



# Town of Groton, Connecticut

45 Fort Hill Road  
Groton, CT 06340-4394  
Town Clerk 860-441-6640  
Town Manager  
860-441-6630

## Meeting Minutes

### Town Council

*Mayor Bruce S. Flax, Councilor Dean G. Antipas, Councilor Diane Barber, Councilor Greg Grim, Councilor Rich Moravsik, Councilor Karen F. Morton, Councilor Bonnie Nault, Councilor Deb Peruzzotti, and Councilor Harry A. Watson*

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Wednesday, April 26, 2017

7:30 PM

Groton Senior Center

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#### SPECIAL MEETING - REVISED

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*Mayor Flax called the meeting to order at 8:35 p.m.*

#### I. ROLL CALL

Members Present: Mayor Flax, Councilor Antipas, Councilor Grim, Councilor Morton, Councilor Nault, Councilor Peruzzotti, Councilor Watson and Councilor Moravsik  
Members Absent: Councilor Barber

*Also present were the Town Manager Mark Oefinger and Assistant to the Town Manager Nicki Bresnyan.*

#### II. NEW BUSINESS

##### 2017-0100 Approving FYE 2018 Budgets

RESOLUTION APPROVING BUDGETS FOR THE FISCAL YEAR COMMENCING JULY 1, 2017 AND ENDING JUNE 30, 2018

RESOLVED, that the budgets for the various funds, hereinafter set forth, are hereby approved and adopted and the amounts on the "Total Appropriation" line are hereby appropriated for the functions specified, and the amounts listed under the heading "Financing Plan" are hereby established as approved budget estimates for the type of revenues specified and include all estimated FYE 2018 cash revenues except FYE 2018 current property taxes which will be estimated for budget purposes by separate resolution when the FYE 2018 tax rate is set, and further that a complete detailed document indicating all function appropriations is hereby made a part of this record and shall be submitted to the Town Clerk for Public Record, for budgets as follows:

General Fund  
Golf Course Fund  
Sewer Operating Fund  
Solid Waste Fund  
Mumford Cove Special Taxing District  
Revaluation Fund  
Recreation & Senior Activities Fund  
BorrowIT CT  
Sewer District Fund  
Capital Reserve Fund  
Fleet Reserve Fund  
Technology Replacement Fund  
Human Services Assistance Fund

**A motion was made by Councilor Grim, seconded by Councilor Nault, that this matter be Adopted.**

**The motion carried unanimously**

##### 2017-0101 Computation of Tax Rate for General Fund (FYE 2018)

RESOLUTION COMPUTING A TENTATIVE TAX RATE FOR FYE 2018 TO PAY EXPENSES (APPROPRIATIONS) APPROVED IN THE GENERAL FUND BUDGET AS ADOPTED BY

## THE TOWN COUNCIL

WHEREAS, the Town Council adopted on April 26, 2017 a General Fund Budget providing for expenditures, appropriations or expenses totaling \$119,059,790 and estimated cash revenues exclusive of FYE 2018 current property taxes totaling \$32,923,775 be it

RESOLVED, that a tax rate of 23.34 mills is hereby determined as required by Chapter IX of the Groton Town Charter and based on the following computations.

Total General Fund Appropriations per budget approved by Council: \$119,059,790

Less General Fund cash receipts exclusive of FYE 2018 current property taxes: \$32,923,775

Less the amount to be appropriated from the unassigned fund balance: \$1,033,084

Amount to be raised from property taxes: \$85,102,931

Amount computed as follows:

\$85,102,931 divided by the new assessed valuation (after Board of Assessment adjustments) of \$3,705,520,790 divided by 98.4% collection rate multiplied by 1,000 = 23.34 mill rate.

**A motion was made by Councilor Grim, seconded by Councilor Nault, that this matter be Adopted.**

**The motion carried unanimously**

**2017-0102**

**Computation of Tax Rate for Mumford Cove (FYE 2018)**

RESOLUTION COMPUTING A TENTATIVE TAX RATE FOR FYE 2018 TO PAY EXPENSES (APPROPRIATIONS) APPROVED IN THE MUMFORD COVE SPECIAL TAXING DISTRICT FUND BUDGET AS ADOPTED BY THE TOWN COUNCIL

WHEREAS, the Town Council adopted on April 26, 2017 a Mumford Cove District Fund Budget providing for expenditures, appropriations or expenses totaling \$21,028 and estimate cash revenue exclusive of FYE 2017 current property taxes totaling \$0,

RESOLVED, that a tax rate of 0.34 mills is hereby determined as required by Chapter IX of the Groton Town Charter and based on the following computations:

Total Mumford Cove District Fund appropriations per budget approved by Council: \$21,028

Less estimated amount to be appropriated from unassigned fund balance: \$0.00

Less Cash Receipts exclusive of current property taxes: \$0

Amount to be raised from property taxes: \$21,028

Amount computed as follows:

\$21,028 divided by net assessed valuation of \$62,627,285 (after Board of Assessment adjustments) divided by 99.7% collection rate multiplied by 1,000 = 0.34 mills.

**A motion was made by Councilor Moravsik, seconded by Councilor Nault, that this matter be Adopted.**

**The motion carried unanimously**

**2017-0103**

**Computation of Tax Rate for Groton Sewer District (FYE 2018)**

RESOLUTION COMPUTING A TENTATIVE TAX RATE FOR FYE 2018 TO PAY EXPENSES (APPROPRIATIONS) APPROVED IN THE GROTON SEWER DISTRICT FUND BUDGET AS ADOPTED BY THE TOWN COUNCIL

WHEREAS, the Town Council adopted on April 26, 2017 a Groton Sewer District Fund Budget

providing for expenditures, appropriations or expenses totaling \$834,176 and estimated cash revenue exclusive of FYE 2018 current property taxes totaling \$11,000 be it

RESOLVED, that a tax rate of 0.27 mills is hereby determined as required by Chapter IX of the Groton Town Charter and based on the following computations:

Total Groton Sewer District Fund appropriations per budget approved by Council: \$834,176

Less estimated amount to be appropriated from unassigned fund balance: \$200,000.

Less Cash Receipts exclusive of current property taxes: \$11,000

Amount to be raised from property taxes: \$623,176

Amount computed as follows:

\$623,176 divided by net assessed valuation of \$2,375,069,727 (after Board of Assessment adjustments and excludes motor vehicles) divided by the 98.8% collection rate multiplied by 1,000 = 0.27 mills.

**A motion was made by Councilor Antipas, seconded by Councilor Nault, that this matter be Adopted.**

**The motion carried unanimously**

**2017-0099**

**Information Technology Systems Administrator Job Description**

RESOLUTION APPROVING REVISED JOB DESCRIPTION FOR INFORMATION TECHNOLOGY SYSTEMS ADMINISTRATOR

WHEREAS, the Town's current Information Technology (IT) Systems Administrator has announced that he will leaving the Town of Groton, and

WHEREAS, the IT Systems Administrator is a mission-critical position that should be filled at the earliest possible opportunity, and

WHEREAS, the job description for the IT Systems Administrator has not be updated since 2008, and

WHEREAS, the revisions to the job description have been suggested by the Manager of Information Technology and the Town's information systems consultant that will more accurately describe the position and its duties, now therefore be it

RESOLVED, that the Town Council approves the attached job description for IT Systems Administrator prepared April 2017.

**A motion was made by Councilor Morton, seconded by Councilor Moravsik, that this matter be Adopted.**

**The motion carried unanimously**

**III. ADJOURNMENT**

*Councilor Nault made a motion to adjourn the meeting and Councilor Morton seconded the motion. Mayor Flax called the meeting adjourned at 8:44 p.m.*

*Attest:*

*Betsy Moukawsher  
Groton Town Clerk  
Clerk of the Council*

*se: Nicki Bresnyan, Assistant to the Town Manager*