

**MADISON DEPARTMENT OF  
POLICE SERVICES  
SPECIAL MEETING – January 31, 2007  
9 CAMPUS DRIVE, MADISON– 4:00 PM**

Attendees: Chairman Emile Geisenheimer, Commissioner David Smith, Commissioner Edward Kritzman, Commissioner Larry Moon; Commissioner Garry Gyenizs, Chief Paul Jakubson

Also Present: Atty. William Clendenen

**CALL TO ORDER**

Chairman Geisenheimer called the special budget meeting to order at 4:05 to discuss and take action on the 2008-2009 Police Department requested budget. At that point he turned the meeting over to Vice Chairman Smith.

Commissioner Smith noted that they have about \$106,000 for additional headcount and anticipate that to be one person, not two. He said he cannot confirm that has been taken care of; that impacts a number of items. Mrs. Burland has taken a look at the budget to date; need some numbers from HR, but he feels the numbers are very close. The take-away message is, this a reasonable budget to present – it may be adjusted by tenths of a percent, but this is a good approximation. Adjustments were made to the holiday account to take into account new officers, new hires, rate of replacements. Also, \$50,000 has been added to Prof/Tech Services for a consultant.

Vice Chair Smith continued, they have met with the boards of selectmen and finance and notified them that some items did not belong in the police budget. As a result, line item Class-OT special duty BOE had been zeroed out but is now back in our budget. We've added that back in, in addition to OT for Beach & Rec and OT for Special Duty that was zeroed out before. One item the boards agreed to zero out was Building Maintenance. Maintenance by Public Works is now zero.

All utility expenses for the police facility are with Public Works, based on Town Engineer Stew MacMillan's best guesstimate.

There is an increase in new uniforms for new hires. He said he took the most recent budget and updated YTD expenses. This is as of today with spending to date.

Projected column is from Lt. Stimpson and is his best guesstimate. Overall, the net budget is at 4.95%, including Animal Control.

Commissioner Smith continued, Dotty Bavin told the Chief that on Friday they could get the run-out; Commissioner Moon asked where is the offset to revenue? Commissioner Kritzman asked for the revenue report column to be projected YTD.

Chief Jakubson said Commissioner Smith has a form for budget projections. We get the same print out that you are reviewing from the town. Revenue is two columns – we can import that into a spreadsheet. Commissioner Kritzman asked if putting this back in was a consequence and at the last minute by the Board of Selectmen? Commissioner Smith replied it is at their request – they assured him when the budget is in the paper that item will be in the overall town budget; we are credited when it is released.

Commissioner Kritzman asked, won't it be a 7.6% reflection for us? Our increase is 4.9%? Commissioner Smith said it could be a little less; this is readjusting to add the zeros back in – they have since been put back in.

Chairman Geisenheimer noted, this issue was raised with the Board of Selectmen and Board of Finance; it is still there - they split the cost and the revenue of management in accounting for a financial perspective.

Commissioner Kritzman suggested, all the Board of Ed has to do is determine the number of events and put that figure into their budget. Chief Jakubson said it is typically under funded on the Board of Ed side. Commissioner Kritzman suggested putting it in writing; it should not artificially inflate our budget at the bottom line. Commissioner Moon added, if the town wants the money in the budget that's fine – we draft the tickets; we are billed for construction expenses. Chief Jakubson answered, we do not receive revenue from any moving violation tickets, to which Chairman Geisenheimer added, under state law all fines from moving violations and summons go to the state; there is a surcharge that comes back to the town.

Chairman Geisenheimer questioned the Board of Ed budget which is understated by the services the police department provides to them. Chief Jakubson said he has no control over that. The revenue for CL & P, AT & T, etc. does not show as revenue; those costs are in the budget but the revenues do not appear.

Commissioner Smith continued, as an outcome of the budget workshop, we have been assured we will receive the revenue. Chairman Geisenheimer agreed but said seeing it is not the same; having it divided means no one is in charge - in the case of the Board of Ed, we don't have any assurance they have adequately budgeted. He said he wants the number to be right and the people who manage it should be responsible for the budget.

Chairman Geisenheimer said we have a budget which, with the possible exception of detailed numbers on wages which you could not get, is reflective of what the Commission has decided to do. At that point he stated he thinks we are in position to entertain a motion to approve the budget, subject to getting precise numbers from Human Resources. Commissioner Smith said he does not believe that impact will be much.

Chairman Geisenheimer concluded, we have an increase in head count to 28; fiscal impact of 27; are adding a provision for consultant services of \$50,000.

**MOTION** by Kritzman, second by Moon to accept the Police Department Requested Budget for FY 2008-2009, subject to the specifications as detailed. All in favor. None opposed. So moved.

**MOTION** by Smith, second by Moon to adjourn the special budget meeting at 4:30 PM. All in favor. None opposed. So moved.

Minutes Accepted: February 14, 2008