscal year.
  - Increase in expenditure is due mostly to the costs going up. Increasing our expenditures by \$308,000.
  - Increasing employees' salaries by 6% which is an increase of \$36,600.
  - RD11 increase is due to a combination of additional students and an increase in their budget. Scotland's share is 3.5% or \$73,000.
  - Heating Oil costs have gone up, an increase of \$4,000.
  - Fire Department's budget has increased its budget request by \$14,050.

- General Revenue is \$50,200, expecting \$4.6 million in tax revenues, departmental revenue of \$64,000 and grants total of \$1.6 million of which \$1.2 million is Educational Cost Sharing (ECS) and the rest is miscellaneous grants we get throughout the year.
- Municipal Transition Grant is what the State is providing due to the Motor Vehicle Tax Cap which is 32.8 mills. The State will be providing \$119,000 to us to ease the transition.
- Educational Cost Sharing (ECS) will decrease by 4.16% when the State budget passes. Next year we will be receiving \$1.2 million, \$50,000 decrease. Expecting by end of the decade we will be at just about \$1 million. 2 schools costs combined are \$4.4 million every year, if the State follows through with decreases, we will be losing almost \$300,000 and will need to be addressed at some point.
- Local Revenue – MaryAnn has put money into a Short-Term Investment Fund (STIF). Next year we are expecting about \$25,000 in interest income from this account.
- The Building Department proposed revenue is conservative, expecting it to be more.
- Educational Expenditures are about 70%, RD11 is 33% and Scotland Elementary School is 36%. Town Government is 27% of expenditures. Will be paying debts until 2027, which is primarily the Elementary School addition and a \$40,000 lease payment for the fire truck which will be done in 2029.
- Will be making a large contribution to the Capital Non-Recurring Fund, approximately 20% of the budget, in part because of town hall renovation and the BOS have been committed to having capital accounts so things can be fixed that have been neglected over the years.
- Expenditures - Debt Service is 14%, 21% is salaries, Public Safety is running about 14%.
- Covid Money – received \$494,839, needs to be spent by end of 2024. Money cannot be used for tax relief. First year we used \$31,000 was used for pay raises for essential workers, (DPW & EMT Personnel), \$16,000 for upgrades to conduct town hall business. This year we took the bulk of it to offset general expenses. Committed \$50,000 for ambulance equipment that was needed.
- Covid money was not appropriated in the 2022-2023 budget, will be asking for an appropriation at the Annual Town Meeting to put into general fund to offset expenses. By putting the money into the general fund, we ran a lower deficit, meaning we had a surplus. The surplus will be going in the capital accounts and will do the same for next year.
- By the end of this current fiscal year, we will have an undesignated fund balance of \$600,000.
- By the beginning of fiscal year, we should have \$2.1 million in Capital Non-Recurring. Projected CNR spending: DPW, \$62,000; Fire Department, \$10,000; Bass Road Bridge, \$300,000; Old Firehouse, \$10,000; Town Hall Renovations, \$1.2 million.
  - Carol Withington asked what CNR stood for and if the funds were held in the operating budget. Gary – Capital Non-recurring and they are held in a separate budget.
  - SES Superintendent Valerie Brunneau asked how many STIF accounts the town has. Assistant Treasurer MaryAnn Fitzsimmons – the town has two accounts.
- Capital Budget – Money is appropriated from the general fund to capital accounts. Appropriations will be Town Buildings, \$260,000; Fire Department, \$13,000; DPW, \$20,000. State/Federal – Town Aid Road & LoCip, \$198,000; Federal Grants, \$700,000.
- Kim Martin asked if there was any way to include the Bass Road Bridge project into the infrastructure bill where they are paying for bridges. Gary – unfortunately no there is not.
- Carol Withington asked if the bridge will still be one lane. Gary – it will still be one lane, but abutments will be reinforced.
- Gary went over the increases and decreases in budget lines.
- Town Clerk Grant of \$6,000 – Money will be spent on cemetery software program giving us a database for our cemeteries.
- Building Maintenance salary – our need for facilities maintenance has increased. Would like to put in place the funding for facilities maintenance in the future.

- Charlie Lasch asked how many paid staff we have at the fire department. Gary – We have 2 on duty, 12 hours a day, 7 days a week. There are 17 people on the paid staff roster. Working with Town of Canterbury to try and regionalize our services.
  - Diana Lasch asked what the problem is with combining Scotland and Canterbury. Gary – Fire Departments have a great deal of pride and have to be delicate about merging services. It's a very delicate act to try and merge the departments. Chief Jason Beaumont – the biggest issue is we are the first in the area and across the State to combine two EMS services. We want to make sure we do this right the first time, so it will take some time. Discussion was held.
  - \$16.5 million is what we are going to be spending. Budgeting for \$182,000 deficit. We presented this with a 40.00 mill tax rate.
  - Propane has been taken out of DPW and put into other expenses for both the region and the school.
  - A member of the audience asked what Declared Emergency Services is – Assistant Treasurer Maryann Fitzsimmons, if a storm comes through, generates a log of unexpected expenses, we do not have a place to charge them. A \$5,000 placeholder was put in place in case something happens. It is not spent as declared emergency; a line item is created within declared emergency to distinguish what the expense was for. We do get some reimbursement.
  - Kim Martin asked if we are considering not putting as much in Capital and not raising the Mill Rate given the situation of the country at the moment. Gary – yes, it was thought about. If your house is assessed at \$200,000, you are paying taxes on \$140,000, one mill is going to raise your taxes by \$140. Our infrastructure has been neglected for so long that the extra money is money well spent. Discussion was held.
  - Carol Withington asked if the ARPA money needs to be spent by the fiscal year end or calendar year end and if its not spent it will go back. Gary – calendar year of 2024. The ARPA money will be spent. As soon as the budget is passed the money will be spent.
  - Frank Pelc asked about the \$80,000 investment in the Technology Park. Wendy Sears attended meetings for the Quinebaug Tech Park. Nothing was ever happening. Putnam Mayor Barney Seney agreed that nothing has happened, and the towns were sold a bill of goods. His suggestion and what ultimately happened was that we were the only town that paid upfront in full. He agreed to give all the money back, Scotland will still have a stake in the project. Once the lots are sold, built and tax revenue if coming in, then we would pay the \$80,000, and we would receive tax revenue in perpetuity. Discussion was held.
  - Diana Lasch asked under Capital Improvements 5-year plan if we are going to pave Kemp Road. Gary – we are hoping to put a tack coat down this year, from Pinch Street to eastern side. Have been soliciting quotes for the tack coat. That will create the opportunity to pave it. Discussion was held.
  - Carol Withington asked if the Kemp Road bridge was an issue. Gary – it is not an issue. Gary called the state, and the bridge is not in trouble.
4. Public Hearing closed at 8:04pm.
  5. Discuss and Act on Agenda for the June 15<sup>th</sup>, 2023 Town Meeting
    - **MOTION:** Motion made by Wendy Sears to approve the Agenda for the June 15<sup>th</sup> Town Meeting, seconded by Chris Demorit. Motion carries.
  6. Adjournment
    - **MOTION:** Motion made by Chris Demorit to adjourn at 8:08pm, seconded by Wendy Sears. Motion carries.



# **Town of Scotland 2023-24 Budget Hearing**

June 1, 2023

# Highlights

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## Revenue

- Net Decrease in State funding: \$31,000
- Net Increase in Local Revenue: \$64,000
- Increase in Grand List: \$1.4 million
- Mill Rate: 40, increase of 1 mill from 2022-23

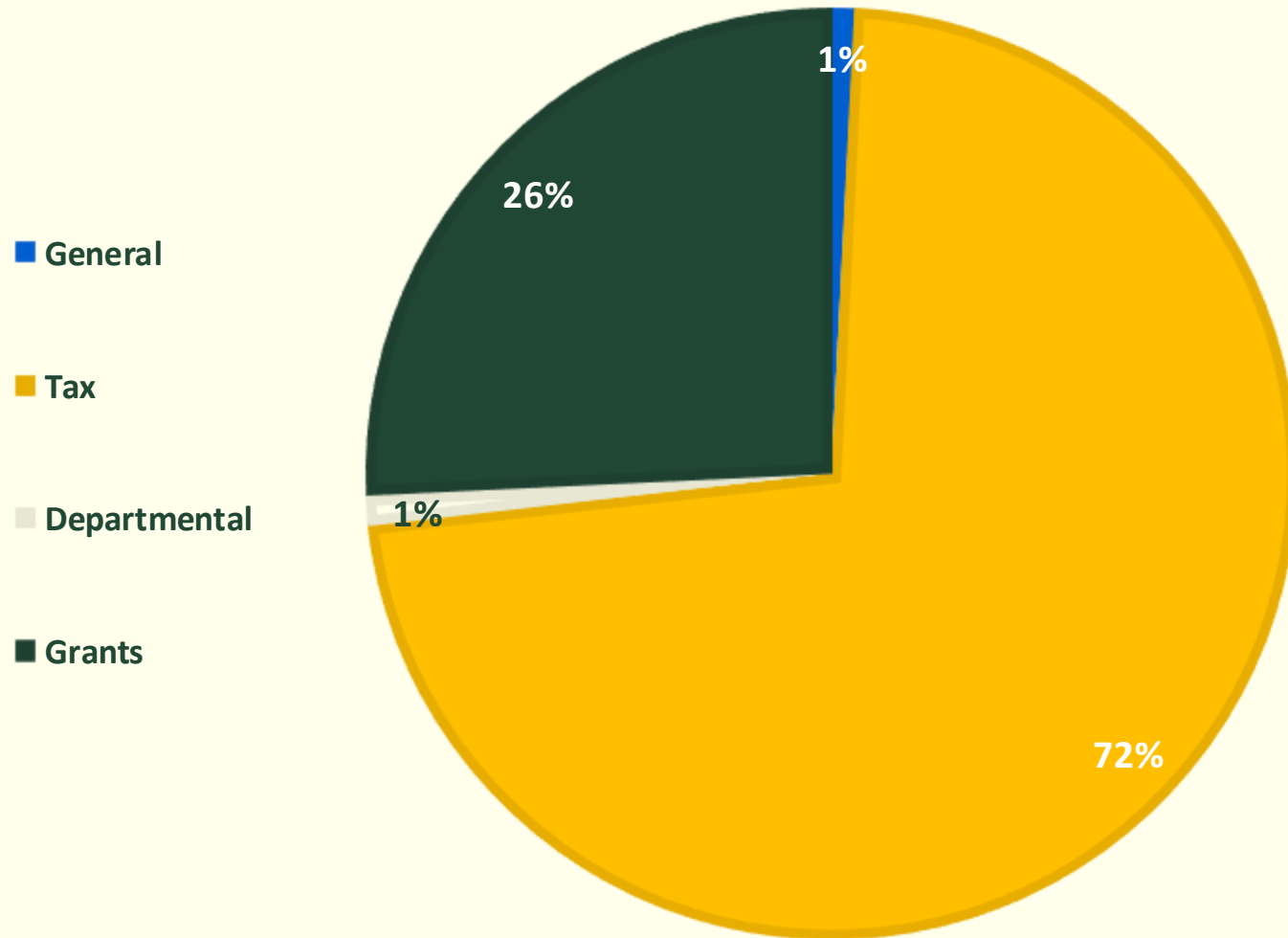


## Expenditures

- Increase in Expenditures (percentage over FY 23): \$308,000 (5%)
  - Across-the-board Salary Increase: \$36,600 (6%)
  - Region 11 Increase: \$73,000 (3.5%)
  - Heating Oil Increase \$4,000
  - Fire Department Increase: \$14,050 (15%)

# General Revenue

## FY 2024 PROPOSED BUDGET

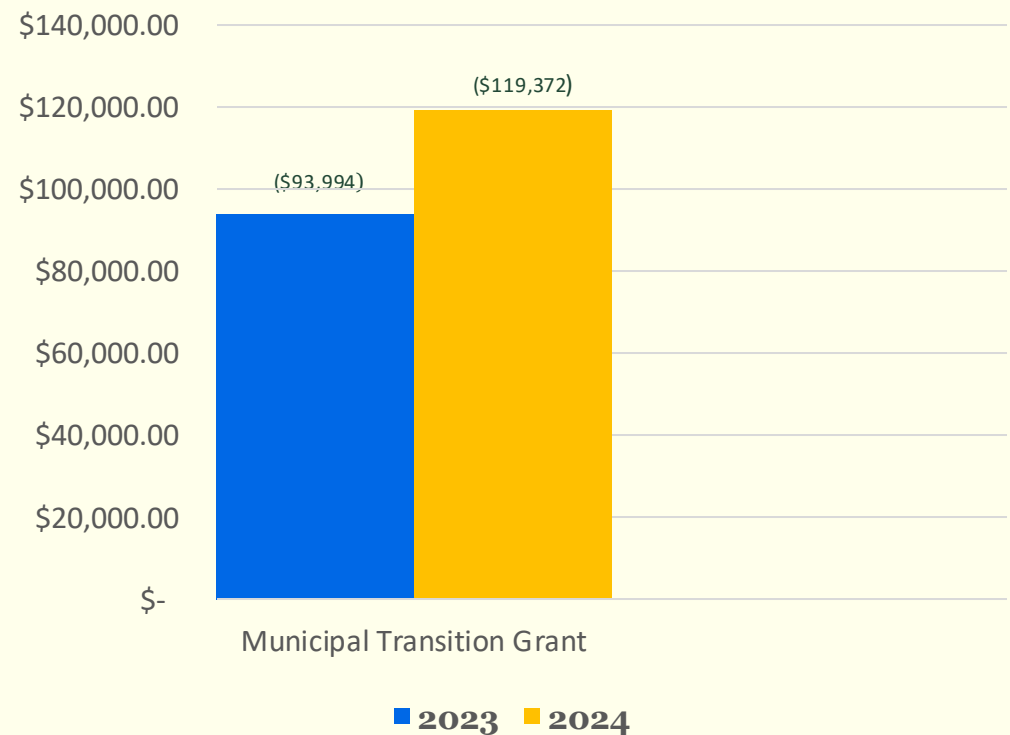


- **General Revenue Total:** \$50,200.00
- **Tax Revenue Total:** \$63,900
- **Departmental Revenue Total:** \$4,608,413.78
- **Grants Total:** \$1,637,968.00

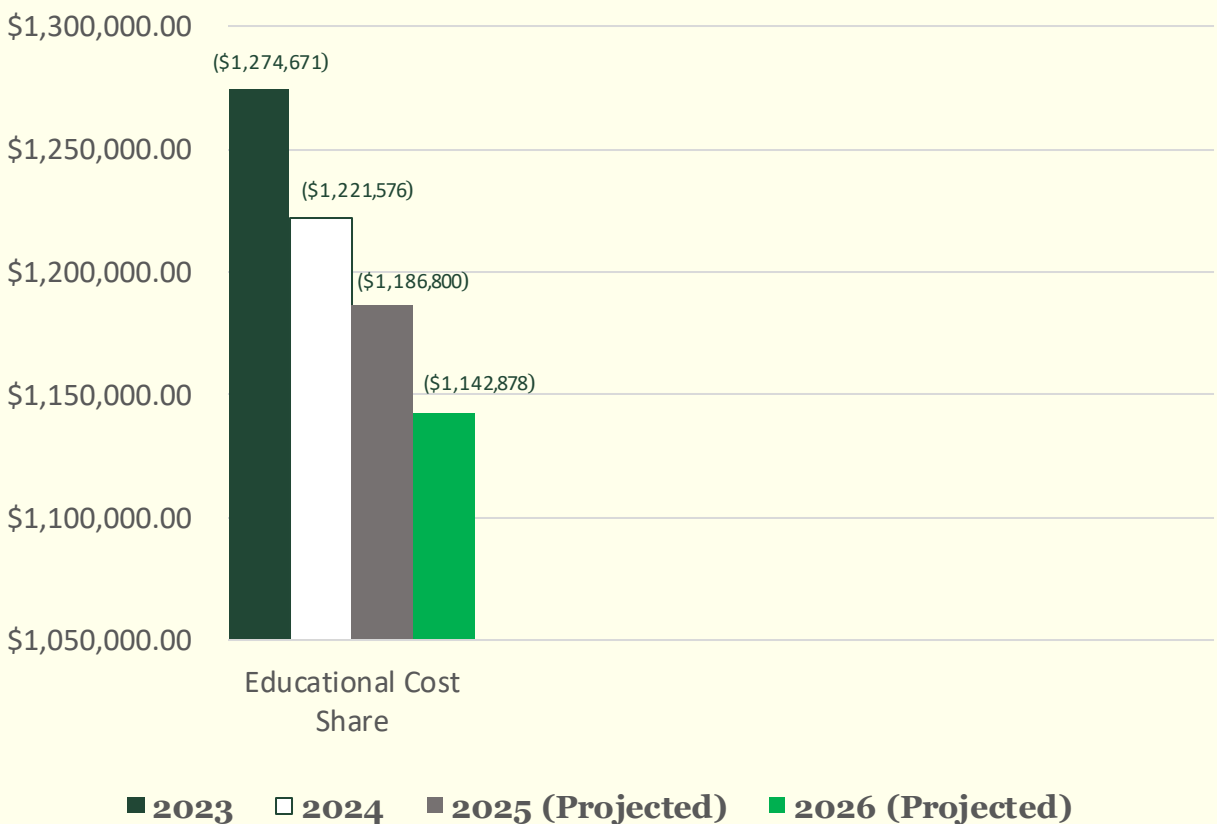


# State Grant Revenue

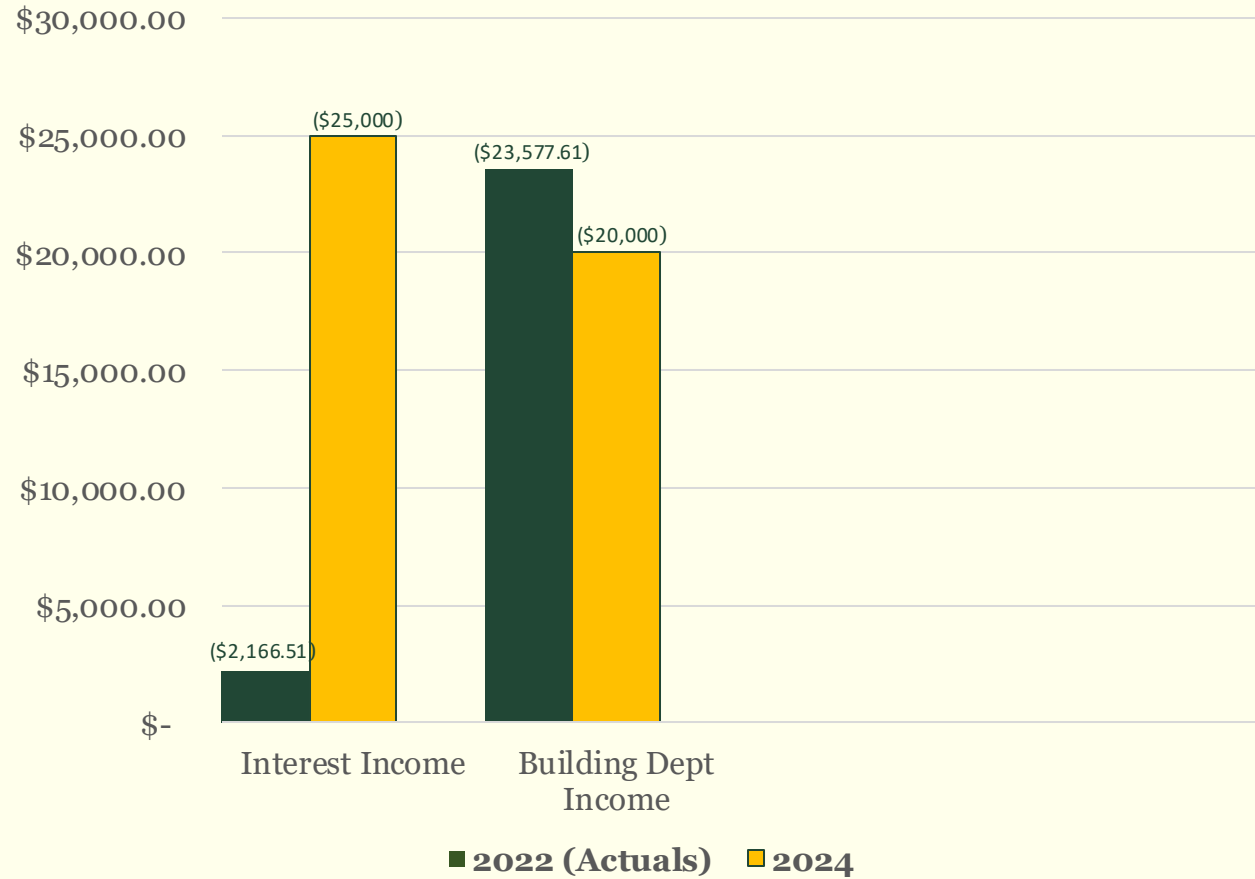
▪ **Municipal Transition Grant 26.9% Increase (\$25,378)**



▪ **Educational Cost Share 4.16% Decrease (\$53,095)**



# Local Revenue

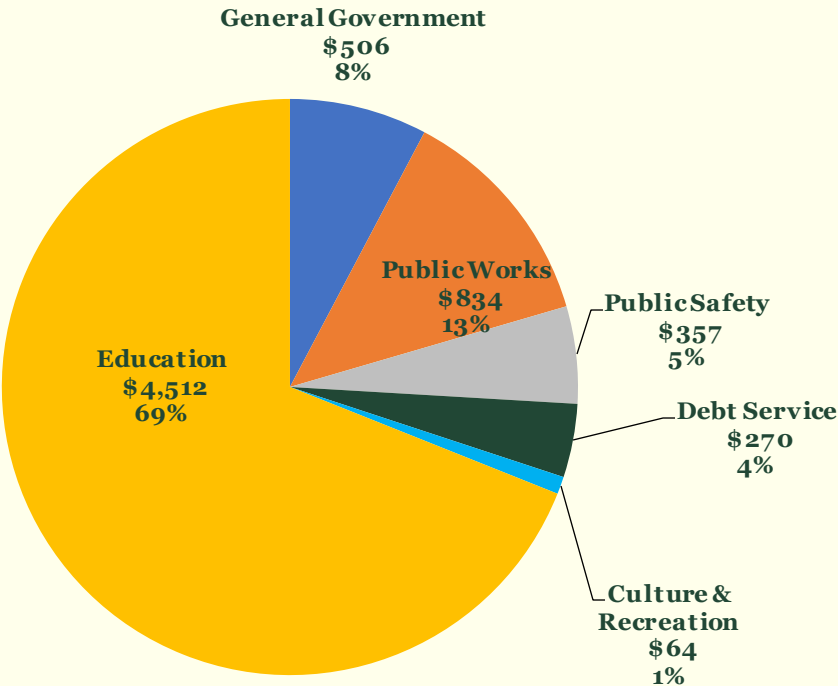




# Expenditures

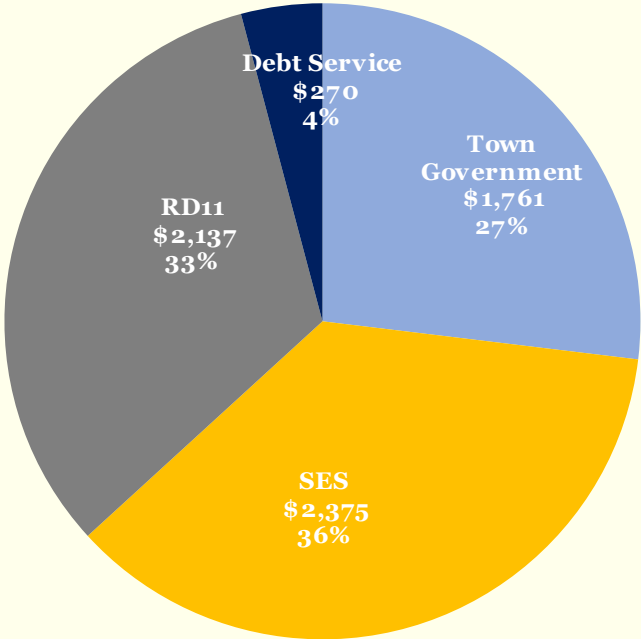
## FY24 Proposed Budget by Service Category

(000s)



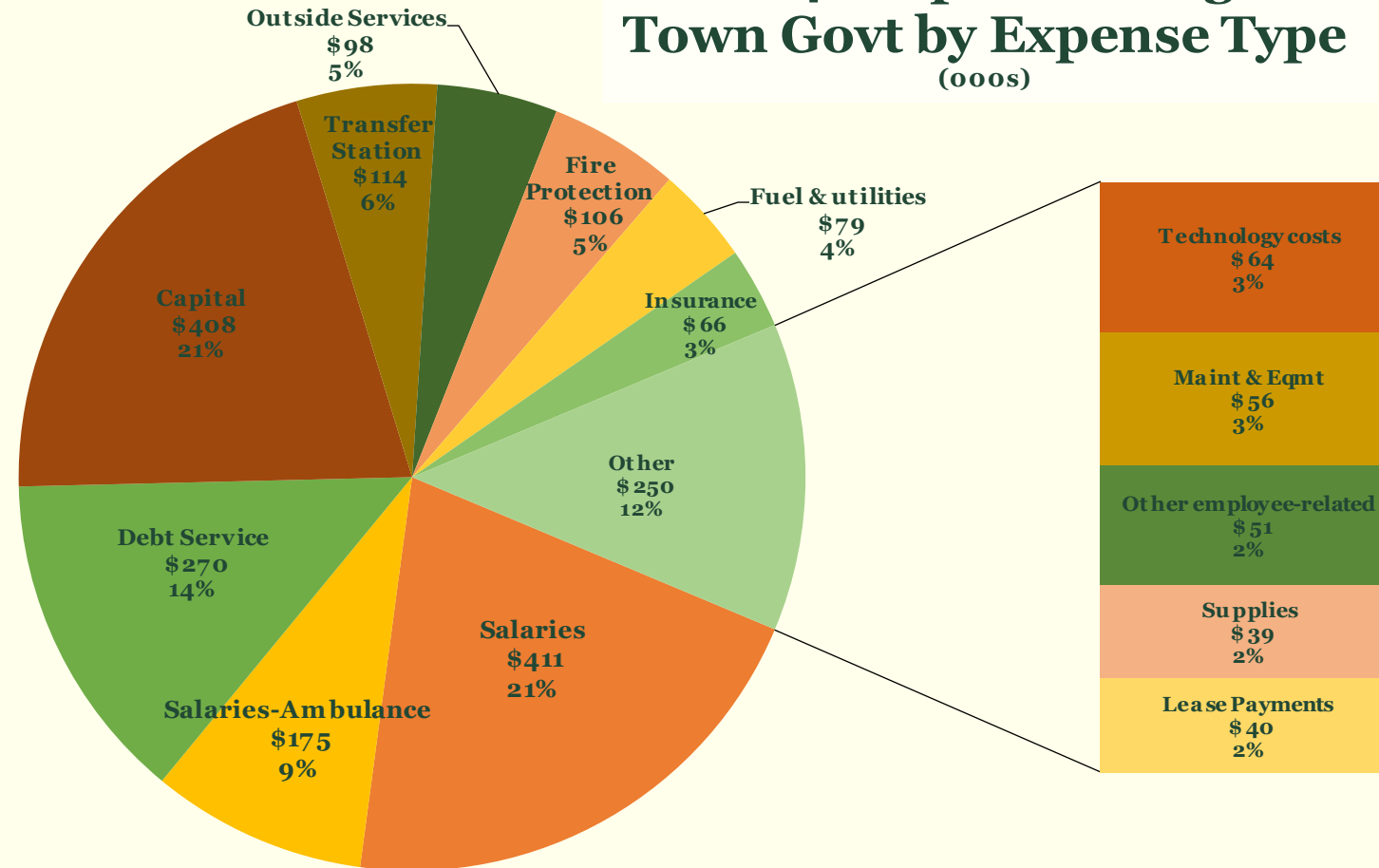
## FY24 Proposed Budget by Component

(000s)



# Expenditures

**FY24 Proposed Budget  
Town Govt by Expense Type**  
(000s)



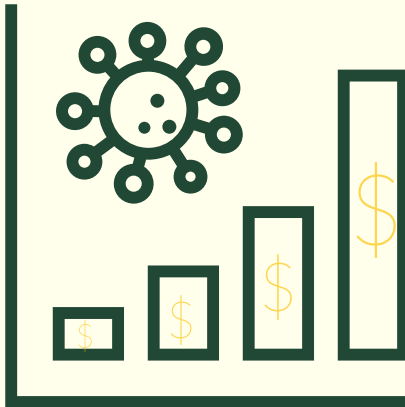
# What Happened to The “COVID Money”

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- American Rescue Plan Act (ARPA) award to Scotland: \$494,839
- Must be spent by December 31, 2024

## Two methods for using it:

- Specific Covid-related expenses: Complicated reporting requirements, single expenditures
- Revenue Loss: Simple reporting
  - For most government expenses
  - Cannot be used for tax relief



# What Happened to The “COVID Money”

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## **2021-22: \$31,252**

- Payroll (DPW and FF/EMS): \$13,867
- General government (equipment, IT and legal services): \$15,794
- Other employee costs: \$1,591

## **2022-23: \$262,563.47**

- Ambulance: \$50,000
  - will reduce loan principal
- Revenue Loss: \$212,000
- Allows deficit reduction without reducing services
- Requires special appropriation at 2023 Town Meeting

## **2023-24: \$201,012.95**

- All to General Fund for government expenses
- Allows deficit reduction without reducing services

# Projected Fund Balances

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## Projected Undesignated Fund balance: \$600,000

- ~9% of expenditures
- Unchanged from 2022-23
- 2019: \$411,000 (6.4%)

## Projected Available CNR \$2.1 million

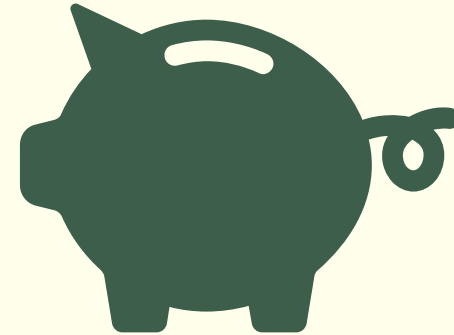
- Includes \$700,000 Federal Grant
- 2022-23: \$1.1 million
- 2019: \$225,000



# Projected Available CNR Funds

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- Town: \$1.2 million
- FD: \$45,000
- DPW: \$77,000
- HVAC: \$41,000
- BOE: \$150,000
- TAR: \$407,000
- LoCIP: \$40,000





# Capital Budget

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## Capital Budget

### Appropriations From General Fund

- Town Buildings: \$260,000
- Fire Department: \$13,000
- DPW: \$20,000

### State/Federal

- Town Aid Road & LoCIP: \$198,000
- Federal Grants: \$700,000



# Projected CNR Spending

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## Projected CNR Spending

- DPW: \$62,000
- FD: \$10,000
- Bass Rd Bridge: \$300,000
- Old Firehouse; \$10,000
- Town Hall Renovation: \$1.2 million

