Berlin Community & Senior Center

(Sub-Committee Factual Analysis, Assessment & Evaluation thereof)

COMMITTEE MEMBERS

Brenden Luddy-Chair (Deputy Mayor-Town Council)
Donna Bovee-Vice Chair (Chair, Parks & Recreation Commission)
Michael Urrunaga (Town Council)
Tim Grady (Board of Finance)
Barbara Gombotz (Chair, Commission on Aging)
Dave Cyr (Chair, Economic Development Commission)
&
Jennifer Ochoa (Director of Community, Recreation and Park Services
(acting Town Hall liaison to this sub-committee)

Under a $750,000 grant Berlin received in 2018 from the State of Connecticut, and outgoing Democrat Majority Leader Joe Aresimowicz, to specifically study the potential for a new, and/or combined Community and Senior Center, a fact gathering sub-committee was established by the Berlin Town Council on July 20, 2021. This sub-committee was sourced to investigate and research the potential of building a new Community and Senior Center in Berlin. The committee is composed of six members as listed above and their report was delivered to Town Council on April 7, 2022. Enclosed for your review is the culmination of their work and efforts.

We thank all members of this sub-committee for their hard work and efforts on behalf of Berlin, and all its residents.

Sincerely,

Brenden Luddy
Deputy Mayor
Chair, Community & Senior Center Sub-Committee

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The $750,000 Grant:

(a) Description:

The Town secured a grant in the amount of $750,000 from the State of Connecticut to do a comprehensive study and to prepare preliminary design plans for a new Community/Senior Center.

(b) Funds used to date, and purpose (as of 3-3-2022):

Costs	Budget	Actual	Encumbered	Balance	Reimbursed	Receivable
Appraisals	$15,000.00	$0.00	$0.00	$15,000.00	$0.00	$0.00
Engineering/Architectural	$520,000.00	$175,965.30	$169,034.70	$175,000.00	$145,910.02	$30,055.28
Environmental Feasibility	$60,000.00	$0.00	$0.00	$60,000.00	$0.00	$0.00
Contingency	$85,000.00	$0.00	$0.00	$85,000.00	$0.00	$0.00
Consulting Services	$70,000.00	$621.10	$0.00	$69,378.90	$0.00	$621.10
TOTAL	$750,000.00	$176,586.40	$169,034.70	$404,378.90	$145,910.02	$30,676.38
Engineering/Architectural						
QA&M		$175,965.30	$169,034.70		$145,910.02	$30,055.28
Consulting Services						
Commission Secretary		$621.10	$0.00		$0.00	$621.10

(c) Grant dollars spent to date, encumbered, & remaining balance:

--$176,586.40 has been spent to date, and $169,034.70 is encumbered/intended for preparing a Design/Build Package after a voter approved referendum.

--The current remaining balance is $404,378.90. This money was intended to be used for debt issuance costs, marketing, plan revisions (if needed), and administrative costs.

(d) Grant Term:

--Term is 7-15-18 to 6-30-20 (Berlin applied for an extension and the request was approved—Grant now expires 12-31-22)

--Additionally, if funds are still remaining as it gets closer to 12/31/22, the Town can ask for another extension.

Options explored by this sub-committee:

(a) **Berlin** builds & runs a new 72,000 square foot facility as depicted in the conceptual design

(b) **YMCA** builds & runs their own facility

**Note: Please see Page 34h for additional comments on options.

Toured facilities list:

		One adult membership cost	
		resident	non-resident
(a)	Bloomfield Com. & Senior Center (tour 10-12-21): (Alvin & Beatrice Wood Human Services Center) (pay only for specific programs, outdoor pool only)	no fee	no fee
(b)	Mansfield Community Center (tour 10-26-21): (2 pools--25 yard lap pool & therapy pool) (plus $35 join fee)	$401/yr $134/3mos	$432/yr $146/3mos
(c)	Glastonbury Riverfront Com&Senior Ctr (tour 10-26-21): (pay only for specific programs, no pool)	no fee	no fee
(d)	Newtown Com. & Senior Center (tour 10-27-21): (2 pool—6 lane lap pool & therapy pool)	$20/mos	$40/mos
(e)	Branford Com. House & Senior Center (tour 12-1-21): (pay only for specific programs, no pool, Senior Center -$8/yr to join)	no fee	n/a
(f)	Windham Com. & Senior Center (tour 12-9-21): (1 pool—recreation)	$10/mos $50/6mos	$20/mos $60/6mos
(g)	Rocky Hill Senior/Community Center (tour 12-16-21): (pay only for specific programs, no pool)	no fee	$20/yr
(h)	Meriden YMCA (tour 1-14-22): (1 pool--lanes & recreation, plus $36 join fee)	$47/mos	$47/mos
(i)	Hale-Putnam YMCA (tour 1-28-22): (2 pools—lap pool & recreation pool, plus jacuzzi, sauna & steam rooms) (plus $25 join fee)	$64/mos	$64/mos

**Note: Rates above are per one adult. Discounts for youths, seniors, families exist for some facilities.

**Note: Please see Appendix D for Sub-Committee notes from toured facilities

Site selection & analysis (Patterson Way):

(a) Traffic concerns & current congestion on Patterson Way:

--not studied or evaluated

(b) Lower Lane access road (possible now, or in the future):

--As depicted in the 72,000 square foot conceptual design the architect estimated a total cost of $37,000,000 which does not include the cost to build this access road. In addition, the land for the proposed Lower Lane access road is not owned by the Town of Berlin, but by a private person. Discussions as to whether the owners are even interested in selling, and the actual purchase price, have not been discussed, evaluated, or pursued (see Pg 9 Site Plan).

(c) 10.84 acres (7.81 & 3.03) of land owned by Berlin and use by YMCA:

--not studied or evaluated, but;

1) Possible 50-99 year lease, at $1.00 per year

2) Sale of land to YMCA

(d) Cost & value of land:

--Berlin purchased & assembled four parcels of land on Patterson Way

(a) Two parcels from Cieniewicz on 8-29-03 for $630,000 (see V51/P528)

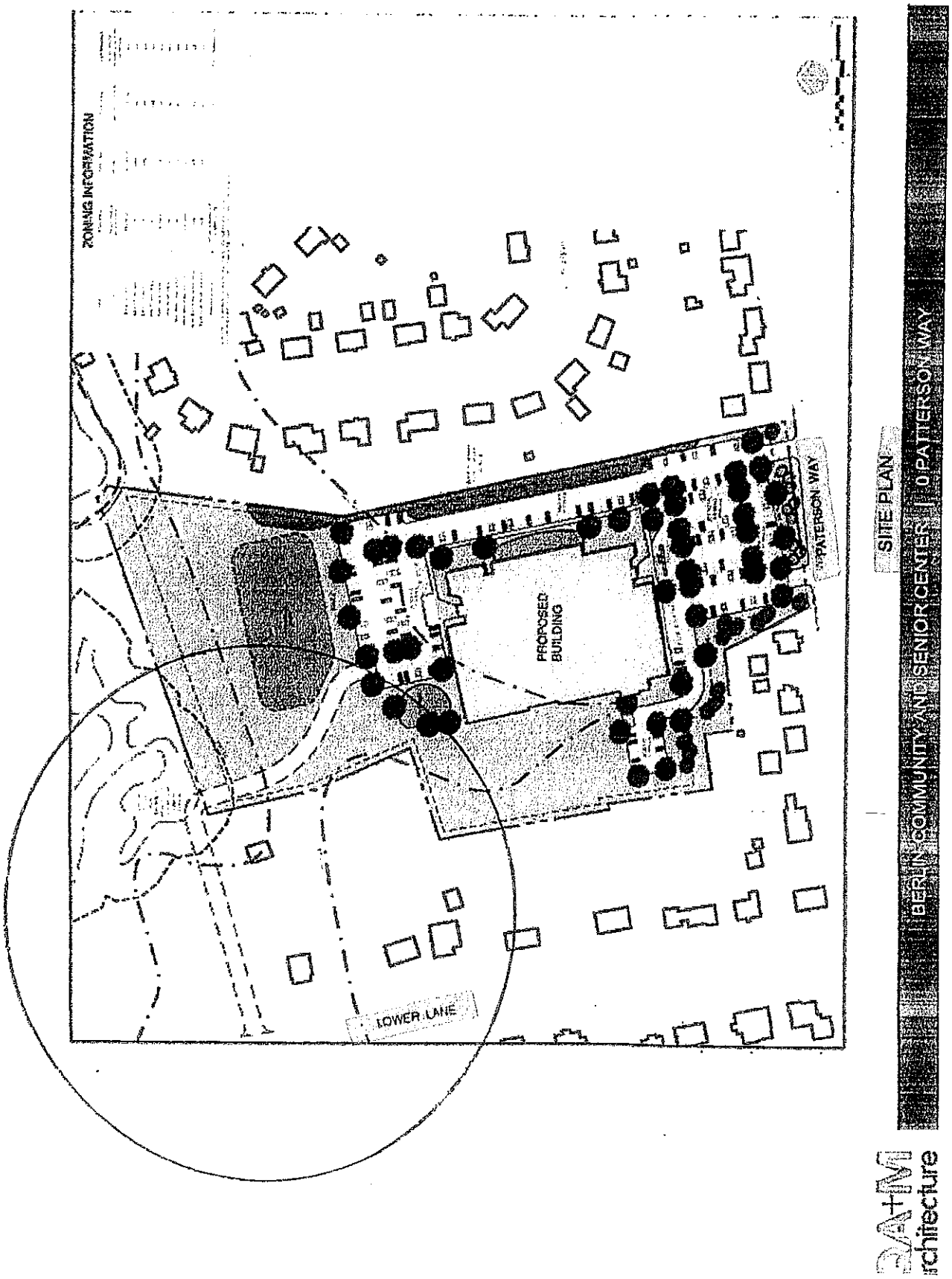
(b) One parcel from Dao on 5-2-08 for $35,000 (V603/P002-0003)

(c) One parcel from Forsyth on 11-7-08 for $35,000 (V610/P518-519

(d) **Total cost that Berlin spent for all four parcels above was $700,000**

Site selection & analysis (Patterson Way):

(a) Site Plan showing Lower Lane access road:



Senior Center Usage Numbers-current:

Berlin Senior Center Data
As of March 28, 2022

The Berlin Senior Center is for individuals 60 years of age or older and is open approx. 260 days per year, 5 days per week from 8:30 am - 4 pm. Per the latest census, Berlin's population is 20,460 and 29.4% of the population is 60 yrs. or older (6,022 indiviuals). It is expected that the senior population will grow in the foreseeable future, given the aging baby boomer population. Seniors are living longer and are more physically and socially active than ever before. As from the table below, the Senior Center membership has grown dramatically (2.1 times since 2017) with currently 919 members or 15% of the town's senior population. This growth rate can be tied to the amount of outreach that happened during the pandemic by the Senior Center. New ways of communication were introduced and more virtual programs were offered. The table below provides statistical information from the Senior Center's badge system. Key points are summarized below the table.

Year		A Berlin Senior Population 60+(1)	B Berlin Senior Center Members	C=B/A Members as a % of Senior Population	D Active Members	E=D/B % of Members that are Active	F Annual Participation by Active Members	G=F/D Avg. Activities Per Active Member Per Year
2017		6,022	441	7%	441	100%	12,998	29
2018		6,022	482	8%	456	95%	12,910	28
2019		6,022	596	10%	471	79%	12,583	27
	Pre-Pandemic Averages		506	8%	456	90%	12,830	28
2020	*COVID Pandemic*	6,022	639	11%	491	77%	2,957	6
2021	*COVID Pandemic*	6,022	846	14%	492	58%	7,961	16
	Members as of 3/28/22		**919**	**15%**				

Key Facts: ***Even in the last two years of the COVID Pandemic with the Senior Center closed a good portion of the years and not running all programs:***

1. 58% of the membership visited the Senior Center (active member) in 2021; pre pandemic was 90%
2. Active members participated and visited the center 16 days in 2021; pre-pandemic was 28 days
3. 15% of the senior population in Berlin are members of the Berlin Senior Center
4. Per the Berlin Director of Senior Services, towns with newer Senior & Community facilities have usually doubled active memberships with expanded program offerings meeting the needs of the growing physical and socially active seniors.

(1) Source: US Census 2020; applied to all years; not expected to have been significantly different

Community Center Usage Numbers--current:

COMMUNITY CENTER USAGE STATISTICS

Total number of visits

2017		
	Activity Room	1,491
	Exercise Room	9,354
	Groups & Classes	13,640
TOTAL		24,485

2018		
	Activity Room	1,119
	Exercise Room	8,318
	Groups & Classes	11,470
TOTAL		20,907

2019	Activity Room	1,296
	Exercise Room	7,400
	Groups & Classes	10,645
TOTAL		19,341

2020	Activity Room	278
	Exercise Room	1,976
	Groups & Classes	2,388
TOTAL		4,642

*Closed April to December COVID

2021	Activity Room	263
	Exercise Room	1,027
	Groups & Classes	4,208
TOTAL		5,498

*Closed January to September COVID

*These numbers are calculated by the number of people in the room based on an attendance sheet. The same person may be counted more than once.

Financials:

(a) Projected cost to build **Berlin's** new 72,000 square foot facility:

--Projected cost varies depending on many factors and is estimated to be between $36-44 million

(b) Projected annual operating costs to run **Berlin's** 72,000 square foot facility:

--Projected annual operating costs based on Town Staff calculations and analysis (see Page 13)

Note: For comparison, please see **Appendix E---Financial information provided to this Sub-Committee from toured & existing facilities

(c) Projected FFE (Furniture, Fixtures, Equipment), expenses and start-ups costs for Berlin's new 72,000 square foot facility based on Town Hall staff analysis (see Page 14)

(d) Projected ways **Berlin** pays the annual operating costs to run Berlin's new 72,000 square foot facility:

--Increase in property taxes & mil rate increase
--Annual bonding
--Fundraising & donations--public and private
--Membership fees to join and use the new facility
--Or, a combination thereof

Financials:

(a) Projected annual operating budget for Berlin's new 72,000 square foot facility based on Town Hall staff analysis of costs and expenses:

PROJECTED ANNUAL OPERATING COSTS

ADDITIONAL STAFFING			Salary	Budget Amount
Facility Manager	Full-Time (for entire building)	Professional	$80,000	$122,000
Aquatics Director	Difference in hiring FT Mid Manager B to replace summer part time		$72,500	$104,525
Lifeguards/WSI Instructors	Part-Time	Non-Union	Addtl. of current budget	$41,852
Recreation Supervisor	Full-Time	Mid Manager Union B	$72,500	$113,375
Program Coordinator	Full-Time/Shared Position	White Collar Union	$58,076	$96,787
Adminstrative Secretary (Senior Center)	Part-Time	Non-Union	$11,310	$11,310
Community Center Supervisor	Part-Time (for when depts are closed)	Non-Union	Addtl. of current budget	$7,042
Additional Parks and Grounds Staff	Full-Time	Blue Collar Union	$52,271	$90,112
Additional Facilities Staff (Custodians X 4)	Full-Time	Blue Collar Union	$182,624	$330,020
Additional Facilities Staff (Trades X2)	Full-Time	Blue Collar Union	$111,822	$188,596
Parks and Recreation				
Maintenance	Exercise Room Equipment		10% increase	$275
Pool Supplies			20% increase	$1,180
Training	Line Item includes lifeguard training		10% increase	$286
Senior Services				
Operating Materials			50% increase	$1,000
Programs and Activities			50% increase	$1,000
Bank Fees				$25,000
Pool				
Pool Maintenance (once a week maintenance)				$6,000
Pool Contractual Services (repairs)				$10,000
Utilities/Maintenance/Facilities				
Water	Based on estimate from QA&M given Newtown expenses			$40,000
Electricity	Based on estimate from QA&M given Newtown expenses			$195,000
Natual Gas	Based on estimate from QA&M given Newtown expenses			$80,000
Facilities Infrastructure (Custodial equipment, materials, supplies)				$150,000
	New additional operating costs for 72,000 square foot Community & Senior Center			**$1,615,360**
	Current annual operational budgets (Parks & Recreation, Senior Center, Social & Youth Services			**$1,358,068**
	Projected Total Annual Operational Costs			**$2,973,428**

Please note that the above calculations assume operating hours of:

Monday-Friday: 6am-10pm **Saturday & Sunday:** 7am-5pm

Financials:

(a) Projected FFE (Furniture, Fixtures, Equipment) expenses, & startup costs for new 72,000 square foot facility based on Town Hall staff analysis of costs & expenses:

:TART UP ESTIMATED COSTS (in addition to the FFE in QA&M budget)

Tables, Chairs, Smart Boards, Projectors, Storage Cabinets, Furniture, File Cabinets, Carts, Televisions			$50,000
For Gymnasium			
Bleachers	includes installation		$36,000
Scorebaord	Includes installation		$8,500
Volleyball Stanchions with Nets	quantity: 2		$14,000
Pickleball Nets and Posts	quantity: 4		$3,000
Mats for the Gym			$9,000
For Pool Area			
Timing System			$4,400
Starting System			$1,275
Timing Cable Harness			$800
Touchpads			$9,000
Timing Buttons			$1,000
Touchpad Storage Caddy			$1,600
Lifeguard Chairs		$650 - $3,000	$10,000
Bleachers		$575 - $3,500	$7,000
Lifesaving Equipment	Shepherd's Crooks, Ring Buoys, Rescue Tubes, Backboards, AED		$5,500
Swim Lesson Equipment	Dive sticks, kick boards, life vests, etc.		$5,000
Portable Storage Carts		$240 - $3,000	$5,000
Lane Lines			$4,950
Lane Line Storage			$2,200
Backstroke Flags Stanchions			$1,300
Backstroke Flags			$100
For the Exercise Room			
To outfit room	Number based on Rocky Hill cost to outfit 588 square foot room & buying new equipment		$150,000
For the Café in Reception Area			
Refridgerator			$1,500
For Kitchen			
Small appliances, not inlc. in Tom's estimate			$3,300
For Outdoor Patio			
Furniture, Outdoor Umbrellas			$10,000
For Health Room (Senior Center)			
Specialty Furniture and Equipment			$1,500
For a Game Room			
To Outfit Room			$10,000
For Food Pantry			
Shelving/Portable Carts			$1,600
Facilities Vehicles (custodial and trade)	$50,000 per trades person		$100,000
Facilities Infrastructue (custodial equipment, materials, supplies)			$75,000
			$532,525
	QA&M budgeted amount for FFE		**$150,000**
	TOTAL		**$682,525**

Bonding:

(a) Best practices bonding levels as per Wall Street rating agencies:

--3-5% (maximum), of annual town budget
--Berlin current bonding/debt level is $81,456,013 as of 4-1-22 which under Best Practices should be no more than $41,000,000. At the end of FY2017 Berlin bonded debt was at a high of $107,729,736., which includes the energy lease but excludes the unfunded DB pension liability.
--Under the Best Practices formula, the current Berlin bonded debt percentage **is 8.0% versus the 3-5% range** advocated under Best Practices by rating agencies

(b) Bonding costs, and mil rate increase for 72,000 square foot project:

--$36,000,000 @10-15-20 year charts & resulting mil rate increase (see Pg 16)

--$40,000,000 @10-15-20 year charts & resulting mil rate increase (see Pg 17)

--$44,000,000 @10-15-20 year charts & resulting mil rate increase (see Pg 18)

(c) Dates and timelines for bonding & referendum for (b) above (see Pg 19):

(d) Other upcoming bonding projects on the horizon for Berlin (see Pg 20):

(e) Per capita bonding level FY2019 of 22 towns in Central Connecticut (see Pg 21):

(f) Berlin bond rating impact from (b) above (see Pg 22):

Bonding: $36million bond chart @ 10-15-20 year increments with mil rate impact:

Town of Berlin
Projected Mill Rate Impact of Community/Senior Center
March 2022

KEY ASSUMPTIONS	
Projected total cost	$36,000,000
Value of mill	2,348,139

* Projected mil rate displayed only considers additional debt service from the Community/Senior Center project. Any other debt service payments and operational changes are not included in the mil rate displayed.

10-YEAR DEBT SCHEDULE

10 4.0%	Principal	Interest	Total Debt Service	Mil Rate Impact	Incremental Tax Impact $280,000 Home *70% of value*	 $450,000 home *70% of value*
0		$1,440,000	$1,440,000	0.61	$120.20	$193.17
1	$3,600,000	$1,296,000	$4,896,000	2.09	$408.67	$656.79
2	$3,600,000	$1,152,000	$4,752,000	2.02	$396.65	$637.48
3	$3,600,000	$1,008,000	$4,608,000	1.96	$384.63	$618.16
4	$3,600,000	$864,000	$4,464,000	1.90	$372.61	$598.84
5	$3,600,000	$720,000	$4,320,000	1.84	$360.59	$579.52
6	$3,600,000	$576,000	$4,176,000	1.78	$348.57	$560.21
7	$3,600,000	$432,000	$4,032,000	1.72	$336.55	$540.89
8	$3,600,000	$288,000	$3,888,000	1.66	$324.53	$521.57
9	$3,600,000	$144,000	$3,744,000	1.59	$312.51	$502.25
10	$3,600,000	$0	$3,600,000	1.53	$300.49	$482.94
	$36,000,000	$7,920,000	$43,920,000			

15-YEAR DEBT SCHEDULE

15 5.0%	Principal	Interest	Total Debt Service	Mil Rate Impact		
0		$1,800,000	$1,800,000	0.77	$150.25	$241.47
1	$2,400,000	$1,680,000	$4,080,000	1.74	$340.56	$547.33
2	$2,400,000	$1,680,000	$4,080,000	1.74	$340.56	$547.33
3	$2,400,000	$1,560,000	$3,960,000	1.69	$330.54	$531.23
4	$2,400,000	$1,440,000	$3,840,000	1.64	$320.53	$515.13
5	$2,400,000	$1,320,000	$3,720,000	1.58	$310.51	$499.03
6	$2,400,000	$1,200,000	$3,600,000	1.53	$300.49	$482.94
7	$2,400,000	$1,080,000	$3,480,000	1.48	$290.48	$466.84
8	$2,400,000	$960,000	$3,360,000	1.43	$280.46	$450.74
9	$2,400,000	$840,000	$3,240,000	1.38	$270.44	$434.64
10	$2,400,000	$720,000	$3,120,000	1.33	$260.43	$418.54
11	$2,400,000	$600,000	$3,000,000	1.28	$250.41	$402.45
12	$2,400,000	$480,000	$2,880,000	1.23	$240.39	$386.35
13	$2,400,000	$360,000	$2,760,000	1.18	$230.38	$370.25
14	$2,400,000	$240,000	$2,640,000	1.12	$220.36	$354.15
15	$2,400,000	$0	$2,400,000	1.02	$200.33	$321.96
	$36,000,000	$15,960,000	$51,960,000			

20-YEAR DEBT SCHEDULE

20 6.0%	Principal	Interest	Total Debt Service	Mil Rate Impact		
0		$1,800,000	$1,800,000	0.77	$150.25	$241.47
1	$1,800,000	$2,052,000	$3,852,000	1.64	$321.53	$516.74
2	$1,800,000	$1,944,000	$3,744,000	1.59	$312.51	$502.25
3	$1,800,000	$1,836,000	$3,636,000	1.55	$303.50	$487.76
4	$1,800,000	$1,728,000	$3,528,000	1.50	$294.48	$473.28
5	$1,800,000	$1,620,000	$3,420,000	1.46	$285.47	$458.79
6	$1,800,000	$1,512,000	$3,312,000	1.41	$276.45	$444.30
7	$1,800,000	$1,404,000	$3,204,000	1.36	$267.44	$429.81
8	$1,800,000	$1,296,000	$3,096,000	1.32	$258.42	$415.32
9	$1,800,000	$1,188,000	$2,988,000	1.27	$249.41	$400.84
10	$1,800,000	$1,080,000	$2,880,000	1.23	$240.39	$386.35
11	$1,800,000	$972,000	$2,772,000	1.18	$231.38	$371.86
12	$1,800,000	$864,000	$2,664,000	1.13	$222.37	$357.37
13	$1,800,000	$756,000	$2,556,000	1.09	$213.35	$342.88
14	$1,800,000	$648,000	$2,448,000	1.04	$204.34	$328.40
15	$1,800,000	$540,000	$2,340,000	1.00	$195.32	$313.91
16	$1,800,000	$432,000	$2,232,000	0.95	$186.31	$299.42
17	$1,800,000	$324,000	$2,124,000	0.90	$177.29	$284.93
18	$1,800,000	$216,000	$2,016,000	0.86	$168.28	$270.44
19	$1,800,000	$108,000	$1,908,000	0.81	$159.26	$255.96
20	$1,800,000	$0	$1,800,000	0.77	$150.25	$241.47
	$36,000,000	$22,320,000	$58,320,000			

Bonding: $40million bond chart @ 10-15-20 year increments with mil rate impact:

Town of Berlin
Projected Mill Rate Impact of Community/Senior Center
March 2022

KEY ASSUMPTIONS	
Projected total cost	$40,000,000
Value of mill	2,348,139

* Projected mil rate displayed only considers additional debt service from the Community/Senior Center project. Any other debt service payments and operational changes are not included in the mil rate displayed.

10-YEAR DEBT SCHEDULE

10 4.0%	Principal	Interest	Total Debt Service	Mil Rate Impact	Incremental Tax Impact $280,000 Home *70% of value*	 $450,000 home *70% of value*
0		$1,600,000	$1,600,000	0.68	$133.55	$214.64
1	$4,000,000	$1,440,000	$5,440,000	2.32	$454.08	$729.77
2	$4,000,000	$1,280,000	$5,280,000	2.25	$440.72	$708.31
3	$4,000,000	$1,120,000	$5,120,000	2.18	$427.37	$686.84
4	$4,000,000	$960,000	$4,960,000	2.11	$414.01	$665.38
5	$4,000,000	$800,000	$4,800,000	2.04	$400.66	$643.91
6	$4,000,000	$640,000	$4,640,000	1.98	$387.30	$622.45
7	$4,000,000	$480,000	$4,480,000	1.91	$373.95	$600.99
8	$4,000,000	$320,000	$4,320,000	1.84	$360.59	$579.52
9	$4,000,000	$160,000	$4,160,000	1.77	$347.24	$558.06
10	$4,000,000	$0	$4,000,000	1.70	$333.88	$536.60
	$40,000,000	$8,800,000	$48,800,000			

15-YEAR DEBT SCHEDULE

15 5.0%	Principal	Interest	Total Debt Service	Mil Rate Impact		
0		$2,000,000	$2,000,000	0.85	$166.94	$268.30
1	$2,666,667	$1,866,667	$4,533,333	1.93	$378.40	$608.14
2	$2,666,667	$1,866,667	$4,533,333	1.93	$378.40	$608.14
3	$2,666,667	$1,733,333	$4,400,000	1.87	$367.27	$590.25
4	$2,666,667	$1,600,000	$4,266,667	1.82	$356.14	$572.37
5	$2,666,667	$1,466,667	$4,133,333	1.76	$345.01	$554.48
6	$2,666,667	$1,333,333	$4,000,000	1.70	$333.88	$536.60
7	$2,666,667	$1,200,000	$3,866,667	1.65	$322.75	$518.71
8	$2,666,667	$1,066,667	$3,733,333	1.59	$311.62	$500.82
9	$2,666,667	$933,333	$3,600,000	1.53	$300.49	$482.94
10	$2,666,667	$800,000	$3,466,667	1.48	$289.36	$465.05
11	$2,666,667	$666,667	$3,333,333	1.42	$278.23	$447.16
12	$2,666,667	$533,333	$3,200,000	1.36	$267.11	$429.28
13	$2,666,667	$400,000	$3,066,667	1.31	$255.98	$411.39
14	$2,666,667	$266,667	$2,933,333	1.25	$244.85	$393.50
15	$2,666,667	$0	$2,666,667	1.14	$222.59	$357.73
	$40,000,000	$17,733,333	$57,733,333			

20-YEAR DEBT SCHEDULE

20 6.0%	Principal	Interest	Total Debt Service	Mil Rate Impact		
0		$2,000,000	$2,000,000	0.85	$166.94	$268.30
1	$2,000,000	$2,280,000	$4,280,000	1.82	$357.25	$574.16
2	$2,000,000	$2,160,000	$4,160,000	1.77	$347.24	$558.06
3	$2,000,000	$2,040,000	$4,040,000	1.72	$337.22	$541.96
4	$2,000,000	$1,920,000	$3,920,000	1.67	$327.20	$525.86
5	$2,000,000	$1,800,000	$3,800,000	1.62	$317.19	$509.77
6	$2,000,000	$1,680,000	$3,680,000	1.57	$307.17	$493.67
7	$2,000,000	$1,560,000	$3,560,000	1.52	$297.15	$477.57
8	$2,000,000	$1,440,000	$3,440,000	1.46	$287.14	$461.47
9	$2,000,000	$1,320,000	$3,320,000	1.41	$277.12	$445.37
10	$2,000,000	$1,200,000	$3,200,000	1.36	$267.11	$429.28
11	$2,000,000	$1,080,000	$3,080,000	1.31	$257.09	$413.18
12	$2,000,000	$960,000	$2,960,000	1.26	$247.07	$397.08
13	$2,000,000	$840,000	$2,840,000	1.21	$237.06	$380.98
14	$2,000,000	$720,000	$2,720,000	1.16	$227.04	$364.88
15	$2,000,000	$600,000	$2,600,000	1.11	$217.02	$348.79
16	$2,000,000	$480,000	$2,480,000	1.06	$207.01	$332.69
17	$2,000,000	$360,000	$2,360,000	1.01	$196.99	$316.59
18	$2,000,000	$240,000	$2,240,000	0.95	$186.97	$300.49
19	$2,000,000	$120,000	$2,120,000	0.90	$176.96	$284.40
20	$2,000,000	$0	$2,000,000	0.85	$166.94	$268.30
	$40,000,000	$24,800,000	$64,800,000			

Bonding: $44million bond chart @ 10-15-20 year increments with mil rate impact:

Town of Berlin
Projected Mill Rate Impact of Community/Senior Center
March 2022

KEY ASSUMPTIONS

Projected total cost	$44,000,000
Value of mill	2,348,139

* Projected mil rate displayed only considers additional debt service from the Community/Senior Center project. Any other debt service payments and operational changes are not included in the mil rate displayed.

10-YEAR DEBT SCHEDULE

10 4.0%	Principal	Interest	Total Debt Service	Mil Rate Impact	Incremental Tax Impact $280,000 Home *70% of value*	 $450,000 home *70% of value*
0		$1,760,000	$1,760,000	0.75	$146.91	$236.10
1	$4,400,000	$1,584,000	$5,984,000	2.55	$499.49	$802.75
2	$4,400,000	$1,408,000	$5,808,000	2.47	$484.80	$779.14
3	$4,400,000	$1,232,000	$5,632,000	2.40	$470.11	$755.53
4	$4,400,000	$1,056,000	$5,456,000	2.32	$455.41	$731.92
5	$4,400,000	$880,000	$5,280,000	2.25	$440.72	$708.31
6	$4,400,000	$704,000	$5,104,000	2.17	$426.03	$684.70
7	$4,400,000	$528,000	$4,928,000	2.10	$411.34	$661.09
8	$4,400,000	$352,000	$4,752,000	2.02	$396.65	$637.48
9	$4,400,000	$176,000	$4,576,000	1.95	$381.96	$613.86
10	$4,400,000	$0	$4,400,000	1.87	$367.27	$590.25
	$44,000,000	$9,680,000	$53,680,000			

15-YEAR DEBT SCHEDULE

15 5.0%	Principal	Interest	Total Debt Service	Mil Rate Impact		
0		$2,200,000	$2,200,000	0.94	$183.63	$295.13
1	$2,933,333	$2,053,333	$4,986,667	2.12	$416.24	$668.96
2	$2,933,333	$2,053,333	$4,986,667	2.12	$416.24	$668.96
3	$2,933,333	$1,906,667	$4,840,000	2.06	$404.00	$649.28
4	$2,933,333	$1,760,000	$4,693,333	2.00	$391.75	$629.60
5	$2,933,333	$1,613,333	$4,546,667	1.94	$379.51	$609.93
6	$2,933,333	$1,466,667	$4,400,000	1.87	$367.27	$590.25
7	$2,933,333	$1,320,000	$4,253,333	1.81	$355.03	$570.58
8	$2,933,333	$1,173,333	$4,106,667	1.75	$342.78	$550.90
9	$2,933,333	$1,026,667	$3,960,000	1.69	$330.54	$531.23
10	$2,933,333	$880,000	$3,813,333	1.62	$318.30	$511.55
11	$2,933,333	$733,333	$3,666,667	1.56	$306.06	$491.88
12	$2,933,333	$586,667	$3,520,000	1.50	$293.82	$472.20
13	$2,933,333	$440,000	$3,373,333	1.44	$281.57	$452.53
14	$2,933,333	$293,333	$3,226,667	1.37	$269.33	$432.85
15	$2,933,333	$0	$2,933,333	1.25	$244.85	$393.50
	$44,000,000	$19,506,667	$63,506,667			

20-YEAR DEBT SCHEDULE

20 6.0%	Principal	Interest	Total Debt Service	Mil Rate Impact		
0		$2,200,000	$2,200,000	0.94	$183.63	$295.13
1	$2,200,000	$2,508,000	$4,708,000	2.00	$392.98	$631.57
2	$2,200,000	$2,376,000	$4,576,000	1.95	$381.96	$613.86
3	$2,200,000	$2,244,000	$4,444,000	1.89	$370.94	$596.16
4	$2,200,000	$2,112,000	$4,312,000	1.84	$359.92	$578.45
5	$2,200,000	$1,980,000	$4,180,000	1.78	$348.91	$560.74
6	$2,200,000	$1,848,000	$4,048,000	1.72	$337.89	$543.03
7	$2,200,000	$1,716,000	$3,916,000	1.67	$326.87	$525.33
8	$2,200,000	$1,584,000	$3,784,000	1.61	$315.85	$507.62
9	$2,200,000	$1,452,000	$3,652,000	1.56	$304.83	$489.91
10	$2,200,000	$1,320,000	$3,520,000	1.50	$293.82	$472.20
11	$2,200,000	$1,188,000	$3,388,000	1.44	$282.80	$454.50
12	$2,200,000	$1,056,000	$3,256,000	1.39	$271.78	$436.79
13	$2,200,000	$924,000	$3,124,000	1.33	$260.76	$419.08
14	$2,200,000	$792,000	$2,992,000	1.27	$249.74	$401.37
15	$2,200,000	$660,000	$2,860,000	1.22	$238.73	$383.67
16	$2,200,000	$528,000	$2,728,000	1.16	$227.71	$365.96
17	$2,200,000	$396,000	$2,596,000	1.11	$216.69	$348.25
18	$2,200,000	$264,000	$2,464,000	1.05	$205.67	$330.54
19	$2,200,000	$132,000	$2,332,000	0.99	$194.65	$312.83
20	$2,200,000	$0	$2,200,000	0.94	$183.63	$295.13
	$44,000,000	$27,280,000	$71,280,000			

Bonding:

(a) Suggested dates for Community/Senior Center bonding & referendum:
(per Finance Director Kevin Delaney)

May 17 Town Council Meeting to set the Public Hearing and authorized the preparation of bond documents

June 7 Town Council Public Hearing

June 21 Town Council adopts the ordinance

July 12 Board of Finance approves the ordinance

July 26 Town Council sends the ordinance to referendum and approves the question for the ballot

Note: Town Council will also meet September 6th and September 20th

Note: Board of Finance will also meet August 12th and September 13th

Bonding: Other proposed bonding—Next 10 years:

Town of Berlin
Other Proposed Bonding - Next 10 years
February 2022

	FY24	FY25	FY26	FY27	FY28+
Existing					
Town Hall Roof		$1,200,000			
Library Roof	$1,200,000				
Library/CC Chiller Replacement			$2,100,000		
Fire Vehicles	$850,000				$3,200,000
Rescue Trucks					$1,000,000
Paper Goods Pond Dam			$450,000		
Pool Building - Percival			$750,000		
Pool Building - East Berlin				$750,000	
Replace Turf @ Scalise					$1,000,000
Senior Center Roof				$750,000	
HVAC - Griswold/Hubbard	$5,000,000				
HVAC - Griswold/Hubbard		$5,000,000			
Boiler - Hubbard			$500,000	$500,000	
Boiler - Willard			$500,000	$500,000	
Boiler - Griswold			$500,000	$500,000	
Window Replacement - McGee				$2,100,000	
Window Replacement - Willard					$1,500,000
Window Replacement - Hubbard					$1,200,000
Window Replacement - Griswold					$1,300,000
TOTAL EXISTING	$7,050,000	$6,200,000	$4,800,000	$5,100,000	$9,200,000
Existing bond principal payments	$6,360,000	$6,385,000	$6,110,000	$4,445,000	
Comply with borrowing strategy?	N	Y	Y	N	
Potential New					
Police Station Renovations	$5,000,000				
Community/Senior Center	$18,000,000	$18,000,000			
Clubhouse @ Timberlin					
TOTAL POTENTIAL NEW	$23,000,000	$18,000,000	$0	$0	$0
GRAND TOTAL	$30,050,000	$24,200,000	$4,800,000	$5,100,000	$9,200,000

Note: There is now a current discussion of a Police Department remodel and some of the ARPA funds identified for the HVAC system are proposed to offset the mill rate in FY23 ($300k).

Bonding:

(a) Per capita bonding rates Central CT (22 towns per CT OPM office—FY2019):

Rank (high to low)	**Town**	**Per capita debt**
1	Hartford	$4,475.62
2	New Britain	$4,126.05
3	Berlin	$3,835.71
4	Cheshire	$3,549.63
5	Farmington	$2,742.88
6	Southington	$2,498.68
7	Rocky Hill	$2,386.40
8	Middletown	$2,332.70
9	Meriden	$2,307.86
10	Wolcott	$2,289.05
11	Plainville	$2,245.88
12	West Hartford	$2,218.30
13	Wethersfield	$2,067.43
14	Portland	$1,892.78
15	Cromwell	$1,776.81
16	Bristol	$1,585.67
17	Glastonbury	$1,531.58
18	Avon	$1,076.19
19	Wallingford	$915.72
20	Newington	$442.96
21	Middlefield	$203.31
22	Durham	$5.82

Note: In addition, when you use the Regional Planning Authority (RPA) Identifier that the OPM uses for 38 towns in the "**Capital Region—CRCOG**", which Berlin falls into, Berlin ranks 3rd highest out of the 38 towns in the "**Capital Region**" area with respect to per capita debt. Also, when Berlin is compared to **all 169 towns in CT**, they rank 15th highest with respect to per capita debt. To see the list of per capita bonded debt for all 169 CT towns go to Appendix F.

Bonding:

(a) Bond rating downgrade potential if Berlin bonds $36-44 million for new Senior/Community Center: (Information per Finance Director Kevin Delaney)

--In isolation, all of the borrowing levels result in a 0% increase in the likelihood of a bond rating downgrade. The fundamental question for the rating agency reports is whether the Town of Berlin is willing to adjust finances (raise taxes and/or cut expenses) to fund the increased debt service. Rating agency reports are assessing the likelihood that an entity will make its required payments. Buyers of bonds use this to apply a risk premium. As long as the Town has the ability (and it does) and willingness to increase taxes to service the debt, then the rating agency will continue to rate Berlin high.

--The committee should be careful not to draw (or infer) a direct line Between borrowing $40 million and a rating downgrade. As long as the taxpayers agree to increase the mill rate/grow the grand list (net of abatements), to fund the project and the related operating cost increases, then the rating agencies are likely not to look unfavorably on the project. The risk is approving the project without the intent to fund the debt service costs.

--Probability of down grade on Bond Rating, as a percentage:

--For a $36,000,000 project: 00%

--For a $40,000,000 project: 00%

--For a $44,000,000 project: 00%

The YMCA Option:

(Comments below from Meriden YMCA Director John Benigni 2-24-22 presentation)

(a) Our biggest program at the Meriden YMCA is daycare, and I suspect the same in Berlin.

(b) The earliest and most optimistic date to have a shovel in the ground for a new Berlin YMCA project is 1 ½ years.

(c) A new YMCA in Berlin will not be a replacement to the existing Berlin Senior Center, but will act as a supplement to it.

(d) A new Berlin YMCA would be part of a three YMCA consortium (Meriden, New Britain, Berlin). Operating funds and revenues from Berlin could be taken and used to fund Meriden or New Britain YMCA operations if needed, and funds from Meriden & New Britain YMCA's could be used to support the Berlin YMCA if needed.

(e) We would like to have playing fields, a running track, and a playscape area at a new Berlin YMCA, and we may also move the Willard School Summer Camp there.

(f) The Meriden & New Britain YMCA's will remain open and functioning even if we build a new YMCA in Berlin.

(g) A feasibility study could take up to one year to complete, but a short-term study of 4-5 months would know if Berlin can support a YMCA.

(h) A new YMCA will not meet the Statement of Needs.

(i) Please see Appendix G for responses to questions submitted to Meriden YMCA Director John Benigni.

Financials (for new YMCA facility):

(a) Projected cost to build **YMCA** facility:

--Entire cost bore by YMCA

(b) Projected annual operating costs to run **YMCA**:

--Entire operating budget bore by YMCA

(c) Land use on Patterson Way by **YMCA**:

--See Page 8c

(d) Possible financial assistance from the Town of Berlin is not yet determined

(e) Any excess fundraising including grants would remain with the Berlin YMCA facility and not be used for other YMCA's

Fund raising & grants:

(a) New 72,000 square foot **Town of Berlin** owned & run facility:

-- State of CT grants: For the most part, none are available for consideration until you have a referendum approved project

--Federal grants: For the most part, none are available for consideration until you have a referendum approved project

--Private grants: For the most part, none are available for consideration until you have a referendum approved project

--Fundraising & Donations: Berlin can attempt this on their own, or hire professional fundraising consultants

(b) **YMCA** facility:

-- State of Connecticut grants:

--YMCA handles and applies themselves as and when they see fit.

--Federal grants:

-- YMCA handles and applies themselves as and when they see fit.

--Private grants:

-- YMCA handles and applies themselves as and when they see fit.

--Fundraising & Donations:

-- YMCA handles as and when they see fit.

Central CT facilities with pools:

	Annual membership cost	
	individual	family
(a) Hospital for Special Care New Britain, CT:	$37/mos	$47/mos
(2150 Corbin Ave New Britain—5.4 miles)	($35/join fee)	($35/join fee)
--Pool #1-Fitness/Lap Pool, 60' x 45'		
--Pool #2-Recreation pool, 43' x 45' (no sauna, no hot tub)		
(b) LA Fitness Newington, CT:	$34/mos	$68/mos
(3563 Berlin Tnpk Newington—3.4 miles)	($99/join fee)	($99/join fee)
--Pool #1-Lap Pool, 4 lanes @ 25 yards (yes sauna, yes hot tub)		
(c) Cornerstone Aquatics Center: (non-resident rates)	$63/mos	$78/mos
(55 Buena Vista Rd. West Hartford—10.9 miles)	(no join fee)	(no join fee)
--Pool #1-Lap Pool, 11 lanes @ 25 yards		
--Pool #2-Recreation Pool, 3 lanes + open space (no sauna, yes hot tub)		
(e) New Britain YMCA:	$52/mos	$72/mos
(50 High St. New Britain—4.7 miles)	($36/join fee)	($36/join fee)
--Pool #1-one pool & one hot tub (no sauna)		
(f) Meriden YMCA:	$47/mos	$69/mos
(110 West Main St. Meriden—8.2 miles)	($36/join fee)	($36/join fee)
--Pool #1-one pool & one sauna (no hot tub)		
(g) Wheeler Plainville YMCA:	$43/$64/mos	$99/mos
(149 Farmington Ave. Plainville—7.4 miles)	($25/join fee)	($50/join fee)
--Pool #1-Lap Pool, 4 lanes @ 25 yards		
--Pool #2-Multi-purpose pool (yes sauna, yes hot tub)		
(h) Southington YMCA:	$56/mos	$83/mos
(29 High St. Southington—7.8 miles)	($50/join fee)	($80/join fee)
--Pool #1-Lap Pool, 6 lanes @ 25 yards (no sauna, no hot tub)		

Note: Rates above are per one adult & families. Discounts for youths, seniors, and veterans exist at some facilities, but not enough room to print and list all.

Note: Miles listed above are starting from Berlin Town Hall 240 Kensington Rd.

Berlin High School Swim & Dive Team:

(a) BHS Swim & Dive Team participants/members **Winter 2022 & Fall 2021**:

Boys Swim Team (winter 2022): 23 boys
Boys Dive Team (winter 2022): 1 boy

Girls Swim Team (Fall 2021): 24 girls
Girls Dive Team (Fall 2021): 2 girls

(b) BHS Swim & Dive Team participants/members **Winter 2021 & Fall 2020**:

Boys Swim Team (winter 2021): 25 boys
Boys Dive Team (winter 2021): 3 boys

Girls Swim Team (Fall 2020): 25 girls
Girls Dive Team (Fall 2020): 3 girls

(c) BHS Swim & Dive Team participants/members **Winter 2020 & Fall 2019**:

Boys Swim Team (winter 2020): 34 boys
Boys Dive Team (winter 2020): 3 boys

Girls Swim Team (Fall 2019): 30 girls
Girls Dive Team (Fall 2019): 5 girls

**Note: BHS only offers Varsity Swim & Dive teams, no freshman or JV teams, and no McGee teams either.

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**Please also note, in addition to the BHS Swim & Dive Team members, pool usage can and will include Berlin Seniors, Berlin residents, and the entire Berlin Community.

Current abnormal conditions locally (USA), & globally, with the potential and/or likelihood to impact/elevate project costs:

--Global pandemic/Coronavirus

--Inflation (currently at 40 year high)

--Supply chain disruptions/issues

--Construction delays

--The Great Resignation (labor shortages)

--Ukraine-Russia War

--Rising & increasing interest rates and bonding impact

Unanswered Questions:

(a) Economic Impact to existing Berlin businesses: not evaluated

(b) Renovate existing Community and/or Senior Center: not evaluated

(c) What to do with old Senior Center & **resulting costs**: not evaluated

(d) What to do with old Community Center & **resulting costs**: not evaluated

*****Note: And with respect to libraries as a whole, are they expanding or contracting given the internet and the digital information age?***

(e) Traffic on Patterson Way: not evaluated

(f) Lower Lane access road: not evaluated

(g) Closing of any outdoor pools: Please see **Appendix H** for costs and Capital Improvement Plan

(h) Neighbors & abutting property owners input: not evaluated

Pros—new Berlin Community & Senior Center:

1) Berlin controls use and operations of facility
2) Pool would be close to BHS & residents need not leave town for pool usage
3) Berlin gets brand new/combined Community & Senior Center-one stop shopping
4) New and additional programming opportunities offered
5) Peck Memorial Library may expand its use in abandoned Community Center space
6) Possibility of more senior housing at old Senior Center
7) Mental Health & wellness benefits for users, and youth development
8) Near center of town and walking distance to three Berlin schools
9) Provides expanded & year-round activities for children/families/teens/seniors
10) Includes indoor competitive and diving pool, as well as a recreational pool and a therapy pool
11) Meets Parks & Recreation Commission & Commission on Aging Statement of Needs
12) Elimination of two separate facilities and duplicate space
13) Eliminates parking challenges/safety concerns at current Senior Center
14) Intergenerational, flexible facility to adapt and change programs/activities as community changes

Cons—new Berlin Community & Senior Center:

1) Any shortfall in design, construction, and annual operating costs will be taxpayer funded
2) Berlin taxes will increase via 10-15-20 year bonds
3) Bonding levels for Berlin will remain high
4) Other bondable projects will have to wait or not get done
5) Increased town staff/employees to be hired (salaries & benefits), and annual operating & maintenance costs required which increases the town budget & taxes
6) "Opportunity Cost" of 10.84-acre land use
7) Over & above the costs to build a new facility, FFE (Furniture, Fixtures, Equipment), expenses are required
8) Membership costs will exist where none exist now for our current Senior Center & Community Center
9) Town must decide what to do with old Community Center, and at what cost
10) Possible traffic issues
11) Potential issues with neighbors and property owners
12) Town may need to spend additional money on Lower Lane access road entrance/exit.
13) Fundraising & grants are applied for and handled by town staff (resources used)
14) Seniors who live at the current Berlin Senior Center property/Percival Heights will have to travel for services and functions
15) Construction of this facility exposes Berlin to "Abnormal Conditions" listed on Page 28
16) Current QA&M Conceptual Design is beyond the Statement of Needs.

Pros—new YMCA:

1) Berlin does not bond any money or pay to build a facility
2) Berlin taxes do not increase
3) Not a taxpayer funded project
4) YMCA builds & runs the facility with their own people
5) Pool would be close to BHS & residents need not leave town for pool usage
6) Includes indoor competitive and diving pool
7) Berlin gets a new facility for seniors and residents to use
8) Other bondable projects do not have to wait or not get done
9) Other non-bondable projects do not have to wait or not get done
10) No need to hire additional town staff/employees to run a facility (i.e. salaries & benefits)
11) High bond levels continue to drop
12) No need to spend for FFE (Furniture, Fixtures, Equipment), expenses
13) Will not turn away anyone who cannot afford membership fees
14) State Representative Cathy Abercrombie & State Senator Rick Lopes are on the Boards of Directors of YMCA
15) "Abnormal Conditions" listed on Page 28 are not as much of a concern as as if we built our own facility
16) Fundraising & grants are applied for and handled by YMCA staff
17) New and additional programming opportunities offered
18) Remaining $750,000 Grant funds may possibly be repurposed within Berlin
19) Berlin may not need to spend funds to re-purpose current Community Center
20) Town staff resources not required to prepare bonding package documents
21) No need to consider a reduced size Berlin built & run facility to lower costs
22) Mental Health & wellness benefits for users, and youth development
23) Near center of town and walking distance to three Berlin schools
24) Provides expanded & year-round activities for children/families/teens/seniors

Cons—new YMCA:

1) Berlin does not control use and operations of facility and pool
2) Possible traffic issues
3) "Opportunity Cost" of 10.84-acre land use & possible Berlin financial contribution
4) Membership costs will exist where none exist now for our current Senior Center & Community Center & town would not control these fees
5) Potential issues with neighbors and property owners
6) Berlin does not get a brand-new Community & Senior Center combo
7) A feasibility study could take up to one year to complete with no guarantees
8) The earliest and most optimistic date to have a shovel in the ground for a new Berlin YMCA project is 1 ½ years
9) A new Berlin YMCA will not be a replacement to the existing Berlin Senior Center, but will only act as a supplement to it.
10) Does not meet the Commission on Aging Statement of Needs
11) Does not meet the Parks & Recreation Commission Statement of Needs
12) Usage not limited to only Berlin residents
13) Specific and detailed plans were not available for this sub-committee to review
14) Seniors who live at the current Berlin Senior Center property/Percival Heights will have to travel for some services and functions
15) Construction of this facility exposes the YMCA, and as a result Berlin, to "Abnormal Conditions" listed on Page 28
16) The YMCA would not pay property taxes due to tax-exempt status
17) Does not eliminate parking challenges/safety concerns at current Senior Center

Conclusion & Observations:

(a) Bonding commencement process deadlines are weeks away (see Page 19)

(b) Future/additional analysis regarding 72,000 square foot design:

--Consider reduced facility size to lower project cost. For example, possibly eliminate the third pool, the Social & Youth Services Department, the Food Pantry, and have an April 2023 Referendum, as the QA&M Conceptual Design exceeds the Statement of Needs.

(c) Give consideration & review to "**Unanswered Questions**" (see Page 29)

(d) Consider "**Abnormal Conditions**", listed on Page 28 when evaluating and making decisions

(e) Recommend traffic analysis/study on Patterson Way

(f) Recommend further evaluation and probability of Lower Lane access road

(g) Even if **a new YMCA** is built in Berlin, or **a new Berlin Community & Senior Center** is built, it will not be free to use. **Berlin residents would have to pay a monthly or annual membership fee to join** with either option. **This should be explained**. See Page 26 for current Private & Public options nearby.

(h) Page 6 indicates what options were explored by this committee, but we did not evaluate additional options such as "**renovating the existing Senior Center and parking lot**", and/or "**renovating the existing Community Center**", or the additional option to "**do nothing**" at this time.

(i) Consider "Opportunity Cost" of using this town owned 10.84 acre parcel of land on Patterson Way for these aforementioned options.

APPENDIX A

Statement of Needs from Commission on Aging

Statement of Need

The Commission for Aging requests that the planning process for a new Senior Center address needs at the current Berlin Senior Center. The planning process should include a comprehensive assessment of the needs of the facility and its programs, services, activities and operations.

The Berlin Senior Center is located at 33 Colonial Drive, which is adjoined to the Berlin Housing Authority Senior Housing Complex, Percival Heights, located at 31 Colonial Drive. The owner of this property is the Berlin Housing Authority. The Senior Center portion of the building is leased to the Town of Berlin. This building was originally built in 1956 as the Percival School, which closed in the late 1970s due to low enrollment. In 1981, it was proposed that it be turned into senior housing and the Senior Center. Renovation began in 1982 with the completion in 1985. Since that time there has been no major renovations or additions made to the Center.

The existing portion of the building used for the Senior Center is approximately 17,575 square feet in size, serving the 60 and over population of the Town of Berlin by providing its 5,865 members with programs, services and activities designed to provide access to leisure, intellectual, physical and cognitive activities, fostering new friendships and companionship, and developing strategies for successful aging for its members.

This is currently achieved primarily through an atmosphere of caring by the Center's Director and Assistant Director, staff, volunteers and user members, and by an efficient use of the existing and older undersized facility. Even though the building is well maintained, much of the facility is outdated and some areas have outlived their useful life.

The Senior Center is a vital part of this community. We are a lifeline for many seniors – enriching their lives, empowering and educating their minds. From July 2017 to April 2018, the Center served 2,916 congregate meals, transported 160 residents to medical appointments, grocery stores, the Senior Center itself, and had 25,366 (duplicated) seniors use the Center.

The Commission on Aging Recommends that the Following Criteria be included in the Request for Proposals for a Professional Consultant to Conduct the Senior and Community Center Planning Process

- Robust resident stakeholder input process. There should be an advisory committee that guides the planning process. The process should also include several public forums where residents are given the opportunity to comment on the project during the planning phase.
- Site selection criteria:
    - The entire facility should be located in a central area of town.
    - The parking area must be convenient to building with extra handicap parking available. Parking should be on a flat surface, rather than an incline in order to make it more accessible to older residents.
- Facilities criteria:

- Kitchen Area – large, commercial grade kitchen adequate for senior daily lunch program and special events.
- Craft room – ample amount of space for large tables and sewing machines.
- Library –needs to have ample amount of room for numerous shelving units for books and seating for groups to meet there.
- Meeting/classrooms – need to have plenty of storage along with counter space and sinks.
- Multi-purpose room with stage area– needs to have ample amount of space for daily lunch program and for our special programs which attract 100+ seniors. Music system with microphone/ directed speakers should be included.
- Exercise room- needs to have ample amount of space for exercise/yoga/dance classes with closets for equipment and cubbies or lockers for students to put belongings. Music system with microphone/ directed speakers should be included.
- Administration Offices – need to be centrally located in building so entrance can be monitored and members have easy access to front desk for questions. The Director's and Assistant Director's offices need to be located behind reception area to give staff privacy when working with members on confidential matters. Smaller office needed for part-time staff/volunteers/outreach.
- Computer room – need to have ample room and storage for technology classes.
- Conference room- ample amount of space to fit 10-12 chairs with table.
- Health room - needs to have plenty of storage with counter space and sink.
- Bus Drop Off Area - ample room for one bus drop off, shortest route for people with disabilities in getting to entrance of building and covered walkway.
- Bathrooms – need to have at least 2 main bathrooms, which include at least 4 stalls and two single bathrooms.

If the planning process includes an evaluation of building the new facility in partnership with the YMCA or another private entity, the final report must include an assessment of the costs and benefits of this arrangement to residents, such as whether the YMCA would take over existing town property; whether residents would be charged membership fees and how much these might cost; and restrictions on usage.

Sent to Public Building Commission on 1/10/2019

APPENDIX B

Statements of Needs from Parks & Recreation Commission

STATEMENT OF NEED

The Parks and Recreation Commission requests that the planning process for a new Community/Senior Center addresses needs of the residents of Berlin. The planning process should include a comprehensive assessment of the needs of the facility and its programs, services, activities, operations and patrons.

The current Community Center is located in the lower level of the Berlin-Peck Memorial Library. The Berlin-Peck Memorial Library's current location in the Town Hall Complex was built in 1989. In 1999, using state grant money, the Community Center was added to the lower level of the Library and opened to the public. The Town Council recognized that this was only a temporary situation and told the Library Board that in 10 years (2009), this lower level would be returned to the Library for its use. The Community Center is still housed in the lower level of this building.

In 2018, an elevator was constructed into the building to allow access from the Library to the Community Center respectively.

In its current space, the Community Center measures at a little over 24,000 square footage. It is open to all Berlin residents during normal business hours. A number of classes are held throughout the year and over 70 groups use the facility, including many Town Departments who use the building for meetings and trainings.

The current amenities include:

- Parks and Recreation Department (3,018 sq. ft.)
    - Includes offices, break room, storage rooms
- Activity Room (1,640 sq. ft.) – pool tables, air hockey, ping pong
- Exercise Room (1,750 sq. ft.) – free weights, universal gym, treadmills, stair/step machines, nautilus equipment, elliptical machines and stationary and recumbent bikes
- Meeting Rooms – rented for meetings, birthday parties, educational classes, etc.
    - Room 1 (880 sq. ft.)
    - Room 2 (820 sq. ft.)
    - Room 3 (700 sq. ft.)
    - Room 4 (770 sq. ft.)
    - Room 5 (400 sq. ft.)
    - Multi-purpose Room (2,450 sq. ft.)

The Community Center also currently houses the Friends of the Berlin-Peck Memorial Library Book Sale (1,500 sq. ft.).

The Community Center is a vital part of this town. The rooms are constantly being used by our local youth groups (both sports groups and civic groups), town departments and outside vendors. Residents may come and go as they please to use the exercise room and the activity room, free of charge. The Parks and Recreation Departments runs a variety of programs throughout the year in the meeting rooms as well as a very sought-after full day Summer Program for 60 participants.

The Parks and Recreation Commission recommends that the following criteria be included in the Request for Proposals for a professional consultant to conduct the Community/Senior Center Planning Process.

- Robust resident stakeholder input process. There should be an advisory committee that guides the planning process. The process should also include a survey of the public whether it be by public forum or by mail in order for residents to be given an opportunity to comment on the process.
- The Committee as designated should canvas other communities to finalize the specific needs in the Statement of Need.
- Site selection criteria:
    - The entire facility should be located in the central area of town.

    - The parking area must be convenient to building and meet ADA standards.
- Facilities Criteria (57, 000 sq. ft.) – much of this area will be shared space coordinated with the Senior Center
    - Main Lobby Area – (600 sq. ft.)
        - Open access for the public, computer for internet, television, carpet, lounge furniture, coffee cart
    - Parks and Recreation Department (3,300 sq. ft.)
        - Includes offices, break room, storage room(s)
    - Activity Room (2,000 sq.ft.)
    - Exercise Room (3,000 sq. ft.)
        - Add more equipment and include space for classes (for example, spinning class)
    - Meeting Rooms (maintain current number, but increase size of each room)
        - Room 1 (1,000 sq. ft.)
        - Room 2 (1,000 sq. ft.)
        - Room 3 (1,000 sq. ft.)
        - Room 4 (1,000 sq. ft.)
        - Room 5 (800 sq. ft.)
        - Multi-purpose Room (3,000 sq. ft.)
            - Add modular flooring
        - Meeting rooms would also be better equipped with built in projector screens
    - 8 lane lap pool area (10,000 sq. ft.total area)
        - 8 lane pool (60 ft. by 75 ft.)
        - Including small office, storage room, filter room, retractable bleachers for spectator seating
        - Therapy pool
    - Diving Well
        - One (or two) 1-meter Diving Boards mounted in accordance with one of the following two options
            - Separate Diving Well
                - Minimum depth of 12 feet for a minimum length of 35 feet, 8 inches and minimum width of ~17 feet (1 board) or ~24 feet (2 boards) (reference: NCAA Rule 1 – Pool Dimensions and Equipment
            - Diving Well Integrated into the Main Pool
                - Minimum depth of 12 feet for a minimum length of 16 feet forward from the plummet of the board and 8 feet to each side of the plummet of the board. (reference: CT Dept. of Health Reg. 6153 – Dated 3/17/2014)
    - Locker Rooms (2,000 sq. ft.)
        - Individual Family Changing Rooms
        - Men's and Women's locker rooms with showers, private changing area
    - Gym (14,000 sq. ft.)
        - 2 regulation basketball/volleyball courts with breakdown into side courts
        - Bleacher seating
        - Storage room
        - Suspended walking/jogging track (2 lanes)
    - Support Facilities (15,000 sq. ft.)
        - Boiler Room, Mechanical Room, Custodial Closets/Storage, Public Toilets, Corridors, Stairs/Elevator, Misc. storage

If the planning process includes an evaluation of building the new facility in partnership with the YMCA or another private entity, the final report must include an assessment of the costs and benefits of this arrangement to residents, such as whether the YMCA would take over existing town property; whether residents would be charged

membership fees and how much these might cost; and restrictions on usage. There should also be coordination with the current Parks and Recreation Department.

The new Community/Senior Center should be a smart building with all the most up to date technological advancements.

This statement of need is subject to change pending community and consultant input and review.

Sent to Public Building Commission on 1/10/2019

APPENDIX C

Sub-Committee Tasks

as per Town Council

Assigned to Sub-Com July 20, 2021

Attachment A

Berlin Community / Senior Center Sub- Committee Tasks

a. Facilitate and be liaison for town, architect, staff, etc.
b. Create timeline to have work completed in February/March 2022 for Final Public Forums before referendum
c. Visit with other towns who have a Community and Senior Center
    i. Lessons learned
    ii. Services Offered
    iii. Any consultants used other than architect
    iv. Cost & Funding – if grants or other funding sources than property taxes, did the town wait for those to be "final" before final presentation?
    v. Operations – staffing, training, in-house, outsource, including "Y" option
    vi. How did they sell it to the town for a successful referendum?
    vii. Prepare questionnaire for teams to use during visit
        1. Staff and Commission and/or Town Council member to visit together
    viii. Newington (new Community Center and separate from Senior Center), Mansfield – been in place for many years, Newtown recently built, received corporation funding, Bloomfield recently built but no pool, Plainville/Southington partners with the Y.
    ix. With respect to "Y", how would that work with Senior Center; build, operate, etc.? Making Berlin townspeople priority.
d. Understand Berlin debt position and funding sources for construction
    i. State, Federal, Corporate or Private grants
    ii. National Organization grants
    iii. Community Organizations
    iv. Network & Contacts – Current & Past Political Leaders, Companies
    v. Town and Impact to Taxes
e. Operations: - two options to present (in house and outsource) with pros and cons
    i. Create template and complete for operational costs
    ii. Staffing - any organizational changes and staff backgrounds
    iii. Utilities – any solar option?
    iv. Technology
    v. Maintenance – inside and outside
    vi. If in house is maintenance outsourced? Any other outsourcing
    vii. Savings offset; rentals and swim meets – check with other towns
    viii. What is Berlin's plans for current Community Center and Senior Center
f. Any changes for public oversight (Commissions)

APPENDIX D

Notes Created from this Sub-Committee Member Visits of Toured Facilities

TOURED FACILITIES

Alvin & Beatrice Wood Human Services Center (Bloomfield)

56,000 sq. ft.

Mansfield Community Center

38,000 sq. ft.

Riverfront Community Center (Glastonbury)

21,500 sq. ft.

Newtown Community and Senior Center

50,000 sq. ft.

Joseph Trapazzo Community House & Canoe Brook Center

(Branford Community & Senior Center)

33,000 sq. ft.

Windham Community & Senior Center

33,000 sq. ft.

Rocky Hill Community & Senior Center

16,500 sq. ft.

Meriden YMCA

33,000 sq. ft.

Putnam YMCA

46,000 sq. ft.

Other Facilities' Membership Fees ($)
Monthly Fees Presented (1)
As of 3/28/2022

	Town Funded Centers Visited- Resident Fees/ Non-Resident Fees Higher			Local YMCA		
	Newtown	Windham	Mansfield (2)	Meriden YMCA	N. Britain YMCA	Plainille (Greater Hrtfd)
Joiner Fee (one-time or sometimes waived)	0	0	35	36	36	25 or 50
Student thru college thru 18 yrs.	18	10	25	25	24	30
Youth 0-grade 8	N/A	N/A	N/A	13	16	30
Family	41	10	62	69	72	99
Single Parent Family	34	10	37	57	53	89
Senior (60+); Mer. Y (62+); NB/ Plain Y (65+)	18	10	N/A	38	42	58
Senior Couple (60+); Mer. Y (62+); NB/ Plain Y (65+)	32	10	N/A	54	84	86
Adult 18+	31	10	34	47	52	
Plainville Y 18-29/30-64						43/64
2 Adults						92
Military/Veteran	N/A	N/A	N/A	S 21/F 41	S 21/F 41	N/A

(1) Annual, 3 month & monthly memberships & daily passes offered at all sites except Windham which is per month with 6 month discount
(2) Mansfield requires membership for full facility use & has full fitness cener (similar to Y's).

Bloomfield

Alvin and Beatrice Human Services Center (Bloomfield)

Date of Visit – October 12, 2021

Berlin attendees: Brenden Luddy, Donna Bovee, Tina Doyle

Bloomfield – Dave Melesko, Director of Leisure Services, Yvette Huyghue-Pannnell, Director of Senior Services, _____, Director of Youth and Social Services

Building

The facility houses the offices of Leisure Services (Parks & Recreation), Senior Services on the main floor and on the second floor, Youth and Social Services along with the town's Food Bank. The second floor is accessible via one elevator and stairs on the left side of the main entrance.

The first floor has a multi-purpose room that can be sub-divided into 3 smaller rooms with fancier lightening, ceiling, furniture, etc. Various community rooms, a small teen center, a full size gym, exercise room, art rooms, a teaching kitchen (3 stations). The Senior Center portion has a Health/Nurses Room with a shower facility, a Fiber Arts (knitting, etc.) room, coffee/café area, billiards room, a couple of meeting rooms, dining area where daily lunches are served, and a smaller kitchen.

Each of the department offices has its own rest room. Various large monitors display programs, etc. are displayed throughout the building which are also available on-line as well. Very well communicated and maintained by Leisure Services. There is a courtyard but not used (see lessons learned).

The building is 56,000 sq. feet and cost $22.3 million to construct (Brenden to confirm). Referendum approved in 2016, construction started in 2018 and opened in August 1, 2019. Certain cost reductions were implemented to save money and ensure the project came within budget. Some funds remained unspent and so they installed a water irrigation system. Cost to build includes $.9 million to demolish the prior building (old middle school which served later as Leisure and Senior Services) and costs to build 2 outdoor soccer fields. There is room to expand. No pool was included due to cost and other available nonprofit indoor pools (Mandell Center, etc.). The high school swim teams which are small in number swim out of Windsor High School.

100% of the construction was funded by the town taxpayers. The architect is Moser, Pilon, Nelson Architects and the town hired CSG Construction Solutions Group to manage the project.

Operation Cost

Annual operating costs budgeted for the '21-'22 fiscal year is $1.98 million comprised of Leisure Services and Senior Services. Leisure Services includes staff costs for all programs including those outside the Community Center. Costs excluding outdoor pool costs and parks is approx. $818k. Senior Services is $550k with their mini bus services costing an additional $536k. Public Works who maintains the facility is $76k. All department costs include fringe benefits and utilities. I did not include the cost of the Youth and Social Services Dept. on the second floor. I have a copy of the detailed budgets and write ups prepared by the departments.

Positives

1. Access to all rooms, storage, etc. is keyless (badge entry or code).
2. Certain areas shared and no issues with senior/community times, it works out.
3. Restrooms and conference rooms in offices – a big plus
4. Sinks in community rooms and shelves.
5. Expansion areas if town so chooses
6. Flexible rooms as programs, needs change
7. Full security system

Lessons Learned

1. Courtyard complete waste, no access to surrounding rooms, no airflow, not used.
2. Coffee/café in senior area – no water line!
3. Staff must be involved in design and pay attention to small details – not enough outlets, outlets not placed in areas needed for counter space, office space, etc. Draws and files cabinets ensure proper size. Layout games, etc. to ensure enough room (teen center tight and too small); ensure doors open right way and remain open when moving items in and out of storage
4. Not enough storage
5. Prefer automatic sliders for main entrances not doors; easier access for people of all ages, etc.
6. Ensure all sinks, shelving, are higher levels and that all furniture is appropriate for age groups for programs such as art...
7. Food bank on second floor – should be on main floor
8. Leisure Services would like their office to oversee the gym rather than be down the hall.

Bovee Opinion

I believe the Berlin Conceptual Design layout flows better for traffic and design. Bloomfield's layout as you enter has the Senior Services office on right and on the left is the Senior Fiber Art room, café leading to the billiards room, a couple of meeting rooms. Further up the main entrance on the left is the stairway to upstairs (Youth and Social Services) and on the right is the multi-purpose room. Further to the right is the Leisure Services Office. Between the Leisure Service Office and Multi-purpose room is a hallway leading to the Teaching Kitchen, Teen Area and full gym opposite Teen Area. The courtyard is in the interior with other rooms going around it (a square concept).

Population is 27,900 with 24% ages 64 and older. Due to demographics needs are different than Berlin and costs are higher than one would expect in Berlin.

Prepared by Donna Bovee

Bloomfield – Human Services Community Center

Site Visit – 10/11/2021 10:00 am

Leisure Offices:

More Outlets needed at counter areas

Conference Room should be out front, Asst. Director office should be switched with Conference Room

Lack of enough Storage

Ergonomics of cabinets etc... could have been thought out more

Main Lobby/Entries/Corridors

H.C. Push to Open Entries

Painted High GWB/Sheetrock ceilings show stress cracks – Maintenance issue

Wasted Space????

No touch screens at info kiosks – necessary?

Courtyard

Not used much, Lack of airflow, Too hot – No shade or Umbrellas

Limited access from other parts of building

Originally designed as playscape area

Hallways around courtyard used as walking/exercise path

Teaching Kitchen

Is this a necessity for Berlin?

Lounge Area

Wished was larger

Gym

Wished for more Natural light/transoms

Adjustable Height Basketball hoops for youths

Pickle Ball courts – huge success

Having an extra gym keeps control from school system

Pool

No pool – would have added $4 million to building costs

Costs of current pool operations was a consideration not to add pool/pools

Fitness/Exercise Room

Wished it was twice the size

Gets a lot of use

Misc.

Functions: Community Center/Senior Center/Youth Services

Buses – 7 buses, 2 vans

50 & Over Senior Center

Nurses Office

Coffee Shop – No water service/sink

Flat Roof – has leaks in a couple of areas

Brenden Luddy

Mansfield

Mansfield Community Center

Date of Visit – October 26, 2021

Berlin attendees: Tim Grady, Mike Urrunaga, Donna Bovee, Tina Doyle

Mansfield – Jay O'Keefe Acting Director of Parks and Recreation

Building

Mansfield operates a separate Senior Center facility and is not included in this facility. However, seniors have joined this facility and use the pools, fitness center, indoor track and gym and are not duplicated at the senior center.

The Cost of the building was $7.675 million with donations including naming rights of rooms, etc. contributing $340k and the balance paid by the town taxpayers. Since the original construction starting March, 2002, the 38,000 sq. ft. facility was completed in 2003. Major cuts from the original design were: a reduction of 12,000 sq. feet with a leisure pool being eliminated; reduction in size for the 25-yard lap and diving pool (was to be 25 meters); 6 lanes from the original 8 lap pool; and removal of a black box theatre.

Since the original construction they have added Solar Panels with Sun Edison in 2008. The town entered into a 20-year agreement with $0 installation cost and save 1/3 on annual electrical costs. In addition, they have added pool blankets in 2008 to save water from evaporation. Lighting switched to all LED and saves $20k annually. In addition, the town established a Co-Generation project in 2009 allowing the facility to operate off the grid and generate its own power along with the solar panels and reduce demand on the boilers. Saves $40k in energy costs annually.

Gathering room in front of facility which is open to the public for people to come, read, have a cup of coffee, etc. Only room available for public use, otherwise must be member or rent area/room, etc.

Very large fitness center upstairs with latest equipment and dance room. Complaint is equipment room is too congested.

Local companies contribute donations for environmental initiatives in the community center and worked with the State of CT to give the donating companies a full tax credit equal to their donation.

Larger Maintenance Projects

- Pool Motor replace in 2009
- Every 3 years, pool water to replace?
- One day a year shut down for annual maintenance for aquatic center

Operation Cost

Goal is to have the Community Center be self-supporting with memberships offsetting costs. However, the town financials do not separately break out the Community Center from other Parks & Recreation programs. Actual revenues for the '19-'20 fiscal year (pre-Covid) were $1.456 million, including other Parks & Recreation programs. The town contributed $0.96 million paying for Parks & Recreation Admin,

costs towards the teen center and outdoor park/pond and other community projects. Total Recreation costs were $2.32 million with a "profit" of $93k. Cumulative profit thru June '20 was $125k. The town incurred a substantial deficit in '20-21 of $.7 million mainly due to covid.

The town does accept Silver Sneakers and due to the number of State of CT retirees in area Silver Sneaker members have grown to 50% of members. Most facilities are ok averaging a 10% level. With Silver Sneakers the town recovers only $3 each time the member attends with no more than $30 per month and $360 annually vs. a full membership of $401 per year/resident or $474 per year/non-resident. Some facilities are saying no to Silver Sneakers because you have to offer certain programs and cannot charge for any classes (town absorbs instructor costs).

Mansfield operates with 8.3 full time staff including a membership coordinator (performs billing & collection too) and a .58 environmental planner for the facility. Note the staff also covers other Park & Rec programs. Lifeguards and other part time help covering weekends etc. represents 20 additional full time equivalents. The facility operates 7 days a week with weekends closing at 4 pm (2 pm during summer). In reviewing a few earlier years Parks & Recreation operate with revenues in excess of expenditures. Difficult though to break apart community center from other programs. Fringes and all utility costs are included.

Membership and Competition

Mansfield population is 12,000. Membership rates are established for Mansfield residents, and a higher rate for residents of Coventry, Tolland, Ashford and an even higher rate for those outside that regional area. There are 2900 memberships covering 5,000 members.

If a couple of kids wanted to play pickup basketball in the gym, they would have to be a member. Rooms are rented out for hourly fees. Program fees are established as well.

A child care program is operated for members only.

Competition is with UCONN (new facility) and Starr Hill.

Positives

1. Offers aquatic physical therapy program with local PT firm. (Newtown noted they do not due to liability?)
2. Family changing rooms – very popular
3. Continues to look for grants to add to pool and fitness center experiences
4. Has community days periodically
5. Indoor track has proven to be very popular even in the summer time (outside heat)
6. Works with high school to develop life guards and working on seniors as well to help fill the need

Lessons Learned

1. Pool blankets – obtain the roll up option (remains on the ends of the pool deck) – less maintenance and motorized and will allow the diving board to remain in place
2. Ramps into pool, not stairs
3. Therapy pool too small

4. Older facility – pool locker rooms small and hallway narrow
5. Therapy pool on opposite side of locker rooms
6. Have bleachers off deck to save space

Bovee Opinion

Membership fees appear to be very high. $717 is current annual cost for a Mansfield family of 2 adults or more than an adult and one child. I also believe they offer too many options (annual, 3 months etc.). Older facility, definitely more crowded than new facilities being built.

Prepared by Donna Bovee

9/25t.

Glastonbury Senior Center

Date of Visit – October 26, 2021

Berlin attendees: Michael Urrunaga, Donna Bovee, Tina Doyle

Glastonbury – _____

Provided tour of facility which is nicely laid out. No pool, gym, etc which are provided in other facilities. This is a senior center with multi-purpose room that sub divides and various meeting/community rooms.

Large social services staff incorporated in facility as well. Built in 2005.

Not a facility for us to compare our Community and Senior Center.

Prepared by Donna Bovee

Newtown

Newtown Community Center

Date of Visit – October 27, 2021

Berlin attendees: Brenden Luddy, David Cyr, Donna Bovee, Tina Doyle, Debbie Dennis

Newtown – Matthew Ariniello, Community Center Director (Senior Center Director unable to meet with us)

Building

The Newtown Community and Senior Center opened in August, 2019 and the Community Center and the Senior Center have their own staff, separate budgets and share the building; however, the Senior Center has its own entrance and dedicated rooms (request of seniors). Pool use is intergenerational.

The architect is the same Berlin has chosen for the conceptual design.

The approx. 50,000 sq. ft. (?) building is comprised of the community center and 39,125 sq. foot facility and approximately 10,000 for the senior center.

Community Center – 39,125 sq. ft. Operates 7 days a week, 360 days per year and 101 hours per week. As you walk in the front door, receptionist is on the right and straight ahead is a coffee/gathering area with a café selling muffins, cookies, drinks, etc. The café is run by the Public Schools Special Education Dept. and funded by a private donor grant. Directly behind one can view the aquatic center through a glass wall. Community rooms for arts programs, health 7 wellness programs, and after school program, various other adult and youth programs and all (except one room) can be rented. To the left once you enter and on the right side is the multi-purpose room with fancier lightening, drop ceiling hiding the pipes, etc. – however still accessible on the sides. A large commercial kitchen is attached and community events are held in these rooms, can be rented for weddings/showers, etc. Certain caterers are permitted to use the kitchen. Most kitchen shelving is on racks so they move easily and can move out if rented. The multipurpose room can be further subdivided into 3 rooms and it opens to patio that allows for outdoor activities.

The Aquatic Center has 3 pools- a six lane lap pool, no diving, 25 yards long; a therapy pool (good size) and a Toddler Spray Bay Pool. Ramps are used rather than stairs to enter the toddler and therapy pools. All ADA compliant. Pools are extremely popular and the town is now having their younger age swimming teams and the community use the high school competitive 6 lap pool for overflow. There are 3 locker rooms (family where the shower and changing stall are together, women and men locker rooms).

The Community Center does not have a fitness room (workout machines) nor a gym because approx. 1/8 of a mile away is a huge private NYA Sport Center. The town pays this Sport Center $100k per year to use its gym, etc. for local Parks and Recreation programs.

Hallways are extra wide (19 ft.) and they will run silent auctions etc. so that rooms can be rented. Ceilings are open for access to piping and saved $$; it does not look bad at all.

There are 5,000 members and approx. 25% are out of town and pay higher fees. Fees are charged monthly only. Fees range from $41/month for a family of 2 adults and children in same home to $32/month for a senior couple. Senior is 60 and above. An additional joiner fee (one-time) is charged for those members who do not live in Newtown. The town did consider having a Y operate the pools but

fees were going to be higher for the towns people and no control for the community over usage and fees.

Senior Center – The Senior Center is open 9 am – 4 pm, Monday through Friday. It has various rooms for activities such as sewing, knitting, card and games room that can be divided (with poker tables!), a coffee and reading area. Further down is a dining room (can be subdivided as well) with a kitchen for meals served. Senior Services office area is being the receptionist as you enter the Senior Center (side of building). The Senior Center is approx. 10,000 sq. ft.

Cost and Funding – The cost of the facility was $22 million and approx. $3 million for public works for sidewalks, parking etc. Total approx. $25 million of which GE contributed $15 million and the taxpayers paid the balance. (Need to recheck – all town documents say GE contributed $10 million for the building). Prior to building the Director spent the first year doing public outreach to businesses and the townspeople. He worked also with the architect, etc.

Operating Costs – The Director runs the center like a business and continues to say an empty room is revenue lost. Goal is to have the Community Center be self-supporting with memberships and donations offsetting costs. Parks and Rec is a separate dept. The Community Center Director reports directly to the First Selectman and the there is a separate Community Center Commission.

For the '20-'21 budget, the Community Center revenue is budged to be $1.9 million, which includes $1 million donation from GE (GE gave $1 million towards operating costs in each of the first 5 years). Expenditures are $1.1 million resulting in $0.8 million excess revenue for the fiscal year. However, if you exclude the $1 million from GE, there is an annual deficit of $.2 million. The Senior Center/Services budget is $.3 million plus $.1 million for utilities and maintenance. So total town sourced funding, if GE did not contribute the $1 million, is $.6 million for the fiscal year. These costs include services from other departments such as Park & Rec and Public Works and includes fringe benefits.

Maintenance is outsourced (saved considerable money doing so) and all employees of the Community Center are non-union.

The Director writes his own grants, reaches out to businesses, etc. and has a very aggressive approach to revenue generation. Very impressed with the Director.

Staff

Staff for Community Center is 5 full time staff with 3 (facilities, aquatics and program coordinators shared and costs allocated to Parks and Rec.)

Part time salaries include lifeguards, bookkeeper, water instructors, event help and a weekend housekeeper.

The Community Center is a special revenue fund and fund balances are carried forward for future maintenance or expansion.

The Senior Center has 3 full time positions and a part time van driver.

Positives

1. Does not offer aquatic physical therapy program due to perceived liability.
2. Separate Family locker room.
3. Director runs it like a business and even has his CPO and can operate the pool system as can the Aquatic Director.
4. Beautiful facility, well attended.
5. Shared facility services and allocated to budgets.
6. Solar included (received grant from the state) and operates UV system to for pools to save on chlorine, utility costs.

Lessons Learned

1. Would recommend liquid chlorine, more expensive but less maintenance. Need outside storage for it.
2. Ramps into pool, not stairs
3. Lifeguard chairs were the taller ones, replaced with lower ones so eyesight is level to pools.
4. Strongly recommends 8 lap pool.
5. Make sure shower heads do not spray outside shower
6. Pay attention to details – storage, storage, storage

Bovee Opinion

Best facility thus far. Membership fees more reasonable. Well laid out and welcoming. You can see it is a true Community and Senior Center.

Community Center Director is willing to help us in anyway and is currently helping Seymour's advisory committee.

Recommends visit to Ridgefield. Stay in touch with other towns.

Prepared by Donna Bovee

Newtown – Community/Senior Center

Site Visit 10/27/2021

Main Lobby/Corridors/Entries

Wide Hallway – able to hold events/craft fairs, etc..

Separate Senior Center & Community Center Entrances

Separate Public Toilets away from Locker Rooms

Locker Rooms

Floor Finishes – not ideal – doesn't hold up to bleach/cleaners

Shower heads – to be renovated – water sprays outside area into changing area

Men, Women, & Family Locker Rooms

Pool

6 lane pool – should have been 8 lanes – approx. $1 million more for two lanes

Kid Pool Connects to Therapy/Exercise Pool

Low Walls for separation or some sort of walls would have helped with noise

Hard to have classes if kids pool occupied and alp pool occupied

Aquatics Director & Couple others are trained to operate pools

Pools have lots of use – after school programs, Rec teams & competitive teams at high school do not use this pool

Combined Pool has H.C. Entry Ramp and ramp between Kids pool to Therapy/Exercise pool

UV/Chlorine System

Other Rooms Uses:

Specialty/Summer Camps – Art, Cooking, Magic – wish for separate toilets

Fitness rooms could have been larger

Misc.

C.C. Open 7 days per week, Senior Center not open on Weekends

105 hours, Busy after 4 and on weekends

Current Staffing issues

Overall Organization restructuring

Independent Director – reports to 1st Selectperson

Newtown has Beach and another outdoor pool

Self-sustaining model, have not dipped into $1 million per year donation for operations

Lots of private rental functions/weddings,

Only one small free community room

Fees for use

Furniture was not included in building costs($175K C.C./$60K for S.C.)

Lack of Storage for some areas is an issue

Classrooms should have had separate toilets

Partitions are manual – would be nice to have electric partitions

Brenden Luddy

Received on 11/11/2021
at 3:16:03 PM by Town Clerk
Kathryn J Wall

Branford

Branford Community & Senior Center Site Visit Notes – 12/1/2021

Renovate as New with New Addition - +/- 2017 – 2018, About 32,000 sq.ft.

Approx. $12.5 million – Bonded, No grants

Misc.

Fund Raising Campaign used to help find $$$$$$

No pool – recently renovates pool is at Middle School, there is a Y in Town, and they have beaches

Flat Roof, more leaks that before renovations

Renovated building has heating/cooling issues

F, F, & E – (furniture, Fixtures & Equipment)

No Key swipe cards for locked rooms – every room had a different key

Folding partitions in multi-purpose rooms – folds up into ceiling/soffits

Fitness room is large, but no nearby storage for exercise mats, etc...

Hearing impaired system - can be utilized with apps on phones & earbuds

Construction notes & Finishes

High end expensive paints used on concrete block walls, which is ok, but if used on sheetrock, that will be a problem – especially during punch list/touch-ups after construction

Wallcoverings looked abused and dirty after two years – should be used for accent areas and areas

With less traffic

In my opinion, the building, although newer renovation, did not flow well,

Branford Community Center

Debbie Dennis Comments

- Two scoreboards in the gym, on the wall, beneficial when the gym is split in half and two games are running at the same time. Just not sure about whistle and horn noises, if it is a distraction.
- I liked the electric dividers between the rooms upstairs. They folded up nicely, to the ceiling and the doorways folded towards the wall. They are sound proof and it gives the room lots of flexibility.
- I liked that many of the rooms had windows for outside views. It brightens things up and opens up the feel of the room.
- The Senior Center has it set up where they can go into lockdown in case of emergency.

Branford Community House and Canoe Brook Center

Visit – 12/1/21

Bovee notes

Background

- Population 28,000 and 8,000 seniors (28.5%) – Berlin 20,000 and 6,000 seniors (30%)
- Town has competitive pool at middle school which is open at times to public and Y (2 locations) has a pool.
- Original building 22K sq ft; addition 11k sq ft. – total 33k sq ft
- Addition completed in 2018 at a cost of $12.125 million
- Downstairs is Community House (Parks & Rec) and upstairs is Canoe Brook Ctr (senior center)
- Gym downstairs and used by both – pickleball popular
- More of a separation of recreation and the senior center
- Follow up – Senior Ctr Director's office seems to be a good size (check sq footage for consideration of our offices) – NOTE : storage important so offices do not need to store

Positives

- Dance room for seniors – very popular – seniors like mirrors; floor has padding underneath for give
- Multipurpose rooms – one on 1st floor; one on 2nd floor – divides into 3
- Large monitors around with programs listed for day or upcoming; senor ctr has not installed them yet
- Security system connected to police dept
- Bottle fill stations
- Lower counter area at receptionist for wheelchair as well as higher counter (senior director said its required for ADA)
- Bathrooms and conference room for each staff office areas
- Fully stocked kitchen off senior multipurpose rooms
- Cabinets and sinks in most meeting rooms
- Furniture in senior ctr – very nice and local, washable chairs and Director indicated cheaper than other places (paid from endowment)
- Waverly Lounge – bar type set up with TV- allowed to serve beer and wine; provide transportation
- Senior Billard room – 2 pool tables with table top shuffleboard

Lessons learned

- Elevator in back entrance which goes up into a lounge area; cannot close off lounge area because elevator is there
- Make sure toilets are high ones! Installed lower ones and needed to replace
- Mens' urinals – do not locate near door opening!
- Automatic swipes for doors – they cut it due to budget reasons but to keep track of keys...
- No fitness area (fitness equipment) and seniors want, but no room

Branford Community Center

Tina Doyle Comments

- Front entrance for Senior Center section is not senior friendly. On a hill, with lots of stairs and long handicap ramps.
- Liked that both sets of offices P & R and Senior Center are behind receptionist/front desk.
- Liked that they had conference room
- Liked that they had a type of employee break room.
- I thought some of the space could of been better used in both sections. Seem like there was wasted space.
- Liked that they had at least one shower in rest rooms in P & R section
- Liked the cafe area in Senior Center section
- Liked that Kitchen was fully equipped with necessary appliances and equipment.
- Liked Divider in big room in Sr Ctr section and the way it folded up
- Liked the equipment (AV) in the multipurpose room for town meetings
- Thought it was very forwarded thinking to consider colors of floors/walls and lighting for seniors that might be visually impaired.
- Also liked that they had installed equipment for those hearing impaired.
- I liked that they had a separate exit for staff(both sections) in case they needed to get out quickly.
- Liked seating in sr center section that overlooked gym. Nice for grandparents to watch kids play without the noise. ☺
- They were not happy of placement of elevator and the heating system that was chosen.

Received on 12/9/2021
at 12:41:45 PM by Town Clerk
Kathryn J Wall

Windham

Windham Community and Senior Center

December 9 Tour with Charlie Olbrias, Asst. Director

Tina Doyle, Mike Urranga and Donna Bovee – Berlin

In construction, was to open in February but seemed like a lot to do to get there

Encountered delays in materials and construction due to covid issues

Checked website as of 1/20/22 and no indication on timing but they indicate opening soon

Q, A & M architect; Nutmeg General Contractor

Passed referendum due to community involvement from seniors and wrestling programs

Y not considered because left Windham in '90's due to lack of funding

Cost $18.5-$20 mil.; need to confirm once done, 33k square feet; received 4-$6 million from State and taxpayer funded $15 mil.

All on one floor except for "wrestling room" and laundry area upstairs off gym

Front and back entrances to Senior section and separate front and back entrances to Recreation section with connecting hallway in between

Senior section:

Nice lobby area two good side rooms on left (from front entrance) – library/cards/senior functions. Receptionist area on right leading to back offices which are small but not as small as recreation offices. No staff conf area.

Sliding door between receptionist and offices

Small hallway entrance around receptionist area into dining/activity room with stage.

Dining/activity room outside wall – all glass with doors to patio area – facing town Shaboo concert area – great idea for listening to concerts, etc.

Kitchen off dining room in back with separate delivery entrance (nicely done) to back leading to walk in freezer and pantry area off kitchen

Lobby area – canteen, small gathering area and hallway leading to recreation.

Off hallway is multipurpose room for seniors during day and community at night. Multipurpose room can be split into 2 areas with folding doors into side – power, not manual

Medical room, but no shower

Recreation section:

Back area will be fitness room

Rec receptionist – longer open area than senior area; offices in back – very small; no separate conference rooms for staff and no expansion areas

Once building complete plan to allow staff one month to move in and get ready

To right side are locker rooms – doors missing locks to entrance on pools!

2 handicap showers and 3 regular showers in each mens and women

2 family bathrooms and showers

4 lane pool – not competitive

Entrance from locker rooms extremely narrow – if younger child, within a couple feet be in pool

84-86 degrees

Shower in pool area – but if considered should be on opposite side – very narrow and congested entrance

Wheel chair and walker ramp into pool

Has child standing deck so younger children can use area – pool is 4ft in shallow end and 5 feet in deeper end

EV light for chemicals

See attached for current pool memberships

Gym – smaller in length than ones seen elsewhere

Using old bleachers but difficult to fit without encroaching on floor

Storage very small area off gym

Stairs leading to 2nd floor gym which will be used mainly for wrestling and to lesser extent other programs. Elevator to be installed

Laundry room off back hallway

Some reductions in spacing due to cost

Bovee impression:

Hallways and pool deck very narrow

Gym smaller and storage very limited

Nice entrance area with lower ceilings

Good one to follow and see final project

Cost and state funding need to be confirmed

Example

Recreation Aquatic Schedule

Swim Lessons	Day	Times	Winter	Early Spring	Cost/R	Cost/NR	No Class
Parent & Child	Sat.	8:00-8:40 am	TBA	TBA	$80.00	$90.00	None
Beginner Pre School	Sat.	8:45-9:25 am	TBA	TBA	$80.00	$90.00	None
Advance Pre School	Sat.	9:30-10:10 am	TBA	TBA	$80.00	$90.00	None
Beginner 1	Sat.	10:15-10:55 am	TBA	TBA	$80.00	$90.00	None
Beginner 2	Sat.	11:00-11:40 am	TBA	TBA	$80.00	$90.00	None
Advance Beginner	Sat.	11:45-12:25 pm	TBA	TBA	$80.00	$90.00	None
Intermediate	Sat.	12:30-1:10 pm	TBA	TBA	$80.00	$90.00	None

Program	Days	Time	Winter	Early Spring	Cost	No Class	Instructor
Aqua Aquatics	M,W, F	9-9:50 am	TBA	TBA	$40.00		No instructor, self-guided
Senior Aquatics	T & TH	10-10:50 am	TBA	TBA	$25.00		P. Sherman
Aqua Aerobics	T,W,TH	5-6:00 pm	TBA	TBA	$90.00		E. Emmons

Program	Days	Time	Misc	Please Note: All participants must purchase a facility pass available at the Windham Recreation Department for the use of Lap swim and family swim	
Adult Lap swim	M,W, F	10 am–12 pm	Lifeguard on duty	Facility Pass Required	Passes may be purchased at the Windham Recreation Office
Adult Lap swim	Tu, Th	11 am-12pm	Lifeguard on duty	Facility Pass Required	Passes may be purchased at the Windham Recreation Office
Adult Lap swim	Tu, Th	6 pm-7pm	Lifeguard on duty	Facility Pass Required	Passes may be purchased at the Windham Recreation Office
Family swim	Sat.	1:15pm-2:15pm	Lifeguard on duty	Facility Pass Required	Passes may be purchased at the Windham Recreation Office
Family swim	M & W	6:00pm-7:30pm	Lifeguard on duty	Facility Pass Required	Passes may be purchased at the Windham Recreation Office

Non Residents, please add $10.00 to the above cost.

Facility Pass **NOW** includes: Family swim, lap Swim, adult open gym & fitness room: $10.00 per month or $50.00 per 6 months

Rock Hill

Rocky Hill Senior/Community Center

December 16, 2021 Tour

Craig Bowman, Director Parks & Recreation (Berlin resident) & Gina Marino Senior Services Director

Brenden Luddy, Donna Bovee, Jennifer Ochoa, Debbie Dennis, Tina Doyle – Berlin

- Completed 8/16/21 – open to public 10/3/21; however, renovated areas toward town hall require repair, reconstruction work in hallway...
- Referendum passed in 2018, but close; $10.5 million for 9,650 sq ft addition – 16,500 sq ft total (9,650 sq ft from press release)
- One level; some renovation with new addition to town hall complex with library within complex near community center
- Very welcoming lobby – straight ahead is café with tv; manned by senior volunteers; to left is open sitting area with fireplace – theme is "nautical" given town access to CT river
- To right is a thrift store area – not used currently
- Right side of lobby is reception area with combined senior and parks and recreation offices in back; office area is small – would recommend having a conference room if built again and staff should have say in final design; they mentioned need additional space
- Behind coffee and area is full kitchen opening to multi-purpose room
- Multi-purpose splits in to 3 separate rooms – used for community and senior lunches, etc. – fits 250 people
- Kitchen just used to reheat; use private business to provide meals (full service kitchen)
- Audio and streaming in 3rd portion of multi-purpose room
- Game room, activity room, arts & craft room, exercise/dance studio room with mirrors and remote access to class (great idea for seniors or someone who cannot physically get there)
- Fitness room off exercise room – very small for equipment
- Hallway past offices lead to town hall but at end down left hallway is a gym with stage (was there originally) – do not recommend having stage – wasted space
- Left side is new renovation with large child care (pre-k) room going to outside with playground; has divider that is manual (automatic cut from budget)
- Noted that for facility/custodial staff – able to change week hours so staffing available on Sat so no OT (Tues-Sat week, for some)
- No pool – pool at high school and cooperative tri-town approach for Rocky Hill, Newington and Wethersfield

Lessons learned:

- Bathrooms – senior bathrooms – very tight, limited room and hard to fit wheelchair access; low toilets
- Smaller tables needed for game room and activity rooms (can view on you tube video)
- Arts & Crafts room has two sinks – have sinks in each room, which they don't have but would want
- Think about sound with any high ceilings – can be very loud

- Fitness and exercise/dance rooms – missing storage, so purchased racks to store
- Positive – expose ceilings where you can – (exercise and fitness rooms etc)
- Furniture – make sure purchase with floors in mind – they had to repurchase legs with bottoms that will not scratch floors for dining area
- Security system, police monitor
- Library pays for licenses for movies shown in multi purpose rooms
- Bathrooms – make sure install high toilets, roomy for wheel chair and ensure doors are motorized and not heavy

Thoughts on Rocky Hill Senior/Community Center

Debbie Dennis

I liked that all of the offices were together. The meeting rooms were nice and their multi-function room was nice. Note – the flooring they had scratched easily. Their fitness room, where the class was going on, was nice but could be a little bigger. The weight room, where the treadmills and other cardio equipment was, was too small. I like the front entrance and the coffee bar they had but I wouldn't recommend all the furniture, maybe just a few pieces, unless there was a separate entrance for the Community Center part. I liked that they had the televisions with the activities listed.

Jen Ochoa

- Loved the offices being together as your focal point as you entered – can help with directing people and even help with coverage
- Felt like lobby area was too large, would have liked to see some of that space added to rooms
- Liked the dividing of rooms
- Weight room, way too small and don't like how it is only open to seniors during the day
- Liked that it was connected to Town Hall and walkway to Library

APPENDIX E

Financial Information Provided to This Sub-Committee from Toured and Existing Facilities

Alvin & Beatrice Wood Human Services Center (Bloomfield)

CURRENT OPERATING BUDGETS

Leisure Services

	FY 2020	FY 2021			FY 2022		FY 2022 vs. FY 2021	
	Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	Town Council Adopted $ Variance	Town Council Adopted % Variance
ADMINISTRATION	415,990	524,842	291,991	524,842	594,933	587,338	62,496	11.91%
LEISURE SERVICE - SUMMER	100,379	125,876	104,239	125,876	127,323	127,323	1,447	1.15%
LEISURE SERVICE - SCHOOL YEAR	90,977	95,143	64,677	95,143	104,141	104,141	8,998	9.46%
LEISURE SERVICE - POOL	161,840	72,609	30,078	72,609	199,089	199,089	126,480	174.19%
LEISURE SERVICE - PARKS	20,299	56,650	10,839	56,650	37,500	37,500	(19,150)	-33.80%
TOTAL - LEISURE SERVICES	789,485	875,120	501,824	875,120	1,062,987	1,055,392	180,272	20.60%

0510 - LEISURE SERVICES ADMINISTRATION		FY 2020	FY 2021			FY 2022		
		Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
51111	FULL TIME	323,771	317,476	187,200	317,476	362,640	362,640	14.23%
51112	OVERTIME	65	0	309	0	0	0	0.00%
51113	PART TIME	29,209	9,924	12,737	9,924	12,630	12,630	27.27%
51237	PAYROLL TAXES	25,621	25,046	14,422	25,046	28,676	28,676	14.49%
51283	RETIREMENT	504	31,477	16,890	31,477	36,437	36,437	15.76%
51284	MEDICAL INSURANCE	0	60,865	33,146	60,865	65,172	61,176	0.51%
51285	OPEB RETIREE MEDICAL	0	10,632	0	10,632	12,736	9,136	-14.07%
51286	LIFE & DISABILITY INSURANCE	0	3,197	2,320	3,197	2,714	2,714	-15.11%
52221	ADVERTISING	14,550	5,100	642	5,100	5,100	5,100	0.00%
52231	OTHER CONTRACTUAL SERVICES	13,034	11,300	6,335	11,300	13,700	13,700	21.24%
52233	EDUCATION/TRAINING	1,423	500	275	500	500	500	0.00%
52239	COVID-19 CORONAVIRUS	2,681	0	0	0	0	0	0.00%
53301	ELECTRICITY	0	24,567	11,292	24,567	22,458	22,458	-8.58%
53302	HEAT/ENERGY	0	18,419	2,186	18,419	25,680	25,680	39.42%
53304	TELEPHONE	1,281	2,100	696	2,100	2,100	2,100	0.00%
53305	WATER	0	1,239	2,047	1,239	1,391	1,391	12.27%
54441	OFFICE SUPPLIES	3,850	3,000	1,495	3,000	3,000	3,000	0.00%
	DIVISION TOTALS	415,990	524,842	291,991	524,842	594,933	587,338	11.91%

0510 - LEISURE SERVICES SUMMER		FY 2020	FY 2021			FY 2022		
		Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
51112	OVERTIME	38	0	997	0	0	0	0.00%
51114	SEASONAL	68,359	92,309	90,847	92,309	91,336	91,336	-1.05%
51237	PAYROLL TAXES	5,352	6,067	7,026	6,067	6,987	6,987	15.17%
52231	OTHER CONTRACTUAL SERVICES	13,737	16,500	2,671	16,500	16,500	16,500	0.00%
54442	UNIFORMS & CLOTHING	2,500	2,500	0	2,500	2,500	2,500	0.00%
54446	TECHNICAL SUPPLIES	7,500	6,500	2,698	6,500	6,500	6,500	0.00%
54449	FOOD & MEALS	0	0	0	0	1,000	1,000	0.00%
56661	TECHNICAL EQUIPMENT	2,893	2,000	0	2,000	2,500	2,500	25.00%
	DIVISION TOTALS	100,379	125,876	104,239	125,876	127,323	127,323	1.15%

0510 - LEISURE SERVICES SCHOOL YEAR		FY 2020	FY 2021			FY 2022		
		Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
51112	OVERTIME	0	0	72	0	0	0	0.00%
51114	SEASONAL	67,900	73,212	54,970	73,212	81,571	81,571	11.42%
51237	PAYROLL TAXES	5,208	5,601	4,297	5,601	6,240	6,240	11.41%
52231	OTHER CONTRACTUAL SERVICES	1,959	0	0	0	0	0	0.00%
54442	UNIFORMS & CLOTHING	2,050	2,050	0	2,050	2,050	2,050	0.00%
54446	TECHNICAL SUPPLIES	9,497	9,500	3,968	9,500	9,500	9,500	0.00%
56661	TECHNICAL EQUIPMENT	4,363	4,780	1,370	4,780	4,780	4,780	0.00%
	DIVISION TOTALS	90,977	95,143	64,677	95,143	104,141	104,141	9.46%

0510 - LEISURE SERVICES POOL		FY 2020	FY 2021			FY 2022		
		Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
51112	OVERTIME	106	0	15	0	0	0	0.00%
51114	SEASONAL	92,002	24,983	16,400	24,983	122,323	122,323	389.63%
51237	PAYROLL TAXES	7,095	1,911	1,256	1,911	9,358	9,358	389.68%
52227	REPAIRS & MAINT. CONTRACT	7,100	7,100	0	7,100	7,100	7,100	0.00%
52231	OTHER CONTRACTUAL SERVICES	14,029	13,060	10,030	13,060	14,200	14,200	8.73%
53301	ELECTRICITY	6,683	4,000	1,810	4,000	4,000	4,000	0.00%
53303	OIL	1,000	0	0	0	500	500	0.00%
53304	TELEPHONE	0	0	0	0	580	580	0.00%
53305	WATER	0	5,000	0	5,000	5,000	5,000	0.00%
53327	BUILDING MAINT.	8,728	0	0	0	9,800	9,800	0.00%
53343	MAINTENANCE SUPPLIES	1,329	0	0	0	1,425	1,425	0.00%
54442	UNIFORMS & CLOTHING	2,857	3,380	0	3,380	3,380	3,380	0.00%
54446	TECHNICAL SUPPLIES	10,248	5,000	567	5,000	10,248	10,248	104.96%
56661	TECHNICAL EQUIPMENT	10,662	8,175	0	8,175	11,175	11,175	36.70%
	DIVISION TOTALS	161,840	72,609	30,078	72,609	199,089	199,089	174.19%

0510 - LEISURE SERVICES PARKS & RECREATION		FY 2020	FY 2021			FY 2022		
		Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
52231	OTHER CONTRACTUAL SERVICES	11,153	12,000	5,946	12,000	12,000	12,000	0.00%
53301	ELECTRICITY	0	1,800	91	1,800	3,500	3,500	94.44%
53305	WATER	0	20,850	0	20,850	0	0	-100.00%
54446	TECHNICAL SUPPLIES	4,480	15,000	4,803	15,000	15,000	15,000	0.00%
56661	TECHNICAL EQUIPMENT	4,666	7,000	0	7,000	7,000	7,000	0.00%
	DIVISION TOTALS	20,299	56,650	10,839	56,650	37,500	37,500	-33.80%

0510 - LEISURE SERVICES	FY 2020	FY 2021			FY 2022		
	Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
0510 TOTALS	789,485	875,120	501,824	875,120	1,062,987	1,055,392	20.60%

Senior and Social Services

	FY 2020	FY 2021			FY 2022		FY 2022 vs. FY 2021	
	Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	Town Council Adopted $ Variance	Town Council Adopted % Variance
HEALTH	259,227	274,003	208,030	274,003	291,284	291,284	17,281	6.31%
SOCIAL SERVICES	640,632	869,325	506,267	869,325	942,028	929,968	60,643	6.98%
SENIOR SERVICES	783,908	1,012,733	566,014	1,012,733	1,099,833	1,085,542	72,809	7.19%
TOTAL - HEALTH SERVICES	1,683,768	2,156,061	1,280,311	2,156,061	2,333,145	2,306,794	150,733	6.99%

0711 - HEALTH		FY 2020 Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
52231	OTHER CONTRACTUAL SERVICES	259,227	274,003	208,030	274,003	291,284	291,284	6.31%
	0711 Totals	259,227	274,003	208,030	274,003	291,284	291,284	6.31%

0721 - SOCIAL SERVICES		FY 2020 Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
51111	FULL TIME	488,424	491,686	311,474	491,686	514,650	514,650	4.67%
51113	PART TIME	30,226	59,437	27,286	59,437	59,858	59,858	0.71%
51116	TEMP WAGES	2,238	0	0	0	0	0	0.00%
51237	PAYROLL TAXES	38,078	42,161	25,185	42,161	42,814	42,814	1.55%
51283	RETIREMENT	609	50,656	29,812	50,656	57,381	57,381	13.28%
51284	MEDICAL INSURANCE	0	98,715	53,109	98,715	108,504	101,845	3.17%
51285	OPEB RETIREE MEDICAL	0	15,948	0	15,948	19,104	13,704	-14.07%
51286	LIFE & DISABILITY INSURANCE	0	5,270	3,981	5,270	2,186	2,186	-58.52%
52231	OTHER CONTRACTUAL SERVICES	7,147	7,150	6,172	7,150	7,150	7,150	0.00%
52233	EDUCATION/TRAINING	2,239	2,517	973	2,517	2,517	2,517	-0.02%
52249	CONTRACTUAL ACTIVITIES	35,492	35,791	12,647	35,791	35,791	35,791	0.00%
52257	CRISIS	15,925	8,225	5,019	8,225	20,000	20,000	143.16%
52258	RELOCATION ASSISTANCE	13,828	0	12,038	0	15,000	15,000	0.00%
53301	ELECTRICITY	0	24,567	11,292	24,567	22,458	22,458	-8.58%
53302	HEAT/ENERGY	0	18,419	3,238	18,419	25,680	25,680	39.42%
53304	TELEPHONE	1,519	3,444	1,889	3,444	3,444	3,444	0.00%
53305	WATER	0	1,239	1,121	1,239	1,391	1,391	12.27%
54441	OFFICE SUPPLIES	2,592	2,500	512	2,500	2,500	2,500	0.00%
54446	TECHNICAL SUPPLIES	2,315	1,600	519	1,600	1,600	1,600	0.00%
	0721 Totals	640,632	869,325	506,267	869,325	942,028	929,968	6.98%

0751 - SENIOR SERVICES ADMINISTRATION		FY 2020 Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
51111	FULL TIME	264,799	264,265	166,608	264,265	262,777	262,777	-0.56%
51113	PART TIME	15,997	20,951	11,979	20,951	21,294	21,294	1.64%
51114	SEASONAL	48	0	0	0	1,000	1,000	0.00%
51237	PAYROLL TAXES	20,519	21,896	12,917	21,896	21,808	21,808	-0.40%
51283	RETIREMENT	418	26,413	14,849	26,413	26,359	26,359	-0.20%
51284	MEDICAL INSURANCE	0	53,865	29,058	53,865	61,172	57,176	6.15%
51285	OPEB RETIREE MEDICAL	0	7,974	0	7,974	9,552	6,852	-14.07%
51286	LIFE & DISABILITY INSURANCE	0	2,773	1,561	2,773	2,031	2,031	-26.76%
52221	ADVERTISING	1,000	1,000	0	1,000	1,000	1,000	0.00%
52222	DUES & SUBSCRIPTIONS	494	600	(175)	600	600	600	0.00%
52223	TRAVEL	0	700	0	700	700	700	0.00%
52227	REPAIRS & MAINT. CONTRACT	706	1,500	0	1,500	1,500	1,500	0.00%
52231	OTHER CONTRACTUAL SERVICES	59,396	48,563	8,468	48,563	59,500	59,500	22.52%
52232	POSTAGE	4,284	5,500	3,405	5,500	5,500	5,500	0.00%
52233	EDUCATION/TRAINING	2,060	2,000	0	2,000	3,000	3,000	50.00%
53301	ELECTRICITY	0	24,567	11,292	24,567	22,458	22,458	-8.58%
53302	HEAT/ENERGY	0	18,419	3,238	18,419	25,680	25,680	39.42%
53305	WATER	0	1,239	1,121	1,239	1,391	1,391	12.27%
54441	OFFICE SUPPLIES	3,054	3,450	2,609	3,450	3,450	3,450	0.00%
54446	TECHNICAL SUPPLIES	2,239	2,500	2,279	2,500	2,500	2,500	0.00%
54449	FOOD & MEALS	6,032	8,500	3,276	8,500	8,500	8,500	0.00%
	DIVISION TOTALS	381,046	516,675	272,484	516,675	541,772	535,076	3.56%

0751 - SENIOR SERVICES VOLUNTEER SERVICES		FY 2020 Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
51113	PART TIME	7,331	8,568	504	8,568	9,282	9,282	8.33%
51237	PAYROLL TAXES	561	660	39	660	710	710	7.59%
52231	OTHER CONTRACTUAL SERVICES	0	550	0	550	550	550	0.00%
54446	TECHNICAL SUPPLIES	48	651	0	651	1,000	1,000	53.61%
54449	FOOD & MEALS	2,958	3,000	408	3,000	3,000	3,000	0.00%
	DIVISION TOTALS	10,898	13,429	951	13,429	14,542	14,542	8.29%

0751 - SENIOR SERVICES MINI-BUS		FY 2020 Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
51111	FULL TIME	232,133	234,423	145,165	234,423	247,263	247,263	5.48%
51112	OVERTIME	588	4,000	4,053	4,000	4,000	4,000	0.00%
51113	PART TIME	119,590	110,157	72,019	110,157	143,641	143,641	30.40%
51237	PAYROLL TAXES	27,157	26,954	16,620	26,954	30,106	30,106	11.69%
51283	RETIREMENT	677	23,043	15,438	23,043	25,126	25,126	9.04%
51284	MEDICAL INSURANCE	0	58,805	31,029	58,805	66,057	62,061	5.54%
51285	OPEB RETIREE MEDICAL	0	10,632	0	10,632	12,736	9,136	-14.07%
51286	LIFE & DISABILITY INSURANCE	0	2,466	1,870	2,466	1,941	1,941	-21.29%
52231	OTHER CONTRACTUAL SERVICES	6,671	7,149	3,415	7,149	7,149	7,149	0.00%
54442	UNIFORMS & CLOTHING	5,149	5,000	2,972	5,000	5,500	5,500	10.00%
	DIVISION TOTALS	391,965	482,629	292,579	482,629	543,519	535,924	11.04%

0751 - SENIOR SERVICES	FY 2020 Actual Expenditure	FY 2021 Original Budget	FY 2021 8 Month Exp.	FY 2021 Curr Yr Estimate	FY 2022 Manager Recommended	FY 2022 Council Approved	FY 2022 Percent Change
0751 TOTALS	783,908	1,012,733	566,014	1,012,733	1,099,833	1,085,542	7.19%

Mansfield Community Center

OPERATING BUDGET

Parks and Recreation Fiscal Year 2017/2018

Revenues	Budget 2017/18	2018	Percent of Adopted Budget	2017
Membership Fees	$ 901,320	$ 806,384	89%	$ 846,437
Program Fees	942,910	852,663	90%	875,232
Fee Waivers	83,110	55,885	67%	53,457
Daily Admission Fees	56,310	51,563	92%	57,549
Rent - Facilities/Parties	45,310	31,888	70%	33,212
Employee Wellness	16,000	16,526	103%	16,353
Rent - E.O. Smith	16,880	18,225	108%	17,850
Charge for Services	10,000	10,000	100%	11,364
Contributions	7,750	32,165	415%	4,583
Sale of Merchandise	4,000	3,245	81%	2,968
Sale of Food	3,400	3,094	91%	5,030
Other	4,400	6,118	139%	5,869
Total Revenues	2,091,390	1,887,756	90%	1,929,903
Operating Transfers				
General Fund - Recreation Administrative	380,950	381,020	100%	367,950
General Fund - Community Programs	100,000	100,000	100%	100,000
General Fund - Summer Challenge	5,000	5,000	100%	5,000
General Fund - Bicent. Pond	25,000	25,000	100%	25,000
General Fund - Teen Center	25,000	25,000	100%	25,000
Total Operating Transfers	535,950	536,020	100%	522,950
Total Rev & Oper Transfers	2,627,340	2,423,776	92%	2,452,853
Expenditures				
Salaries & Wages	1,404,110	1,305,382	93%	1,251,981
Benefits	289,310	270,690	94%	274,875
Professional & Technical	214,650	204,955	95%	202,333
Purchased Property Services	12,000	5,680	47%	34,846
Repairs & Maintenance	71,020	65,059	92%	30,890
Rentals	2,500	14,196	568%	11,563
Other Purchased Services	277,160	244,654	88%	260,004
Other Supplies	66,260	46,426	70%	52,150
Energy	156,000	146,000	94%	156,000
Building Supplies	18,070	8,415	47%	39,162
Recreation Supplies	42,450	37,320	88%	42,887
Equipment	60,590	60,185	99%	59,016
Total Expenditures	2,614,120	2,408,963	92%	2,415,707
Excess (Deficiency) of Revenues	13,220	14,813		37,146
Fund Balance, July 1	102,944	102,944		65,798
Fund Balance, Jun 30	$ 116,164	$ 117,758		$ 102,944

Balance not finalized - Estimate Only

	FY 19/20 Actual	FY 20/21 Adopted	FY 20/21 Estimated	FY 21/22 Proposed	Incr. /(Decr)	% Incr. /(Decr)
Revenues:						
Membership Fees	$ 624,653	$ 817,510	$ 322,650	$ 641,780	$ (175,730)	(21.5%)
Program Fees	690,276	976,910	155,390	743,905	(233,005)	(23.9%)
Fee Waivers	29,712	45,960	1,940	26,610	(19,350)	(42.1%)
Daily Admission Fees	47,723	55,100	2,752	35,200	(19,900)	(36.1%)
Rent - Facilities/Parties	8,406	33,810	8,600	36,260	2,450	7.2%
Employee Wellness	8,910	16,000	2,000	8,000	(8,000)	(50.0%)
Rent - E.O. Smith	17,400	18,000	8,925	18,000	-	
Charge for Services	7,316	10,000	10,000	10,000	-	
Contributions	13,010	8,750	13,100	8,750	-	
Sale of Merchandise	1,387	3,750	500	3,750	-	
Sale of Food	2,957	3,000	228	2,250	(750)	(25.0%)
Other	4,224	6,000	1,600	14,130	8,130	135.5%
Total Revenues	1,455,974	1,994,790	527,685	1,548,635	(446,155)	(22.4%)
Operating Transfers In:						
General Fund - Recreation Admin	728,680	385,700	385,700	385,700	-	
General Fund - Community Programs	179,340	179,340	179,340	179,340	-	
General Fund - Bicentenial Pond	25,000	25,000	25,000	25,000	-	
General Fund - Teen Center	25,000	25,000	25,000	25,000	-	
Total Rev. & Op Trans	2,413,994	2,609,830	1,142,725	2,163,675	(446,155)	(17.1%)
Expenditures:						
Salaries & Wages	1,201,878	1,515,620	1,000,159	1,236,890	(278,730)	(18.4%)
Benefits	282,233	320,280	294,850	313,180	(7,100)	(2.2%)
Professional & Technical	182,691	248,260	73,950	182,470	(65,790)	(26.5%)
Purchased Property Services	11,675	13,540	12,191	12,500	(1,040)	(7.7%)
Repairs & Maintenance	66,717	47,080	42,955	40,680	(6,400)	(13.6%)
Other Purchased Services/Rentals	273,288	288,480	228,325	270,150	(18,330)	(6.4%)
Other Supplies	44,671	65,060	20,783	61,560	(3,500)	(5.4%)
Energy	137,800	141,600	141,600	141,600	-	
Building Supplies	8,074	11,500	6,000	8,760	(2,740)	(23.8%)
Recreation Supplies	28,730	41,210	10,150	33,540	(7,670)	(18.6%)
Equipment	82,998	69,520	18,706	55,350	(14,170)	(20.4%)
Improvements						
Total Expenditures	2,320,755	2,762,150	1,849,669	2,356,680	(405,470)	(14.7%)
Excess/(Deficiency)	93,239	(152,320)	(706,944)	(193,005)	(40,685)	26.7%
Unassigned Fund Balance, July 1	31,984	125,223	125,223	(581,721)		
Unassigned Fund Balance, End of Period	$ 125,223	$ (27,097)	$ (581,721)	$ (774,726)		

Staffing

	FY 17/18 Actual	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Projected	FY 21/22 Proposed
EMPLOYEES - Full time & Part-time with benefits					
Director of Parks & Recreation	1.00	1.00	1.00	0.34	1.00
Assistant Director of Parks & Recreation	1.00	1.00	1.00	1.00	-
Recreation Supervisor - Health & Fitness	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor - Aquatics	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	2.00	2.00	2.00	2.00	2.00
Member Services Coordinator	1.00	1.00	1.00	1.00	1.00
Administrative Services Specialist	1.00	1.00	1.00	1.00	1.00
Environmental Planner	0.58	0.58	0.58	0.58	0.58
Receptionist	0.71	0.71	0.71	0.71	0.71
TOTAL	9.29	9.29	9.29	8.63	8.29
EMPLOYEES - Part time NB, FTE					
Weekend/Evening Facility Supervisors	1.15	1.02	0.91	0.56	0.45
Customer Service Representatives - MCC	2.78	2.68	2.64	2.32	2.02
Customer Service Representatives - CSA	-	-	0.26	0.14	0.53
Teen Center	0.51	0.66	0.24	0.14	0.42
Lifeguards	8.05	8.17	5.95	6.27	7.70
Fitness Attendants	2.87	2.85	1.94	2.44	2.35
TOTAL	15.36	15.38	11.94	11.87	13.47
PROGRAM STAFF - Part time NB, FTE	10.20	12.33	11.77	2.03	6.42
TOTAL Parks and Recreation Fund FTE	34.85	37.00	33.00	22.53	28.18

Riverfront Community Center (Glastonbury – Senior Center only)

CURRENT OPERATING BUDGETS

Senior and Community Services

TOWN OF GLASTONBURY
2022 BUDGET - DIVISION ORG OBJECT SUMMARY

FUND 010 - GENERAL FUND

Object	Description	2019 ACTUAL	2020 ACTUAL	2021 ADOPTED BUDGET	2022 TOWN MANAGER	$$$ VARIANCE	%%% CHANGE
SENIOR & COMMUNITY SERVICES (04067)							
PERSONAL SERVICES							
40410	WAGES FULL-TIME	512,476	531,876	422,896	430,173	7,277	1.72%
40430	WAGES PART-TIME	354,529	317,938	363,640	363,640	-	-%
40440	WAGES OTHER	31	-	2,000	500	(1,500)	(75.00%)
TOTAL PERSONAL SERVICES		867,036	849,814	788,536	794,313	5,777	0.73%
SUPPLIES							
42640	OFFICE SUPPLIES	14,209	12,876	17,000	12,000	(5,000)	(29.41%)
42580	TRAINING & DUES	6,031	3,748	6,250	5,000	(1,250)	(20.00%)
TOTAL SUPPLIES		20,240	16,624	23,250	17,000	(6,250)	(26.88%)
SERVICES & CHARGES							
43690	CONTRACTUAL SERVICES	-	-	-	3,840	3,840	∞
43633	EMPLOYEE RELATED INS	152,101	165,243	143,142	157,080	13,938	9.74%
43634	PENSIONS	197,331	218,500	195,068	205,894	10,826	5.55%
43635	DATA PROCESSING	440	480	5,907	4,570	(1,337)	(22.63%)
43639	TECHNOLOGY USE CHARGES	4,881	6,041	5,906	7,214	1,308	22.15%
43642	VEHICLE MAINTENANCE	25,730	22,559	36,194	31,850	(4,344)	(12.00%)
43644	EQUIPMENT MAINTENANCE	1,850	1,476	12,000	12,000	-	-%
43646	FACILITIES MAINTENANCE	25,518	25,668	25,550	26,650	1,100	4.31%
43650	PRINTING/ REPRODUCTION	1,867	1,919	2,800	2,800	-	-%
43670	PROGRAMS	106,815	83,157	114,100	114,100	-	-%
43690	UTILITIES/COMMUNICATIONS	86,866	84,194	88,600	85,164	(3,436)	(3.88%)
TOTAL SERVICES & CHARGES		603,398	609,236	629,267	651,162	21,895	3.48%
CAPITAL							
44710	OFFICE EQUIP/FURNITURE	1,499	5,791	24,200	16,100	(8,100)	(33.47%)
44730	MACHINERY & EQUIPMENT	-	-	-	21,000	21,000	∞
44740	IMPROVEMENTS (LAND&BLDG.)	-	12,000	-	20,000	20,000	∞
TOTAL CAPITAL		1,499	17,791	24,200	57,100	32,900	135.95%
TOTAL SENIOR & COMMUNITY SERVICES		1,492,174	1,493,465	1,465,253	1,519,575	54,322	3.71%

Newtown Community & Senior Center

CURRENT OPERATING BUDGETS

Community Center

Newtown Community Center - Special Revenue Fund

	2018-2019	2019-2020	2020-2021		2021-2022	
Revenues:	Actual	Actual	Approved Budget	Actual up to 12/31/2020	Director Request	Committee Approved Budget
Federal Grants	-	-		2,691		
State Grants	-	-				
Rental Income	-	21,067	30,000	6,875	30,000	30,000
Other Grants	12,000	10,000				
Charges for Programs	1,300	65,090	68,000	44,131	88,000	88,000
Charges for Aquatic Programs	12,739	125,414	150,000	52,284	160,000	160,000
Membership Fees	8,842	366,343	443,000	207,666	514,224	514,224
Interest on Investments	11,150	21,153	20,000		22,000	22,000
Misc. Revenue/Spec. Events	-	-			15,000	15,000
NCC-Childcare	-	-		90,176		
Income-Community Café	-	11,405	12,000	3,313	8,000	8,000
Donations	43,220	34,607	42,000	56,820	50,000	50,000
Donations-GE	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Scholarships	-	-				
Transfers In		75,000		67,592		
Revenues Total	1,089,251	1,730,079	1,765,000	1,528,857	1,887,224	1,887,224

ACCOUNT DETAIL

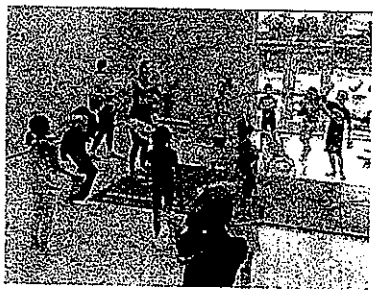
Salaries & Wages - Fulltime: Non union positions reflect an increase of 2.50% in this budget (town policy) .

POSITION

Director Comm. Ctr - $94,095
Facilities Mgr - ($62,884 = 75% CC / 25% bldg maint)
Aquatics Director - ($52,403 = 80% CC / 20% P & R)
Program Coord - ($47,117 = 70% CC / 30% SR CTR)
Welcome Desk Recept ($31,100 increased to $32,000)

Note: 2021-22 amounts charged to other departments:

Facilities Mgr	Bldg Maint	$15,721 (CC $47,163)
Aquatics Director	P & R	$11,000 (CC $41,403)
Program Coord	Senior Ctr	$14,135 (CC 32,982)



Part Time Salaries	2021-22	
Lifeguards	110,000	
Front Desk Staff	47,000	
Bookkeeper (20-25 hrs. wk)	24,500	
Swim Lesson Instructors	28,000	
Water Aerobics Instructors	26,500	($10,000 Grant supports staffing)
Program Instructors	17,500	
Weekend Housekeeping*	8,500	
Birthday Party Hosts/ Event Help*	2,500	

* new position

Newtown Community Center - Special Revenue Fund

Expenditures:	2018-2019 Actual	2019-2020 Actual	2020-2021 Approved Budget	2020-2021 Actual up to 12/31/2020	2021-2022 Director Request	2021-2022 Committee Approved Budget
Salaries & Wages - Full time	101,660	210,758	207,183	112,694	247,643	247,643
Salaries & Wages - Part Time	4,342	141,772	248,000	123,405	264,500	264,500
Salaries & Wages - Seasonal	-	-	-			
Salaries & Wages - Childcare	-	-	-	19,938		
Group Insurance	1,263	62,449	65,628	26,015	54,188	54,188
Social Security Contributions	8,019	26,472	34,821	19,312	39,265	39,265
Retirement Contributions	4,955	9,810	14,763	5,439	13,000	13,000
Fees & Professional Services	10,464	2,078	5,000	1,314	1,500	1,500
Marketing	22,338	22,578	8,000	4,801	4,000	4,000
Water/Sewers	-	41,041	34,000	12,304	34,000	34,000
Repair & Maintenance Srvs	-	24,112	20,000	18,364	26,500	26,500
Copier Leasing	-	4,088	-		4,000	4,000
Contractual Srvs	-	45,192	65,000	19,164	64,000	64,000
Dues, Travel & Education	623	2,572	6,000	20	5,000	5,000
General Supplies	9,576	13,169	13,000	4,368	10,000	10,000
Office Supplies	1,557	8,144	6,500	1,008	5,750	5,750
Program/Recreation Supplies	2,101	9,597	12,000	2,375	8,500	8,500
Pool Supplies	153	14,143	15,000	8,585	20,000	20,000
Community Events/Special Events	248	3,071	1,500	4,600	13,000	13,000
Childcare/NCC		-	-			
Energy-Natural Gas	-	78,349	47,000	23,208	54,000	54,000
Energy-Electric	-	108,183	88,000	51,810	90,000	90,000
Community Café	1,916	14,857	-			
Equipment	-	7,590	8,000		12,850	12,850
Capital	(470)	224,454	200,000		125,500	125,500
Credit Card Fees		15,434		10,782	25,000	25,000
Expenditures Total	168,744	1,089,913	1,099,395	469,506	1,122,196	1,122,196
Revenues over Expenditures	920,507	640,166	665,605	1,059,351	765,028	765,028
Beginning Fund Balance	(6,986)	913,521				

Senior Services (located in Community Center)

SENIOR SERVICES BUDGET

SENIOR SERVICES	2018 - 2019 ACTUALS	2019 - 2020 ACTUALS	2020 - 2021 ADOPTED	2020 - 2021 AMENDED	12/31 ACTUAL	2021 - 2022 BUDGET 1st SELECTMAN PROPOSED	BOS PROPOSED	BOF RECOMMENDED	LC ADOPTED	CHANGE $	CHANGE %
SALARIES & WAGES - FULL TIME	79,472	52,079	55,113	55,113	27,692	56,491	56,491	56,491	56,491	1,378	2.50%
SALARIES & WAGES - PART TIME	4,569	13,500	15,000	15,000	5,590	16,000	16,000	16,000	16,000	1,000	6.67%
GROUP INSURANCE	25,813	25,300	25,554	25,554	25,365	26,327	26,327	26,327	26,327	773	3.02%
SOCIAL SECURITY CONTRIBUTIONS	6,216	4,658	5,364	5,364	2,487	5,546	5,546	5,546	5,546	182	3.38%
RETIREMENT CONTRIBUTIONS	8,624	8,677	5,099	5,099	4,783	4,767	4,767	4,767	4,767	(332)	-6.51%
SENIOR BUS CONTRACT	153,800	157,600	160,700	160,700	160,700	160,700	160,700	160,700	160,700	-	0.00%
DUES,TRAVEL & EDUCATION	579	-	700	700	-	700	700	700	700	-	0.00%
OFFICE SUPPLIES	1,500	3,902	1,500	1,500	955	1,500	1,500	1,500	1,500	-	0.00%
OTHER EXPENDITURES	58,701	37,850	53,000	53,000	7,973	53,000	53,000	53,000	53,000	-	0.00%
	339,274	303,566	322,030	322,030	235,546	325,030	325,030	325,030	325,030	3,000	0.93%

ACCOUNT DETAIL

Salaries & Wages – Full Time: The Human Services Director and Program Coordinator are non union positions. Non union positions reflect an increase of 2.50% in this budget. The Assistant belongs to the Town Hall Employees CSEA, Local 2001 SEIU Union. Salaries & wages for this union reflect an increase of 2.50%.

Salaries & Wages – Part Time: See part time Senior Center Aide & van driver below.

Senior Services		2020 - 2021		2021 - 2022		INCREASE (DECREASE)	
POSITION	union	# AUTH.	AMENDED BUDGET	# AUTH.	1st SELECTMAN PROPOSED	# AUTH.	BUDGET
Human / Senior Services Director (used to be senior services director)	nu	1	-	1	- *	0	-
Assistant	th	1	41,923	1	42,971	0	1,048
Program Coordinator ($43,968: 70% comm ctr; 30% sr ctr)	nu	1	13,190	1	13,520	0	330
* Salary is in the Social Services budget.		3	55,113	3	56,491	0	1,378
PART TIME							
Senior Ctr Aide ($15hr/19hr per wk)/Part Time Van Driver			15,000		16,000		1,000

Parks and Recreation (not located in Community Center)

PARKS & RECREATION BUDGET

PARKS AND RECREATION	2018 - 2019 ACTUALS	2019 - 2020 ACTUALS	2020 - 2021 ADOPTED	2020 - 2021 AMENDED	2020 - 2021 12/31 ACTUAL	2021 - 2022 BUDGET 1st SELECTMAN PROPOSED	BOS PROPOSED	BOF RECOMMENDED	LC ADOPTED	CHANGE $	CHANGE %
SALARIES & WAGES - FULL TIME	933,687	994,476	1,001,968	1,001,968	482,856	1,025,513	1,025,513	1,025,513	1,025,513	23,545	2.35%
SALARIES & WAGES - PART TIME	75,859	65,407	76,798	76,798	38,650	73,094	73,094	73,094	73,094	(3,704)	-4.82%
SALARIES & WAGES - SEASONAL	197,440	221,433	240,602	240,602	113,087	244,083	244,083	244,083	244,083	3,481	1.45%
SALARIES & WAGES - OVERTIME	64,217	36,258	62,000	62,000	28,031	62,000	62,000	62,000	62,000	-	0.00%
GROUP INSURANCE	281,655	280,145	282,623	282,623	279,253	290,215	290,215	290,215	290,215	7,592	2.69%
SOCIAL SECURITY CONTRIBUTIONS	99,798	101,668	105,675	105,675	52,067	107,459	107,459	107,459	107,459	1,784	1.69%
RETIREMENT CONTRIBUTIONS	75,875	90,752	89,931	89,931	81,778	84,474	84,474	84,474	84,474	(5,457)	-6.07%
OTHER EMPLOYEE BENEFITS	13,383	12,436	15,350	15,350	9,378	15,350	15,350	15,350	15,350	-	0.00%
CONTRACTUAL SERVICES	289,515	270,754	312,000	312,000	194,943	300,000	300,000	300,000	300,000	(12,000)	-3.85%
DUES,TRAVEL & EDUCATION	7,573	5,561	10,000	10,000	1,126	10,000	10,000	10,000	10,000	-	0.00%
GENERAL SUPPLIES	12,128	11,999	12,000	12,000	6,256	12,000	12,000	12,000	12,000	-	0.00%
OFFICE SUPPLIES	3,559	1,244	3,100	3,100	1,197	3,000	3,000	3,000	3,000	(100)	-3.23%
SIGNS	5,852	5,585	6,000	6,000	715	6,000	6,000	6,000	6,000	-	0.00%
POOL SUPPLIES	26,985	31,049	32,342	32,342	5,819	32,342	32,342	32,342	32,342	-	0.00%
GENERAL MAINTENANCE SUPPLIES	38,205	37,153	35,400	35,400	9,624	35,900	35,900	35,900	35,900	500	1.41%
GROUNDS MAINTENANCE	148,530	154,112	157,731	157,731	113,467	157,731	157,731	157,731	157,731	-	0.00%
CAPITAL	135,962	111,598	21,500	21,500	21,500	49,500	49,500	21,500	21,500	-	0.00%
	2,410,223	2,431,629	2,465,020	2,465,020	1,439,742	2,508,660	2,508,660	2,480,660	2,480,660	15,640	0.63%

ACCOUNT DETAIL

Salaries & Wages – Full Time:

The Director of Parks & Recreation, Assistant Director of Parks & the Assistant Director of Recreation are non union positions. Non union positions reflect an increase of 2.50% in this budget.

Three positions belong to the Town Hall Employees CSEA, Local 2001 SEIU Union. Salaries & wages for this union reflect an increase of 2.50%, per contract.

Eleven positions belong to the Parks & Recreation Department Teamsters Union Local 145 Union. Positions in this union reflect an increase of 2.25%.

Parks & Recreation		2020 - 2021		2021 - 2022		INCREASE (DECREASE)	
POSITION	union	# AUTH.	AMENDED BUDGET	# AUTH.	1st SELECTMAN PROPOSED	# AUTH.	BUDGET
Director of Parks & Recreation	nu	1	93,289	1	95,621	0	2,332
Assistant Director of Parks	nu	1	82,508	1	84,570	0	2,063
Assistant Director of Recreation	nu	1	68,609	1	70,324	0	1,715
Operations Supervisor	th	1	65,978	1	67,627	0	1,649
Administrative Assistant	th	1	50,122	1	51,375	0	1,253
Secretary	th	1	39,729	1	40,722	0	993
Maintainer	p & r	10	544,793	10	557,051	0	12,258
Mechanic	p & r	1	56,941	1	58,222	0	1,281
		17	1,001,968	17	1,025,513	0	23,545

Salaries & Wages – Part Time:

		2020 - 2021		2021 - 2022		INCREASE (DECREASE)	
			AMENDED		1st SELECTMAN		
PART TIME		# AUTH.	BUDGET	# AUTH.	PROPOSED	# AUTH.	BUDGET
Clerical (30 hours)	th	1	21,124	1	21,652	0	528
Part Time Office Staff (see detail below)	nu	n/a	25,000	n/a	20,000	n/a	(5,000)
Part Time Maintenance	nu		30,675		31,442		767
			76,799		73,094		(3,705)

PART TIME OFFICE STAFF DETAIL:	2020-21	2021-22
Teen Center Supervisors (2)	10,000	0
Programs Specialist (5 hrs. X $15./hr x 52 wks)	3,900	3,900
Part time Office Help / Intern / special event coordinator	11,100	16,100
Grand Total	25,000	20,000

Salaries & Wages – Seasonal:

	2020-21	2021-22	Increase		
Summer Day Camp Program	136,519	140,000	3,481	3%	See detail next two pages.
Waterfront Staff	113,366	113,366	-	0%	"" ""
Rangers & Gate Attendants	23,717	23,717	-	0%	"" ""
Amount to be paid out of Eichler's Cove fund	(33,000)	(33,000)	-	0%	
	240,602	244,083	3,481		

Salaries & Wages – Seasonal:

Summer Day Camp Program:

Day Camp salary expenses are fully covered by the revenue generated from the program. To accommodate the impact of wage increases on the day camp program in 2020 we raised the cost of Dickinson Camp from $150 per week to $165 per week.

The Summer Day Camp program has two sites that operate for 7 weeks each, Dickinson Park and Treadwell Park.
Each site has of the following staff and we based our numbers from 2020 staff returning:

	2020-21	2021-22
2 - Camp director (for 8 weeks)	11,840	12,000
3 - Assistant director (for 8 weeks)	10,080	10,000
Social worker	5,500	5,500
Counselors *	102,571	106,000
Skasteboard instructor/counserlor at Dickinson Park	3,528	3,500
Mandatory camp training required for all staff (paid time)	3,000	3,000
	136,519	140,000

* *We have different levels of counselor experience. We hire approximately 41 counselors including head counselors and senior counselors. With a pay range of $12.00 to $14.50 per hours.*

We provide an increase to returning staff who move to a new level of experience which represents an approximate increase of 1.0%
Minimum wage has raised from $11.00 to $12.00 and will again increase to 13.00 on August 1 which is an approximate increase of 2%

Contractual Services:

	2020-21	2021-22
Summer Bus service and special events	6,967	6,967
Portable Toilets for park facilities	9,000	9,000
Tick Control for Dickinson & Treadwell (spraying and bait boxes)	5,500	5,500
Tennis court net replacement	1,000	1,000
Beautification of Parks	3,600	3,600
Dumpsters : Dickinson, Treadwell, Skate Park, Teen Ctr, Dog Park	4,820	4,820
Recycling Containers	3,500	3,500
Church Hill Sidewalk winter Maintenance	2,000	2,000
Septic Cleaning at Parks	4,471	4,471
BMI required licensing for concerts and performers	305	305
Lightning Contract @H.S. Musco	500	500
Treadwell - 4 applications of fungicide	8,500	8,500
Winterize and Spring opening of Pool	2,000	2,000
Cleaning Service- Treadwell Pool Building (for teen ctr use teen ctr fund)	10,000	10,000
Service Contract for Pool Controller (Chemical & Pool H2O controls)	1,600	1,600
Service contract ASCAP dues for musical performances	364	364
Annual Contract-alarm system Teen ctr (use teen ctr fund)	-	
Contracted emergency repairs: i.e., roofs, well pumps, etc.	5,000	5,000
Open and close irrigation systems	8,600	8,600
State Mandated Quarterly water tests at Parks and Potable Water	1,200	1,200
Alternate Annual Tennis Court repairs between Treadwell & Dickinson	3,000	3,000
Fencing Repairs	5,000	5,000
Vandalism Repairs (replacement equipment more expensive)	6,600	6,600
Alternate Annual Basketball Court repairs Treadwell & Dickinson	1,750	1,750
Curbing and crack repairs at park facilities	5,000	5,000
Mowing Hawleyville & Dodgintown	-	
Newtown Village Cemetery mowing	3,850	3,850
Contract mowing of small areas (new bid)	28,500	28,500
Edgework Consulting Camp Training	4,000	4,000
Turf tractor rental (was in capital in prior years)	-	10,000
Sub total	136,627	146,627

Board of Education Maintenance	2020-21	2021-22
Lawn Maintenance Contract for Schools	79,165	79,165
sod for High school fields as needed		
4 Applications of fungicide for fields		
Spraying of pesticides		
(grub control, fugus control and weed control)		
Fertilization of back fields at High School	55,000	55,000
Sub total	134,165	134,165
17 acres at the schools in 2021-22 will be done by	22,000	-
department due to new 14 ft tow behind rotary		
that is requested in capital		
Mandated American Red Cross Evaulation	2,500	2,500
Community Center Outdoor Bathroom cleaning	1,200	1,200
Children's Adventure Center sidewalk snow Remov	1,187	1,187
Newtown Parent Connection Sidewalk Snow Remo	2,366	2,366
Community Center/Senior Sidewalk Snow Removal	4,800	4,800
Ambulence Garage Sidewalk Snow Removal	2,900	2,900
Municipal Center Sidewalk snow removal	4,120	4,120
Engineers House Snow Removal CSW	135	135
Grand Total	312,000	300,000

Salaries & Wages – Seasonal: Life Guards:

Our outdoor lifeguarding staff works out of two sites, Treadwell pool and Eichler's Cove beach. There is approximately 1,600 hours of operation at each location.

	2020-21	2021-22
Shared water front director (with community center)	10,000	10,000
2 - assistant water front directors	8,000	8,000
30+ lifeguards (including torpedo swim team at NHS) *	120,776	120,776
21 water safety instructors and water safety aides	7,590	7,590
Eichler's Cove staff off-set	(33,000)	(33,000)
	113,366	113,366

* *Hourly rate ranges from $12.00 to $13.50 depending on experience.*

All guards are required to attend two 2 hour training sessions a month (paid time)

Note: Eichler's Cove lifeguards are paid out of the waterfront special revenue fund (+/- $33,000)

Although there are minimum wage increases again this summer we are not increasing this line item due to the hiring of many new guards and staff last season.

Dues, Travel & Education: Education and training consist of the following:

		2020-21	2021-22
STAFF TRAINING			
CPR and First Aid training for waterfront staff and park staff		600	600
Misc. for maintainers to attend job related classes as offered		750	750
Pool Operator's Certification Course/Irrigation Technician Course		600	600
CDL Certifications and or upgrades		2,275	2,275
PROFESSIONAL DUES			
Director:			
	National Rec. and Parks Assoc.	160	160
	CT Rec. and Parks Assoc.	75	75
	CT Parks Assoc.	35	35
Asst. Director Parks:	CT Parks Assoc.	35	35
	National Rec. and Parks Assoc.	160	160
	CT Rec. and Parks Assoc.	75	75
	Sports Turf Management Assoc.	110	110
Asst. Director of Recreation:			
	National Rec. and Parks Assoc.	160	160
	CT Rec. and Parks Assoc.	75	75
SUBSCRIPTIONS:			
	Newtown Bee, Rec. Mgt., Parks & Ground Mgt.	90	90
CONFERENCES, SEMINARS, MEETINGS			
CRPA State Conference (Director, Asst. Director/Parks, Asst. Dir. Rec)		890	890
New England Training Institute		360	360
CT Rec. and Parks Assoc. Quarterly Mtgs.		240	240
CT Parks Assoc. monthly mtgs.		240	240
NRPA Annual Seminars		2,000	2,000
Director's Expense		220	220
New England Regional Athletic & Sports Conference for Asst. Dir/parks & Operations Supervisor		850	850
	TOTAL	10,000	10,000

General Supplies

Summer Program	2020-21	2021-22
Arts & Crafts Supplies	3,800	3,800
Equipment and Supplies	2,900	2,900
First Aid Supplies	1,650	1,650
Recreation supplies for other Programs	3,650	3,650
Total:	12,000	12,000

Pool Supplies:

Pool Supplies:	2020-21	2021-22
Chemicals- Liquid and Granular	20,000	20,000
Probe replacement	800	800
Pool Shut Down and Opening	3,600	3,600
Water & CO2	1,942	1,942
Pump repairs and or replacements, filter baskets, hoses, valves, Chlorine injector line and injector pump rebuild kits.	6,000	6,000
	32,342	32,342

General Maintenance Supplies:

the following are examples and approximations;	2020-21	2021-22	Diff
Paint and stain for buildings, tables, fences, etc	4,500	4,500	-
Lumber	3,000	3,000	-
Vandalism repairs	2,000	2,000	-
Hand soap, disinfectants, paper products, etc.	4,000	4,000	-
Locks and chains	750	750	-
Replacement Barbeques	800	800	-
Bases, home plates, etc.	600	600	-
Cement	1,200	1,200	-
net replacements	600	600	-
Misc. hand tools, nuts, bolts, litter bags, etc.	1,200	1,200	-
Replacement flags	250	250	-
Playground maintenance and repairs	5,000	5,000	-
Replacement wood chips for Treadwell playgrounds	2,500	2,500	-
Teen Center Maintenance (paid out of teen fund)	-		-
Maintenance and repairs for pool facilities	3,000	3,000	-
Repair recreation equipment, purchase batteries, camera equipment and DVR's etc.	2,000	2,000	-
Dog bags & recycle bags	2,000	2,500	500
Osha Compliance Projects	2,000	2,000	-
	35,400	35,900	500

Joseph Trapazzo Community House & Canoe Brook Center
(Branford Community and Senior Center)

CURRENT OPERATING BUDGETS

Recreation Department

Department -4501 RECREATION DEPARTMENT

ORG	OBJECT	DESCRIPTION	Actual 2019 - 2020	RTM Amended 2020 - 2021	2021-2022 Requested	Board of Finance Recommended	RTM APPROVED 2021 - 2022	CHANGE * Amount	Percent
10145010	517000	Regular Wages & Salaries	494,081	510,290	568,460	568,460	568,460	58,170	11.4%
10145010	517690	Security Officers	16,314	20,941	20,442	20,442	20,442	401	2.0%
10145010	518000	Overtime	25,899	30,000	30,750	30,750	30,750	750	2.5%
10145010	518250	Seasonal and Part-Time Help	271,138	278,012	259,704	259,704	259,704	(18,308)	-6.6%
10145010	519020	Longevity	3,950	3,950	3,950	3,950	3,950	0	0.0%
10145010	519030	Accumulated Sick Pay	0	0	0	0	0	0	NA
10145010	519040	Accrued Payroll Expense	3,830	2,073	2,187	2,187	2,187	114	5.5%
10145010	519070	Retroactive Wages	0	0	0	0	0	0	NA
		Total Personnel Services	815,212	844,366	885,493	885,493	885,493	41,127	4.9%
10145010	526100	Uniform/Clothing Allowance	3,504	4,000	4,000	4,000	4,000	0	0.0%
10145010	544100	Utilities - Water, Gas, Electric	55,387	67,000	67,000	67,000	67,000	0	0.0%
10145010	544300	Purch Svcs - Repairs & Maintenance	76,549	74,626	74,626	74,626	74,626	0	0.0%
10145010	544320	Grounds Repairs & Maintenance	167,748	180,000	180,000	180,000	180,000	0	0.0%
10145010	555320	Postage	1,239	2,000	2,000	2,000	2,000	0	0.0%
10145010	556100	Office Supplies	3,130	4,000	4,000	4,000	4,000	0	0.0%
10145010	569900	Other Supplies	4,323	5,000	5,000	5,000	5,000	0	0.0%
10145010	579250	Equipment	4,263	4,000	4,000	4,000	4,000	0	0.0%
10145010	579300	Furniture & Fixtures	4,155	5,000	5,000	5,000	5,000	0	0.0%
10145010	588090	Travel	1,384	2,000	2,000	2,000	2,000	0	0.0%
10145010	588290	Memberships, Conf & Meetings	2,000	2,000	2,000	2,000	2,000	0	0.0%
		Total Non-Personnel	343,662	349,626	349,626	349,626	349,626	0	0.0%
TOTAL FOR DEPARTMENT			1,158,874	1,193,992	1,235,119	1,235,119	1,235,119	41,127	3.4%

Recreation - Department 10145010

517000	Director of Parks and Recreation	Unaffiliated	111,030	113,251	113,251	113,251	2,221	2.0%
517000	Assistant Director of Parks and Recreation	Supervisor Union	71,721	71,721	71,721	71,721	-	NA
517000	Lead Maintenance/Supervisor	Rec Union	58,011	59,467	59,467	59,467	1,455	2.5%
517000	Maintainer	Rec Union	50,482	51,750	51,750	51,750	1,268	2.5%
517000	Maintainer	Rec Union	50,482	51,750	51,750	51,750	1,268	2.5%
517000	Program Supervisor	Rec Union	61,558	63,107	63,107	63,107	1,549	2.5%
517000	Program Coordinator	Rec Union	56,514	57,928	57,928	57,928	1,414	2.5%
517000	Maintainer	Rec Union	50,482	51,750	51,750	51,750	1,268	2.5%
517000	Arts, Culture & Special Events Coordinator	Rec Union	-	47,736	47,736	47,736	47,736	100.0%
	Total Recreation			510,290	568,460	568,460	58,170	11.4%

9 Full Time Positions

Elderly Services

Department -4402 ELDERLY SERVICES

ORG	OBJECT	DESCRIPTION	Actual 2019 - 2020	RTM Amended 2020 - 2021	2021-2022 Requested	Board of Finance Recommended	RTM APPROVED 2021 - 2022	CHANGE * Amount	Percent
10144020	517000	Regular Wages & Salaries	310,110	346,409	358,526	358,526	358,526	12,117	3.5%
10144020	518250	Seasonal and Part-Time Help	42,590	70,371	71,353	71,353	71,353	982	1.4%
10144020	519020	Longevity	2,500	2,500	2,500	2,500	2,500	0	0.0%
10144020	519040	Accrued Payroll Expense	2,633	1,337	1,379	1,379	1,379	42	3.1%
10144020	519070	Retroactive Wages	0	0	0	0	0	0	NA
		Total Personnel Services	357,833	420,617	433,758	433,758	433,758	13,141	3.1%
10144020	533530	Employment Testing	1,100	1,400	1,400	1,400	1,400	0	0.0%
10144020	544300	Purch Svcs - Repairs & Maintenance	5,682	5,500	4,500	4,500	4,500	(1,000)	-23.7%
10144020	556100	Office Supplies	1,690	2,000	2,000	2,000	2,000	0	0.0%
10144020	579250	Equipment	0	0	0	0	0	0	NA
10144020	579300	Furniture & Fixtures	1,611	1,700	1,700	1,700	1,700	0	0.0%
10144020	588090	Travel	60	574	574	574	574	0	0.0%
10144020	588290	Memberships, Conf & Meetings	724	2,500	2,500	2,500	2,500	0	0.0%
		Total Non-Personnel	10,867	14,074	12,674	12,674	12,674	(1,400)	-9.9%
TOTAL FOR DEPARTMENT			368,700	434,691	446,432	446,432	446,432	11,741	2.7%

Commission for Elderly - Department 10144020

517000	Senior Center Director	Supervisor Union	96,439	96,439	96,439	96,439	-	N/A
517000	Senior Center Activities Coordinator	TOB Employees	57,829	60,455	60,455	60,455	2,626	4.5%
517000	Transportation Coordinator	TOB Employees	47,974	50,147	50,147	50,147	2,173	4.5%
517000	Administrative Assistant / Senior Center	TOB Employees	42,955	44,906	44,906	44,906	1,951	4.5%
517000	Assistant Senior Center Director	TOB Employees	54,105	67,022	67,022	67,022	2,917	4.5%
517000	Caseworker	TOB Employees	37,107	39,557	39,557	39,557	2,450	6.5%
	Total Commission for Elderly			346,409	358,526	358,526	12,117	3.5%

8 Full Time Positions

Windham Community & Senior Center

CURRENT OPERATING BUDGETS

Human Services/Senior Center

Town of Windham, Connecticut
Adopted Human Services Function Expenditure Detail - Fiscal Year 2021-2022
As of 05/19/2021

	Human Services	2019-2020 ACTUAL EXPENDED	2020-2021 ADOPTED BUDGET	2021-2022 ADOPTED BUDGET	% INCREASE (DECREASE)
Personnel Expenditures					
51510	Regular payroll	$ 340,264	$ 348,800	$ 348,800	0.00%
51520	Part time payroll	59,956	62,000	81,000	30.65%
51530	Overtime	138	150	150	0.00%
51570	Longevity	2,400	2,400	2,400	0.00%
	Total Personnel Expenditures	402,758	413,350	432,350	4.60%
Contractual Services					
58299	North Central District Health	115,284	115,378	115,378	0.00%
58820	Senior citizen programs	4,105	7,000	10,000	42.86%
55800	Travel, meetings & training	7,472	8,200	8,200	0.00%
56220	Electricity	7,139	8,643	8,643	0.00%
56218	Heating fuel	4,306	7,000	7,000	0.00%
54411	Sewer & water charges	584	700	700	0.00%
55400	Advertising & publications	482	500	500	0.00%
58005	Miscellaneous	-	3,000	3,000	100.00%
58605	Gen assistance - non reimbursable	810	5,000	5,000	0.00%
Human Services					
53541	Dispatch services	423,110	422,905	422,905	0.00%
54390	Service contracts	6,257	9,400	9,800	4.26%
58895	Outside contractors	16,980	19,000	19,000	0.00%
	Total Contractual Services	586,529	606,726	610,126	0.56%
Commodities					
56010	Office supplies	2,281	2,000	2,000	0.00%
56260	Gas & diesel fuel	369	1,000	1,000	0.00%
56945	Custodial supplies	785	1,000	1,000	0.00%
	Total Commodities	3,435	4,000	4,000	0.00%
	Total Human Services	$ 992,722	$ 1,024,076	$ 1,046,476	2.19%
	Percentage increase/(decrease)		3.16%	2.19%	

Town of Windham, Connecticut
Adopted Town General Government Expenditure Budget Detail - Fiscal Year 2021-2022
As of 05/19/2021

44230 Human Services / Senior Center

OBJECT	ACCT DESCRIPTION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ADOPTED	2021-2022 ADOPTED
51510	Regular payroll	290,858	292,350	299,800	299,800
51520	Part time payroll	52,897	59,956	62,000	81,000
51530	Overtime	73	138	150	150
51570	Longevity	2,400	2,400	2,400	2,400
54390	Service Contracts	6,066	6,257	9,400	9,800
54411	Sewer & water charges	674	584	700	700
55400	Advertising	482	482	500	500
55800	Travel, meetings & training	0	0	500	500
56010	Office supplies	870	384	1,000	1,000
56220	Electricity	8,340	7,139	8,643	8,643
56260	Gas & diesel	253	369	1,000	1,000
56265	Heating fuel	5,753	4,306	7,000	7,000
56945	Custodial supplies	978	785	1,000	1,000
58605	General asst - non reimb	3,852	810	5,000	5,000
58820	Senior citizen programs	4,653	4,105	7,000	10,000
58895	Outside contractors	1,774	1,181	4,000	4,000
	Total	**379,923**	**381,246**	**410,093**	**432,493**

Percentage increase/(decrease) **5.46%**

Comment:

51510: 5 FTE's consisting of a full-time Administrative Assistant, a full-time Senior Activity Coordinator, 2 full time Coordinator of Client Services and Director

NOTE: Additional staffing (FT custodial and PT floater) will be needed when the Windham Senior Community Center opens

51520: 2 PT's - 1/3 time custodian; PT School Readiness Liaison position is fully funded through the School Readiness Grant Program; Salary is reimbursed from Revenue side of budget. New in FY22, PT Veteran's Advisor is budget for $18k when the new Community Center is open in the begining of 2022.

54390: Service contracts increase due to increase in cost of contracted services. Fire Hood Suppression unit in the current Senior Center is obsolete and will need to be replaced in CY2021. Cost would be approximately $3,000 to replace.

54411: Increase in Sewer/Water charges (usage & rate)

58605: General Asst - non reimb: Homeless Diversion Funding for Windham residents

58820: Musical entertainment, senior picnic, special holiday meals, seasonal decorations, arts and crafts

Civic and Cultural (includes part of Recreation)

Town of Windham, Connecticut
Adopted Civic & Cultural Function Expenditure Detail - Fiscal Year 2021-2022
As of 05/19/2021

	Civic & Cultural	2019-2020 ACTUAL EXPENDED	2020-2021 ADOPTED BUDGET	2021-2022 ADOPTED BUDGET	% INCREASE (DECREASE)
Personnel Expenditures					
51510	Regular payroll	$ 622,542	$ 609,000	$ 609,000	0.00%
51520	Part-time payroll	45,904	60,000	60,000	0.00%
51530	Overtime	337	400	400	0.00%
51570	Longevity	6,725	8,100	7,200	-11.11%
51580	Temporary wages	60,890	62,000	62,000	0.00%
	Total Personnel Expenditures	736,398	739,500	738,600	-0.12%
Contractual Services					
56220	Electricity	64,513	72,023	72,023	0.00%
56218	Heating fuel	49,606	52,500	52,500	0.00%
54411	Sewer & water charges	666	1,600	1,600	0.00%
58815	Community Services	3,850	10,000	10,000	0.00%
54390	Service contracts	33,237	35,720	35,720	0.00%
58895	Outside contractors	8,192	20,000	20,000	0.00%
	Total Contractual Services	160,064	191,843	191,843	0.00%
Commodities					
56010	Office supplies	1,785	2,500	2,500	0.00%
56945	Custodial supplies	2,829	3,500	3,500	0.00%
56420	Library materials & supplies	2,588	2,800	2,800	0.00%
56400	Books & subscriptions	28,113	30,000	35,000	16.67%
56922	Chemicals	1,438	1,500	1,500	0.00%
	Total Commodities	36,753	40,300	45,300	12.41%
	Total Civic & Cultural	$ 933,215	$ 971,643	$ 975,743	0.42%
	Percentage increase/(decrease)		4.12%	0.42%	

Recreation

Town of Windham, Connecticut
Adopted Town General Government Expenditure Budget Detail - Fiscal Year 2021-2022
As of 05/19/2021

45050 Recreation Administration

OBJECT	ACCT DESCRIPTION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ADOPTED	2021-2022 ADOPTED
51510	Regular payroll	173,244	179,354	184,000	184,000
51530	Overtime	447	337	400	400
51570	Longevity	2,100	2,325	2,300	2,300
54390	Service Contracts	720	540	720	720
56220	Electricity	30,942	21,147	27,849	27,849
56260	Gas & diesel	76	0	0	0
	Total	207,529	203,703	215,269	215,269

Percentage increase/(decrease) 0.00%

Comment:
56220: For lighting sports field at parks
54390: windhamrec.org website maintenance

Town of Windham, Connecticut
Adopted Town General Government Expenditure Budget Detail - Fiscal Year 2021-2022
As of 05/19/2021

45052 Recreation General Programs

OBJECT	ACCT DESCRIPTION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ADOPTED	2021-2022 ADOPTED
51510	Regular payroll	47,280	48,473	50,000	50,000
51570	Longevity	700	0	900	900
51580	Temporary wages	24,415	23,076	21,000	21,000
58815	Community services	6,633	3,850	10,000	10,000
	Total	79,028	75,399	81,900	81,900

Percentage increase/(decrease) 0.00%

Comment:
1 FTE, Program Coordinator Jack Jenkins
51580: Mostly lifeguards at Lauter Park
58815: Youth Day $1,750, Halloween $450, Youth Holiday Party $450, Cupid $250, Easter $350, Magic Show $250, Community Event Advertisements $1,500 and back-to-school backpack / Santa parade event $3,000.

Town of Windham, Connecticut
Adopted Town General Government Expenditure Budget Detail - Fiscal Year 2021-2022
As of 05/19/2021

45054 Recreation Center

OBJECT	ACCT DESCRIPTION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ADOPTED	2021-2022 ADOPTED
51580	Temporary wages	42,929	37,814	41,000	41,000
54411	Sewer & water charges	1,367	120	1,000	1,000
56265	Utilities	48,944	45,000	45,000	45,000
56220	Electricity	24,897	28,831	28,809	28,809
56922	Chemicals	1,500	1,438	1,500	1,500
56945	Custodial supplies	993	1,000	1,000	1,000
58895	Outside contractors	3,550	2,296	10,000	10,000
	Total	**124,180**	**116,499**	**128,309**	**128,309**

Percentage increase/(decrease) **0.00%**

Comment:

51580: PT custodian & 1 PT Lifeguard

58895: Kramer Building Outside Contractors increased due to emergency repairs

NOTE: Effective August 2018 the Town of Windham needs to take care of all expenditures and repairs to the building including paying 100% of the utilities

Rocky Hill Community & Senior Center

CURRENT OPERATING BUDGETS

Human Services

01400200 HUMAN SERVICES DEPT

TOWN OF ROCKY HILL
2021-22 ADOPTED BUDGET

		2019-20 Actual	2020-21 Adopted	2020-21 YTD @ 05/31/21	2020-21 Projected	2021-22 Adopted	2021-22 Adopted vs 2020-21	% Var
FULL TIME SALARIES	5111	184,859	183,218	181,150	186,418	186,418	3,200	1.75 %
PART TIME SALARIES	5120	27,283	58,539	16,661	25,000	61,297	2,758	4.71 %
Salaries		212,143	241,757	197,811	211,418	247,715	5,958	2.46 %
TRAINING	5334	2,102	2,400	1,834	2,000	2,400	0	0.00 %
TENANT EVICTIONS	5339	454	3,000	746	3,000	5,000	2,000	66.67 %
OFFICE SUPPLIES	5622	2,598	2,500	2,416	2,500	3,000	500	20.00 %
CONTRIBUTIONS	5817	5,032	6,500	6,128	6,500	6,500	0	0.00 %
Non salary		10,186	14,400	11,124	14,000	16,900	2,500	17.36 %
	Totals	222,328	256,157	208,935	225,418	264,615	8,458	3.30 %

Human Services Senior Services

01500200 HUMAN SERVICE SENIOR PROGRAMS

TOWN OF ROCKY HILL
2021-22 ADOPTED BUDGET

		2019-20 Actual	2020-21 Adopted	2020-21 YTD @ 05/31/21	2020-21 Projected	2021-22 Adopted	2021-22 Adopted vs 2020-21	% Var
FULL TIME SALARIES	5111	86,129	88,249	84,855	88,249	88,249	0	0.00 %
PART TIME SALARIES	5120	4,091	24,044	0	0	34,000	9,956	41.41 %
Salaries		90,220	112,293	84,855	88,249	122,249	9,956	8.87 %
SERVICE CONTRACTS	5326	3,360	5,400	0	0	5,400	0	0.00 %
MATERIALS & SUPPLIES	5623	4,797	1,800	1,800	1,800	2,500	700	38.89 %
FOOD	5640	49,544	50,000	3,014	4,000	75,000	25,000	50.00 %
SENIOR ACTIVITY	5822	1,576	10,400	7,784	8,600	22,500	12,100	116.35 %
Non salary		59,276	67,600	12,598	14,400	105,400	37,800	55.92 %
	Totals	149,496	179,893	97,453	102,649	227,649	47,756	26.55 %

Parks and Recreation

01500201 RECREATION ORGANIZED ACTIV

TOWN OF ROCKY HILL
2021-22 ADOPTED BUDGET

		2019-20 Actual	2020-21 Adopted	2020-21 YTD @ 05/31/21	2020-21 Projected	2021-22 Adopted	2021-22 Adopted vs 2020-21	% Var
FULL TIME SALARIES	5111	157,282	159,780	154,854	159,780	159,780	0	0.00 %
PART TIME SALARIES	5120	25,113	38,250	25,210	27,000	53,250	15,000	39.22 %
Salaries		182,395	198,030	180,064	186,780	213,030	15,000	7.57 %
PROGRAM ACTIVITIES	5326	38,743	42,375	18,864	28,000	48,850	6,475	15.28 %
TRAINING	5334	2,378	3,000	1,163	3,000	3,000	0	0.00 %
EQUIPMENT REPAIR	5431	0	0	0	0	1,200	1,200	100.00 %
MEETING EXPENSE	5500	419	1,000	450	1,000	1,000	0	0.00 %
PRINTING	5541	20,000	20,000	8,970	10,000	15,000	(5,000)	(25.00)%
OFFICE SUPPLIES	5622	709	2,000	533	2,000	2,000	0	0.00 %
TECHNICAL SUPPLIES	5627	4,979	8,000	5,550	8,000	8,000	0	0.00 %
DUES & SUBSCRIPTIONS	5818	606	750	548	750	750	0	0.00 %
Non salary		67,835	77,125	36,079	52,750	79,800	2,675	3.47 %
	Totals	250,230	275,155	216,143	239,530	292,830	17,675	6.42 %

01500204 **RECREATION AQUATIC PROGRAM**

TOWN OF ROCKY HILL
2021-22 ADOPTED BUDGET

		2019-20 Actual	2020-21 Adopted	2020-21 YTD @ 05/31/21	2020-21 Projected	2021-22 Adopted	2021-22 Adopted vs 2020-21	% Var
FULL TIME SALARIES	5111	86,129	88,249	81,953	83,231	81,300	(6,949)	(7.87)%
PART TIME SALARIES	5120	134,658	155,000	85,750	98,000	155,000	0	0.00 %
Salaries		220,786	243,249	167,703	181,231	236,300	(6,949)	(2.86)%
TRAINING	5334	420	1,000	558	1,000	1,000	0	0.00 %
MAINTENANCE	5433	10,047	7,000	7,366	8,500	10,800	3,800	54.29 %
POOL REPAIRS	5440	17,763	4,000	46,000	46,000	10,100	6,100	152.50 %
BUSINESS EXPENSES	5501	178	350	185	340	0	(350)	(100.00)%
CHEMICALS	5612	12,387	10,000	14,511	15,500	12,000	2,000	20.00 %
UNIFORMS & CLEANING	5613	4,102	4,000	65	4,000	4,000	0	0.00 %
EQUIPMENT & SUPPLIES	5615	1,233	3,000	2,720	3,000	3,000	0	0.00 %
POOLS EQUIPMENT	5741	4,971	1,500	1,018	1,500	1,500	0	0.00 %
DUES & SUBSCRIPTIONS	5818	250	250	242	250	250	0	0.00 %
Non salary		51,350	31,100	72,663	80,090	42,650	11,550	37.14 %
	Totals	272,136	274,349	240,366	261,321	278,950	4,601	1.68 %

Putnam YMCA

CURRENT OPERATING BUDGETS

December 2021

	YMCA of Greater Hartford As of December	Dec 2021 Actual	Dec 2021 Budget	$ Var Actual to Budget	Dec 2020 Actual	YTD Dec 2021 Actual	YTD Dec 2021 Budget	$ Var YTD Act to Budget	YTD Dec 2020 Actual	2021 Budget
100	Revenue									
100	Contributions	11,659	9,640	2,019	20,899	198,046	83,320	114,726	180,268	83,320
300	Special Events	(20)		(20)		17,227	30,250	(13,023)	20,251	30,250
1000	Government Contracts				475	14,803		14,803	1,610	
1100	Membership Dues	97,993	97,717	276	78,564	1,015,088	1,095,821	(80,733)	1,248,089	1,095,821
1310	Childcare Service Fees	1,915	2,500	(585)	3,460	7,995	6,000	1,995	3,460	6,000
1320	Camping Service Fees	(74)	(65)	(9)	7,602	155,149	137,450	17,699	117,637	137,450
1330	Other Program Fees	13,140	8,120	5,020	(1,263)	137,664	101,770	35,894	98,682	101,770
1400	Sales of Supplies	5,354	3,617	1,737	116	8,041	7,307	734	14,629	7,307
1600	Miscellaneous	3,915		3,915	615	18,919		18,919	4,455	
1800	Endowment Allocation	879	879		1,033	10,548	10,548		12,396	10,548
100	Total Revenue	134,761	122,408	12,353	111,501	1,583,482	1,472,466	111,016	1,701,478	1,472,466
200	Expense									
2100	Salaries and Wages	92,029	67,329	(24,700)	46,456	849,363	780,767	(68,596)	905,637	780,767
2200	Employee Benefits	6,905	2,661	(4,244)	5,561	43,494	27,860	(15,633)	83,795	27,860
2300	Payroll Taxes	(316)	7,116	7,432	13,868	90,026	98,679	8,653	124,243	98,679
2400	Contract Services	7,432	8,007	575	9,288	104,090	103,286	(804)	92,225	103,286
2500	Supplies	6,588	4,025	(2,563)	3,815	88,636	61,540	(27,096)	68,602	61,540
2600	Telecommunications	2,237	1,894	(343)	2,543	22,006	22,728	722	24,712	22,728
2700	Postage and Shipping	706	150	(556)	200	3,596	1,800	(1,796)	3,599	1,800
2810	Utilities	13,522	20,000	6,478	19,766	237,371	258,000	20,629	250,216	258,000
2830	Insurance	4,111	4,111		3,470	49,332	49,332		56,655	49,332
2840	Maintenance & Repair	8,737	10,164	1,427	11,632	133,395	93,999	(39,396)	116,311	93,999
2900	Equipment, Licenses & Fees	1,189		(1,189)	431	8,104	1,150	(6,954)	6,587	1,150
3100	Printing, Pub & Promo	5,234	5,522	288	3,810	63,692	66,694	3,002	45,989	66,694
3200	Travel & Vehicle Expense	413	75	(338)		2,075	900	(1,175)	1,671	900
3300	Conferences & Meetings	691	52	(639)	349	5,860	1,220	(4,640)	4,619	1,220
3500	Membership Dues	3,202	2,992	(210)	3,702	36,751	36,724	(27)	45,585	36,724
3900	Bad Debt	145	750	605	1,419	4,548	9,000	4,452	10,834	9,000
4800	Association Charges	12,941	12,941		20,100	155,292	155,292		241,200	155,292
5000	Miscellaneous				374	(51)		51	399	
200	Total Expense	165,764	147,789	(17,976)	146,776	1,897,680	1,768,972	(128,608)	2,082,880	1,768,972
100	Operating Net	(31,003)	(25,381)	(5,622)	(35,274)	(314,098)	(296,506)	(17,592)	(381,402)	(296,506)
6000	Bond & Debt Service	17,858	17,858		18,750	214,296	214,296		225,000	214,296
6100	Association Sharing				(2,868)				(34,415)	
200	Additional Expenses Net	17,858	17,858		15,882	214,296	214,296		190,585	214,296
		(48,861)	(43,239)	(5,622)	(51,156)	(528,394)	(510,802)	(17,592)	(571,987)	(510,802)

APPENDIX F

Connecticut's Office of Policy and Managements (OPM) List and Rankings of 169 CT Towns and Their Per Capita Debt

Year	Town	Annual Debt Service	RSD Debt	Town Bonded Long Term Debt	Population	RPA Identifier	GO Debt/capita	GO Debt/capita (w/ RSD)
2019	STRATFORD	29,890,458	0	313,015,126	51,849	Greater Bridgeport	$6,037.05	$6,037.05
2019	NEW CANAAN	32,323,222	0	113,909,522	20,233	Western CT	$5,629.89	$5,630.00
2019	BRIDGEPORT	76,357,529	0	791,386,420	144,399	Greater Bridgeport	$5,480.55	$5,481.00
2019	NEW HAVEN	36,630,013	0	686,321,168	130,250	South Central	$5,269.26	$5,269.00
2019	GUILFORD	9,426,699	0	113,204,573	22,133	South Central	$5,114.74	$5,115.00
2019	HAMDEN	16,400,237	0	298,180,000	60,556	South Central	$4,924.04	$4,924.00
2019	HARTFORD	64,335,000	0	546,496,000	122,105	Capitol	$4,475.62	$4,476.00
2019	WILTON	11,383,603	0	80,370,468	18,343	Western CT	$4,381.53	$4,382.00
2019	NORTH HAVEN	6,654,290	0	103,123,040	23,683	South Central	$4,354.31	$4,354.00
2019	CLINTON	4,599,790	0	53,740,261	12,925	Lower CT River Valley	$4,157.85	$4,158.00
2019	NEW BRITAIN	23,587,000	0	299,118,000	72,495	Capitol	$4,126.05	$4,126.00
2019	NORTH STONINGTON	159,285	0	21,407,628	5,196	Southeastern CT	$4,120.02	$4,120.00
2019	STONINGTON	9,066,350	0	75,999,765	18,559	Southeastern CT	$4,095.04	$4,095.00
2019	WATERBURY	51,786,000	0	427,435,000	107,568	Naugatuck Valley	$3,973.63	$3,974.00
2019	BERLIN	8,921,561	0	78,386,657	20,436	Capitol	$3,835.71	$3,836.00
2019	WATERFORD	7,585,439	0	69,465,000	18,746	Southeastern CT	$3,705.59	$3,706.00
2019	FRANKLIN	5,846,750	0	7,016,610	1,920	Southeastern CT	$3,654.48	$3,654.00
2019	CHESHIRE	9,982,814	0	102,715,576	28,937	Naugatuck Valley	$3,549.63	$3,550.00
2019	THOMASTON	3,240,313	0	25,377,744	7,535	Naugatuck Valley	$3,367.98	$3,368.00
2019	WESTPORT	17,927,523	0	95,367,735	28,491	Western CT	$3,347.29	$3,347.00
2019	EAST HAMPTON	3,696,355	0	41,935,013	12,800	Lower CT River Valley	$3,276.17	$3,276.00
2019	EAST LYME	6,140,912	0	59,783,105	18,462	Southeastern CT	$3,238.17	$3,238.00
2019	STAMFORD	55,508,032	0	419,297,359	129,638	Western CT	$3,234.37	$3,234.00
2019	MILFORD	18,032,000	0	172,184,000	54,747	South Central	$3,145.09	$3,145.00
2019	SPRAGUE	8,191,501	0	8,786,208	2,859	Southeastern CT	$3,073.18	$3,073.00
2019	TOLLAND	5,227,937	0	43,646,503	14,618	Capitol	$2,985.81	$2,986.00
2019	LITCHFIELD	3,625,671	0	23,389,000	8,094	Northwest Hills	$2,889.67	$2,890.00
2019	FAIRFIELD	24,873,000	0	179,008,000	62,045	Greater Bridgeport	$2,885.13	$2,885.00
2019	REDDING	3,048,802	6,419,611	26,300,809	9,116	Western CT	$2,885.13	$3,589.00
2019	NAUGATUCK	12,438,008	0	89,234,421	31,108	Naugatuck Valley	$2,868.54	$2,869.00
2019	SOUTH WINDSOR	8,378,095	0	74,935,465	26,162	Capitol	$2,864.29	$2,864.00
2019	EAST HADDAM	1,932,588	0	25,295,496	8,997	Lower CT River Valley	$2,811.55	$2,812.00
2019	WATERTOWN	24,013,682	0	60,109,268	21,578	Naugatuck Valley	$2,785.67	$2,786.00
2019	DARIEN	10,831,528	0	60,379,444	21,728	Western CT	$2,778.88	$2,779.00
2019	SEYMOUR	3,451,440	0	45,401,193	16,437	Naugatuck Valley	$2,762.13	$2,762.00
2019	FARMINGTON	8,357,956	0	69,935,240	25,497	Capitol	$2,742.88	$2,743.00
2019	NEWTOWN	9,695,838	0	76,446,560	27,891	Western CT	$2,740.90	$2,741.00
2019	OLD SAYBROOK	3,796,456	0	27,196,451	10,061	Lower CT River Valley	$2,703.16	$2,703.00
2019	NORWALK	36,423,907	0	234,953,811	88,816	Western CT	$2,645.40	$2,645.00
2019	SHARON	798,494	1,147,332	6,991,228	2,689	Northwest Hills	$2,599.94	$3,027.00
2019	GREENWICH	47,856,980	0	162,776,756	62,840	Western CT	$2,590.34	$2,590.00
2019	STAFFORD	2,182,373	0	30,794,621	11,893	Capitol	$2,589.31	$2,589.00
2019	RIDGEFIELD	11,252,441	0	64,509,265	24,959	Western CT	$2,584.61	$2,585.00

Year	Town	Annual Debt Service	RSD Debt	Town Bonded Long Term Debt	Population	RPA Identifier	GO Debt/capita	GO Debt/capita (w/ RSD)
2019	BROOKFIELD	5,175,122	0	43,667,059	16,973	Western CT	$2,572.74	$2,573.00
2019	UNION	191,894	0	2,152,005	839	Northeast CT	$2,564.96	$2,565.00
2019	TRUMBULL	11,894,440	0	89,854,580	35,673	Greater Bridgeport	$2,518.84	$2,519.00
2019	SOUTHINGTON	12,282,000	0	109,527,000	43,834	Capitol	$2,498.68	$2,499.00
2019	SALISBURY	420,184	1,274,325	8,808,149	3,600	Northwest Hills	$2,446.71	$2,801.00
2019	LEDYARD	4,175,013	0	35,634,128	14,621	Southeastern CT	$2,437.19	$2,437.00
2019	WESTON	6,184,602	0	24,907,461	10,252	Western CT	$2,429.52	$2,430.00
2019	BLOOMFIELD	5,687,779	0	51,405,250	21,211	Capitol	$2,423.52	$2,424.00
2019	ROCKY HILL	6,040,679	0	48,002,357	20,115	Capitol	$2,386.40	$2,386.00
2019	MIDDLETOWN	17,164,000	0	107,906,000	46,258	Lower CT River Valley	$2,332.70	$2,333.00
2019	MERIDEN	16,187,660	0	137,075,603	59,395	South Central	$2,307.86	$2,308.00
2019	WOLCOTT	4,966,292	0	37,968,474	16,587	Naugatuck Valley	$2,289.05	$2,289.00
2019	NEW LONDON	6,719,997	0	61,100,903	26,858	Southeastern CT	$2,274.96	$2,275.00
2019	PLAINVILLE	5,421,598	0	39,379,196	17,534	Capitol	$2,245.88	$2,246.00
2019	ENFIELD	10,538,000	0	96,941,000	43,659	Capitol	$2,220.41	$2,220.00
2019	WEST HARTFORD	17,410,000	0	139,675,000	62,965	Capitol	$2,218.30	$2,218.00
2019	WESTBROOK	2,686,465	0	15,035,000	6,869	Lower CT River Valley	$2,188.82	$2,189.00
2019	BETHEL	3,830,800	0	42,450,414	19,800	Western CT	$2,143.96	$2,144.00
2019	BOLTON	1,127,864	0	10,353,148	4,884	Capitol	$2,119.81	$2,120.00
2019	ORANGE	2,904,739	11,930,641	29,415,000	13,926	South Central	$2,112.24	$2,969.00
2019	EASTON	3,237,672	5,195,389	15,816,000	7,521	Greater Bridgeport	$2,102.91	$2,794.00
2019	WOODBRIDGE	2,214,263	7,258,496	18,366,562	8,750	South Central	$2,099.04	$2,929.00
2019	WETHERSFIELD	7,815,177	0	53,769,715	26,008	Capitol	$2,067.43	$2,067.00
2019	WINDSOR LOCKS	3,191,647	0	26,515,765	12,854	Capitol	$2,062.84	$2,063.00
2019	CANAAN	282,106	510,370	2,154,496	1,053	Northwest Hills	$2,046.06	$2,531.00
2019	MANCHESTER	12,616,000	0	117,420,000	57,584	Capitol	$2,039.11	$2,039.00
2019	PLYMOUTH	3,299,860	0	23,044,114	11,598	Naugatuck Valley	$1,986.90	$1,987.00
2019	PRESTON	774,879	0	8,930,000	4,625	Southeastern CT	$1,930.81	$1,931.00
2019	PORTLAND	2,533,842	0	17,540,417	9,267	Lower CT River Valley	$1,892.78	$1,893.00
2019	WEST HAVEN	21,111,734	0	100,586,731	54,620	South Central	$1,841.57	$1,842.00
2019	BRANFORD	8,174,355	0	49,849,973	27,900	South Central	$1,786.74	$1,787.00
2019	DANBURY	24,135,529	0	151,129,689	84,694	Western CT	$1,784.42	$1,784.00
2019	CROMWELL	3,619,111	0	24,589,290	13,839	Lower CT River Valley	$1,776.81	$1,777.00
2019	KILLINGLY	3,936,737	0	30,754,735	17,336	Northeast CT	$1,774.04	$1,774.00
2019	MARLBOROUGH	1,989,874	3,392,419	11,090,990	6,335	Capitol	$1,750.75	$2,286.00
2019	ESSEX	1,151,938	2,461,367	11,657,311	6,668	Lower CT River Valley	$1,748.25	$2,117.00
2019	NORTH BRANFORD	3,982,273	0	24,682,623	14,146	South Central	$1,744.85	$1,745.00
2019	MONROE	6,316,104	0	33,750,000	19,434	Greater Bridgeport	$1,736.65	$1,737.00
2019	OXFORD	3,651,116	0	22,677,001	13,255	Naugatuck Valley	$1,710.83	$1,711.00
2019	COLCHESTER	2,684,056	0	26,153,847	15,809	Southeastern CT	$1,654.36	$1,654.00
2019	CANTON	2,224,144	0	16,746,009	10,254	Capitol	$1,633.12	$1,633.00
2019	GROTON	6,459,899	0	62,603,783	38,436	Southeastern CT	$1,628.78	$1,629.00
2019	BRISTOL	10,258,681	0	95,056,112	59,947	Naugatuck Valley	$1,585.67	$1,586.00

Year	Town	Annual Debt Service	RSD Debt	Town Bonded Long Term Debt	Population	RPA Identifier	GO Debt/capita	GO Debt/capita (w/ RSD)
2019	MONTVILLE	4,737,003	0	29,157,188	18,508	Southeastern CT	$1,575.38	$1,575.00
2019	MADISON	4,783,457	0	28,313,675	18,030	South Central	$1,570.36	$1,570.00
2019	GLASTONBURY	9,302,335	0	52,812,011	34,482	Capitol	$1,531.58	$1,532.00
2019	WINDSOR	7,067,791	0	43,090,000	28,733	Capitol	$1,499.67	$1,500.00
2019	CORNWALL	360,873	818,644	2,040,000	1,362	Northwest Hills	$1,497.80	$2,099.00
2019	VERNON	6,105,732	0	42,940,300	29,359	Capitol	$1,462.59	$1,463.00
2019	MIDDLEBURY	811,929	2,555,476	11,340,000	7,798	Naugatuck Valley	$1,454.22	$1,782.00
2019	STERLING	826,725	0	5,475,000	3,782	Northeast CT	$1,447.65	$1,448.00
2019	SHERMAN	973,188	0	5,105,000	3,630	Western CT	$1,406.34	$1,406.00
2019	SIMSBURY	5,438,462	0	35,209,077	25,395	Capitol	$1,386.46	$1,386.00
2019	DERBY	1,764,796	0	17,071,254	12,339	Naugatuck Valley	$1,383.52	$1,384.00
2019	PUTNAM	1,047,005	0	12,377,000	9,389	Northeast CT	$1,318.24	$1,318.00
2019	GRANBY	3,426,245	0	14,593,322	11,507	Capitol	$1,268.21	$1,268.00
2019	NORWICH	5,872,000	0	49,015,000	38,768	Southeastern CT	$1,264.32	$1,264.00
2019	EAST HARTFORD	11,634,000	0	62,157,000	49,872	Capitol	$1,246.33	$1,246.00
2019	BEACON FALLS	960,316	9,144,667	7,740,437	6,222	Naugatuck Valley	$1,244.04	$2,714.00
2019	NEW FAIRFIELD	2,444,606	0	17,181,460	13,878	Western CT	$1,238.04	$1,238.00
2019	NEW HARTFORD	908,880	501,346	8,109,039	6,656	Northwest Hills	$1,218.31	$1,294.00
2019	COVENTRY	2,903,017	0	14,711,073	12,407	Capitol	$1,185.71	$1,186.00
2019	WARREN	215,813	398,827	1,650,000	1,395	Northwest Hills	$1,182.80	$1,469.00
2019	GRISWOLD	1,668,255	0	13,063,754	11,534	Southeastern CT	$1,132.63	$1,133.00
2019	THOMPSON	1,280,248	0	10,389,544	9,379	Northeast CT	$1,107.75	$1,108.00
2019	SUFFIELD	3,206,275	0	17,240,372	15,814	Capitol	$1,090.20	$1,090.00
2019	AVON	2,755,750	0	19,668,497	18,276	Capitol	$1,076.19	$1,076.00
2019	SCOTLAND	282,345	0	1,769,521	1,672	Northeast CT	$1,058.33	$1,058.00
2019	ELLINGTON	3,017,295	0	17,268,981	16,467	Capitol	$1,048.70	$1,049.00
2019	SALEM	581,738	0	4,178,087	4,083	Southeastern CT	$1,023.29	$1,023.00
2019	BETHANY	774,987	4,585,863	5,398,337	5,548	South Central	$973.02	$1,800.00
2019	WOODBURY	864,712	22,731,544	9,195,000	9,502	Naugatuck Valley	$967.69	$3,360.00
2019	EAST WINDSOR	1,057,620	0	11,247,914	11,668	Capitol	$964.00	$964.00
2019	HADDAM	705,315	7,815,356	7,790,000	8,193	Lower CT River Valley	$950.81	$1,905.00
2019	NORFOLK	274,168	87,174	1,548,604	1,630	Northwest Hills	$950.06	$1,004.00
2019	SOMERS	1,927,528	0	10,075,000	10,784	Capitol	$934.25	$934.00
2019	EAST HAVEN	3,159,183	0	26,360,018	28,569	South Central	$922.68	$923.00
2019	WALLINGFORD	4,495,000	0	40,590,000	44,326	South Central	$915.72	$916.00
2019	LYME	601,393	5,002,487	2,069,280	2,316	Lower CT River Valley	$893.47	$3,053.00
2019	EAST GRANBY	669,880	0	4,233,037	5,140	Capitol	$823.55	$824.00
2019	NEW MILFORD	4,837,900	0	21,744,494	26,805	Western CT	$811.21	$811.00
2019	POMFRET	409,342	0	3,362,000	4,203	Northeast CT	$799.90	$800.00
2019	BOZRAH	406,940	0	2,029,777	2,726	Southeastern CT	$744.60	$745.00
2019	SHELTON	8,584,609	0	29,805,000	41,129	Naugatuck Valley	$724.67	$725.00
2019	BURLINGTON	614,344	8,801,732	6,726,971	9,704	Northwest Hills	$693.22	$1,600.00
2019	ANSONIA	6,718,050	0	12,797,145	18,654	Naugatuck Valley	$686.03	$686.00

Year	Town	Annual Debt Service	RSD Debt	Town Bonded Long Term Debt	Population	RPA Identifier		GO Debt/capita	GO Debt/capita (w/ RSD)
2019	TORRINGTON	3,181,001	0	21,908,354	34,044	Northwest Hills		$643.53	$644.00
2019	BARKHAMSTED	249,774	287,303	1,975,000	3,606	Northwest Hills		$547.70	$627.00
2019	PLAINFIELD	1,430,225	0	7,114,211	15,125	Northeast CT		$470.36	$470.00
2019	WOODSTOCK	519,464	0	3,671,344	7,858	Northeast CT		$467.21	$467.00
2019	WINDHAM	2,461,572	0	11,198,800	24,561	Southeastern CT		$455.96	$456.00
2019	NEWINGTON	1,083,000	0	13,295,000	30,014	Capitol		$442.96	$443.00
2019	HEBRON	1,056,829	5,547,006	4,005,985	9,504	Capitol		$421.51	$1,005.00
2019	KILLINGWORTH	454,404	5,339,644	2,590,000	6,364	Lower CT River Valley		$406.98	$1,246.00
2019	PROSPECT	494,627	14,340,333	3,593,162	9,702	Naugatuck Valley		$370.35	$1,848.00
2019	MANSFIELD	291,111	637,022	8,875,000	25,487	Capitol		$348.22	$373.00
2019	ASHFORD	405,954	208,522	1,260,139	4,255	Northeast CT		$296.15	$345.00
2019	KENT	586,580	964,940	780,000	2,777	Northwest Hills		$280.88	$628.00
2019	OLD LYME	348,376	19,527,513	1,815,000	7,306	Lower CT River Valley		$248.43	$2,921.00
2019	CANTERBURY	526,086	0	1,223,551	5,079	Northeast CT		$240.90	$241.00
2019	NORTH CANAAN	155,872	1,912,390	725,511	3,251	Northwest Hills		$223.17	$811.00
2019	WINCHESTER	696,219	0	2,350,374	10,604	Northwest Hills		$221.65	$222.00
2019	LISBON	371,670	0	865,000	4,220	Southeastern CT		$204.98	$205.00
2019	WILLINGTON	418,616	239,456	1,200,000	5,864	Capitol		$204.64	$245.00
2019	MIDDLEFIELD	486,126	1,468,896	889,292	4,374	Lower CT River Valley		$203.31	$539.00
2019	COLEBROOK	62,750	97,177	250,000	1,400	Northwest Hills		$178.57	$248.00
2019	LEBANON	556,131	0	1,230,082	7,144	Southeastern CT		$172.18	$172.00
2019	SOUTHBURY	1,159,325	5,314,524	3,360,000	19,571	Naugatuck Valley		$171.68	$443.00
2019	CHESTER	83,389	1,271,820	660,495	4,213	Lower CT River Valley		$156.78	$459.00
2019	ANDOVER	137,713	1,622,278	360,388	3,236	Capitol		$111.37	$613.00
2019	COLUMBIA	166,750	0	475,438	5,379	Capitol		$88.39	$88.00
2019	VOLUNTOWN	0	0	214,324	2,510	Northeast CT		$85.39	$85.00
2019	HARTLAND	111,006	0	180,000	2,120	Northwest Hills		$84.91	$85.00
2019	GROTON (City of)	383,706	0	2,905,000	38436			$75.58	$76.00
2019	DEEP RIVER	32,500	1,901,813	317,858	4,443	Lower CT River Valley		$71.54	$500.00
2019	BROOKLYN	91,413	0	152,524	8,272	Northeast CT		$18.44	$18.00
2019	BRIDGEWATER	1,399	2,197,650	15,391	1,635	Western CT		$9.41	$1,354.00
2019	DURHAM	0	2,821,104	41,728	7,165	Lower CT River Valley		$5.82	$400.00
2019	HAMPTON	3,811	0	6,035	1,842	Northeast CT		$3.28	$3.00
2019	BETHLEHEM	0	7,268,456	0	3,402	Naugatuck Valley	$-		$2,137.00
2019	CHAPLIN	61,966	0	0	2,239	Northeast CT	$-	$-	
2019	EASTFORD	76,949	0	0	1,790	Northeast CT	$-	$-	
2019	GOSHEN	0	1,009,508	0	2,863	Northwest Hills	$-		$353.00
2019	HARWINTON	0	4,378,268	0	5,420	Northwest Hills	$-		$808.00
2019	MORRIS	0	773,850	0	2,254	Northwest Hills	$-		$343.00
2019	ROXBURY	6,116	4,436,950	0	2,152	Northwest Hills	$-		$2,062.00
2019	WASHINGTON	0	5,615,400	0	3,428	Northwest Hills	$-		$1,638.00
						AVERAGE		$2,639.00	

APPENDIX G

Meriden YMCA Director John Benigni Responses to Questions

Sub-Committee Submitted

QUESTIONS FOR JOHN BENIGNI FROM THE COMMUNITY/SENIOR CENTER ADVISORY COMMITTEE

Please review the attached Statements of Needs that were prepared by the Berlin Parks and Recreation Commission and the Commission on Aging. Comment on each and identify that a local Berlin YMCA can or cannot meet the needs addressed in the statements for our Parks and Recreation Department and Senior Center.

FINANCIALS and FUNDING

1. Would you please provide 5 years of the latest financials (audited if applicable) and Federal Income Tax Returns? In addition, can you provide a detailed overview of your current full year budget and budget actual, revenue and expenditures to year to date? **Online GuideStar provides 4 years of financials.**
    a. Please provide a breakdown of revenue (philanthropy, grants, government bonding, memberships, program fees, child care, annual fundraising campaign, etc.). **Online GuideStar**
    b. If the Meriden YMCA is what you envision Berlin to be most similar to, are there separate financial for just Meriden with numbers of participation and other benchmarks you may use? **We are one organization and each community has its own budget/benchmarks and Berlin YMCA will TBD.**
        i. Are Meriden YMCA membership fees in line with what your thoughts for Berlin would be or would the basis of fees be different? Are Meriden membership fees different from New Britain? **Based on the various categories some are similar and some are different.**
    c. Please provide the Berlin childcare and summer camp program financials.
        i. If child care and summer camps is where the YMCA's make money, the Berlin YMCA child care and camp profits would not be incremental to a new Berlin YMCA facility. Does that mean the new Berlin YMCA facility fees would not be favorably impacted by the profits from Berlin child care and summer camp? **Not applicable at this time.**
2. Who would you use as your professional fundraiser and how do you go about choosing that? **To be determined. We would use the National YMCA as a resource.**
    a. What is the estimated expense for that? **TBD.**
3. How long does the fundraising campaign last before a new Y facility breaks ground? **TBD and best case scenario 1 year.**
4. Please provide the timeline with key steps (feasibility study, architect design, fundraising, bidding, construction, opening, etc.) **TBD and best case scenario 1 year.**
5. What does the feasibility study look at and will it consider area YMCAs surrounding Berlin? What is the YMCA's saturation point? Has such a study been performed for a YMCA facility in Berlin? **All questions will be answered upon completion of feasibility study.**
    a. Does Berlin's current population support the need for a YMCA facility that is sustainable? **TBD a formal study will be conducted.**

b. Will it consider consolidation with the Town departments or any other services elsewhere, including the Meriden and/or New Britain YMCAs? **No-we will work in conjunction with the town and others to work with them not to compete with them.**

6. Does the YMCA have its own group of contractors, architects, or engineers it typically works with, or would the Y be reaching out to the Town and working with us on what we are looking for? Are there any estimates on what a YMCA facility would currently cost to build? **Yes we do. It will depend on what the facility will have in it but estimate is to be determined.**
7. Given all fundraising is local and looking at your experience from other locations, what do you feel a community like Berlin would be able to offer in local donations (businesses and residents)? It has been mentioned that YMCAs have access to certain donations that town government may not; is that correct and please provide examples. **We are a non-profit 501c3 and can qualify for different grants and donations etc. that are not available to the town.**
8. Does each YMCA have a local annual fundraising campaign to offset operating or other costs? **Yes. They are all incorporated into our organization wide annual campaign.**

COMMUNITY

9. What are your plans to work with the existing staff at Parks and Recreation and the Senior Center if there is to be YMCA built in Berlin? Does the YMCA look at its operation in a town as a compliment to a town funded Parks and Recreation Department and a Senior Center? How would you collaborate with them? **All to be determined but we have had great success in New Britain and Meriden working with both Park and Rec Depts. as well as the Senior Centers.**
10. How will the YMCA include seniors in its mission statement to coincide with the needs of seniors in Berlin? **Berlin has approximately 20,000 residents with approximately 5200 over the age of 60. The Silver Sneakers program is available where approximately 65% of them qualify according to our study. No one will be turned away for the inability to pay.** Meriden and New Britain have a Town Senior Center. Do you foresee Berlin maintaining a town funded Senior Center if a YMCA is built in Berlin? **It will continue to be the towns responsibility.**
11. What is the advantage of being a Berlin resident if they decide to become a member of the Berlin YMCA? **Discounted rates, convenience of the facility, use of meeting rooms and a pool with school meets and recreational use.**
12. How would a practice/competition schedule be worked out with the BHS swim/dive team?
    a. Would they be able to pay a special rate to use the pool at their need? **Free use. The anticipation will be that the schedule is similar to what it is now in Meriden.**
    b. Who would keep the proceeds if tickets and concessions were to be sold at meets? **Berlin HS**
13. How would the addition of a Berlin YMCA alter the agreements already in place such as the child care facilities in the schools, the summer camp and the transition academy? **Not at all.**
14. What does the YMCA currently pay the Board of Education in Berlin for usage of the schools for these programs and does it currently charge the Board of Education for usage of the pool and what are those numbers? **We currently have a reciprocal facility use agreement.**
15. Would the plan be to run after school/child care programs and summer camp at the YMCA instead of at the schools? Or would you remain in the Berlin schools? **Before and after school will remain at schools and summer camp TBD.**

16. Would any programs/services be restricted to Berlin residents only? Or would it be open to any YMCA members of Meriden, Berlin, New Britain, other YMCAs? **YMCA is open to all members.**
17. What does the National YMCA organization provide to the local YMCAs and what are the benefits received from the National organization? Do you incur fees paid to them? **National YMCA software, training guidelines, standards, and consulting. Yes we incur fees as we are a National affiliate.**
18. What kind of commitment is the YMCA looking for from Berlin? Land? Financial? Etc. **TBD-assistance not yet identified.**
19. The idea of a proposed Community/Senior Center has benefits in terms of financial, social and intergenerational programming and usage. How would the YMCA "sell" building and operating a YMCA facility, especially if fundraising is local? **N/A-We are looking to possibly build a full service YMCA to enhance the people of the community.**
20. The fitness center at the Meriden YMCA is much larger than our Community Center. Is the YMCA perceived to or does it compete with local gyms and would a Berlin YMCA have as large a fitness center? **We are not looking to compete with local gyms. We are non-profit organization and not just a gym. No one is turned away for the inability to pay.**

MISCELLANEOUS

21. Do you have any information on why Cheshire built their own town pool rather than working with the Cheshire/Southington YMCA? **No information.**
22. Do you have any knowledge or information on any YMCA pulling out of building a facility in a town due to lack of funding? What happens if the funding is not raised for the design? **Not to our knowledge. We do not see the funding for the design as an issue.**
23. Are you aware or have any information on a joint YMCA/Municipal building anywhere, such as New Jersey? **We know there are cities/towns that have a YMCA do work together on special projects and run some programs together. We are not aware of a joint YMCA/municipal building project.**

John

Appreciate your call and our discussion. I summarized the key points you and I discussed to each of the questions below, but before we would share this with the entire committee, please review my summary and correct anything that I may have misstated. Once final we can provide to our committee. Again thank you and have a great weekend!

1. We would like to obtain the audited statements - perhaps 2018-2020. If you have financials for 2021 we would like to obtain as well, even if only quarterly information (perhaps audit is not complete). Will provide.
2. I did go on line and reviewed the 990's posted. 2020 was not posted. We would like a copy of that as well. Will provide
3. What is CrossFit and is this something that would be offered in Berlin? Crossfit is a 20 min high energy/intensity workout . Meriden runs it out of its gymnastic facility. It is part of the Y and not something that would necessarily be offered at a Berlin Y.
4. Given your thought that A Berlin Y would be similar in size to Meriden, can you send us an operating statement (profit and loss) for Meriden? Will provide
5. Approx $5 million of your revenue is from grants. Can you provide a breakdown by grantor (maybe in notes of audit, not sure). Very difficult to do . There are various grants of all sizes . If the audit notes do not provide and the Committee would still like the information we can discuss at that time.
6. Assume for the building costs if grants are secured for the Berlin facility , they will remain financially assigned to Berlin ? Absolutely
7. Last one- why has the Y not built a Y on Berlin previously? We realize there have been past discussions and it was mentioned that there was some type of feasibility study was done 6 or so years ago that indicates a Y would work in Berlin. What has changed that makes you want to do so now and it will work? New Britain Y is the only Y that could build a Y in Berlin due to preassigned areas by the National Y. New Britain had a feasibility study done 6/7 years ago and that is the one John referenced in his remarks at our meeting, It wasn't a slam-dunk, but it did indicate that it was feasible. Meriden merged with New Britain and has noted previously New Britain had been losing significant sums of money and with the Meriden merger and leadership New Britain's finances turned around. The focus has been to straighten out New Britain first before proceeding with any new relationship.
8. Additional Question – is the joiner fee a one time fee? Yes, but frankly 50-80% of time the joiner fee is waived, for example in April (Healthy Heart Month) the joiner fee will be waived for all new members.

I mentioned to John that last night I asked all members to forward any additional questions to Brenden or bring to our next meeting so we can accumulate and forward to John as well. In addition John reiterated that a new feasibility study would be done, discussions with town and legal docs/agreements, then fundraising, finalize plans and build.

Donna

APPENDIX H

Financial Information Regarding Potential Closing of Berlins Two Outdoor Pools

Summary of Outdoor Pool Revenue and Costs That Would Be Eliminated if Closed

Date: 3/3/22
Updated 3/17/22

	Percival	Demore, Dinda, Bitner	Total Outdoor Pools	
Basic Info				
Pool Dates Open to Public	*6/19/21- 8/14/21*	*6/21/21-8/7/21*		
Days Open (incl rain days)	*57*	*48*	105	
Pre pandemic vistis	*5107*	*2307*	*7,414*	
Pandemic (2021) visits	*3391*	*1043*	*4,434* 60%	
Gallons of Water	*300,000*	*170,000*		
ADA Compliant	*NO*	*NO*	NONE	
Pool Pass Revenue - Pre Pandemic			*$ 24,874*	
Daily Fees - Pre Pandemic			*$ 4,413*	$ 29,287
Pool Pass Revenue - Pandemic (2021)			*$ 18,652* 75%	
Daily Fees - Pandemic (2021)	*$ 2,803*	*$ 792*	*$ 3,595*	
Annual Expenses (various cost centers) (1)				
Pool Buildings - Facilities variable costs	$ 2,500	$ 2,500		
Electricity	8,000	2,300		
Water	8,000	5,300		
Co2	400	600		
Pool Chemicals	4,200	4,600		
Diving board exspections	439	219		
Pool paint	4,200			
Staff Overtime,, inc fringes - Sat & Sun	3,900	3,900		
Pool Supplies (Recreation Dept)	2,815	2,815		
	$ 34,454	$ 22,234	$ 56,688	
Lifeguards/Pool Workers ex fringes			104,643	
Fringe benefits (FICA and Medicare) for line above			8,005	
TOTAL ANNUAL COSTS, ex other insignificant costs			$ 169,336	$ 169,336
Town Subsidy (1)				$ (140,049)
* * * * * * *				pre-pandemic
CAPITAL COSTS				
2023 Pool Liner		$ 200,000		
Placeholders in 10 year Capital Plan				
2025 Pool Building - Facilities	$ 750,000			
2025 Pool Grounds - Maintenance		150,000		
2026 Pool Building - Facilities		750,000		
2027 Pool Grounds - Maintenance	150,000			
TOTAL CAPITAL PROJECTED within 10 years	$ 900,000	$ 1,100,000		
Estimated Cost to Abandon & Close Pool	$350,000 - $500,000			

* * * * * * *

Benchmarks based on net costs above

Est. Net Town Subsidy Per Visit (pre-pandemic visits/(total revenue - cost) - w/o amort of capital costs	**(18.89)**
Est. Net Cost Per Day Open (days open/(total revenue - cost) - w/o amort of capital costs	**(1,333.80)**

Notes:

(1) Excludes annual diving board inspections (immaterial), health inspection, opening costs for staff (usually starts Memorial Day Weekend). (no outside consultants used in past few years, have 3 certified "testers" on maintenance staff, Source: Public Grounds, Facilities, Park & Rec data Cost are those that would be eliminated if a pool is closed

(2) Fees charged for use of Outdoor Pools -

	Berlin Resident		Non-Resident	
	Adult	Child	Adult	Child
Daily	$10	$5	$20	$10

Season Household $85, Individual (18+) $55

Non-residents must be accompanied by Berlin resident

APPENDIX I

Conceptual Programming Ideas

Programming Ideas for New Community & Senior Center

Anticipated Hours of New Facility
Monday – Friday 6:00AM – 10:00PM
Saturday and Sunday 7:00AM – 5:00PM

Program Fair

A Program Fair will be held during the Grand Opening of the Community & Senior Center where people who are interested in starting their own program can present it to the residents. Residents would then vote on which program(s) they would like to participate in. The programs with the most popularity will be chosen for the current season. The programs will be rotated throughout the year in order to provide a variety of offerings for the community. This will allow residents to become more involved in the center by providing them the opportunity to not only attend the programs, but also facilitate them as well.

A sample of offerings in the new facility could include the following:

Pool

- Swim Lessons
    - Stroke Clinic - Stroke and competitive technique refinement. (Wethersfield)
- Water Safety Instruction
- Lifeguard Training
- Aquatic Therapy
- Aquatic Exercise Classes
    - Aqua Zumba: Aqua Zumba is a pool dance party for all ages with international rhythms and fun dance moves that anyone can do.
    - Aqua Fusion: A low impact class with mindful exercises designed to improve flexibility, balance, range of motion, muscular endurance and strength and cardiovascular endurance. The water provides natural resistance with less stress and pressure on the joints.
    - Aqua Fitness: An energizing, low impact water fitness class that combines both strength training, and cardiovascular conditioning exercises that will challenge your muscles and increase your strength.
    - Aqua Arthritis: A gentle water class designed specifically for members with arthritis, chronic pain, or other joint injuries.
    - Aquamotion: An invigorating mid-morning workout appropriate for all fitness levels. Working at your own pace, you will do a balance of cardio, strength, flexibility, balance, range of motion and stretching exercises.
- Youth Swim Team
- Swim Club: Structured, school-age swimming program for children with special needs.

Sports Tournaments

- Volleyball
- Basketball
- Pickleball

- Four Square
- Triangle Ball

Exercise Classes

- Dance
- Zumba
- Cardio
- Fitness
- Athletic/Sports Conditioning
- Yoga / Chair Yoga / Pilates
- Barre
- High Interval Training
- Boxing
- Tai Chi
- Personal Training
- Indoor Walking Track
- Silver Sneakers
- Cardio Drum Ball
- Arthritis Exercise

Outdoor Activities

- Corn Hole
- Bocce
- Gardening
- Tinker/Tech Lab (moveable)

Special Events

- Move for Health Day
  - Designate a day for families and members of the community to exercise
  - Walking groups, yoga class, sports
- Neighborhood Party / Picnic - Family Field Day
  - Bring your own food, a paid fee and food would be provided, or offer food trucks
  - Encourage people to bring picnic blankets, chairs, etc. as well as utensils
  - Picnic games tug-of-war, three-legged race, balancing a ball on a spoon race, etc.
- Movie Under the Stars
  - People bring chairs or blankets to enjoy a movie outdoors.
- Educational Events
  - Near holidays or important moments in history
- Celebrate Your Park
  - Host a party and invite community members to celebrate their local park's anniversary

    - Use this to promote the park, programs, trails, etc.
    - Educate the community on the benefits of having and maintain local parks

Multi-Purpose Rooms

- Pre-K Fun with Food (something Cromwell currently does)
    - https://cromwellct.myrec.com/forms/6101_2021_fall_2022_winter_brochure.pdf
    - "Each class children will learn food preparing skills and take part in making a variety of take home snacks. Miss Jess plans a good balance of healthy eating and special themed treats while letting the kids explore their culinary skills. Parent supervision required."
- Weekly Socials
    - Gathering for people so socialize in a friendly environment
    - Themed day (movies, sports day, etc.)
    - Games, dominoes, cards, etc. can be made available
- Candy Making and Cookie Exchange
    - https://www.gordon.edu/fs_download/pages/500%20Great%20Ideas%20Program.pdf (p.49)
    - Learn to make candy from suckers to chocolates!
    - Get out your favorite cookie recipe, make 2 dozen cookies, and bring them and the recipe to exchange with others in the class. Put your homemade candies and cookies together, decoratively wrap the plate and create a great gift.
- Fruit or Vegetable Parties
    - https://www.gordon.edu/fs_download/pages/500%20Great%20Ideas%20Program.pdf (p.51)
    - These parties are two-hour special events great for holidays, vacation weeks, or Saturdays.
    - A fruit or vegetable is picked to be the theme of the day (Amazing Apple Day, Big Banana Bonanza).
    - The event is themed around celebrating this food. Crafts and cooking dishes centered on the food are provided and awareness is raised about the benefits of the food.
- Cooking and Baking Classes
- Language Classes
- Music Lessons (Guitar, piano, etc.)
- Theatre/ Arts / Painting Classes
    - Drawing, painting (watercolor, oil, pastels, colored pencils), collage, sketching
    - Choir
    - Dance
- Self-Defense Courses
- Meetings and Workshops
- Support Group
- Personal Health
    - Massage
    - Mindfulness and Meditation Classes

- Educational Courses
    - How to Write a Resume
    - Interview Prep and Skills
    - How to Write A Successful College Admission Essay
    - SAT & College Preparation Classes
    - Learning new skills (knitting, crocheting, sewing, cooking, etc.)
    - Continuing Education
    - Finance / Budgeting Classes
    - Photography Courses
    - Writing Class
    - Higher learning events