



BUDGET REFERENDUM

Fiscal Year 7/1/2023-6/30/2023

JUNE 13, 2023

8:00 a.m. – 8:00 p.m.

Scroll down for the following pertinent budget information:

- **Notice of Budget Referendum**
- **Proposed Budget**
- **Budget Notes**
- **Absentee Ballot Application**

Feel free to contact Chief Jim Trzaski at 860-347-6661 or jamestrzaski@southfiredistrict.com with any questions you may have.

**SOUTH FIRE DISTRICT
of the City of Middletown**

NOTICE OF BUDGET REFERENDUM

A Budget Referendum for the South Fire District of the City of Middletown will be held on Tuesday, June 13, 2023, between the hours of 8:00 a.m. and 8:00 p.m. at the firehouse, 445 Randolph Road, Middletown, CT for the following purposes:

1. To adopt the proposed budget of \$7,157,880 for fiscal year July 1, 2023, through June 30, 2024.
2. To establish a tax rate of 4.160 mills for motor vehicle property and 5.311 mills for real estate and personal property for the tax year July 1, 2023 through June 30, 2024.

Absentee ballots are available to qualified registered voters of the South Fire District. Applications can be obtained at the firehouse or downloaded through the Office of the Secretary of the State's website (www.portal.ct.gov/sots).

Absentee ballots are available to qualified registered voters of the South Fire District.

A Special Meeting of the Board of Fire Commissioners will be held immediately thereafter at 8:00 p.m.

Deborah Kleckowski, Chairwoman
Board of Fire Commissioners
6/2/23

Scroll down to view and/or print the proposed budget, budget notes, and the application for absentee ballots.

- **The documents can also be obtained at the firehouse M-F between 8:30 a.m. and 12:00 noon and 1:00 p.m. and 4:00 p.m. Please call (860) 347-6661 prior to coming.**

DRAFT**As of 05/23/2023**

South Fire District
Budget 2023 and Proposed 2024
Special Meeting - Adopt Budget/Set Mill Rate 05/23/2023

	2023 Budget	Proposed 2024	Change	% Change
Motor Vehicle Property Tax Calculation				
Motor Vehicle Grand List	0	115,473	115,473	100.00%
Motor Vehicle Grand List @ 99%	0	114,319	114,319	100.00%
Motor Vehicle Mill Rate *	0.000	4.160	4.160	100.00%
Motor Vehicle Taxes Billed	0	480,369	480,369	100.00%

* Fixed rate based on Mayor Florsheim's proposed City of Middletown 28.3 mill rate, and CT motor vehicle 32.46 mill rate cap.

Real Estate and Personal Property Tax Calculation

Grand List	1,053,409	1,312,670	259,261	24.61%
Grand List @ 99%	1,042,875	1,299,543	256,668	24.61%
Mill Rate *	5.555	5.311	-0.245	-4.41%
Taxes Billed **	5,851,801	6,420,861	569,060	9.72%

* Total Expenses minus additional Income divided by Grand List @ 99%

** Total Expenses minus motor vehicle taxes billed minus additional Income

Income

Property Tax Revenue at 99%	5,793,283	6,901,230	1,107,947	19.12%
Tax Supplement	0	15,000	15,000	0.00%
Interest and Liens	30,000	30,000	0	0.00%
Investment Income	2,000	10,000	8,000	400.00%
Municipal Grants and Revenue Sharing	0	0	0	0.00%
NRG	201,650	201,650	0	0.00%
State MV Fire District Grant	521,885	0	-521,885	-100.00%
	6,548,818	7,157,880	609,062	9.30%

Expenses

Utilities				
7201 • Electricity	22,500	22,500	0	0.00%
7202 • Water and Sewer	2,500	2,500	0	0.00%
7203 • Heating	12,000	15,000	3,000	25.00%
7204 • Telephone	3,000	3,000	0	0.00%
Total	40,000	43,000	3,000	7.50%

Apparatus / Vehicles

7401 • Fuel	30,000	45,000	15,000	50.00%
7403 • Vehicle Repairs	50,000	40,000	-10,000	-20.00%
7403-1 • Apparatus Preventative Maint.	12,000	12,650	650	5%
7404 • NFPA/OSHA Compliance - Renamed	1,200	9,850	8,650	720.83%
7406 • Vehicle Supplies	2,000	2,000	0	0.00%
Total	95,200	109,500	14,300	15.02%

Insurance

7501 • Insurance - Workers Compensation	190,000	177,685	-12,315	-6.48%
7502 • Insurance - Commercial Package	51,000	55,000	4,000	7.84%
7503 • Insurance - Medical	911,911	995,447	83,536	9.16%
7504 • Insurance - Cyber	6,250	6,515	265	4.24%
7509 • Insurance - Life and Disability	55,504	56,586	1,082	1.95%
7512 • Pension - Defined Contribution	370,040	364,055	-5,985	-1.62%
7513 • Unused Sick Time	20,000	23,796	3,796	18.98%
Total	1,604,705	1,679,084	74,379	4.64%

DRAFT**As of 05/23/2023****Salaries and Wages**

7601 · Salaries - Fire Department	2,964,700	3,107,984	143,284	4.83%
7602 · Salaries - Administrative	185,000	190,000	5,000	2.70%
7603 · Replacement / Call Backs	520,000	671,539	151,539	29.14%
7604 · Fringe Benefits	123,600	132,942	9,342	7.56%
7606 · PEB - Uncompensated Absences	10,000	10,000	0	0.00%
7607 · PEB - Heart and Hypertension	206,489	206,489	0	0.00%
7609 · Employer - Social Security	236,038	255,202	19,164	8.12%
7610 · Employer - Medicare	55,203	59,684	4,481	8.12%
Total	4,301,030	4,633,841	332,811	7.74%

Administration

7701 · Tax Collector's Expense	23,000	24,000	1,000	4.35%
7702 · Professional Org / Periodicals	2,205	2,675	470	21.32%
7703 · Office Expenses	3,500	3,500	0	0.00%
7704 · Auditor	7,750	7,750	0	0.00%
7705 · Professional Development	4,500	8,500	4,000	88.89%
7706 · Postage	4,000	4,000	0	0.00%
7707 · Contingency	50,000	50,000	0	0.00%
7708 · Commissioner's Compensation	9,000	9,000	0	0.00%
7709 · Activity Expense	3,500	3,500	0	0.00%
7710 · Professional Services	35,000	35,000	0	0.00%
7712 · Office Equipment	1,200	1,200	0	0.00%
7713 · Actuarial Services	3,300	3,300	0	0.00%
7714 · Advertising / Voting	4,500	6,200	1,700	37.78%
7715 · Lien Fees	1,200	1,200	0	0.00%
7716 · Archive Services	978	1,000	22	2.25%
7717 · Software Support	53,100	53,100	0	0.00%
Total	206,733	213,925	7,192	3.48%

Physical Plant

7801 · Repairs Building	20,000	20,000	0	0.00%
7802 · Supplies Maintenance	8,900	8,900	0	0.00%
7803 · Services	18,000	13,000	-5,000	-27.78%
7805 · Equipment	4,600	4,600	0	0.00%
Total	51,500	46,500	-5,000	-9.71%

Fire Department Operations

7901 · Emergency Medical Equipment	12,500	12,500	0	0.00%
7902 · Computer Equip & Supplies	2,000	2,000	0	0.00%
7903 · Training	30,500	37,500	7,000	22.95%
7904 · Public Fire Education	4,500	4,500	0	0.00%
7905 · Fire Fighting Equipment	14,000	14,000	0	0.00%
7906 · Special Service Units	5,500	7,000	1,500	27.27%
7907 · Fire Marshal's Office	4,000	4,000	0	0.00%
7909 · Uniforms	27,150	31,000	3,850	14.18%
7910 · Protective Clothing	30,000	35,000	5,000	16.67%
7911 · Communications	4,500	4,500	0	0.00%
7912 · Cellular Phones	5,200	5,600	400	7.69%
7913 · Breathing Air & Oxygen	1,500	1,500	0	0.00%
7915 · Medical Testing	3,800	4,180	380	10.00%
7916 · Breathing Apparatus-Test & Repair	4,500	2,800	-1,700	-37.78%
Total	149,650	166,080	16,430	10.98%

8999 · CNR Contribution	100,000	265,950	165,950	165.95%
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Total Expense	6,548,818	7,157,880	609,062	9.30%
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South Fire District

2023 – 2024 Budget Notes

Income

Motor Vehicle Property Tax Revenue and Tax Supplement – This calculation is based on Common Council's approval of Mayor Florsheim's proposed 28.3 mill rate and the State of Connecticut motor vehicle 32.46 mill rate cap, allowing South Fire District to collect motor vehicle taxes using a maximum 4.16 mill rate. *Please note: the mill rate is subject to appeal for a period of 15 days which will expire June 3, 2023.*

Investment Income – a conservative increase due to the increase in interest rates on unrestricted funds.

Expenses

7203 – Heating – Increase due to rising energy costs.

7401 – Fuel – Increase due to rising fuel prices.

7403 – Vehicle Repairs – Decrease due to separating preventative maintenance from actual repairs.

7403-1 – Apparatus Preventative Maintenance – Increase due to quotes received from vendors.

7404 – NFPA/OSHA Compliance – This account has been renamed from Annual OSHA Inspection. It now includes NFPA and OSHA inspections and testing required for safety compliance.

7501 – Insurance – Workers Compensation – Estimated using an 8% increase. Actual quoting process closer to July 1.

7502 – Insurance – Commercial Package – Estimated using an 8% increase. Actual quoting process closer to July 1.

7503 – Insurance – Medical – Increase due to staffing and family status changes. Includes a 6% increase as of 01/01/2024 recommended by our carrier.

7504 – Insurance – Cyber – slight increase based on quote from our carrier.

7509 – Insurance – Life and Disability – Increase is due to staffing changes and increase in salaries.

7512 – Pension – Defined Contribution – Decrease due to staffing changes.

7513 – Unused Sick Time – Increase due to accrued sick time.

7601 – Salaries – Fire Department – Increase due to salary and staffing changes.

7602 – Salaries – Administrative – Increase due to salary and staffing changes.

7603 – Replacements/Call Backs – Calculated based on overtime hours in previous fiscal year and using new salary rates. *As of the payroll of May 25th we are currently at \$610,915.95 which is 117.5% of budget. Please note: \$15,884.16 is due to Tactical Emergency Casualty Care training and we are awaiting reimbursement from the City of Middletown ARPA Grant. The reimbursement will reduce the expense to \$595,031.79 which is 1.14% of budget. When underfunding this line, it also affects the following:*

- 7609 – Employer – Social Security

- 7610 – Employer – Medicare
- 7501 – Insurance - Workers Compensation – Each year we submit our expected payroll for our worker's comp carrier to provide a quote for the next fiscal year. However, when audited annually and we are *over* the expected payroll, we are billed for the difference. This year with so many staffing changes we received were billed an additional \$2,488.

Unfortunately, we cannot anticipate emergencies, illness, or injuries. Regardless, it is fiscally irresponsible to underfund this line. This causes a strain on the rest of the budget and makes it more difficult to operate within our lines.

7604 – Fringe Benefits – Increase due fringe benefits paid associated with salary and staffing changes.

7609 – Employer – Social Security, and 7610 – Employer – Medicare – Increase due to salary increases, and increase in 7603 – Replacements/Call Backs.

7701 – Tax Collector's Expense - Increase due to rising costs of bill production, postage and supplies.

7702 – Professional Ord/Periodicals - Increase due to increase in professional memberships and fees.

7705 – Professional Development - Increase due to contractual obligation.

7714 – Advertising/Voting - Increase due to increase in advertising costs, printing costs, card programming and voting machine setup.

7803 – Services – Decrease due to moving some expenses to 7404 – NFPA/OSHA Compliance.

7903 – Training – Increase due to projected fire academy expense for new firefighters.

7906 – Special Service Units – Increase due to rising repair costs and suit replacement.

7909 – Uniforms – Estimated. Current increase due to price some quotes received, and anticipated hiring of two new firefighters.

7910 – Protective Clothing – Increase due to price increases, and anticipated hiring of two new firefighters.

7912 – Cellular Phones – Increase due to additional devices.

7915 – Medical Testing – Increase due to anticipated hiring of two new firefighters.

7916 – Breathing Apparatus Test & Repair – Decrease due to moving some expenses to 7404 – NFPA/OSHA Compliance.

8999 – CNR – Increase due to anticipated additional payment for the rescue boat currently being built.

APPLICATION FOR ABSENTEE BALLOT

ED-3 Rev. 5/2022. You must complete a separate application for each election, primary and referendum.

Instructions: All applicants must fill out sections I, II, III, IV, VI. If someone assists you in completing this application, they must complete section VII. Members of the armed forces and electors temporarily living overseas may also check one choice in section V, if applicable. Return completed application to your municipal clerk.

Section I. – Applicant's Information

Name: _____ Date of Birth _____
Home Address: _____ Zip Code _____
(Number, Street, Town)
Telephone No. _____ E-mail Address _____

Section II. – Delivery of Absentee Ballot

The set of absentee voting forms shall be: (check only one)

☐ Given to me personally (You must apply in person; forms will not be mailed to you.)

☐ Mailed to me personally at the following address:

Mailing Address: _____

(Use only if the mailing address is different from the address above.)

☐ Supervised Ballot (Check this box if you live in an institution where supervised balloting will be conducted)

☐ E-mailed to me at the following address _____ (Section V applications only)

☐ E-mailed to me at the following address _____ (Accessible ballot only)

Section III. – Purpose of Application

A. This application is for: (Check only one) ☐ Election ☐ Primary ☐ Referendum

B. Date of Election, Primary or Referendum _____

C. For Primary only, specify which party in which the application is qualified to vote _____

Section IV. – Statement of Applicant

I the undersigned applicant believe that I am, or will be, eligible to vote at the election, primary or referendum indicated above and that I expect to be unable to appear at the polling place during the hours of voting for the reason below: (check only one)

☐ My active service in the Armed Forces of the United States

☐ My absence from my town of residence

☐ Sickness

☐ My religious tenets forbid secular activity on the day of the election, primary or referendum

☐ My duties as a primary, election or referendum official at a polling place other than my own during all of the hours of voting

☐ Physical disability

Section V. (This section is to be used by Members of the Armed Forces and Electors Temporarily Residing Overseas only):

☐ I am a member of the armed forces or the spouse or dependent living where such member is stationed who, due to military contingencies needs additional time to vote by absentee ballot. I, therefore, request that a blank absentee ballot be issued to me beginning 90 days before the regular election. I understand that if the military contingency ceases to exist, I may apply for an additional ballot with candidates printed on it.

☐ I am an elector of the above municipality who is (1) temporarily living or expects to be living or traveling outside the territorial limits of the United States before and on election day or (2) a member of the armed forces or the spouse or dependent living where such member is stationed, and request that a blank absentee ballot, together with a complete list of candidates and questions be issued to me (approximately 45 days before an election and 30 days before a primary. If this application reaches the municipal clerk after the time of availability of regular absentee ballots, I understand that I will be sent a regular ballot with candidates printed on it.

Section VI. – Applicant's Declaration - Required

I declare, under the penalties of false statement in absentee balloting, that the above statements are true and correct, and that I am the applicant named above. (Sign your legal name in full. If you are unable to write, you may authorize someone to write your name and the date in the spaces provided, followed by the word "by" and the signature of the authorized person. Such person must also complete section VII below.)

Signature of Applicant: _____ Date Signed: _____

Section VII. – Declaration of the person providing assistance (Completed by any person who assists with the completion of application.)

I sign this application under penalties of false statement in absentee balloting.

Signature: _____ Printed Name: _____ Tel. No: _____
Residence Address: _____

Penalties for False Statements A person is guilty of false statement in absentee balloting when he intentionally makes a false written statement in or on or signs the name of another person to the application for an absentee ballot or the inner envelope accompanying any such ballot, which he does not believe to be true and which statement or signature is intended to mislead a public servant in the performance of his official function. False statement in absentee balloting is a class D felony. The sentence for a class D felony shall be at least one year but may not exceed five years in prison. A fine for the conviction of a class D felony shall not exceed five thousand dollars.

This application is to be returned to the municipal clerk of municipality in which you are a registered voter. Absentee ballot sets are to be provided by the municipal clerk beginning 31 days before an election, 21 days before a primary, or 19 days before a referendum, upon application properly made. Blank ballots may be sent out to certain military persons beginning 90 days before a regular election and to Connecticut electors temporarily residing outside the U.S. and all military persons beginning 45 days before a regular election, approximately 30 days before a primary and as soon as a complete list of candidates and questions is available before a special election.

Return this completed application to your municipal clerk. If your municipal clerk has a fax machine, you may fax this application to the clerk but must also mail this completed application with your original signature to the clerk, either separately or with your absentee ballot. If your application with your original signature is not received by the close of the polls on the day of the election, primary, or referendum, your absentee ballot will not be counted.

For Municipal Clerk's Use

Outer Envelope Serial No.

Date Forms Issued

Check



Mailed to
Applicant

☐

Given to
Applicant
Personally

☐

Pol. Subdivision

Voting District No.