

TOWN MANAGER'S REPORT

To: Members of the South Windsor Town Council

From: Matthew B. Galligan, Town Manager

Subject: Town Manager's Report for 12/19/16 Town Council Meeting

Date: December 16, 2016

Revaluation

The Council had a few questions regarding the revaluation. The company performing the revaluation in South Windsor is Vision Government Solutions. They were the successful bidder on the RFP. The total cost for this project is \$314,450 and will be spread over a two-year period as it will take that amount of time to complete the project. Vision has sent out information to residents regarding assessment appointments, and Vision employees will have their IDs properly displayed.

Delinquent Sewer Fees

There was a question about the amount of money being paid to constables and outside firms to provide collection services for delinquent sewer fees. Both the constables and collection company are collecting 15% as payment which is the standard rate that is applied under Connecticut General Statutes. I met with the WPCA Chairman, a WPCA member, Superintendent of Pollution Control, Director of Finance, and Collector of Revenue to discuss the standard operating procedures for the collection of delinquent sewer fees. There are approximately 1,100 accounts out of 8,900 that do not pay their fees on time. Out of those 1,100 accounts, there are approximately 200-250 accounts that owe a fee for the current fiscal year.

We are proposing to have the constables collect for the current fiscal year fees which have a 60-day lien. After the 60 days, the fee collection, as well as all prior year liens, will go to the company chosen by the WPCA. This process will start on February 15th. It is my understanding that the new software in the Tax Collector's Office allows for up to 500 warrants to be issued at once. The previous software only allowed for one warrant to be issued at a time. This will hopefully speed up the process, but there will also be a

learning curve, and the office just had a full-time employee retire. I will be discussing this process at length during the Council meeting.

Budget Impacts

Don Gonsalves raised the issue of the impacts on South Windsor of the State of Connecticut's deficit and the State's bond downgrading. I have asked Debbie Reid to put this discussion item on the January 3, 2017 agenda as we are in the midst of preparing for next year's budget. I had a Staff Meeting to review budget requests moving forward knowing that the 2.5% municipal spending cap will be in place along with other revenues that I am concerned about. We will go into more detail on the January 3, 2017 meeting on some areas that we should watch that may have negative impacts on the Town of South Windsor. I will also provide recommendations on the budget for Fiscal Year 2017/2018.

Contingency Items

At the last Town Council meeting, Craig Zimmerman gave a presentation on Kevin's Kourt. I know that the Town Council suggested utilizing the Mini-Matching Grant program for this project. Currently, there is no money in that account. I am asking the Council to approve the transfer of \$10,000 from contingency that will help move this worthwhile project along.

I am also asking for a transfer from contingency of an additional \$5,000 for Wood Memorial Library. They had asked for this amount previously, but I could not guarantee that amount until after the November election revealed the State's fiscal dilemma. At this point, I feel it is appropriate to honor their request for the additional \$5,000.

Elementary Schools Master Plan

I sent to you a copy of the community update on the Elementary Schools Master Plan Phase II. Chairman David Joy will be attending the Monday meeting to discuss the next phase. I prepared the tax impacts so the Superintendent could disperse the information to residents in a timely manner. We will have to put together a schedule as there is a

proposed referendum date for March 2017. We will work with the Town Attorney to ensure we meet the legal aspects of referendum timing. As soon as I meet with the Town Attorney, we will set that schedule for the Council and Board of Education.