There was a regular meeting of the above referenced subcommittee held on Monday, December 16, 2019 at 6:30 p.m. in Conference Room #5, Bloomfield Town Hall, 800 Bloomfield Avenue, Bloomfield, CT.

Committee members present were: Councilors Rickford Kirton, Chair, Kevin Gough, C.F. Politis and Mayor Suzette DeBeatham-Brown

Also present were: Robert E. Smith, Town Manager, Keri Rowley, Director of Finance, Deputy Mayor David Mann, Councilor Danielle Wong, David Melesko, Director of Leisure Services and India Rodgers, Clerk of Council

Absent was: Councilor Patrick DeLorenzo

Guest were: Ciaran Carr, General Manager - Billy Casper Golf, Greg Sinder, V.P. Marketing - Billy Casper Golf, Jon Colman, Golf Ad-Hoc Committee Member

The meeting was called to order at 6:30 p.m.

Discussion regarding Wintonbury Hills Golf Course Proposed Fee Schedule

Mr. Ciaran Carr, General Manager of Wintonbury Hills Golf Course briefly reviewed Bloomfield resident rates compared to other courses in the Greater Hartford area. Wintonbury Hills has the lowest rate in the area, $40.00 weekday and $50.00 weekend for Bloomfield residents. Management has proposed to drop the resident rates by $5.00 to increase maximize participation.

Councilor Politis inquired about the proposed rate decrease and the correlation for increased participation among Bloomfield residents. Mr. Carr noted that approximately 800 residents had of 1200 total residents that have played in the past had renewed their resident card. The goal is to attract more resident play activity on the course.

Mr. Carr stated that the course is looking to attract new residents, which would be beneficial to the course as well as an increase in additional revenues.

Golf management will continue review marketing and promotion strategies to attract non-residents back to the course to play.

Discussion regarding Wintonbury Hills 2020 Calendar Year Operating Budget

There was a brief overview of the 2020 Proposed Operating Budget for the golf course. A brief discussion ensued regarding revenue drivers such as: increases in Advantage card sales, Driving Range memberships, Pro Shop, Food and Beverage sales for outing events.
There were additional operational expenses to consider such as: new Golf Cart leases for early March delivery and additional marketing funds of $8,000 to attract new individuals.

**Discussion regarding FY 2021 Budget (Slide Template)**

Mrs. Keri Rowley, Finance Director briefly discussed the outline and format for presenting financial data for the upcoming FY 2020-2021 Budget season.

Mayor DeBeatham-Brown suggested the scheduling of a Budget Summary session with all departments prior to their actual budget presentation. This session would give staff an opportunity to ask questions and obtain feedback from the Council.

Councilor Mann inquired about anticipated changes in the upcoming budget relative to the Matrix Organizational Study.

**Debt Discussion regarding Funding for Potential Library Project**

Mrs. Rowley presented three debt scenarios regarding potential funding for the Library building project.

Mayor DeBeatham-Brown raised some concerns regarding grant application deadlines and the realistic timeframe of when this project could be funded.

Councilor Gough noted that it is important to focus on the scope of the project and its actual cost to determine if a budget referendum should be considered for the 2020 Presidential Election.

It was projected that this project would not need to be financed until 2023, when debt levels will begin to decline from current building projects.

Councilor Mann asked for clarification regarding the passing of a budget referendum, may not borrow right away, move quickly to get the building committee established and design work completed.

Councilor Gough noted the misconception of limitations with bonding between 8-10% to grand list. He also commented on per capita figures factored into scenario models. The referendum timeframe and actual financing may be several years apart, as was the Human Services facility.

**Discussion regarding Cost of Town Treasurer Change**

Mrs. Rowley noted that the cost to switch over official documents (signature changes) for the Town Treasurer is approximately $700.00. No current stock will be wasted.

Councilor Gough reminded the subcommittee of the review by rating agencies regarding 25% focused on general management practices. He stated his opinion that there was no vetting process and the town should be very careful on how we manage town finances.
Councilor Politis is in agreement of bringing new fresh eyes to this position and noted that it is a great idea to change.

Councilor Kirton asked for clarification regarding the town charter and this position as a political appointment.

**Discussion of Potential Stipend for the Town Treasurer**

Councilor Wong advocated to reinstate a stipend of the Town Treasurer.  
The position of Town Treasurer for the Town of Bloomfield is not a paid position. Mrs. Rowley briefly researched other towns and there level of funding for Town Treasurer. Some positions are on a volunteer basis, part-time or is included with full time job duties within their respective Finance departments.

Councilor Politis stated that this position should not be paid.

Councilor Gough gave a brief historical reasoning of cutting the stipend in last year’s budget cycle.

Mayor DeBeatham-Brown noted that if the new Town Treasurer has an opportunity for growth in this role, the consideration for a stipend should be reviewed at that time.

Councilor Kirton inquired about the role of the Town Treasurer within the town charter. Mrs. Rowley also outlined the roles and responsibilities for the Town Treasurer.

Councilor Mann requested clarification for the reasoning to reconsider a stipend, when funds were reallocated to Social & Youth Services - Crisis Fund.

**Discussion regarding November 2019 Financials**

Mrs. Rowley outlined the revenues and expenditures for November 2019 Financials.

**Revenues**
- Tax Collection Rate – 63.07%, which is slightly above the rate of 62.0% for the same fiscal period last year.
- Building/Demolitions Permit revenues surpassed anticipated collections for FY 2020, collecting $898,000, which is 106% above budget.

**Expenditures**
- Overall for the month of November, expenditures spent are 40.9% of the total year’s budget. These expenditures do include $2.6 million in encumbrances, i.e. purchase orders.

Based on current projections which include a $100,000 increased in projected revenue, the General Fund balance would decrease to about $17.46 million, which is 19% of the current budget year.
Public Comments

1. **Ava Bickford, 17 Terry Plains Road** inquired about budget referendum dates and sequence. She would like to understand the entire process regarding the hiring of an architect, bidding status and contributions from the Library Board for valuable information.

2. **Joan Geetter, 14 Shibah Way** commented on the potential allocation of State of Connecticut funding sources, in which a plan is needed for grant application approval by June 30, 2020. If granted, the State is willing to hold funding for three years.

3. **Paula Jones, 5 Bear Ridge Drive** expressed feelings of anxiety and this Council should consider this project as high priority. She also commented on the selection of the newly appointed Town Treasurer. Mrs. Jones stated there always should be a vetting process and collectively the Council prided themselves on being more transparent. She noted the time commitment and expansion of duties as comparable to other towns.

4. **Joan Hedman, 40 Prospect Street** inquired about the necessary steps to get the building committee formed.

5. **Sten Caspersson, 6 Stone Hill Road** offered his expertise, background and experience with other town building projects, to assist with the potential Library project.

Approval of Minutes

It was moved by Councilor Gough, seconded by Mayor DeBeatham-Brown to approve the minutes of September 16, 2019.

VOTE: 
AYE: S. DeBeatham-Brown, K. Gough
NAY: None
ABSTAIN: C.F. Politis, R. Kirton

Adjournment

It was moved by Councilor Gough, seconded by Mayor DeBeatham-Brown and voted unanimously to adjourn the meeting at 7:50 p.m.