

ANNUAL TOWN REPORT

**TOWN OF NEW MILFORD,
CONNECTICUT**

**FISCAL YEAR ENDING
June 30, 2017**

ANNUAL REPORT

TOWN OF NEW MILFORD,
CONNECTICUT
Fiscal Year Ending June 30, 2017

TABLE OF CONTENTS

Services, Permits and Licenses.....	3
Municipal Agencies’ Officers, Phone Numbers and Hours.....	6
Letter of the Board of Finance.....	8
Message from the Mayor.....	9
Board of Education.....	11
Aquifer Protection Agency.....	23
Building.....	24
Commission on the Arts.....	25
Conservation.....	26
Film Commission.....	27
Fire Marshal.....	28
Health Department.....	30
Inland/Wetlands.....	33
Library.....	34
Parks and Recreation.....	39
Personnel.....	45
Planning.....	46
Police.....	47
Public Works.....	50
Registrar of Voters.....	59
Senior Center.....	61
Sewer.....	64
Social Services.....	65
Tax Assessor.....	70
Tax Collector.....	71
Town Clerk.....	72
Youth Agency.....	74
Zoning Commission.....	78
Zoning Board of Appeals.....	79
Management’s Discussion and Analysis.....	80
Basic Financial Statements.....	97

SPECIAL SERVICES/PERMITS/LICENSES

Absentee Ballots.....	Town Clerk
Abatement Orders/Violations of Public Health Code.....	Health Department
Alzheimer’s Support Group.....	Commission on Aging
Bazaar Permits.....	Police Department
Birth Certificates.....	Town Clerk
Blasting Permits.....	Fire Marshal
Boat Stickers.....	Parks & Recreation
Building Permits.....	Building Department
Caregiver Support Group.....	Commission on Aging
Certificate of Compliance (Inland Wetlands).....	Inland Wetlands
Certificate of Occupancy.....	Building Department
Certificate of Review (Inland Wetlands).....	Inland Wetlands
Certificate of Use & Compliance.....	Zoning Commission
Day Care License.....	Health Department
Dog Licenses.....	Town Clerk
Driveway Permits.....	Public Works
Elderly Health Screening.....	Commission on Aging
Elderly Nutrition Site.....	Commission on Aging
Elderly Tax Benefits.....	Assessor
Emergency Shelter.....	Social Services
Energy Assistance.....	Commission on Aging/Social Services
Excavation Permits.....	Public Works

Fishing Licenses.....	Town Clerk
Flu Shot Clinic.....	Health Department
Food Services Establishment Licenses.....	Health Department
Gambling Permits (Games).....	Police Department
Government Entitlement Programs.....	Social Services
HART Bus Services.....	Commission on Aging
Hazardous Waste.....	Health Department
Hunting Licenses.....	Town Clerk
Inland Wetlands Applications.....	Inland Wetlands
Interlibrary Loan.....	NM Public Library
Library Cards.....	NM Public Library
Liquor Licenses.....	Fire Marshal/Health Department
Maps of New Milford.....	Town Clerk
Maps of Reference.....	Conservation Commission
Marriage Licenses.....	Town Clerk
Motor Vehicle Repair Licenses.....	Zoning
Notary Public.....	Town Clerk/Tax Collector/Probate
Nursing Home License Renewals.....	Fire Marshal
Passports.....	Town Clerk
Public Parks Permit.....	Parks & Recreation
Permits to Discharge (to subsurface sewage disposal systems).....	Health Department
Pistol Permits.....	Police Department
Planning-Pre Application.....	Planning Commission

Raffle Permits.....	Police Department
Recycling Punch-Cards.....	Public Works, Library or Town Clerk
Reference/Information Service.....	NM Public Library
Sewer Connection Permits.....	NM Sewer Commission
Sewer Discharge Permits.....	NM Sewer Commission
Seepage Dumping Permits.....	NM Sewer Commission
Sign Permits.....	Zoning
Soil Erosion Sign Off.....	Zoning/Inland Wetlands
Subdivision Applications.....	Planning Commission
Subdivision Bonds.....	Planning Commission
Subsurface Sewage Disposal Systems Permit.....	Health Department
Variances.....	Zoning Board of Appeals
Vendor Permits.....	Mayor's Office
Visually Impaired Support Group.....	Commission on Aging
Voter Registration Cards.....	Town Clerk
Well Drilling Permits.....	Health Department
Youth & Families Services/Resources.....	Youth Agency
Zoning Permits.....	Zoning

MUNICIPAL AGENCY HOURS AND PHONE NUMBERS

TAX ASSESSOR

KATHY CONWAY, TAX ASSESSOR

8:00 A.M. - 4:00 P.M.

860-355-6070

BOARD OF EDUCATION:

JOSHUA SMITH, SUPERINTENDENT

9:00 A.M. - 4:30 P.M.

860-355-8406

ANTHONY GIOVANNONE,

BOE BUSINESS MANAGER

9:00 A.M. - 4:30 P.M.

860-354-8726

BUILDING INSPECTOR

THOMAS HACKETT, BUILDING INSPECTOR

8:00 A.M. - 4:30 P.M.

860-355-6090

CHILDREN'S CENTER

SUSAN JOHNSTON, DIRECTOR

9:00 A.M. - 5:00 P.M.

860-354-1883

COMMISSION ON AGING (SENIOR CENTER)

CAROLYN HAGLUND, DIRECTOR

8:00 A.M. - 4:00 P.M.

860-355-6075

ECONOMIC DEVELOPMENT

KEVIN BIELMEIER, DIRECTOR

8:00 A.M. - 4:30 P.M.

860-355-5001

FINANCE

W. LEE PALMER, DIRECTOR

8:00 A.M. - 5:00 P.M.

860-355-6060

FIRE MARSHAL

BRIAN OHMEN, FIRE MARSHAL

8:00 A.M. - 5:00 P.M.

860-355-6099

HEALTH DEPARTMENT

MICHAEL CRESPIAN, DIRECTOR

8:00 A.M. - 4:00 P.M.

860-355-6035

HIGHWAY DEPARTMENT

ROBERT RZASA HIGHWAY SUPERINTENDENT

7:30 A.M. - 4:00 P.M.

860-355-6045

INLAND WETLANDS

JAMES FERLOW, ENFORCEMENT OFFICER

8:00 A.M. - 4:30 P.M.

860-355-6083

NEW MILFORD PUBLIC LIBRARY

SALLY TORNOW, DIRECTOR

860-355-1191

MAYOR'S OFFICE

DAVID GRONBACH, MAYOR

8:30 A.M. - 5:00 P.M.

860-355-6010

PARKS AND RECREATION

DANIEL CALHOUN, DIRECTOR

9:00 A.M. - 5:00 P.M.

860-355-6050

PERSONNEL

GREG BOLLARO, DIRECTOR

8:00 A.M. - 5:00 P.M.

860-355-6089

PLANNING COMMISSION

KATHY CASTAGNETTA, PLANNER

8:00 A.M. - 4:30 P.M.

860-355-6080

POLICE DEPARTMENT

SHAWN BOYNE, CHIEF OF POLICE

8:30 A.M. - 4:30 P.M.

860-355-3133

PROBATE COURT
MARTIN LANDGREBE, PROBATE JUDGE
860-355-6029

DEPARTMENT OF PUBLIC WORKS
MICHAEL ZARBA, DIRECTOR
8:00 A.M. - 4:30 P.M.
860-355-6040

SOCIAL SERVICES
MARGARET MOLINA, DIRECTOR
8:00 A.M. - 4:30 P.M.
860-355-6040

TAX COLLECTOR
NANCY MCGAVIC, TAX COLLECTOR
8:00 A.M. - 4:00 P.M.
860-355-6085

TOWN CLERK'S OFFICE
NOREEN PRICHARD, TOWN CLERK
8:00 A.M. - 4:30 P.M.
860-355-6020

YOUTH AGENCY
MARK MANKIN, DIRECTOR
8:00 A.M. - 5:00 P.M.
860-354-0047

ZONING
LAURA REGAN,
ZONING ENFORCEMENT OFFICER
8:00 A.M. - 4:30 P.M.
860-355-6095

**Report of the Board of Finance
Fiscal Year Ending June 30, 2017**

In compliance with the Town Charter of the Town of New Milford, this Board is publishing the Annual Report of the Town of New Milford, covering the period July 1, 2016 – June 30, 2017 (including both dates).

The complete audit report as rendered by the accounting firm of Mahoney Sabol & Company, LLP, of Glastonbury, Connecticut has been filed in the New Milford Town Clerk's Office and with the State Tax Commission of Connecticut.

Included in the publication are the reports of various Board, Commissions and Departments of the Town.

Gale Alexander,
Board of Finance Chairman

A Message from the Mayor

Throughout my first full year in office I have strived towards making the Town of New Milford fiscally sound while continuing to develop economic growth. With the assistance of our new Personnel Director, Greg Bollaro, and members of the Town Council, committees were created to oversee the development of accurate Position Descriptions, a Personnel Code that desperately needed updating and Fee Schedule that encompasses all department fees in one document and is in line with State regulations and other area communities.

As always, fiscal responsibility is a high priority in managing the \$100 million of taxpayer's monies to balance the budget. With prudent management, I have saved millions of dollars by restructuring the pension plan and economizing the Town's healthcare and insurance costs while still providing excellent coverage to the Town employees. Also for the first time, the Landfill Settlement Fund has been invested providing additional revenue for the Town.

The Library Modernization and Expansion Committee has done an excellent job of working with the architects and myself in presenting a more cost effective and appealing renovation to this vital resource for our Town. In addition, the STEAP Grant that had been applied for in 2015 for \$498,253.00 to expand the Senior Center has been put out to bid and we expect to break ground in the Fall 2017. This expansion will include the addition of a recreational area for all the activities and programs that enriches the lives of our senior citizens.

Working with our Economic Development Director, Kevin Bielmeier and the Economic Development Commission several new and unique businesses have come to our Town. We have seen the opening of new businesses including Physical Therapy and Sports Medicine Center on the Green; Makery Coworking; Hobby Hangout; Beyond Urgent Care; Allied Van Lines; U-Haul; Danbury Automotive; Ruby Bridal Boutique; Toy Hut; The Abbey; Five Guys; T-Mobile; Princess Factory & Kids Spa; Farmers Insurance; Thompson's Fine Southern Comfort Food; El Coyote; Stay Fresh Laundry; Zaragoza's; Mezza Nazareth; new businesses and construction on Route 7, but most importantly we have worked to create an environment in which new businesses want to come to our Town. With multiple breweries interested in opening in New Milford we have amended the zoning regulations to allow this addition to our community. The restaurant scene in New Milford has exploded with varied offerings from Middle Eastern, Mexican, Southern Comfort, and Tapas that complements our more established Italian, German and BBQ restaurants. The vibrant food and music is a sign of a Town on the upswing, not in decline. We are focusing on better wage jobs, over minimum wage retail. As projects come together in the next year, our Grand List and recognition as a "destination" will continue to rise.

The renovations and improvements to Lynn Deming and the Young's Field River Walk have already allowed many of the residents of our community to enjoy our beautiful Candlewood Lake and Housatonic River. Providing better access, facilities and parking

in these areas will continue to enhance the quality of life here in New Milford for years to come. Continuing to expand on the parks in our community, we have created the Hidden Treasures Park Committee to develop yet another undeveloped area where residents can enjoy the beauty of our Town.

A number of Veterans have come forward during my term as Mayor to create a well-deserved addition to our All Wars Memorial on the Green to include a Vietnam Veterans Memorial. This will be an important memorial to those veterans who were not shown the proper respect and recognition upon returning from their service in the military. Looking towards the future, additional ideas have been brought forward to honor those who have made sacrifices for our freedom and for our country.

Although my work towards making John Pettibone School into a Community Center has been met with opposition by some individuals in town, progress has been made and the Youth Agency, Parks and Rec and Social Services have been moved. Numerous groups have expressed interest in using this space for their non-profit and for profit groups. Already the Community Culinary School of Northwestern CT, Robotics and Beyond, Women's Club, Boy Scouts, and other groups have reached out to see the space as it becomes available. Probate is preparing to move from Town Hall into a larger space on Bridge Street where they will be better able to serve the needs of their clients.

This year the Century Brass building has finally been demolished after a long struggle. It became necessary to take legal action against the prior contractor when they did not complete the work as agreed. Working with the EPA, a plan will be put in place to remove the remaining contaminated steel. We can then coordinate with businesses like Mitchell and Superior to move them off the Housatonic River onto the site. We are also working to move Public Works and attracting new businesses interested in the property and its access to rail.

One of the biggest concerns brought to me during this year is the condition of the roads in New Milford that had been neglected by prior administrations. By the creation of the Roads Advisory Committee and working with the Department Public Works these much needed repairs are being addressed. Residents have responded favorably to the plans that have been put in place and the ability to have their concerns heard at the Roads Committee meetings.

My thanks goes out to all the newly formed committees that have taken on the leg work necessary to get all of these projects underway. Working together with me we have been able to accomplish great things in my first term as Mayor. I looking forward to working together to continue to balance the budget, reduce excess spending, complete the projects we have begun, develop new ways to build economic growth and improve the quality of life here in New Milford.

David Gronbach
Mayor

Board of Education Annual Report 2016 – 2017

The New Milford Public Schools served 4,186 students in kindergarten through grade 12 during the 2016-17 academic year with a staff of 374 teachers, 18 building administrators, and 230 support staff (non-certified staff). The operating budget for the New Milford Public Schools for 2016-2017 totaled **\$61,686,660**.

August 2016

- Teachers returned August 25th with staff meetings and open houses held on August 26. Two days of professional development were held August 29 and 30.
- All Staff Convocation took place on August 29.
- Students returned August 31.

September 2016

- **Mrs. Roxanne Kraft** was recognized as New Milford's Teacher of the Year for 2017.
- Mr. Smith kicked off a new monthly staff recognition program, with Mrs. Kraft as the first honoree. She received a star lapel pin and will drive a new car for the month courtesy of a partnership with Ingersoll Automotive of Danbury.
- The 2015-16 Annual Report of the Board was distributed.
- The Board approved the Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation in the amount of \$4,389.00.
- Tuition rates were established and approved for the 2016-2017 school year.
- The Board approved Dr. Christopher Longo as a signatory on school district accounts.
- The Board approved the following textbooks:
 - *12 Years a Slave* – Grades 11-12
 - *D'Accord! Langue et Culture* – Grades 9-12
- The New Milford High School graduation date for 2017 was approved by the Board for Saturday, June 24, 2017 at 2:00 p.m.
- Turf Field light usage fees were set by the Board at \$15.51 per hour.
- The Board appointed Dr. Evan R. Hack to the position of School District Medical Advisor.
- The Board discussed the Mayor's proposal to move the administrative offices from East Street to the John Pettibone School building.
- The Board approved the successor collective bargaining agreement between the New Milford Board of Education and the Teamster's Local 677–Food and Nutrition Services as discussed in executive session and delegated to the Board Chair the authority to execute the agreement on behalf of the Board.

October 2016

- The Board recognized:
 - SNIS student **Chayten Prashant** – Winner in the 2016 CHET Dream Big! Competition

- NMPS Stars of the Month: **Darcy Campbell, Jane Danish, Danette Lambiase, Judy Larkin, Kerry Schur, and Michael Tremmel**
- New student representative **Gregory Winkelstern** joined current representative Kendall Stewart.
- The Board approved the implementation of the New Milford Substance Abuse Prevention Council Survey and the requested donation of \$600.
- The Board approved the following grants:
 - Bilingual Education Program Grant – ED229 in the amount of \$4,062.00
 - District Consolidated Grant in the amount of \$396,728.00
 - Title III Grant in the amount of \$19,427.00
- The Board approved activity stipend requests:
 - American Sign Language Club and Jazz Club for Schaghticoke Middle School
 - Chess Club, Coding Club, Rubric’s/Game Club and Talent Show for Sarah Noble Intermediate School
- The Board approved the following policies:
 - 1700 Possession of Firearms on School Property Prohibited
 - 4112.5 Criminal History Inquiries and Employment Reference Checks
 - 4121 Substitute Teachers
 - 5131.6 Students – Drugs, Alcohol and Tobacco
- The Board approved the following textbooks:
 - *Zaitoun – Grades 9-10*
 - *Nectar in a Sieve – Grade 10*
 - *The River Between – Grade 10*
 - *Looking at Movies: An Introduction to Film – Grade 12*
- The Board discussed that the capital reserve request included in the 2016-17 budget would not need a formal motion for release since it was accounted for during budget planning.
- The Board discussed the legal contract.
- The Board discussed a potential move of administrative office to the Pettibone property.
- The Board approved the successor collective bargaining agreement between the New Milford Board of Education and New Milford School Administrators Association as discussed in executive session and further moved that the Board delegate to the Chairperson of the Board the authority to execute said agreement on behalf of the Board.

November 2016

- The Board of Education recognized the following:
 - Commended Students - 2017 National Merit Program: NMHS students **Anthony Harkin, Jennifer Kast, Christopher Kipp, Sam Maniscalco, Raquel Morehouse and Rebecca Thomas**
 - Semifinalists – 2017 National Merit Program: **Drew Humphreys and Ian Speziale**
 - NMPS Retiree: **Linda Durkin**

- NMPS Stars of the Month: **Ruby Elaine Annese, Helen Crossen, Jasmina Ferizovic, Karen Hores, Justin Mack, and James Martin**
- The Board approved the following curricula:
 - Sixth Grade Health
 - Health II
 - Introduction to Video Production
 - Advanced Video Production
 - Grade 6 Mathematics
 - Grade 7 Mathematics
 - Grade 7 Pre-Algebra
 - Algebra 1 Honors
 - Practical Math – Applications of Probability
 - Practical Math – Applications of Statistics
 - Practical Math – Applications of Percents
 - Practical Math – Applications of Measurement
- The Board approved the NMHS Athletic Wing Outside Improvement Plan which will create a landscaped sitting area for students waiting for rides.
- The Board authorized Joshua Smith, Superintendent of Schools, to engage an engineer or contractor to determine the costs for East Street School ADA compliance.
- The Board authorized Joshua Smith, Superintendent of Schools, and the Board Chair or designee to talk to the Mayor about a draft agreement on a possible move to John Pettibone School.
- The Board held a special meeting November 16, 2016 where CAFE Senior Staff Associate for Field Service Nick Caruso facilitated discussion regarding Board roles, responsibilities and goal setting.

December 2016

- The Board held its Annual meeting and elected the following officers:
 - Chairperson – **Mr. David A. Lawson**
 - Vice Chairperson – **Mr. Bill Dahl**
 - Secretary – **Mrs. Tammy McInerney**
 - Assistant Secretary – **Mr. Robert Coppola**
- At its regular meeting, the Board recognized:
 - Peace Poster Contest winner: SMS student **Kara Murphy**.
 - New Milford Public Schools Retirees: **Monique Gil-Rogers, Lynn Holmes, Elizabeth Obstgarten and Roxanne Willoughby**.
 - CTAHPERD Outstanding New Professional: **Deirdre Burke**
 - NMPS Stars of the Month: **Dyane Rizzo, Anthony Nocera, Jane Loormann, Carrie Kelly, Karen Brenneke, and James Mattia**
- The Board accepted the following donation:
 - New Milford PTO in the amount of \$1,225.00
- The Board approved the following policies:
 - 5124 Reporting to Parents/Guardians – Report Cards
 - 9320 Meetings of the Board (with an effective date of July 1, 2017)
- The Board approved the following new courses:

- AP Human Geography
- AP Environmental Science
- The Board approved the following curricula:
 - Sixth Grade Digital Citizenship
 - Seventh Grade Introduction to Computer Applications
 - Eighth Grade Intermediate Computer Applications
 - Introduction to Computer Programming
 - AP Computer Science
 - English I: CP and Honors
 - English II: CP and Honors
 - English III: CP and Honors
 - Literature & Media Studies
 - Architectural Drafting I
- The Board approved an increase to the tutor rate for a tutor in the New Milford Public Schools to \$16.00 per hour effective July 1, 2017.
- The Board approved the following textbooks:
 - *Reading Children's Literature: A Critical Introduction* – Grade 12
 - *Essentials of Comparative Politics with Cases* – Grades 11-12
- A motion to award the bid for the East Street Lillis ADA Plan to KG&D Architects for \$5,950.00 with the option for \$7,950.00 for additional assessments failed.
- The Board of Education authorized its Chairman to enter into the Memorandum of Understanding between the Town of New Milford and the New Milford Board of Education regarding use of the former John Pettibone School building located at 2 Pickett District Road, dated December 2016. [With date filled in once MOU is finalized.].
- Mr. Lawson said Board members could offer input for the 2017-2018 Budget now and during the budget process.
- The Board approved the tentative agreement for a successor collective bargaining agreement reached in negotiations between the New Milford Board of Education's negotiating team and the negotiating team for the New Milford Paraeducators, UPSEU, Local 424 – Unit 107 as discussed in executive session and further moved that the Board delegate to the Chairperson of the Board the authority to execute said agreement on behalf of the Board.

January 2017

- The Board of Education conducted three evenings of hearings and adopted a budget on the fourth night for the 2017-2018 school year in the amount of \$63,817,418.

February 2017

- The Board recognized the following students and staff:
 - VFW Patriot's Pen Essay Contest: SMS student **Kerith Bradshaw**
 - National Geographic Geography Bee: SMS student **Sophia Conklin**

- ***The Piper* NMHS Student Magazine** for its “Superior” rating from the National Council of Teachers of English, one of only four student magazines in the state to receive the rating
- NMPS Retiree: **Mr. Joseph Dragone**
- NMPS Stars of the Month: **Lorraine English, Lauren Iverson, Stephen Kern, Kimberlee Lavallee, Deborah Stephens, and Dana Wheeler**
- Mr. Smith reported that the schools were participating in “Start with Hello” Week that is an effort to increase connections between students, staff, etc. and is sponsored by the Sandy Hook Promise group.
- The Board of Education accepted the following Gifts:
 - New Milford PTO in the amount of \$17,960.00
- The Board approved the following textbook:
 - *Human Geography: Landscapes of Human Activities* – Grades 9-12
- The Board approved a motion that the Chair draft a memo to the Town requesting set up of an account for turf field replacement and that remaining funds from the project be put in the account as seed money.
- The Board approved a motion to officially null and void the Memorandum of Understanding dated December 13, 2016.
- The Board approved a motion to reject the Memorandum of Understanding dated February 7, 2017 as presented to the Operations Sub-Committee in relation to the move to John Pettibone School.
- A calendar of Important Dates for New Milford Public Schools 2017-2018 was distributed.

March 2017

- The Board recognized the following students and staff:
 - The Board recognized **SMS chorus students Joshua Abel, Sophia Delohery, Olivia Esposito, Tyler Holm, Madison Lafontan, Julia Lane, Ciara Lynch, Ralph MacDonald, Amanda Manaog, Lucy McKay, Emma Padros, Jordi Padros, Teagan Piskura, and Grace Zona; SMS instrumental students Charles Greiner, Gianna Militana, Samuel Quigley, Alexander Rogg, Hannah Spinner, Kelsey Stewart, Terrell Williams, Andrew Xu, Sandra Xu, and Jason Zimmitti** for their selection to the CMEA Northern Region Middle School Music Festival.
 - NMPS Stars of the Month: **Maria Breton, Karin Dieterle, Jeanne Dubray, Erin Fagan, Tara Gee, Erin Lucia**
 - Mr. Smith noted that March is **Board Appreciation Month** and thanked the Board members for the many nights, e-mails, packet read-throughs, etc. that they do throughout the year.
- Mr. Smith said the FOI complaint filed in December had been withdrawn and he read a statement for the record. He distributed a summary of the Next Gen Performance Report, which highlighted results of the new measurement tool created by the State. Mr. Smith reported all the K-2 schools participated in the Lion's Club sponsored Kidsight and were able to identify some children with sight issues.

- Mr. Lawson thanked all the Board members for signing the letter to the State legislators regarding the Governor's proposed budget.
- The Facilities Sub-Committee discussed solar but it is not on the agenda because the committee decided, based on the estimates, to wait to explore the solar panels until new roofs are needed.
- The Committee on Learning listened to a presentation about the mission of the Early Childhood Council, which is trying to improve the transition to Kindergarten for all New Milford children.
- The Ad-Hoc Committee on superintendent evaluation met and determined not to redesign the policy; rather they are working on the regulation. They plan to recommend a revision to the evaluation form for next year.
- The Board of Education accepted the following Gifts and Donations:
 - New Milford PTO in the amount of \$14,789.00
 - Diamond Club in the amount of \$8,320.00
- The Board awarded the following bids:
 - HPS Security System to OMNI DATA
 - Replacement of SNIS roof top air conditioning unit to AIR TEMP in the amount of \$35,700.00
- The Board approved a request from capital reserve for \$35,700.00
- The Board approved the following stipends:
 - Unified Sports Co-ed Basketball and Unified Sports Co-ed Track and Field for Schaghticoke Middle School
 - Co-ed Intramural Unified Sports Physical Education Activities for Sarah Noble Intermediate School
- The Board approved the following curricula:
 - Middle East Studies
 - Marketing I
 - Marketing Work Program
 - Sports & Entertainment Marketing
 - Grades 3-5 Choral Music
 - Choral Performance Grades 6-8
 - Grades 4-5 Instrumental Music
 - Grades 6-8 Instrumental Music
 - Grades 9-12 Instrumental Music
- The Board approved Source4Teachers as the firm to manage substitutes for the district for 2017-2018.
- The Board approved the Five Year Facilities and Technology Capital Plan 2017-2022.
- The Board discussed a request to waive the turf field usage fees for Special Olympics use on Sundays, April through June 2017 but no motion was approved.
- The Board approved a request that the End-of-Year Balance for 2016 in the amount of \$264,406 go to capital reserve.
- The Board approved the following textbooks:
 - *Environment: The Science Behind the Stories* – Grades 11-12
 - *Calculus* – Grade 12

- The Board held a special meeting on March 29, 2017 to meet with Board attorney in executive session to discuss communication privileged by the attorney-client relationship re: Sup. Ct. Docket No. CV-16-6013977-S.

April 2017

- The Board held a Special Meeting on April 6, 2017 to discuss the Superintendent's annual performance evaluation.
- There was a Board Workshop held on April 18, 2017 where the Board heard a Summary of results from the Search Institute Survey *Profiles of Student Life: Attitudes and Behaviors* and received an update on Special Education.
- At its regular meeting on April 18, 2017, the Board recognized the following students and staff:
 - NMHS Art Students: **Mackenzie Burns, Daniel Krepil, Liam Lacey, Emma Street, Fiona Wilson, Karolina Zimny**
 - NMPS Retiree: **Joann Salamon**
 - NMPS Stars of the Month: **Anne Bilko, Susan Brofford, Kimberly Ginn, Janet Roache, Heliett Sanchez, Paul Shim**
- The Board of Education accepted the following Gifts and Donations:
 - PTO - \$8,749.76
- The Board approved the following curriculum:
 - Personal Finance
 - Forensic Science
 - College Prep Chemistry
 - Experimental Chemistry
 - College Prep Integrated Science
 - Anatomy & Physiology I
 - Anatomy & Physiology II
- The Board held a Special Meeting on April 26, 2017 where CABE Senior Staff Associate for Field Service Nick Caruso facilitated discussion regarding Board roles, responsibilities and goal setting.

May 2017

- There was a Board Workshop held on April 18, 2017 where the Board heard updates from the Facilities and Technology departments.
- At its regular meeting, the Board recognized:
 - New Milford High School student participants in CMEA Northern Region Music Festival events: **Jessica Berkun, Michael Carroll, Michael Cavuoto, Nicholas Cavuoto, Emma Chamberlin, Madeline de la Parra, Duncan Edel, Michaela Ferlow, Nicholas Fitch, Matthew Hassiak, Brian Hinger, Thomas King, Scott Klimowich, Allan Lian, Megan Lovejoy, Frank Magnante, Kevin McNulty, Ryan McNulty, Sarah Morris, Abigail Myhill, Chloe Onorato, Eliza Peery, Connor Stahl, Kendall Stewart, Tyler Volansky**
 - NMPS Stars of the Month: **Michael Clyne, Joan Conn, Catherine Gardner, Nicole Lawlor, Timothy Polhemus, Madeleine Sanger**
- The Board accepted the following Gifts and Donations:

- PTO - \$21,117.00
- The following policies were approved by the Board:
 - 4112.5/4212.5 Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers
 - 9115 Annual Organizational Meeting of the Board
- The following bids were awarded by the Board of Education:
 - Septic Cleaning – New Milford Septic
 - Boiler Cleaning – Pen Mar
- The Board approved the following grants:
 - Adult Education – ED 244 grant in the amount of \$145,400.00
 - Adult Education IEL/Civics - ESL for Life and Work grant in the amount of \$45,000.00
 - Adult Education Workplace Readiness - Pathways to the Future grant in the amount of \$40,000.00
 - IDEA-611 grant in the amount of \$850,048.00 and the IDEA-619 grant in the amount of \$33,091.00
- The Board voted to continue its participation in the National School Lunch Program and adopted certifications for food items, school fundraisers, and beverages.
- The Board approved a proposed two-year extension to the Contract between the New Milford Board of Education and All-Star Transportation for Pupil Transportation Services.
- The Board authorized the Board Chair and its legal counsel to enter into discussions and/or negotiations with the Superintendent of Schools on a new, three-year contract, the final terms of which shall be subject to Board approval.
- The Board held a Special Meeting on May 31, 2017 where CABE Senior Staff Associate for Field Service Nick Caruso facilitated discussion regarding Board roles, responsibilities and goal setting in regards to an upcoming summer retreat.

JUNE 2017

- The Board held a reception on June 13, 2017 to recognize the following:
 - New Milford Public School June Retirees: **Norma Calhoun, Valerie Clapp, Joan Conn, Trudy Cox, Kathleen Dombal, Angela Dzurka, Alice Edmonds, Lorraine English, Susan Guertin, Robert Keck, Diana Lyttle, Gloria Marchionne, Brenda Mead, Linda Meeker, Patricia Shannon, and Christina Sprindis**
 - **NMHS Athletic Excellence in 2016-17**
 - Winner of the 2017 CHET Dream Big! Competition: SNIS student **Nathan Gray**
 - Winners of the HRRRA Billboard Contest: NES student **Emma Heydet**, SNIS students **Paul Jennings, Florentina Lekaj**, and **Kaitlynn Carlson**, SMS students **Ishaani Pradeep** and **Imre Mancini**, and NMHS students **Ella Stewart, Casey Brown, Brittany Karasz** and **Chloe Onorato**
 - SMS Battle of the Books School Champions: for 6th grade **Adriana Bubbico, Maesha Hossain, Collin Rozelle, Abbey Sarich, Aidan Smith, Colin Walsh**,

Katrina Wang; for 7th grade **Joseph Cafiero, Gabriella Dane, Craig Hulse, Joshua McMinn, Alistair Riney, Madelaine Sweeney**; for 8th grade **Evan Carlson, Lauren Grello, Lorelai Lee Swanek, Emma Padros, Madeline Stone, Brooke Thibodeau, Sandra Xu**

Place finishers at the FBLA State Leadership Conference: NMHS students **Randall Davis, James Day, Zoe Dreyfus, Danielle Kwapien, Michael Lungo, Ryan Mondonedo, Grace O'Brien, Keegan Robertine, Rachel Santospirito**

- Place finishers at the DECA State Leadership Conference: NMHS students **Matthew Adamou, Kyle Beebe, Jacob Berendsohn, Kyle Chaves, Caitlin DeCapua, Jack Dwyer, Hellen Elizondo, Thomas Foreman, Kayla Foster, James Lewis, Dylan Magner, Sam Maniscalco, Kelsey Mecha, Vincent Rago, Justin Rajagopalan, Victoria Schmidt, Jack Snowdon, Madeline**

Symon

- CAS Middle Level Scholar-Leaders: SMS students **Elena Stephens and Cole Allen**
- Connecticut Association of Boards of Education Leadership Award recipients: **Caitlin Fanella** and **Jack Valentine** from SMS and **Kendall Stewart** and **Kevin McNulty** from NMHS
- Western Connecticut Superintendents Association 2016 Award recipients: **Dylan Lewis** and **Hannah Spinner** from SMS and **Nicole DeBenedictis** and **Jacob Dieterle** from NMHS
- At its regular meeting on June 13, 2017 the Board recognized the senior student representative to the Board of Education: **Kendall Stewart**
- The Board accepted the following Gifts and Donations:
 - PTO - \$17,269.27
- The following bids were awarded by the Board of Education:
 - Food and Nutrition Services – Milk to Wades Dairy Inc. for a one-year period
 - Food and Nutrition Services – Frozen Dessert to New England Ice Cream Corporation for a one-year period
 - Special Education - Occupational Therapy to Integrated Pediatric Services for a three-year period
 - Special Education – Student Care Workers and Job Coaches to EdAdvance for a period of three years.
- The Board of Education approved the following Grant:
 - Carl D. Perkins Grant in the amount of \$34,009.00
- The Board approved revisions to the following policy:
 - 6142.2 Student Nutrition and Physical Activity (Student Wellness)
- The Board approved a motion to add to the purchase resolution an amount up to \$20,000.00 to contract with K&Z Architects to conduct an ADA assessment of the Lillis Building.
- The Board approved amending the 2017-2018 Adopted Board of Education budget from \$63,817,418 to \$62,810,586 as proposed by the Superintendent of Schools on the June 13th revised draft.

- The Board approved a motion that the Board Chair ask the Town to reconsider the tabled request that the End-of-Year Balance for 2016 in the amount of \$264,406.00 go to capital reserve.
- The Board approved the appointment of the Assistant Superintendent, and in his/her absence, the Director of Human Resources, as the Designee for the Superintendent of Schools from July 1, 2017 through June 30, 2018.
- The Board approved authorization for the Superintendent to accept resignations and make appointments, excluding administrative appointments, from June 14, 2017 through September 19, 2017.
- The Board approved authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 14, 2017 through September 19, 2017.
- The Board received the following annual reports:
 - The Annual Emergency Preparedness Report
 - The Annual Wellness Report
 - The John J. McCarthy Observatory Annual Report
- The Board received an update from the Turf Field Committee regarding the set up of an account through the town.
- The Board approved the employment and salary of the Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, Mail Courier and Lab Assistant.
- At a special meeting on June 20, 2017, the Board approved the appointment of Jennifer Delaney as an assistant principal at Schaghticoke Middle School.

Summary of 2016-2017 Assessments

Smarter Balanced Assessment Grades 3-8

In the spring of 2017 students across Connecticut and the Nation participated in the administration of the Smarter Balanced Assessment. The Connecticut Mastery Test and the Connecticut Academic Performance Tests were only administered in the area of Science.

The Smarter Balanced assessment provided district and student level results. In Mathematics, New Milford scored a 47.1% average overall, outperforming the state average of 45.6%. The DRG, however, scored an average of 57.8%. In Reading/Language Arts, New Milford's overall average was 50.9%, outperforming the state average of 54.2%. The DRG, however, outperformed New Milford's average with an overall score of 65.9%.

In 2015-2016 the State of Connecticut removed the Smarter Balanced Assessment from Grade 11 and replaced it with the administration of the SATs for Grade 11 students. Our students in New Milford have historically outperformed the state in terms of both the

Math and Reading sections of the SATs, however the last two years our students have improved at an accelerated rate. The last three years Connecticut students have averaged a combined score of 1010 (2015), 1023 (2016) and this year of a 1030. Compared New Milford students have averaged a combined score of 1033 (2015), 1068 (2016) and this year a combined score of 1084. The New Milford combined score of a 1084, was comprised of a 552 on the Reading section and a 532 on the Math section. The average combined score of a 1084 was the highest that our students have recorded on the SATs with one of the highest collective participation rates in recent history.

Advanced Placement Exams

In 2016-2017, New Milford High School students continued to increase their participation in Advanced Placement courses and more students elected to take the national proficiency exam. Students took a total of 538 exams, and 77.2% scored a three or higher. A score of three or higher represents passing. New Milford outperformed the state average of 72.2% and the national average of 60.3%. We expect both enrollment and student successes to continue as the district works to expand opportunities for students and provide professional development to the teachers.

Summary

The Board of Education routinely recognizes the talent and accomplishments of students and staff at its meetings and end-of-the-year reception. During the 2016-2017 school year the Board recognized **140** students and **69** staff members for outstanding achievement. The district also began a monthly staff recognition program. Parents, students, and fellow staff members were invited to nominate a New Milford Public Schools staff member of their choosing. From all the forms submitted, six honorees were selected each month, one from each school and one non-school specific honoree. All honorees were invited to attend the Board of Education monthly meeting for public congratulations where they received a star lapel pin as a small symbol in recognition of their “star” qualities. In addition, thanks to a new partnership with Ingersoll Automotive of Danbury, one lucky honoree each month was gifted at random with a courtesy car to drive for the month.

Donations in excess of **\$168,982** were received from the PTO and other benefactors to benefit the New Milford Public Schools. The Board was awarded **\$1,548,878** in grants. The majority of funds were obtained through entitlement grants from the State Department of Education and the federal government. It should be noted that most grants cover a two-year period.

The 2016-2017 school year saw an expansion in student programming and academic performance. This was the third year of the newly implemented math curriculum in grades K-6, year two of the program in grade 7, year one in grade 8. The improved curriculum and instruction in mathematics contributed to our gains in the results of the state assessments. This school year also saw expanded intervention and enrichment programs that allowed students to access a more individualized approach to their

education. At the high school level, we saw an increased enrollment in Advanced Placement courses while the performance levels of our students remained strong. The summer of 2017 saw the return of a support program for students with identified gaps in their learning. The program was well attended and resulted in clear gains in math and reading for those involved.

Major facilities projects included a new air conditioning unit for NMHS and resurfacing of the floors of the NMHS gym. We also replaced security doors in several schools and serviced more than 1500 work orders. In addition, all of the district phones were upgraded and we improved the capacity of our network.

**NEW MILFORD AQUIFER PROTECTION AGENCY
ANNUAL REPORT
2016-2017**

In an effort to provide protection for public water supplies, State Legislation required municipalities to adopt local Aquifer Protection Regulations. New Milford's Aquifer Protection Regulations went into effect on February 28, 2012. In August 2012, an Ordinance was passed transferring oversight of the Aquifer Protection Regulations from the Sewer Commission to the Planning Commission. In November 2012, the members of the Planning Commission were appointed by the Town Council to also serve as New Milford's Aquifer Protection Agency. The Zoning and Wetlands Enforcement Officers were named as the Enforcement Officers for the Aquifer Protection Regulations.

The New Milford Aquifer Protection Agency is comprised of the five elected members and three appointed alternates of the Planning Commission. Appointment to the Aquifer Protection Agency runs concurrent with the Planning Commissions terms. At an annual organizational meeting, a Chairman, Vice Chairman and Secretary are elected to serve for one year. Regular meetings are held once a month on the first Thursday of each month following the Planning Commission meeting. Special meetings are scheduled accordingly.

The Aquifer Protection Agency office staff includes the Land Use Inspector, who fulfills the duties of Office Coordinator, and the Zoning and Wetlands Enforcement Officers. The Land Use Inspector splits his/her time between the Zoning, Inland Wetlands, Planning and Aquifer Protection offices. There is also a paid Recording Secretary who is responsible for taking the minutes at each meeting.

New Milford's designated Aquifer Protection Area contains a mix of over 700 residential, business/commercial and Government/Municipal properties. During the 2014 – 2015 fiscal year letters were sent to over 550 residential property owner's notifying them that their properties were located in the Aquifer Protection Area and asking them to complete and return a regulated activities check list. Almost 450 forms were returned, none indicating a regulated activity. Data was also compiled on all State and Town owned properties as well as all remaining non-residential properties in the Aquifer Protection Area, the combined total of which is almost 150.

During the 2016 – 2017 fiscal year letters were sent to 119 business/commercial properties in the Aquifer Protection Area. 113 property owners completed and returned Form APA-01, 12 indicating that a regulated activity was being conducted. The Town was notified that 14 of the 17 Town owned properties within the Aquifer Protection Area either don't contain a use subject to Aquifer Protection Area Regulations, or the use that may be considered regulated is located outside of the mapped boundary of the designated Aquifer Protection Area. A determination of regulatory status will be made on the remaining Town owned properties in the coming year. A determination of regulatory status will also be made of the 2 properties owned by New Milford Fire Association (Water Witch Hose Company #2).

**Building Department Annual Report
Fiscal Year Ending June 30, 2017**

Type of Permit	Number of Permits	Fees Collected	Construction Cost
Deck- Residential	18	\$6,105.93	\$417,220.00
Finished Basement	24	\$6,304.27	\$456,560.00
Pool Aboveground	4	\$417.50	\$23,000.00
New Residential	26	\$81,836.77	\$6,807,454.20
Addition & Alteration Residential	112	\$63,832.49	\$5,213,508.11
Permit Closeout	60	\$5,924.00	\$0.00
Pool Inground	7	\$4,345.14	\$366,295.00
Demolition	9	\$981.00	\$44,587.00
Additions & Alterations Commercial	32	\$30,574.44	\$2,605,834.73
Barn	2	\$3,027.00	\$260,000.00
Screened Porch	1	\$30.00	\$1,000.00
Garage	7	\$3,774.84	\$274,272.00
Deck- Commercial	1	\$168.00	\$8,000.00
New Commercial	4	\$26,585.00	2,274,000.00
Shed	6	779.95	\$45,523.00
Change of Use	2	\$30.00	\$0.00
Electrical	325	\$38,164.76	\$2,642,217.64
Plumbing	63	\$4,119.23	\$251,673.00
Gas	162	\$10,943.88	\$464,954.67
Mechanical	701	\$77,755.11	\$5,580,764.90
	1566	\$365,704.31	\$27,736,861.00

NEW MILFORD COMMISSION ON THE ARTS ANNUAL REPORT 2016 – 2017

The New Milford Commission on the Arts directs its efforts and activities to fund, advise on, originate, coordinate and encourage participation in, promotion of, development of, acceptance of, and appreciation of, artistic and cultural activities, which shall include but are not limited to: music, theater, dance, painting, sculpture, architecture, literature, films and allied arts and crafts.

During the 2016-2017 year, our activities included:

- Four free to the public summer concerts on the town green (the Edwin Kinkade Concert Series)
- Support for the New Milford Art Walk in downtown New Milford
- Support for Merwinsville Hotel Restoration arts programs
- Two free to the public performances at New Milford Train Station
- Christmas Caroling program on the town green
- A performance at Merryall Center for the Arts
- Support for the New Milford Historical Society fall art show
- Support for Village Center for the Arts in their creation of a mosaic sign for the New Milford River Walk
- Support for the ongoing development of Gallery 25 and Creative Arts Studio in their new location in New Milford Art Depot on Railroad Street
- Maintaining a social media presence on Facebook and websites
- Ongoing discussion and encouragement of developing various art venues in New Milford

The Arts Commission thanks each of the people who give their time, expertise, and energy serving the Commission on the Arts during 2016 and 2017. They are Diane Dubreuil, Barbara Payne, Joanne Lillis, Lou Mandler, Sue Fogarty, Bob Brophy, Lacey Yurtoglu, Jeremy Ruman, Jayson Roberts, Sally Adams, James Scrimgeour, Linda Breen, Jachym Porizka, and Mary Tanenbaum. The Commission also thanks the volunteers who helped facilitate the New Milford Art Walk, the Carol Sing, the creation of the mosaic for the River Walk, and programs for Gallery 25 and Creative Arts Studio.

Conservation Commission Annual Report 2016/2017

During this period the Conservation Commission held 11 of the 24 scheduled meetings. Meetings were cancelled for weather, quorum or lack of agenda items.

Subdivisions application were few and of limited scope. They included:

- Squash Hollow
- Keli J. Musial-Mohan Resub
- Rosewood Estates Resub

The Commission was asked to comment on properties that were being considered for tax sale and identified those properties that had potential conservation value and possibly suited for different disposition.

The Commission started to consider and discuss possible initiatives for inclusion into the upcoming POCD. The Commission was asked to comment on proposed alternative energy initiative slated for siting on Candlewood Mountain.

The Commission was approached by Mr. Linghenfelzer and Mr. David Bain, his real estate agent, about the possibility of the Town purchasing some open space he presently owns off of Aspetuck Ridge Road. They were referred to Kathy Castagnetta, Town Planner.

In view of system support limitations, the Commission explored the best way to update and keep current the Town's Open Space Map. The Commission concluded that as open space changes were few, a semi-annual update was sufficient. The Commission is working with HVA to accomplish this.

During this period New Milford's open space inventory grew by 279.5 acres, increasing the total open space to 7,252.6 acres and representing 19% of the town's 38,104 acres suitable for building. The newly protected acreage was 111.093 acres in fee secured by Weantinoge Heritage and 168.4 acres in easements held by various entitles (89 acre agricultural easement – Davenport Farm and 79.447 agricultural easement – Harris Farm).

During the same period The Land Acquisition Reserve Fund (LARF) changed from \$415,263.93 to \$295,879.53 – a decline of \$119,384.40. This change was the result of the addition of interest - \$1,830.90 and fees in lieu of \$6,33.30 – Old Saw Mill Estates and the removal of \$127,548.60 to assist in the purchase of the Patterson Farm Development Rights.

Over the past year the Commission experienced several staffing changes as well – Mr. Christopher Easton resigned due to work conflict issues and Michael Bird was seated as a regular member.

**New Milford Film Commission
Annual Report
Fiscal Year Ending June 30, 2017**

This past year the Film Commission worked with several filmmakers. The Hot Snakes Production Company spent several days in town filming an episode for The History Channel. They utilized part of their budget buying meals, snacks, paper goods and other supplies here in town. Part of their budget was used for location fees on private property. The approximate total spent here in town was \$6,000.00.

This past spring, a commercial for the University of Maine was shot on the Green and at Young's Field during the Memorial Day weekend. Close to \$4,000.00 was spent in our community, including a donation to a non-profit organization.

There are several independent local filmmakers that are currently working on local projects, such as documentaries, YouTube series, etc.

We also co-host the annual Greater New Milford Film Festival as well as The 48 Hour Film Project. Most of the content of these separate events is free of charge. Part of our intent is to provide free entertainment and draw people into town for dinner and a movie. We're not able to estimate the amount of monies spent however, conversations with local restaurant owners leads me to believe that there was an increase of business on those particular evenings.

All net profits from the two aforementioned events are donated to The Greater New Milford Film Festival college scholarship for local students.

Fire Marshal's Office Annual Report 2016-2017

The New Milford Fire Marshal's Office is responsible for the enforcement of many sections of The Connecticut General Statutes as well as numerous codes, which are promulgated under the provision of these Statutes. The Fire Marshal has a multitude of responsibilities and duties that relate to life safety and the protection of property from fire within the community of New Milford. These duties are varied and require the Fire Marshal's attention, often within a mandated time frame.

In the interest both of public safety and of firefighter safety, the Fire Marshal's Office is responsible for inspecting more than 11,752,007 square feet, which increases annually as New Milford becomes further developed. Fire Marshals inspect all buildings and facilities of public service and all occupancies regulated by the Fire Safety Code. The Fire Safety Code covers all occupancies except one and two-family dwellings. Coverage includes, but is not limited to, apartments, churches, day-care centers, nursing homes, hospitals, theaters, schools, warehouses, and manufacturing establishments. As such, the Fire Marshal's services include the community of New Milford as a whole, its businesses, the fire departments and residents.

In addition to conducting inspections, the Fire Marshal's Office also investigates and reports to the State within a ten day period the cause, origin and circumstance of all fires. Reports are completed on State designated forms and submitted to the State Fire Marshal.

The Office issues permits for the use and storage of explosives in compliance with State Explosives Regulations, is responsible for the inspection of all flammable and combustible liquids storage tank installations for compliance with Regulations, and conducts Code compliance reviews of plans and specifications for occupancies being proposed, or renovated within the Town.

Fire Marshals must also attend schools and seminars to stay current and maintain their knowledge base of codes, regulations and new technology (approx. 30 hours annually to equal the required 90 hours in 3 years). CT code updates in 2015 make this training even more imperative. The Connecticut Building and Fire codes were updated October 1, 2016 and are up for updating again in spring of 2018.

Public education is a critical facet of the Fire Marshal's Office as preventing fires is our priority. Accordingly, the Fire Marshals visit local schools, the senior center, library, businesses, and many other organizations to provide fire safety training and fire prevention programs. The Office is also tasked with any additional obligations for enforcing regulations affecting life, property and public protection from the hazards of indiscriminate fire.

To remain business friendly and meet dramatically increased workloads within the office due to the adoption of new Codes, and large scale construction projects throughout the community the Fire Marshal's Office is staffed by a Full-Time Fire Marshal, and a Full-

Time Deputy Fire Marshal. They administer the department's Risk Assessment Program (inspections, emergency and business continuity plan, and fire drill assistance), and Risk Reduction Program (plan reviews and construction inspections, public education and community outreach programs, and fire/explosion/hazardous material investigations, statistical research and analysis).

Highlights of the Fire Marshal's Office for the last year were Deputy Fire Marshal position was filled in August 2016 by Kevin Reynolds in a part time role and later full time in December 2016.

Current Staffing : Full-time Fire Marshal, Brian Ohmen
 Full-time Deputy Fire Marshal, Kevin Reynolds 12/20/2016
 Part-time Secretary (20 Hours Week), Donna Talarico

Operating Budget:

Account	2016/2017
Fire Marshal	\$ 171,375

Revenue 2016-2017 - **\$33,042** down from **\$45,465**

FIRES:

The Fire Marshal's Office was called to investigate via 911 calls the cause of 134 incidents, down from 214 incidents the previous year.

Fire Department Incidents July 1, 2016 to June 30, 2017:

Gaylordsville Fire Department –103

Northville Fire Department – 137

Water Witch Hose Co #2- 654

Total fire dispatch records: 894 up from 840 the previous year.

Department of Health Annual Report Fiscal Year Ending June 30, 2017

The New Milford Department of Health is responsible for regulating and/or providing for the environmental and public health needs of residents of the Town of New Milford. The Department enforces the Connecticut Public Health Code, the Connecticut General Statutes and the Code of Ordinances of the Town of New Milford related to environmental and public health. The Department also provides a variety of services related to health promotion and disease prevention and is involved in local and regional public health emergency preparedness activities.

The primary environmental health activities include inspection and/or permitting of subsurface sewage disposal systems, private drinking water supplies, food service establishments, rental housing, day care facilities, cosmetology establishments, public swimming pools and bathing areas and response to nuisance complaints and inquiries from the public related to any other environmental health concerns. Laboratory tests and other investigations are conducted as necessary to support these activities. Special projects are sometimes conducted depending upon need and available funding from the Connecticut Department of Public Health or other sources.

The number of permits issued for subsurface sewage disposal systems during fiscal year 2016–2017 was 93. There were 39 private well construction permits reviewed and approved for individual drinking water supplies. For the purpose of determining minimum separation distance requirements and soil suitability, there were 230 building additions reviewed and approved for private dwellings. Most of these were for open decks or swimming pools.

All public health and nuisance complaints received during the year were followed up with an investigation. There were 62 complaints received. Most of the complaints were related to conditions involving housing defects, environmental pollution or improper garbage disposal.

There were also 406 routine inspections conducted of food service establishments.

Again this year, the Health Department organized a regional household hazardous waste collection day for eight participating towns. The waste collection day was held on September 17, 2016. There were 940 households that disposed of a record amount of waste collected during the day. The other towns that participated in the event were Bridgewater, Brookfield, Kent, Roxbury, Sherman, Warren and Washington. Each town paid their proportionate share and the cost to the Town of New Milford was \$23,751.

The Health Department also coordinates and/or ensures for the provision of basic public health services to the community. Some of these activities include reportable disease investigations, supporting vaccination clinics for seasonal influenza, conducting clinics related to chronic disease control such as elevated cholesterol and high blood pressure and providing education and testing services related to tick-borne diseases.

In regard to reportable diseases, there were three-hundred twenty-seven cases of 27 different illnesses or laboratory findings reported by area physicians and medical laboratories. Thirty percent (30%) of these reports were for sexually transmitted diseases and twenty-three percent (23%) were for tick-borne diseases.

Concerning seasonal influenza vaccinations, the New Milford Health Department works cooperatively with the New Milford Visiting Nurse Association (NMVNA) to promote and support influenza prevention and vaccination clinics. Between October 2016 and January 2017, the NMVNA organized and conducted several vaccination clinics in the community including a clinic for New Milford seniors.

The Health Department continued to experience activity responding to incidents involving wildlife rabies. The Regional Animal Control Officer, Police Department and Health Department work cooperatively in responding to reports of cases of contact between humans and domestic animals or wildlife.

During the year, the Health Department utilized \$7,132 from a federal block grant to conduct a preventive health services program. The funding was used to conduct a diabetes self-management education program.

The Health Department continued to contract services from the New Milford Visiting Nurse Association for a part-time nurse/health educator. The nurse is an integral part of the Health Department's operations and is responsible for conducting a number of important health promotion and disease prevention activities. Some of these include cardiovascular health programs, lead poisoning prevention education and case management, tick-borne disease education and reportable disease follow-up.

The Town of New Milford and the Town of Washington continued to carry out a health services agreement during the year. As specified by this cooperative agreement, the Health Department performs environmental and public health services for the Town of Washington and the Town of Washington pays the Town of New Milford for these services.

During the year, the Health Department was also involved in activities related to public health emergency and response preparedness. New Milford has been designated as one of 41 public health mass dispensing regions in the State of Connecticut. The planning team has continued to develop plans and make preparations for mass dispensing operations for all residents of the region consisting of the towns of New Milford, New Fairfield, Sherman and Washington. Funding was made available in a personal service agreement with the Connecticut Department of Public Health. The total funding for the year was \$25,426. Some of the activities performed by the Health Department included continued development of local public health preparedness and response plans, development of a local health alert network, conducting local drills and exercises, participation in regional planning activities and attendance at emergency response training programs.

The Health Department budget for 2016–2017, excluding grant and other programs offset by income, was \$287,999. Also \$35,971 was collected in fees during the year. Therefore the Town of New Milford funded Health Department activities in the amount of \$252,028 which is \$9.24 per capita.

INLAND WETLANDS COMMISSION ANNUAL REPORT 2016-2017

The Town of New Milford Inland Wetland and Watercourse Commission was established in 1988 to enforce Connecticut General Statutes and the Inland Wetland and Watercourse Regulations from the Code of the Town of New Milford. The purpose of the wetlands regulations is for the protection, preservation, maintenance and use of this natural resource endowed to the citizens of this community while allowing continued economic growth and development in an environmentally sound manner. The regulations offer a structured permit process to promote environmentally sensitive development, while preserving the natural indigenous character and functions of wetlands and watercourses from direct and indirect pollution and unnecessary land disturbance. The preservation of our natural resources, in particular the wetlands, watercourses and aquifer systems, is necessary for the health and well being of our community.

The Wetlands Commission consists of seven appointed members and three appointed alternates. Meetings are held the second Thursday of each month. The Inland Wetlands Commission reviews all applications for subdivisions and any application that proposes work within the regulated and upland review areas. The Wetlands Enforcement Officer and Land Use Inspector have been reappointed as the Inland Wetlands Commissions Duly Authorized Agent for applications proposing minor projects with minimal impact to the regulated and upland review areas. The office staff is comprised of a full time Enforcement Officer, a Land Use Inspector and an Office Coordinator. Both the Land Use Inspector and Office Coordinator split their time between the Inland Wetlands and Zoning offices. The Land Use Inspector has been able to expedite signoffs for patrons and has also, in conjunction with the Wetlands Enforcement Officer, allowed for more prompt inspections and better service to the members of our community. The Zoning and Inland Wetlands office continue to collect and release all sedimentation and erosion control (S&E) bonds. Inspections are primarily preformed by the Land Use Inspector and follow-up paperwork is completed by the Office Coordinator. The Land Use Inspector continues to split his/her time with the Planning and Aquifer Protection Offices. The Zoning/Inland Wetlands Office Coordinator continues the responsibility for the processing of variance applications, preparation and follow-up of Board meetings as well as the daily office operations for the Zoning Board of Appeals.

During the 2016-2017 fiscal year, the Commission received for review 26 schedule A applications and conducted 1 public hearings. An additional 8 schedule B applications for as-of-right activities were also submitted. There were 14 applications reviewed by the Wetlands Enforcement Officer as the Duly Authorized Agent. 129 applications, not requiring individual permits, were reviewed by the Wetlands Enforcement Officer or Land Use Inspector for compliance. 5 notice of violations and 3 corrective orders for violations were issued, and the violations corrected. \$5,505.70 in significant activity fees, \$7,682.00 in permit fees and \$3,270.00 in applications not requiring individual permits fees, permit modifications, permit transfers and copies were collected.

New Milford Public Library Annual Report Fiscal Year 2016-17

Sally Tornow, Director

Mission

As an essential part of the town, the New Milford Public Library empowers a strong community by promoting reading, basic literacy, and knowledge of 21st-century resources and information.

Overview of FY 2016-17

Library Use

The Library continued to be one of the busiest places in town with 157,635 people coming through our doors in FY16-17. Based on CT State Library statistics, the New Milford Public Library compares very favorably to other Connecticut public libraries.

Library Support

A grant provided by an anonymous donor, gave New Milford and surrounding towns access to the Foundation Center, an online resource for nonprofit organizations to locate grants. The FRIENDS of NMPL provided extensive support for programming, enabling the library to offer cultural and educational programs not possible through the operational budget, such as the Winter Reading Program, Dandelion Program, the Beer Snob, CT Witch Trials, and the Kerry Boys, to name but a few. The MOM's Club and the Women's Club of Greater Danbury were also generous in supporting Childrens' programming.

Departments

Children's Services – Sue Ford, Children's Services Librarian

The Children's/YA Department, headed up by Sue Ford, and aided by Meghan Morin, YA Librarian, with part-timers Ellen Thompson, Sherry Chaillou, Amy Berkun, and Carol McCarthy, works with children from birth to twelfth grade, along with their parents, caretakers, teachers and college students studying in fields that include children services. Children come to us for a variety of needs – story times, summer reading programs, reference and homework help, internet and computer use. They check out DVDs, music on CDs, books on CD, eBooks, PS4 games, XBox360 games, and, of course, most importantly, books for homework and recreational reading. They use our website to get into various databases for homework resources and practice tests, as well

as TumbleBooks, National Geographic for Kids, World Book On-line and Mango Languages. We work with home-schooling parents and their children who use our resources to enhance their education. Sue Ford visits the public schools, local daycares and preschools for various programs throughout the school year.

Our Summer Reading Program theme for FY 16/17 was “On Your Mark, Get Set – Read!” for children ages 4 year olds – 5th grades; we offered an early literacy reading program for 1 to 3 year olds, and a reading program for young people in grades 6 – 12, along with “Bedtime Math”. We had a total of 504 participants in the reading program and 60 in the Bedtime Math.

During FY 16/17, we offered 417 programs for children from infants to 5th grade, with an attendance of 7,177 and 89 programs for our YA patrons with 1,135 in attendance.

New programs that we added this year were: Bouncing Babies; 1000 Books Before Kindergarten; Maker Mania and The Friendship Circle.

Public Services – Val Fisher, Public Services Librarian

The Public Services Department encompassed several aspects of operation within the Library: Circulation, Collection Development, and Adult Programming. A dedicated staff of two full-time and twelve part-time employees served 10,748 registered patrons during the 59 hours the Library was open each week. While charging items in and out was its most familiar function (with 210,091 items checked out in 2016-17), Public Services staff also registered new patrons, answered readers’ advisory questions, processed requests, sent notices, managed the volunteers, created displays, assisted with technology questions, and oversaw the development of the adult fiction, audiovisual material, and large print collections. We also visited the high school twice this year, in the fall and spring signing up a total of 78 new patrons.

The Department continued to purchase well-reviewed, popular, and newly requested fiction, large print, audiobooks, e-books and DVDs for the use of our adult patrons. The Library’s “Hoopla” service which offers downloadable and streaming movies, audiobooks, music, and eBooks more than doubled with 6,653 circulations. The Library’s use of eBooks increased totaling 3,230 circulations. The use of Eaudio books was 3,475.

Public Services also maintained the Adult Services Facebook page which continues to grow as an online location for social interaction and information for our patrons.

Programming was an important part of Public Services because it offered instruction, entertainment, and the opportunity for community building. Over 2016-2017, the Public Services Department doubled its programming to 248 programs, increasing the Public Services program attendance to 4012. Our programs covered an array of topics, including author talks, Medicare, history, handicrafts, cultural education, and music, among many others. The Library, in conjunction with the Roger Sherman Chapter of the DAR housed a display on The Wall that Heals and offered a historical program on the Vietnam War. The library offered two monthly

film screenings, one foreign film and one popular film, as well as two documentaries presented in cooperation with the Pratt Center. The Library also cooperated with Senior Care Resources and the VNA to present a four part series, Aging with Grace. In cooperation with the Post Office, the first Passport Day was held at the library, where 66 people were able to apply for passports. The Library continues to offer the Connecticut Crossroad's Project which invites the public to come and share their memories of New Milford. These memories will be preserved digitally, as well as physically in the Library. The Library continues to be involved in a Board Games Collaborative with Burnham Library in Bridgewater, expanding to four nights a month. This has attracted many college age participants. The Library continues to offer different monthly book discussion groups which have grown to nine separate groups. The Senior Book Group, collaboration with the Senior Center, has now split into two groups because of increasing number

Reference/Information Services

The Adult Reference/Information Services Department, comprised of Amy Berkun, Rachael Schuster, Gloria March, Jody Hyman, and Sally Tornow, answered 36,809 patron questions during FY 2016-17. Of those transactions, 7,755 were research questions. The remaining interactions consisted of non-reference assistance to patrons, such as help in using the catalogs, the Internet, various Microsoft programs, and reference materials.

The computers in the Adult Reference area were used extensively throughout the year with total use at 10,695. The individual laptop stations created in FY 2012-13 continued to be popular with patrons who brought their own laptops and mobile devices to the Library. Their use of the wifi totaled 25,407 logins for the year, an increase of over 22%. Use of online resources for reference purposes increased by 6.4% to 22,959.

Rachael Schuster, the Digital Literacy Associate, offered 69 free classes on wide-ranging computer related subjects: Social Media Marketing for Small Businesses, Finding Grants through the Foundation Center, Facebook, Pinterest, Downloadable ebooks, etc. Many patrons have indicated a preference for one-on-one sessions, which has been accommodated by several volunteers offering their services on a regular basis.

Technical Services – Peggy Ganong, Library Technology Coordinator

The Technical Services Department of the Library is comprised of 2 staff members, Maryann Jackson and Leslie Schlemmer. They are a very hard working and dedicated professional team. They are each trained not only in their particular areas of expertise, but are also in the responsibilities of the other person which allows them to “back each other up” in the absence of one or the other. They are responsible for a variety of tasks that are required in order to maintain the Library’s huge collection (over 100,000 items) of print and non-print material materials. In addition to daily tasks of the physical and digital maintenance of this collection which changes daily, when called upon, they often handle special projects for other departments.

Each year Maryann and Leslie order, receive, catalogue and process thousands of new items, repair hundreds of damaged items, and perform maintenance tasks on the integrated Library system, in addition to maintaining the Library’s serial collections.

Additionally they both attended various meetings and webinars to stay up-to-date with emerging changes in the Technical Services field.

Technology – Peggy Ganong, Library Technology Coordinator

The three main focuses of the Technology Department are: 1) maintain and upgrade the existing computer hardware and software; 2) increase our outreach to the community; and 3) investigate and introduce new technologies that are beneficial to our patrons.

Our main focus this year is the CT state fiber project. This project will install fiber optic connections to several libraries in the state of Connecticut. Under the direction of Sally Tornow, Peggy Ganong is New Milford’s contact who is responsible for this project. All appropriate paper forms were completed to acquire the funding available for the hardware and software required. Peggy must coordinate working with the technicians from Lighttower Inc., the staff of CEN and network specialists from Bibliomation in order to prepare for this network conversion. A location site in the library has been selected for the equipment installation. Peggy will continue to supervise the progress of the remaining steps required for the install and the eventual cut-over of service.

In our goal of continued outreach to the community, Peggy Ganong and Sally Tornow contracted with an outside vendor to design a new web site for the Library. Many months were dedicated to discussions and alterations to design a site that would be not only aesthetically appealing, but afford the functionality and flexible options to be most useful to our patrons. Once the final design was decided upon, Peggy continually updates the site to keep current with the most up-to-date programs and new technologies.

Our final focus was to find new, innovative ways to enhance our patrons' Library experience. With that focus, Peggy Ganong introduced 2 new technologies: 1) mobile Wi-fi Hotspots and 2) video capture kits. We have 10 Hotspots and 4 video kits available for loan for 2 weeks each. The Hotspots enable wi-fi users connectivity in areas that have limited accessibility (as in rural areas and during vacation time in recreational areas). The video capture kits enable users to convert their analog videos to digital form.

Peggy Ganong attended several meetings, webinars and workshops to stay current with newest technologies and products.

Parks & Recreation Annual Report 2016-2017

The mission of the New Milford Parks and Recreation Department is to provide quality leisure opportunities in a safe and healthy atmosphere and to enhance the quality of life of the community through the responsible management of fiscal and natural resources. To meet these ends, the Parks and Recreation Department attempts to provide safe and wholesome recreational services of both a passive and active nature. Our goal is to create a balance of activities, special events, and programs that are of use to any and all segments of the population.

The New Milford Parks and Recreation Department is responsible for the care, management, maintenance and control of nineteen town park facilities totaling over 500 acres. The Department maintains and utilizes, for the benefit of the residents, the following locations: the Town Green, Lynn Deming Park, Andrew Gaylord Barnes Park, Carlson's Grove, Emmanuel Williamson Park, Baldwin Park, Addis Park, Clatter Valley Park, Young's Field, Canterbury Pond, Helen Marx Park, Pickett District Road Ball Fields, Sarah Noble Soccer Field, Sega Meadows, Northville Soccer Fields, Creative Playground, Hulton Meadow, Chappuis Park, and the Nostrand Trail Park. Included in these park sites are: six little league fields, a beach on Candlewood Lake, two tennis courts, two basketball courts, four playgrounds, two boat ramps, two canoe/kayak portages, a marina, three fresh water ponds, access to the East Aspetuck River, access to the Housatonic River at five parks, three extensive trail systems, numerous picnic areas, five soccer fields, four softball fields, a bathhouse, five pavilions, an equipment garage, and other park amenities. In addition, programs and activities for all residents are held at the Maxx, New Milford Public School facilities, 47 Bridge Street, East Street School, Canterbury School (pool and ice skating rink), Shepaug Regional School System (pool), New Milford Fitness & Aquatic Club, and summer playground programs held at Northville School, Hill and Plain School, and Schaghticoke Middle School. In addition, areas maintained by this Department include: the New Milford Police Department lawns, Building Maintenance lawn, the Town Hall, the New Milford Library grounds, Lanesville Fire Department lawns, John Pettibone School grounds and softball fields, 47 Bridge Street, the Richmond Center grounds, the Railroad Street parking lot, Patriots Way, Rotary Park lawn, Young's Filed Road Riverwalk, Gaylordsville School grounds, and downtown traffic islands, as well as garbage removal and snow removal along Bank Street, Church Street, Bridge Street, Main Street, the new sidewalks on Grove Street, Railroad Street, the Public Works Department, the former Community Center lot, The Maxx and all parks.

The Department also schedules year round recreational programs for all ages (well over 5,500 people participated in programs, leagues, and special events offered by the Department last year), controls the park use permit system, issues vehicle parking stickers, boat launch stickers, boat slip leasing, day passes, performs revenue collections, and manages the largest seasonal staff in New Milford (150+ employees).

- 275 campers at our Rec-On summer playground program (summer 16')
- 192 participants in our soccer programs (fall 16'-spring 17')
- Over 1,000 players in our Men's, Women's, and Co-Ed Adult Softball Leagues (fall 15'-spring 16')
- Approximately 65 players in our Over 30 Men's basketball League
- Approximately 115 players in our Touch Football League
- 512 participants in our aquatic programs (winter/summer swim teams and swim lessons)
- 522 runners in our Fair Days 5K & 8-Mile Road Races (summer 16')
- Over 200 individuals participated in annual Easter Egg Hunt
- Over 3,000 participants at our Halloween Trunk or Treat Event

During fiscal year 2016-2017, the department experienced continued growth in program offerings. Among the improvements accomplished by the department to the parks and recreation leisure delivery system were the following:

- The Lynn Deming Park improvement project is 90% completed as of June 30, 2017.
- The project entailed new parking areas, new asphalt and travel configuration, improved drainage, maintenance storage building, additional picnic areas, updated street lighting, landscaping, updated signage, new playground, new swim team dock and float, additional trash receptacles, grills, picnic tables and the Lifeguard, Security and two storage buildings were repainted.
- Created a job description, interviewed and hired a Clerk of the Works to oversee the Lynn Deming Park Project.
- Installed a new cleaning product dispensing system at Lynn Deming Park and Maintenance Shop.
- Replaced the roof of the Lynn Deming Park storage shed.
- Purchased a zero turn mower, walk behind aerator & walk behind blower.
- Continued working with new program registration software & on-line registration.
- Continued training on the new Munis accounting system.
- Implemented new program offerings such as Remote Control Fun, The Mix and Sky Adventures, Ultimate Frisbee, Knitting, Introduction to Facebook, Skillz & Drillz Lacrosse Camp for Girls, & Drum Circle Workshop.
- Led trips to Mohegan Sun, Long Island Fishing Charter & Radio City Music Hall Christmas Spectacular.
- Made repairs to fencing and gates at Young's Field Park.
- Installed dog waste bag dispensers on the Town Green and Bank Street.
- Installed recycling bins on the Town Green, and Main, Bank & Railroad Streets.
- Began work renovating Young's Field Skate Park.
- Installation of playground safety mulch at Young's Field, Emmanuel Williamson Park, Carlson's Grove, Lynn Deming and the Creative Playground.

- Continued annual brush-hogging at Still Meadows, Sega Meadows Park, Clatter Valley Park, Carlson's Grove, Nostrand Trail & Andrew Gaylord Barnes Park.
- York raked Lynn Deming beach during winter drawdown to remove milfoil.
- Repaired gravel driveways at Clatter Valley, Conn's Pond, Helen Marx Park, Sega Meadows Park, Carlson's Grove, Pickett District Fields, & Creative Playground.
- Removed dead trees, branches and stumps at Carlson's Grove, Town Green, Lynn Deming Park, Clatter Valley, Sarah Noble Soccer Field and Young's Field.
- Completed brush removal at the Richmond Center, Patriots Way, Pickett District Road Fields, Addis Park, Police Department, Library, and Young's Field.
- Planted two new trees on the Town Green.
- Installed new signage at Emmanuel Williamson Park.
- Completed turf and infield repairs at Young's Field, town Green, Helen Marx, Pickett District Fields and John Pettibone Softball Fields.
- Made repairs to boat slip docks.
- Installed 2" angular stone to the two boat ramps.
- Repaired security and athletic field lighting at Lynn Deming and Young's Field Parks.
- Installed a dry well around basketball court at Young's Field
- Treated Conn's Pond for weed growth.
- Hired a company to remove milfoil at Lynn Deming Park.
- Repaired irrigation system on the Town Green and Young's Field.
- Aerated, re-seeded and fertilized Young's Field and Town Green
- Aerated Sarah Noble Soccer Field, Northville Soccer Fields, Pickett District Fields Clatter Valley, Helen Marx and Carlson's Grove Parks.
- Completed vandalism repairs at Young's Field, Clatter Valley, Emmanuel Williamson, Sega Meadows, Lynn Deming, and Carlson's Grove Parks.
- Painted and repaired picnic tables, garbage receptacles and park benches.
- Contributed and assisted with 'The Wall That Heals'. It was estimated that well over 5,000 people visited the Memorial.
- Contributed and assisted with the new Vietnam Memorial.
- Completed Request for Quotes and Bid packages for seasonal brochure, road race timing, photography, softballs and softball equipment, portable restrooms, security, beach sand, clay, calcium chloride, t-shirts & uniforms, custodial supplies, concessions, playground mulch, milfoil removal, walk behind blower, aerator, zero turn mower, and asphalt roof renovation.

The Parks and Recreation Department accepted many wonderful donations on behalf of the Town to aid in park development and program enrichment including the following:

- Monetary donations for the 49th Annual 8 Mile Road Race & Village Fair Days 5K Road Race (summer 2016) totaled \$6,500.00 with sponsorship and support from Union Savings Bank, Dr. Phillips, Circle Asphalt, Candlewood Valley Motors, Bank Street Theater, Full Circle Promotions, New Milford Orthopedics, Western CT Health Network, Richard Layton Company, Dental Associates, Dawn Hough, Alpenhaus, Medinstill, Cramer & Anderson and Candlewood Valley Pediatrics.
- Non-monetary donations for the 8 Mile and 5K Road Races were made by: Wal-Mart, Stop and Shop, Triple Springs Water, Stew Leonard's, Northville Market, H & H Taylor and Sons, Kimberly Clark, Road ID, Costco, New Milford Sports Club, BJ's Wholesale, Children's Movement Center, the Cookhouse, National Peanut Board, & Big Y.
- Received 500 baseball calendars from Goodsport Art.
- Received a donation of a Yamaha Keyboard.
- Received a donation & planting of two Maple Trees from Emmons Tree Service valued at \$1,600.00.
- Received a donation of 5 pairs of ice skates from Helen Applebaum.
- Received a donation of \$400.00 from Bank Street Investments for the Halloween Trunk or Treat event.
- Received a donation of a Christmas Bear from Beyond Urgent Care valued at \$267.00.
- Received a donation of a Christmas Tree for the front of Town Hall from Christopher Prause
- Received a donation of a park bench from Anthony Fratino in Memory of his son.
- Received an in-kind donation from Arthur H. Howland & Associates for engineering services with an estimated value of \$40,000.00.
- Received a donation of park benches, picnic tables & grills from M&O Construction.
- Received an in-kind donation from YardApes Inc. for landscaping at Lynn Deming Park.
- Received a donation of \$5,000.00 from Beyond Urgent Care for the purchase of playground equipment for Lynn Deming Park.
- Received a Donation of a Froggo garbage receptacle from Bank Street Investments valued at \$800.00.
- Received a donation of a Millstone from Thomas Stokes.
- Received an in-kind donation of tree work at Lynn Deming Park from Emmons Tree Service valued at \$1,920.00
- Received a donation of \$100.00 from Glenn Miller for our annual Easter Egg Hunt (2016).
- Collaborated and received assistance from many Town of New Milford departments, commissions, agencies, clubs and groups on many projects including, but not limited to: New Milford Chamber of Commerce, New Milford Fire Departments, Candlewood Lake Authority, New Milford Hospital, New Milford Ambulance, Commission on the Arts, Lions Club,

Moonlight Run, Police Department, Board of Education, Senior Center, IT Department, Public Works Department, New Milford Library, Zoning Department, Inland Wetlands Department, Building Department, Personnel Department, Mayor's Office, Planning Commission, Youth Agency, Health Department, Economic Development Department, Village Fair Days Committee, Village Center Organization, CERT, American Red Cross, United Way, Social Services Department, Animal Welfare, Relay for Life, Ousatonic Fish & Game, Garden Club of New Milford, NMYBBSB, New Milford Youth Lacrosse, River Indians Youth Lacrosse Team, New Milford Bulls, New Milford Saints, New Milford Cricket Team, New Milford River Trail, Housatonic River Trail, Autism Awareness, Alzheimer's Association, Women's Club, MVP-SOS, CT DEEP, Etc.

- The Parks & Recreation Department has received numerous contributions in the form of volunteerism from the citizens of New Milford.

Sticker sales for Lynn Deming Park (summer 16') totaled 1011 resident vehicles passes, 33 resident day passes, 17 non-resident day passes, 104 boat launch passes and 83 boat slip rentals. Sticker sales, permit filing fees, concessions and vending totaled \$166,336.00 for 2016-2017. Park reservation issuance continued to increase significantly from 2015/2016 to 2016/2017. Land acquisition has resulted in greater responsibilities and planning for the next year. Revenues brought in from recreation programs and summer camp totaled \$339,786.27 for 2016-2017. These figures reflect the growth of the department, as well as the increasing needs of an up-surging population.

Parks & Recreation locations and programming are more important to New Milford residents than ever before. The trend towards greater diversity in programming and opportunities for league play is increasing steadily. The Department is hampered by a lack of space in meeting these demands. As New Milford grows, so does its need for wholesome, creative recreational pursuits as well as facilities to provide these services. Land for new parks and preserved open space, and facility locale will become increasingly limited with time, while the need for further recreational space will increase. With the growth of the department and facilities there comes a desperate need for additional Park Maintainers as well as a Recreational Programmer to offer additional programs.

The importance of recreation and leisure activities in the lives of the citizens of New Milford places an ever-increasing responsibility on the Department to maintain a high standard of program offerings and park sites developed in accordance with the needs of the people. As a Department we foresee the need for such items as the addition of a Recreation Programmer, an additional Seasonal Park Maintainer, larger more efficient office space, field house/gymnasium, more playing fields (including lighted areas), updated athletic field lighting at Young's Field and most importantly an aquatic center. We also hope to one day have a small bus for trips and other Recreation Programs. One of the goals of the Department is to reach out to those citizens who, for reasons of health, age, economic situation, or disability feel isolated from the department and the services that we offer.

Parks, recreational facilities, and programs are vital to the quality of life, which makes New Milford a highly desirable location to live, work, and play. Residents, employers, and officials have worked hard to carefully nurture, plan for, and protect the quality of life in New Milford—a quality which must be maintained to adequately serve the needs of present and future residents.

Personnel Department Annual Report Fiscal Year Ending June 30, 2017

During 2016-2017 the Town had 187 full time employees. This includes 18 total separations (3 retirements, 3 terminations and 12 resignations) and 18 hires, leaving the Town with a zero net gain in employees. Our employee list includes Police, 911 Dispatchers, Public Works, Park & Recreation, Senior Center, Social Services, Library, Town Hall and Youth Services. The Personnel Department is responsible for all facets of Human Resource Management. This includes employee benefits, contract negotiation/administration, recruiting, performance appraisals and records keeping, just naming a few. We provide counsel to managers in resolving complaints, training, discipline issues and enforcement of town policy and procedures.

This year we had significant progress. The Personnel Department has saved the Town of New Milford Employees and Tax Payers hundreds of thousands of dollars through Health and Life insurance audits, and a renegotiation with our Insurance Carrier on Prescription Costs. We have also changed our Health Insurance Benefits Consultant resulting in additional negotiated savings. In total, the Town has realized over 1.5 Million dollars in savings. We successfully negotiated 1 bargaining contract that went into effect in November of 2016 and will be in effect until June of 2019. As noted in our last annual report, an immediate focus under the new Personnel Director has been ensuring compliance within our health insurance. In August the personnel department closed/settled a long standing insurance issue in which the Town was covering non Town employees under our insurance program. In June, we implemented a new Town of New Milford Rules and Regulations booklet replacing the outdated Personnel Code last revised in 1998. There has been a continued focus on updating job descriptions, the employee code and Town policies. We also had a series of management training programs including: Managing stress, workplace violence and Workplace Harassment Prevention for Managers. One of our Wellness programs initiatives included our new bike program that allows employees to rent bicycles with no cost. We have added to our Wellness programs to include yoga, healthy Mediterranean eating and continue to introduce new topics regularly. The Personnel Department also successfully organized the archives, taking a fully neglected and disheveled file room, and successfully alphabetized all files.

Every day is a challenge when dealing with human resources in the workplace. We remain committed to a healthy and productive workforce in the best interest of the Town. We would like to thank all our employees for their dedication and hard work.

NEW MILFORD PLANNING COMMISSION

Annual Report 2016/2017

The New Milford Planning Commission and its Regulations became effective on September 20, 1958. The Regulations were adopted to promote and ensure the orderly development of land within the Town of New Milford so that land, when subdivided, can be used for building purposes without danger to health and safety and the general welfare of the Town.

The purpose of the Planning Commission is to consider the subdivision or re-subdivision of land as presented by an Applicant pursuant to Connecticut General Statutes, New Milford's Plan of Conservation and Development, and New Milford Subdivision Regulations.

In accordance with State Statute, the Planning Commission also provides recommendations on referrals for Municipal improvements known as an 8-24 Referral and revisions to the Zoning Regulations (text amendment) or a zone boundary (map amendment) known as an 8-3a Referral.

In addition to subdivision and re-subdivisions applications and 8-24 and 8-3a Referrals, the Planning Commission hears discussion of the following requests:

- Road Acceptances
- Bond Releases
- Bond Reductions
- Conversion of Conditional Approvals to Final Approvals
- Extensions of Subdivision and Re-subdivision Approvals

The Planning Commission is also responsible for updating the Town's Plan of Conservation and Development (POCD) at least once every ten years and regularly reviewing and maintaining the POCD following the adoption of an update. The most recent update was completed in 2010.

The New Milford Planning Commission consists of five elected members and three appointed alternates. Elected members serve four-year terms and appointed alternates serve two-year terms. At an annual organizational meeting, a Chairman, Vice Chairman and Secretary are elected to serve for one year. Regular meetings are held once a month on the first Thursday of each month. Special meetings are scheduled accordingly.

The planning office is staffed by the Town Planner who attends meetings of the Planning Commission and the Land Use Inspector who fulfills the duties of Office Coordinator. The Land Use Inspector splits her time between the Zoning, Inland Wetlands, Planning and Aquifer Protection offices. There is also a paid Recording Secretary who is responsible for taking the minutes at each meeting.

Between July 1, 2016 and June 30, 2017 the Planning Commission agenda included the following:

- 2 - Subdivision Applications
- 1 - Re-subdivision Applications
- 3 - 8-24 Referrals
- 5 - 8-3a Referrals
- 2 - Road Bond Release Request

New Milford Police Department Annual Report 2016/2017

Message from the Chief of Police Shawn M. Boyne

On behalf of the men and women of the New Milford Police Department, it is my distinct pleasure to present to you our 2016 -2017 Annual Report. I would like to extend our thanks and appreciation to Mayor David Gronbach, the members of the Town Council, the Board of Finance and the citizens of New Milford, for your continued support of our agency. Without the strong partnership with the community, it would be impossible for us to accomplish our mission to provide the highest level of professional police services to the citizens of New Milford.

I am proud of the commitment of the men and women of the New Milford Police Department and would like to share with you some of our accomplishments. The Command staff consistently strives to identify ways to improve service, increase efficiency and provide the best protection to our residents and visitors.

I am committed to a strong ethical standard for our officers, in addition to establishing clear and realistic goals with a focused vision for the future.

The department has aggressively pursued efforts to fill several vacancies created by attrition. Over the past year we have promoted Jeffrey Covello to the rank of Lieutenant assigned as the Commanding Officer of the Investigative Services Division. We saw the retirement of Lieutenant William Scribner and Officer Robert Tozzi. Our deepest appreciation for their decades of dedicated service to the citizens of New Milford.

We continue our efforts to strengthen the partnership with the community that is ever so important to the success of making our town safe for our children and families. We have improved our department website (www.newmilfordpolice.org) and have become more involved with other social medias to keep the public informed recognizing the importance of effective communication with our community and the vital role it plays in accomplishing our mission. These efforts offer insight into the many services we provide to the town of New Milford and it provides a direct link to our department for the public to share their views which is as equally important for us to meet our goals and deliver the optimum level of service. I encourage you to visit the site and share your input.

The department continues to serve the community “Beyond the Badge”. The Dive team assisted the Rotary again this year at the annual Duck Race. The team provides service at the annual Dragon Boat Race on Candlewood Lake each year. Both sworn and civilian members of the department participated in a number of Toy Drives during the holiday season during the “Stuff a Cruiser” campaign. Your donations made the efforts a great success. We had an excellent showing this year at the annual Law Enforcement Torch Run. As usual, we have our weekly Child Safety Seat kidcarseats@newmilfordpolice.org installation program at various locations in town on a weekly basis.

During this report period, the New Milford Police Department answered 53,259 calls for service down from 59,553 from last year, a 10.57 percent decrease.

CALLS FOR SERVICE

	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
ALARMS	1899	1893	2052	1959	1995
ASSAULT	57	49	228	207	326
BURGLARY	65	54	201	85	77
ROBBERY	3	2	6	3	2
MOTOR VEHICLE ACCIDENTS	1097	1129	1110	1008	1113
VANDALISM	280	218	167	191	170
DISTURBANCES	1166	902	975	506	496
DOMESTIC VIOLENCE	244	205	192	174	155
DUI	134	81	50	69	56
FOLLOW UP INVESTIGATIONS	1833	2541	4936	4481	4608
LARCENY	1037	261	394	364	358
MEDICAL ASSISTS	2160	1009	736	838	776
MOTOR VEHICLE COMPLAINTS	890	972	927	804	970
NARCOTIC INVESTIGATIONS	29	53	114	199	118
PUBLIC ASSISTANCE	1838	1330	1332	1270	1525
RADAR/TRAFFIC ASSIGN	3400	4357	5987	4416	4901
SUSPICIOUS ACTIVITY	1039	941	1009	1141	849
MISCELLANEOUS SERVICES	13,622	17,107	39,137	40,054	34764

Our efforts are focused on maximizing patrol presence through increased patrol details and assignments, efficiently exercising available resources based on comprehensive statistical analysis of existing department data identifying existing trends that often require police service; and deterring such activity by enforcement initiatives, police presence, and public education and/or community partnerships.

We continue with several proactive initiatives to identify the source and organizations of illicit narcotics activity in our town as a result of national spike in heroin trafficking that in turn increases our attention to the situations of opioid overdose cases that have tragically affected many of our young citizens.

We continue the assignments of department personnel with the Connecticut State Police Statewide Narcotics Task Force and DEA Task forces. This has afforded the additional level of resources necessary to aggressively combat the ever growing drug abuse problem that plagues our nation. In addition, NMPD's commitment to the Task Forces has proven rewarding, an increase in narcotic related arrests, but drug asset forfeiture monies assisting the purchase of desperately needed equipment, training costs and vehicles at no expense to the tax payers.

One of the priorities over the past year has been attention to training. Numerous officers have been afforded advanced training opportunities, not only in the routine areas of law enforcement but in areas that are the future of the agency. We introduced a Narcan training platform last year into our daily patrol. Each officer is equipped with Naloxone "NARCAN" in our efforts to combat overdose

situations in our community. During this reporting period the New Milford Police had administered NARCAN at drug overdose calls on 19 occasions.

The department will continue to build towards the future by recognizing the need of a competent leadership team, a solid supervisory platform and consistently pursue professional development in all areas.

I would like to thank the men and women of the New Milford Police Department for their dedicated service. I feel our commitment has improved the public perception and awareness of the New Milford Residents concerning the mission and goals of the police department. As a community interactive agency, perception of the department and its officers is paramount. We will continue to partner with the community through active engagement i.e.: (Media, Community Outreach, Foot Patrols, Bicycle Patrols, Community Enhancement Unit, School Resource Officers and Department Command Staff out on the street). Supervisors are out on patrol providing direct supervision and strive to promote a proactive police presence in the community.

The department has on an “open door” media relations approach that has proven and continues to be most effective. This benefits the department and the community. It maintains higher level information available to the public on a regular basis.

The Command Staff’s efforts to improve the agency and service to the community are ongoing. My staff and I are committed to the betterment of the department and ability to serve the residents of the town of New Milford. I will continue my efforts to provide our community with police department we all can be proud of and depend on. To provide not only the quality of service that is to be expected, but the quality of service the residents of New Milford and our visitors deserve.

Again, we thank you for your continued support.

Respectfully submitted,

Shawn M. Boyne
Chief of Police
Town of New Milford

**ANNUAL REPORT
NEW MILFORD PUBLIC WORKS DEPARTMENT
FISCAL YEAR 2016-2017**

Introduction

The Public Works Department is responsible for the maintenance, repair and plowing of more than 215 miles of town-maintained roads, 60 Bridges (37 over 20 feet), maintenance and replacement of over 100 pieces of rolling stock, the cleaning and repairing of storm sewers, cleaning and upkeep of all town buildings, maintenance and upkeep of over 200 decorative streetlights, recycling and transfer station operations. Our services range from custodial duties to renovation projects including full carpentry, plumbing, and electrical trade services; from paving and drainage operations to snow plowing and ice control; from routine vehicle maintenance to welding and fabrication services; from plan review to full engineering design. Our customers include the public at large but in particular our taxpaying residents, town department staff, land use commissions, volunteer organizations, and other elected and/or appointed committees.

Mission: The Department of Public Works strives to provide top quality, professional, effective, and timely services to residents and business customers. We do this by focusing on relationships with ourselves and our customers, and on customer service and satisfaction, thus improving our image and maintaining the community's trust. We support and enhance a high quality of life for the Town's residents, businesses, and visitors by providing well planned, environmentally sensitive, cost effective infrastructure and services to promote public health, personal safety, transportation, economic growth, and civic vitality.

The following report details work done by the various departments, for the fiscal year from July 1, 2016 to June 30, 2017. The report is broken down into the various divisions – Administrative, Engineering, Highway, Facility Maintenance, and Recycling so that each function is detailed:

GENERAL

Administrative:

The departments' administrative staff includes a director, administrative assistant to the director, a public works secretary, and a data entry clerk. The administrative staff provides all the support functions, including human resources, budgetary and financial accounting, annual reporting to the Municipality and other regulatory agencies, customer service routing and tracking, grant writing and fiduciary documentation, permit tracking, and other clerical duties as needed, to the various divisions comprising Public Works: Engineering, Highway & Vehicle Maintenance, Facilities Maintenance, and Recycling. This department also maintains the website pages, including forms and up to date road information, for all departments under Public Works.

Engineering:

The Engineering Department consists of a Town Engineer, Project Manager, Road Construction Supervisor and Engineering/AutoCad technician. Engineering staff plan and provide construction design, oversight and administration for various Town construction projects, bridge renovation and replacement projects. They also assist numerous Town Committees, conduct plan reviews for the various land use departments, and oversee Right of Way permitting and subdivision road construction activities.

Highway & Vehicle Maintenance:

The Highway Department is comprised of a superintendent, highway foreman, and 31 highway maintenance personnel including a vehicle maintenance supervisor and four vehicle maintenance personnel. The Public Works Department owns 24 dump trucks, five small trucks, two front loaders, two graders, two backhoes, five pickup trucks, a van, an excavator, a paver, a 10 and 5 ton roller, a catch-basin cleaner, three sweepers, and various other tractors and small equipment. In addition we maintain more than 15 vehicles and pieces of equipment for other town departments and agencies.

Recycling:

The Town of New Milford opened the first Recycling Center in the area more than 25 years ago, and the center is now staffed with two people plus the new position Recycling Manager. Recycling has expanded to include acceptance of all mandatory recyclables as well as bulky waste, household trash, metal, tires, waste oil and office paper. The E-Waste (*Computers and televisions are only part of the consumer electronics waste stream which also includes VCRs, radios, cell phones, and small appliances and collectively, they are referred to as electronic waste, or "e-waste"*) and Single Stream (*Collection system where recyclables are fully commingled, mixing fiber (papers) and containers (glass bottles, metal cans and plastic containers)*) have completely changed the way and types of recyclables accepted and since the Center now owns many of its containers the costs have decreased significantly.

Facility Maintenance:

This department consists of a staff of ten and is responsible for routine and custodial maintenance as well as preventative work to all Town buildings that include: Police Station, Town Hall, Library, Railroad station, Maxx Center, Richmond Center, 533 Danbury Road and 7 Public Works buildings and the recently added JPS site. FM also handles all downtown decorative streetlights that now number more than 200.

Customer Service:

Public Works receives many requests from the public, one of its customers. The requests this year approximately numbered 827 and are not fully representative of all phone calls received at Public Works, but the ones that merit logging into the Customer Service Request (CSR) database. Frequently the department receives “informational” calls that do not merit logging into the database but do, however, require time from the administrative personnel. The decrease in calls is one metric in measuring the quality and efficiency of work this department performs.

ENGINEERING

The Engineering Department helps the Department of Public Works thru infrastructure management utilizing Cartegraph Government software. This gives us the ability to lower our operating costs for town assets including: signs, markings, sidewalks, bridges, culverts, pavement, and guiderails. Additionally, we track work requests, work orders and asset events with Cartegraph an asset management program. They perform land use reviews for the various Town commissions and provide various support tasks for Town Committees and Departments. The Engineering Department processes all permits for Town right-of-way use, including driveways, road use, and excavation permits that impact the flow of traffic in Town. The Engineering Department also issues 911 numbers and ensures existing numbers are unique, sequential and standard. We also participate in the Design Services Team with town land use, building, fire and health officials; this service is available to owners and developers to discuss their project(s).

The Engineering and administrative staff recognized the pending reduction in Capital funding for many of our projects. To replace budgetary monies that were not forthcoming, we applied for and received several grants. This department also had enough projects ready to obtain Federal Government stimulus money awarded to the state. The table at the end of this report lists the grants currently in progress. Many man hours from these two departments went into the preparation and design of these applications. Continued funding from outside sources has progressed into the next fiscal year as well.

Various customer service tasks are performed on a daily basis by the Engineering Department. The Engineering Department processes all permits for Town right-of-way use, including driveways, road use, and excavation permits that impact the flow of traffic in Town. A total of 136 Right of Way permits were issued, subsequently inspected, and processed by the department in the FY 2016/2017. The Engineering Department responded to hundreds of customer service requests including review or issuance of 21- 911 street addresses and 189 road needs paving requests. We also are the consultant for the Traffic Authority and advise them on regulatory signs and markings particularly for downtown New Milford safety and parking enforcement. We have performed numerous sign-offs for building permits through the Town's new ViewPermit Software.

The Engineering and administrative staff supplements our Town Budget with various grant programs. Of the three DOT grants we applied and have received, the first implemented was the school warning signs completed in summer 2015, Centerline Rumble Strips in Summer 2016, and pending Hazardous Curve Safety signs. Other funding sources are continually sought including STEAP, Small Cities, LOTCIP, State/Federal Bridge Programs, and other grants available to our department and Town.

There was an additional emphasis placed on pavement preservation and in 2016/2017 the investment in New Milford roads has reconstructed 1.0 mile, performed a mill and patch of 5 miles, has chip sealed 18 miles, and has crack sealed 5 miles. Road segments were selected utilizing our Cartegraph Asset Management Software and a weighted benefit analysis utilizing road condition, length and average daily traffic. Capital road projects that were completed this fiscal year included the reconstruction of Warwick Drive, Dailey Road, Carriage Drive and Archer Lane reconstruction. These roads were designed and inspected utilizing in-house personnel.

The Town Engineer participated in the Artificial Turf Field Construction Committee and participates in the Bike and Trail Committee for the New Milford River Trail project.

A summary of various levels of progress on bridge projects are as follows:

- *Aspetuck Ridge Road Bridge (South end)* – This complete bridge superstructure replacement and abutment rehabilitation project is complete. Construction was performed by Dayton Construction with design and inspection services by WMC Consulting Engineers.
- *Wellsville Avenue Bridge* – The bridge is under construction for completion by Spring 2018. This project is funded under the State LOTCIP program. This program is beneficial to the Town since the grant will pay for 100% of construction cost.
- *Mill Street Bridge* – The bridge is bid and contract signed with Dayton Construction for construction during 2017/2018 Fiscal Year
- *Merryall Road Bridge* - Town funds were approved with the FY 14-15 budget to finance the Town's share of this bridge rehabilitation/replacement project. WMC Consulting Engineers to perform the design and inspection. Design is approximately 50% complete.

- *Gaylord Road Bridge* – An application was submitted for funding for this bridge rehabilitation/replacement project under the State Local Bridge Program FY 2015. The Town has received a commitment to fund and has selected WMC Consulting Engineers to perform the design and inspection. Design is approximately 40% complete.
- *Mud Pond Road* – An application was submitted for funding for this bridge rehabilitation/replacement project under the State Local Bridge Program FY 2015. The Town has received a commitment to fund and has selected WMC Consulting Engineers to perform the design and inspection. Design is approximately 60% complete.
- Other bridges are being considered for Federal Local applications notably Upland Road
- Design Services are being requested for Cherniske Road Bridge under Town funded design, construction and inspection.
- The State recently completed their semi-annual >20' bridge inspections and their inspection of <20' bridges and we were expecting those reports in the Fall of 2016, but are still waiting on the State.

A summary of various levels of progress on road projects are as follows:

- Young's Field Riverwalk and Greenway – complete in association with Bike and Trail Committee, US Fish and Wildlife service and various Town, State and Federal Permits.
- Still River Drive Roundabout – Authorized for bid by CT DOT. Bid will go out fall 2017 for spring 2018 construction.
- Richmond Center Expansion – JA Rosa has begun construction and Silver/Petrocelli is performing some inspection services supplemented by Town staff during day to day coordination and inspection.
- John Pettibone Community Center – conversion from school to community center is underway, preparation of construction drawings, project management tasks and completion for CO began in earnest during 16/17.
- BAN's – various road projects were authorized and expected construction thru 17/18.
- Everwood Drive – Town takeover from developer – preliminary estimate and design complete for construction during 17/18.

The Engineering division continues to partner with the Connecticut DOT, Technology Transfer Center, CASHO, ASCE and APWA for continuing education and implementation of best management practices in Public Works.

HIGHWAY

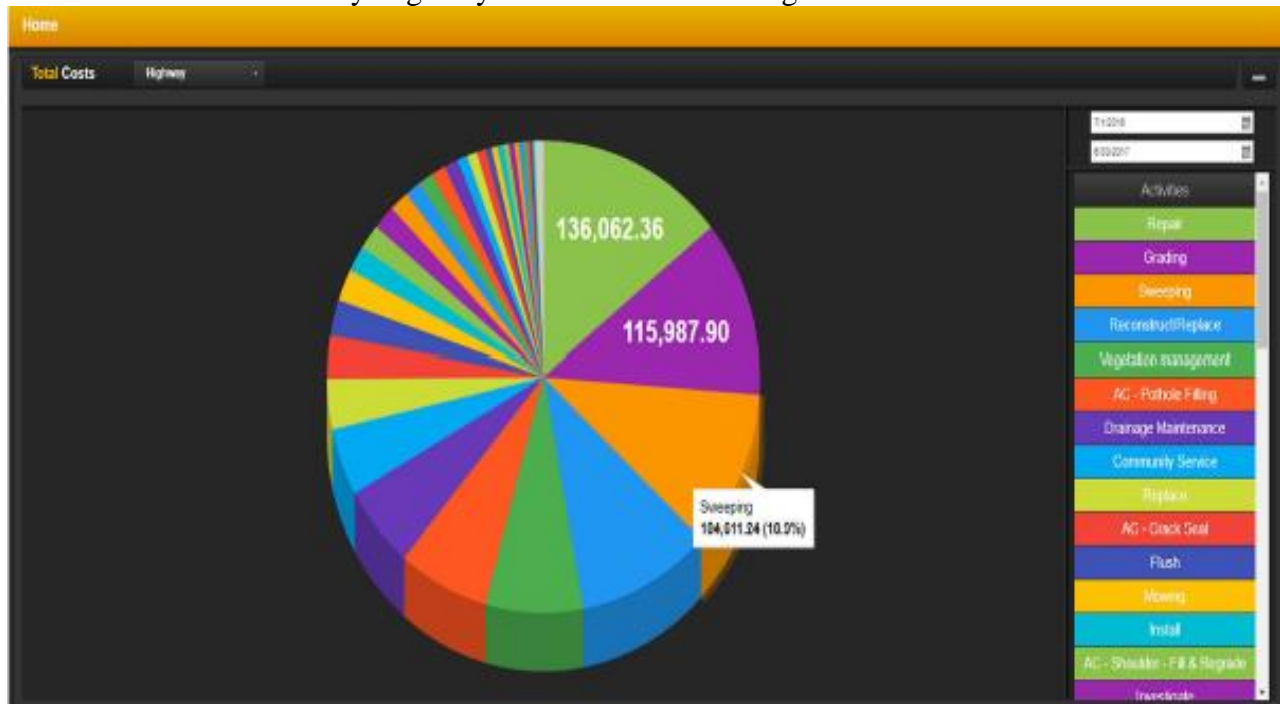
The Highway Department is responsible for the maintenance, drainage and snow plowing for all 185+ miles of paved roads and 26.71 miles of gravel roads throughout Town. Besides the obvious basics of paving and plowing the Highway department: cleans catch basins, sprays guide rails for weed control, repairs guide rails, sweeps, grades gravel roads, maintains drainage, plants trees, clears

downed trees and branches, installs drainage, repairs and conducts preventative maintenance on Town vehicles, installs flags, beaver dam removal, installs and replaces signs, line stripes, patches potholes, fixes and installs curbing, responds to CSR's [545 this year], rakes, seeds and hays new drainage installations, and mows roadsides, just to name a few daily jobs. In addition to the routine maintenance and snowplowing, the department responds to off hour emergencies. Most of these off hour emergencies are for fallen trees, black ice and vehicle accident clean ups.

The Highway department had to contend with a winter consisting of 28 storm events. Many of these storms were slow moving, requiring the overnight presence of the highway department to keep the roads open. Below is a FY summary for the cost of the winter operations.

OT Hours	OT Cost	TOTAL OF Material and Labor for 28 Winter Storms
3,827	\$150,068.22	\$ 732,154.57
Treated Salt:Tons		6,061.26
Salt/Sand:Tons		286.02
Salt:Tons		676.16
Brine Liquid:Gal		0.00
Sand:Tons		0.00

Cost of Tasks Performed by Highway for FY 16-17 including annual Work orders

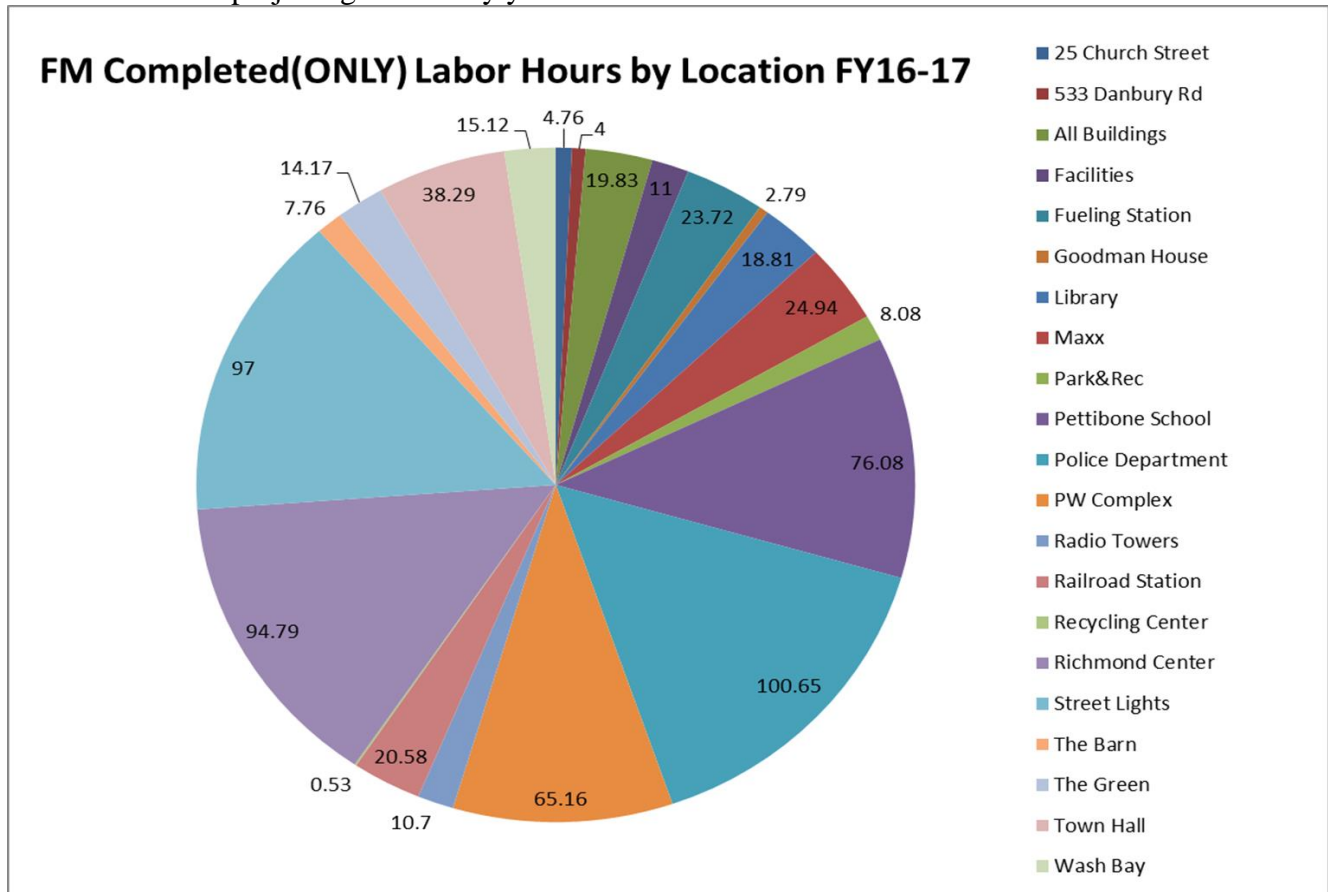


The following chart shows the planned expenses incurred by the gravel roads in New Milford-all 26+ miles:

Work Order Planned -Grading Gravel Roads FY 16-17	
Labor Cost Actual (wo fringe)	\$ 30,364.00
Equipment Cost Actual	\$ 62,296.00
Material Cost Actual	\$ 4,673.00
Total Cost Actual	\$ 97,333.00

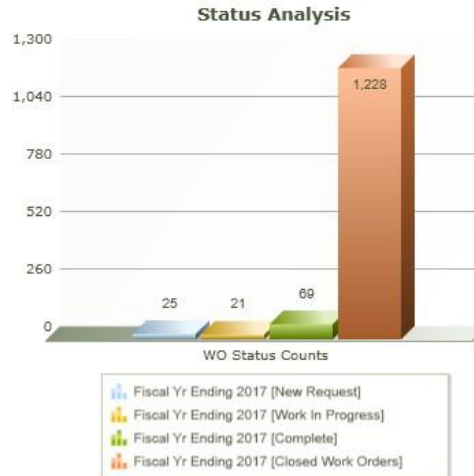
BUILDING MAINTENANCE / CUSTODIAL

The Building Maintenance Department is responsible for the day-to-day custodial responsibilities in all Town buildings. The day-to-day custodial activities include: cleaning, repairs, carpet, lights, department projects/requests and painting of all offices in the Town. Facilities Maintenance also has the customer service request system based on the internal requests of Town employees and the needs of the offices and responded to~1320 work orders logged into the new Facility Dude software. Many of the technical projects are ongoing and are scheduled accordingly as manpower allows. Our list of maintenance and projects grows every year.



Work Order Counts FY 16-17

# of Work Orders	Total Cost of WO's
1320	\$160,902.28



RECYCLING

The center has seen an increase in usage, again probably due to the economy, but has managed to cover almost all operating expenses of the center for the fiscal year through usage fees. The ownership of containers and compactors has significantly reduced the costs of hauling MSW, bulky and single stream. The Profit and Loss statement was generated for review at the Recycling Subcommittee meetings and now serves as a basis for analyzing the Center’s activities and performance. The newly hired Recycling Manager has made several improvements already that have increased revenue from subsidies as well as organizational enhancements.

Profit and Loss Statement
Town of New Milford
Recycling Center

For the Fiscal Year ending June 30, 2017

Gross margin [L/J] 6.8%
Return on sales [T/J] -2.1%

	Prior Period	Budget	Current Period	Current Period as % of Sales	% Change from Prior Period	% Change from Budget
Revenue						
Interest Income	1,030	2,179	2,179	0.7%	111.6%	0.0%
Credit Card Svc Charges	671	472	472	0.1%	-29.7%	0.0%
Sherman/Brockfield Cost Share	30,000	33,250	33,250	10.3%	10.8%	0.0%
Batteries	2,151	1,939	1,939	0.6%	-9.8%	0.0%
Ticket Sales	242,173	262,030	262,030	80.9%	8.2%	0.0%
Scrap Sales				0.0%	-	-
E-Waste	4,402	3,949	3,949	1.2%	-10.3%	0.0%
Scrap Metal	21,480	18,361	18,361	5.7%	-14.5%	0.0%
Textile	1,134	1,520	1,520	0.5%	34.1%	0.0%
Total Sales Revenue [J]	303,040	323,701	323,701	100.0%	6.8%	0.0%
Cost of Sales						
General Expenses	393	200	1,578	0.5%	301.2%	689.2%
Operating Transfers Out	290,000	300,000	300,000	92.7%	3.4%	0.0%
Total Cost of Sales [K]	290,393	300,200	301,578	93.2%	3.9%	0.5%
Gross Profit [L=J-K]	12,647	23,501	22,122	6.8%	74.9%	-5.9%
Operating Expenses						
General Budget						
Wages and salaries	103,522	124,291	116,735	36.1%	12.8%	-6.1%
Overtime	12,434	13,000	13,823	4.3%	11.2%	6.3%
Recycling Operations/Contractual (Hauling fees)				0.0%	-	-
Single Stream (510 tons)	16,728	18,000	23,270	7.2%	39.1%	29.3%
Bulky Waste (480 tons)	12,546	13,500	13,425	4.1%	7.0%	-0.6%
Municipal Solid Waste (497 tons)	9,293	10,000	13,233	4.1%	42.4%	32.3%
Misc	5,576	6,000	13,240	4.1%	137.4%	120.7%
Tipping Fees				0.0%	-	-
Single Stream (510 tons)	6,011	7,000	5,102	1.6%	-15.1%	-27.1%
Bulky Waste (480 tons)	46,278	54,000	41,582	12.8%	-10.1%	-23.0%
Municipal Solid Waste (497 tons)	46,278	54,000	42,891	13.3%	-7.3%	-20.6%
Tires	1,294	1,500	946	0.3%	-26.9%	-36.9%
Recycling Contractual (Freon Extraction)	3,120	6,000	3,348	1.0%	7.3%	-44.2%
Supplies	3,200	4,000	3,199	1.0%	0.0%	-20.0%
Total General Budget Expenses [M]	266,281	311,291	290,794	89.8%	9.2%	-6.6%
Overhead and Administrative						
Personnel (SS, Med, Health Ins, Benefits, etc - 35% of labor)	36,233	43,502	40,857	12.6%	12.8%	-6.1%
Telephone	120	120	120	0.0%	0.0%	0.0%
Utilities	4,500	4,500	4,500	1.4%	0.0%	0.0%
Insurance	2,000	2,000	2,000	0.6%	0.0%	0.0%
Total Overhead and Administrative Expenses [N]	42,853	50,122	47,477	14.7%	10.8%	-5.3%
Capital Equipment						
Compactors and Containers	9,834	9,834	9,834	3.0%	0.0%	0.0%
Backhoe	3,300	3,300	3,300	1.0%	0.0%	0.0%
Repairs and Maintenance (Vehicle Maint Budget)	1,313	1,313	1,313	0.4%	0.0%	0.0%
Total Capital Equipment Expenses [O]	14,448	14,448	14,448	4.5%	0.0%	0.0%
Total Operating Expenses [P=M+N+O]	323,581	375,860	352,718	109.0%	9.0%	-6.2%
Income from Operations [Q=L-P]	-310,934	-352,360	-330,596	-102.1%	-6.3%	6.2%
Other Income [R]	303,040	323,701	323,701	100.0%	6.8%	0.0%
Net Profit [T=Q+R]	-7,894	-28,659	-6,896	0	0	0

Finance transferred \$395,000 to cover other revenue deficits NOT related to Recycling (cell D25). It should match or be close to either cell C47 or D47

Active Grant Projects-Administered by Department of Public Works

ID #	Grant Title	Description	Agency Applied to / Grant Type	Estimated Dollar Value		STATUS as of June 15, 2016
				Grant	Total Project	
5	Aspetuck Ridge Road (southern end) Bridge	Design and Engineering Services for Bridge 05655 (Including Construction Inspection Services) Construction of project # 95-245	CT DOT - Federal Local Bridge Program 95-245	\$192,000+\$249,600 \$1,300,000	\$240,000+\$312,000 \$1,684,000	Under contract w/ CTDOT - Final design complete Final Plans/Does submitted and approved Bid for Constr Dec 2015 Begin Constr - Expected April 2016 Under Construction - Dayton
6	Mill Street Bridge	Design and Engineering Services for Bridge 05314	CT DOT - Federal Local Bridge Program 95-248	\$192,000.00	\$240,000.00	Under contract w/ CTDOT Dewberry is Consult. Eng. signed contract March 2013 Public Info Meeting held Nov 2014 project in Final Design Final Design 40% Complete
10	Young's Field Park Riverwalk & Greenway	Expand and develop approximately 0.5 mile stretch to re-establish natural vegetation, floating docks for fishing, and redesign parking area.	DEP - Trustee Sub Council for Connecticut Housatonic River Basin Natural Resources Restoration Project	\$180,000.00	\$281,000.00	AWARDED - Contract w/ Trustee Sub Council signed Sept 2012 Design kickoff meeting held fall 2013 Preliminary Design complete Nov 2014 Obtained Wetlands Permit 2015, applied for ACOE/DEEP permits 2015
24	Wellsville Ave Bridge	Design and Engineering Services for Bridge 04258 Construction and ROW activities to rehabilitate this Bridge	CT DOT - State Local Bridge Program 9095-4258 REMOVED from SLBP (June 2014) Now under LOTCIP (WestCOG)	309797.71 (old amt under SLBP) \$1,381,000.00	989214 (old amt under SLBP) \$1,381,000.00	Commitment letter from CTDOT issued July 2012 - signed Aug 2012 Town's share for design funded in FY 2013-14 budget Under LOTCIP Town is responsible for design (100%) LOTCIP will pay for Construction/ROW (100%) up to max amount of commitment Waiting for ACOE/DEEP approvals Fall 2015 - ACOE permit received May 2016 Under peer review WestCOG May 2016
25	Century Brass Enterprise Center Demolition Project	Prepare detailed demolition, salvage and disposal plans and Demolish both the structure and foundation of building	DECD - Urban Action	\$2,500,000.00	\$3,000,000.00	Assistance Agreement signed June 2014 Engineering Consultant (LEP) selected August 2014 (TRC) Notice to Proceed issued Oct 2014 Bid for Demolition Contract issued May 2015 Demolition project began Sept 2015 SDS let go Jan 2016 Project Re-bid - Awarded to Costello NTP issued June 1, 2016
26	Merryal Road Bridge	Design/Engineering, Construction, and ROW Services to replace Bridge 05118	CT DOT -State Local Bridge Program 9095-5118	\$889,958.39	\$1,879,930.00	Commitment letter from CTDOT issued Sept 2013 - signed Sept 2013 47.34% State share Town share for design funded 2014-15 FY Consultant selected - bridge in design
27	Mud Pond Road Bridge (south)	Design/Engineering, Construction, and ROW Services to replace Bridge 095003	CT DOT -State Local Bridge Program 9095-003	\$235,750.00	\$500,000.00	Commitment letter from CTDOT issued July 2014 - signed July 2014 47.17% State share Town share for design funded 2014-15 FY Consultant Selected - WMC
28	Gaylord Road Bridge (west)	Design/Engineering, Construction, and ROW Services to replace Bridge 095021	CT DOT -State Local Bridge Program 9095-021	\$499,790.00	\$1,060,000.00	Commitment letter from CTDOT issued July 2014 - signed July 2014 47.15% State share Town share for design funded 2015-16 FY Consultant Selected - WMC
29	Richmond Senior Center Expansion Project	Design and construction of an addition to the Richmond Center for use by the Senior Center	DECD - STEAP	\$498,253.00	\$498,253.00	Assistance Agreement signed May 2015 Arch/Eng Consultant (Silver Petrucci) selected Oct 2015 Notice to Proceed issued Oct 2015 Final Design Complete - Expected Bid due July 14, 2016
30	Skill River Drive Roundabout	Design and Engineering Services for Project L095-002	LOT CIP (WestCOG)	\$590,150.00	590,150+\$200,000+\$75,000+\$7,500 Total = \$872,650	Prelim Engineering complete Nov 2015. PIM held and Final Design initiated. FD complete May 2016 Under peer review WestCOG June 2016
31	Relocate Young's Field Road & Greenway Extension	Relocate Young's Field Road to Patriot's Way, close Bridge St end to thru traffic (per Option 2A or 3 of the Transportation Mgt Plan) and extend the Greenway to Helen Marx Park (from its ending at Patriot's	OPM - Responsible Growth & Transit-Oriented Development	\$1,967,295.00	\$1,967,295.00	APPLIED - Submitted Application for TOD Responsible Growth Grant Feb 4, 2016 Notified June 8, 2016 by Governor's Press Release that our project was NOT awarded the grant

Further information about these grants or any other Public Works project is on our department pages on the Town of New Milford website.

Registrar of Voters Annual Town Report 2016/2017

The Registrar of Voters Office (ROV) is located in the lower level of Town Hall. There is a Republican Registrar and Deputy Republican Registrar, and a Democratic Registrar and Deputy Democratic Registrar. Although each major party is represented, the ROV's serve to help any and all citizens of New Milford, regardless of party affiliation or non-affiliation. The office is officially open every Thursday afternoon, but, because we now have a page on the town web site, the web page can handle most inquiries that were previously performed by phone or in person.

The Registrars maintain a list of all voters in the Town of New Milford and constantly update their records both in the Secretary of the State's (SOTS) Election Division computer system and the individual voter registration cards filled out by the resident voters. With the help of the State Department of Motor Vehicles, the office is informed of voters that have changed their address within New Milford, that have moved out of New Milford, as well as notifications from other states for those who have relocated. The ROV office also removes voters from the voter rolls who have died. Upon notification from the state, individuals that have been convicted of a felony are also removed from the voter lists.

Registrars also work with the Town Clerk's office with regard to Absentee Voters, ordering necessary election materials (ballots, etc.), keeping all the necessary documentation and the recording of such. The Registrars Office would like to recognize and thank the Town Clerk's office for all the help and professionalism that they constantly afford.

In order to maintain up to date registration lists, Registrars conduct an annual canvass. This is done by reviewing and updating voting lists based on information received from the National Address system. The canvass consists of a mailing to voters that may have moved within the town or have relocated elsewhere within the state or out of state. This information is maintained for four (4) years.

Registrars attend town meetings as requested, and are prepared to take a count in case a vote should be taken. They attend Spring and Fall conferences sponsored by the Secretary of State (and county seminars when requested), attend courses to learn and teach others on all of the new practices or procedures SOTS has put into effect and laws enacted by the State legislature this year, make themselves available to the public when required to accept petitions, conduct Poll Workers training sessions prior to Primary and General Elections, conduct tests to insure the integrity of all voting machines and telecommunications prior to each referendum and election conducted, and prepare an annual budget.

Registrars are required to complete a certification program by the end of their first term. This is a program of eight 2 to 4 hours classroom courses and a final examination. We are pleased and proud to report that Registrars Marcel Grenier, John Gaiser and Deputy Registrar Barbara Payne have completed the course and received certification.

Yearly, the Registrars attend a special year-end session at the New Milford High School for the purpose of registering new voters who are either 18 or are 17 and will be 18 by the time the General Election is conducted. This year 50 high school seniors registered.

Registrar's records show a total voting population of 16721 as of 7/13/17. The breakdown is as follows:

DEMOCRATS = 4432

REPUBLICANS = 4822

UNAFFILIATED = 7191

OTHER = 276

During each fiscal year, the Registrars conduct a Budget Referendum, a Primary (if necessary) and a General Election and are prepared to conduct other referendums. After each election/referendum, the Registrars update their records that are linked to the Secretary of the State's Election Division computers with every resident who voted and file their report with accompanying documentation with the Town Clerk. To conduct these elections, the ROV's office prepares Master Voting lists for their office and for each political party, prepare voting lists for each voting district, hire approximately seventy (70) people as Poll Workers, prepare pay slips, and arrange for the polling places to be clean and available.

The Election Day Registration was in effect for the November 8, 2016 Presidential Election. We had 475 voters who registered and voted on Election Day.

Marcel Grenier, Democratic Registrar
Barbara Payne, Democratic Deputy Registrar

John Gaiser, Republican Registrar
Cliff LoDolce, Republican Deputy Registrar

NEW MILFORD SENIOR CENTER ANNUAL REPORT 2016 –2017

SENIOR CENTER STAFF - Carolyn M. Haglund, Director - Jasmin Marie J. Ducusin, Assistant Director/Program Coordinator, Leonardo Ghio & Mira LeVasseur, Municipal Agents / Elder Advisors - Kim Fitch, Secretary - Leslie Koellmer, Tom William, Erin Baldwick - Transportation.

COMMISSION ON AGING MEMBERS Gretchen O’Shea Reynolds, Chairman - Michael Moran, Vice-Chairman - Robert Bennett; Patricia Hammer; Rudy Kuss; Mary Jane Lundgren; Debbie Wilcox

The Commission on Aging: established in 1973 to study the local needs of the aged and to create, coordinate and foster programs to promote the health, education, welfare, independence and the wellbeing of Seniors in the Town of New Milford. There are over 6,000 individuals 60 years of age and older living in New Milford; and over 3,000 individuals were served by the Center this past year.

MUNICIPAL AGENT SERVICES

Municipal Agents (MA) offer seniors in the community information, advocacy and support pertaining to available programs, benefits and provide options in problem resolution. The statistics for the 2016-2017 fiscal year indicate that the MA’s served approximately 1,300 seniors, providing over 4,200 units of service. (A slight decrease in services due to one Municipal Agent working alone for three months.) This year the Department of Social Services (DSS) category produced the most units of service at 700, indicative of the increase of issues related to income eligible programs. Energy Assistance followed with 660 units of service, proving less demanding than previous years, due to the mild winter weather and low fuel prices. Medical Insurance category came in third with 570 units of service. Renter’s Rebate and Home Owner’s Tax Credit produced 300 units of service, illustrating the aging of the New Milford community. SNAP/Food Pantry was about half the units of last year at 170, attributed to the assistance in processing applications by the Connecticut Institute for Communities serving the greater Danbury area. In sixth place we see one of our Support Groups with 150 units of service, representing Vision Impaired Persons. Lastly, it should be noted that the number of home visits have increased by about 25%, again indicating that our community is aging, but more importantly, our seniors are aging in their community. The New Milford Chore Services Program, which began last year, has an increase in services requiring us to seek federal/state funding. The New Milford Chapter of TRIAD continues to offer safety awareness and educational events and has seen a significant increase in attendance. Finally, we facilitated the *Aging Mastery Program*®, a 10 week pilot program by the National Council on Aging to ten towns in Connecticut. The program’s effort is to inform, encourage and support older adults as they take steps to improve their lives and stay engaged in their communities.

TRANSPORTATION

Bus service is provided Monday through Friday, to over 150 riders within the Town of New Milford. Over 10,000 rides were provided for work, shopping, and, social; plus more than 1,000 rides were provided to non-emergent medical appointments. Our transportation service has experienced a 19% increase in the past two years. A partnership with the Volunteer based *WHEELS Program of Greater New Milford* provided an extra 3,000 non-emergent medical rides.

NUTRITION

The Elderly Nutrition Program is administered through CW Resources and New Opportunities, Inc. The congregate lunches served at the Center totaled 6,500 meals to over 200 participants, Monday – Thursday. The *Meals on Wheels Program*, delivery of two meals with a snack to 90 homebound recipients, totaled 30,000 meals. We have 12 volunteers who contributed 800 hours and drove their own vehicles over 10,000 miles in the course of the year. A Registered Dietitian from CW Resources also provides quarterly Nutrition Education programs throughout the year with over 150 participants.

PROGRAM ACTIVITIES 2016-2017

The Senior Center provides a full range of programs which are designed to respond to a broad spectrum of needs and interests. They include, but are not limited to:

Health and Wellness Center

Our “For Your Health” promotion programs, classes, screenings, education, relaxation station, were developed in collaboration with the NM Health Department, NM Visiting Nurse and Hospice Association, Western Connecticut Health Network, Alzheimer’s Association, Western CT Area Agency on Aging, and the Senior Center staff. Participants in various exercise opportunities enjoyed Strength & Balance, Line Dancing, Tai Chi, Yoga, Chair Yoga, and Dance classes. Overall, participants in all these activities were over 3,900, an 8.3% increase which is attributed to the relocation of the Health and Wellness room to the main level first floor from the second floor.

Education

The “Never Stop Learning Series”, information and public affair programs, and special interest classes presented throughout the year were offered in partnership with the New Milford Library, Historical Society, and other NM Town Agencies, TRIAD, AARP, local attorneys and varied community professionals and civic organizations. Participants totaled over 900.

Computer Lab

The Computer Center’s success is due to the dedication of our instructors/tax aide volunteers who volunteered over 300 hours offering introductory, advanced classes, and workshops. The AARP tax aide program submitted over 170 tax returns, a decrease in years past due to a transition to a new tax program that limited the amount of appointments.

Support Groups

A variety of support groups are available including Giving Alzheimer’s Purpose (GAP) group, Caregivers Support, Living without a Partner, Visually Impaired Persons (VIP) Group, Journey to Agelessness, and Grandparents Raising Grandchildren. The group size allows for conversational interaction, providing members the ability to share personal relevant information and establishing social networks and advocacy. Group sizes vary from 10 – 20 members, and are facilitated by NMVNA & Hospice, NM Senior Service Municipal Agents and other allied health professionals.

Social/Recreation

Activities offered at the Center, include occasion and theme parties, musical events, dances and monthly birthday parties. Hobby groups include: Handwork Circle, Quilting, Senior Singers, Mah Jongg, Scrabble, BINGO, Bridge, Crafts, Wood Carving, Wii Bowling, Mexican Train Dominoes, and Bocce Ball. There are also Cards and Puzzles, Book Exchange, Book Discussions, Reading with children from the Children’s Center, Midweek Matinee, Sing a Song Karaoke, Brain Games, Day trippers and over-night excursions. Sponsored events by local businesses’, Center Staff & Volunteers, collectively had over 17,000 participants.

Volunteers

The New Milford Senior Center is most fortunate to have over 70 individuals who volunteer their time and talents. Everyone at the Center appreciates the ongoing contribution of all our volunteers. Using the current dollar amount (\$25.00 per hour) to calculate the value of 7,000 volunteer hours during 2016-2017, the Center was the recipient of volunteer assistance valued at \$175,000.00.

CONTRIBUTIONS

Gifts and memorial donations may be made to the New Milford Senior Citizens Advisory Board, Inc. A non-profit, tax-exempt, public charity, whose activities and programs benefit New Milford Seniors.

NEW MILFORD SENIOR CITIZENS ADVISORY BOARD, Inc. *Patricia Hammer, President - Nettie McKenna, Vice President - Carolyn Critelli, Treasurer - Marie Crawford, Secretary - Lou Abella; Tony Chiodo; Thea Gruber; Rita Hull; Lorna MacInnis; Diane Martell; James Polito; Jean Ritchie*

New Milford Sewer Commission – Water Pollution Control Authority Annual Report FY 2016-2017

Members:	Frank Bidetti, Chairman	Scott Chamberlain
	John Wittmann	Alexander Carpp
	Theresa McSpedon	Peter Bass, Alt.
	Gary Pfaff	Jeff Vill, Alt.

The New Milford WPCA staffs nine employees, the Superintendent, Office Manager/Bookkeeper, O&M Supervisor, two office staff, and four wastewater O&M operators.

The annual operating budget for 2016-2017 was \$2,471,786. Sewer Use Rates for Residential users \$150 Per Unit and \$5.30 per thousand gallon of water use. Commercial users \$250 Per Unit and \$5.30 per thousand gallon of water use. Septage fees remained constant. Connection fees were changed for residential to charge per Bedroom instead of Dwelling Unit. Commercial Connection fee from Square Footage to Daily Flows at \$10.50 per gallon.

The office staff generated and processed Sewer Use, Benefit Assessment and Connection Fees bills this fiscal year, as well as the administration of 4,002 sewer units and 4,305 septage permits.

During the year, the Class IV Waste Water Treatment Plant processed over 208 million gallons of raw waste water to a high standard of 99% removal of Suspended Solids and BOD, as well as achieving all nutrient limits as set by our NPDES discharge permit. The phosphorous average pounds per day were 2.0 lb/day, well under the Seasonal Cap Limit of 5.76 lb/day allowable by permit. The nitrogen removal was successful enough to merit a credit of \$2,239 from the CT DEEP Nitrogen Exchange. The credit was the fourth year in a row for the WPCA, coming in with an average of 23 lb/day, four pounds under the average daily limit.

The facility and staff achieved those results while receiving 10.3 million gallons of septage and grease waste, which generated \$673,892 in revenue. In addition, more than 3,110 wet tons of dewatered sludge was processed and shipped to Synagro in Waterbury for disposal by incineration at a cost of \$299,474. The staff also operated and maintained over 42 miles of collection system piping with its fourteen pump stations. The office received 1,274 Call Before You Dig requests, of which O&M staff needed to respond to 285 for mark-outs, as well as the numerous inspections.

The Sewer Commission is working on several Capital Improvement Projects this year. Headwork Influent Project, Evaluation of Westside and Still River Pump Station, and a third pump at West Side Pump Station. The planning, design and Construction of the next project has begun for the West Side Pump Station to Upgrade by Wright-Pierce Engineering which should be completed in 2018.

The WPCA generates enough revenue to operate our plant and to fund our Fixed Asset Replacement and Fixed Asset Acquisition Funds.

Social Services Annual Report Fiscal Year Ending June 30, 2017

The climate for serving those experiencing financial hardship is more challenging than ever. Federal and state budgets and priorities are in a state of crisis and flux making it hard to predict what resources will be available six months, a year or three years from now. CT job growth for 2016 was a negative number and the worst seen in seven years. Housing and food costs continue to rise making CT one of the most expensive states to live in nationwide. To take a spin on an old song, if it wasn't for bad news we would have no news at all! But we are determined and unwilling to let these challenges define our work. With the support of an amazing community, New Milford Social Services continues to focus on the many tasks at hand.

The mission of Social Services is to help residents meet basic needs of food, housing, clothing, maintenance of health and well-being, and to help provide various seasonal goods and programs for residents experiencing financial hardship. Promotion of self-sufficiency through programs such as Financial Fitness, Family First, and referrals to the Community Culinary School for job training and placement is a priority of the department. Still, our staff has met with a great number of people who never expected to walk through our doors and have met with continual roadblocks as they try to make ends meet and support themselves. Once again last year we provided services to approximately 850 households from all walks of life and diverse neighborhoods, the common denominator being residence in New Milford and financial hardship.

The work of this department is carried out by four people: a full-time Director, Office Coordinator, and Social Worker/Volunteer Coordinator and a 21-hour Social Worker. Additionally, our office could not function to the degree it does without the contributions of many volunteers and community partners. Our efforts are focused upon assistance to families and individuals working toward wider system changes that can positively impact the social fabric of our community. This report details our activities in matters of energy/utility assistance, food, housing, financial assistance, seasonal programs and coordination with other community agencies and initiatives.

ENERGY ASSISTANCE: Despite another fairly mild winter (excepting two late season blizzards!) and lower, stable oil prices, heating one's home has remained a large budget item in the northeast. One of our largest and most significant forms of assistance is helping residents access home heating resources. Social Services is the access point for residents under age 60 who apply for any form of energy assistance. A total of 433 applications for the CT Energy Assistance Program were taken at our office last winter. Through this program over \$350,000 in federal energy aid went to all eligible New Milford residents this past year.

Operation Fuel, a non-profit energy assistance organization mainly funded by private and corporate contributions, also chipped in to help residents. 74 of our local families received \$31,884 in combined winter and summer aid with heat or utilities through Operation Fuel.

The greater New Milford community generously supports our efforts, filling in many gaps in federal or state funds. Local generosity enabled our Community Fuel Bank to assist 69 Social Services households with an additional \$18,514 in fuel assistance. The Fuel Bank and Operation Fuel also aided a substantial number of senior households in town through the work of our counterparts in the Senior Center. All told, Social Services provided 576 applicants with aid related to heating their homes.

FOOD: It's disturbing to know that hunger is a fairly widespread problem in America, and that includes New Milford. 1536 town residents rely on SNAP (food stamps) to help purchase food while 22.7% of our school children participate in the free/reduced lunch program. Hunger continues to affect young and old in our town. Due to prolonged hardship for those living in the lowest 20 percentile of income, relying on food pantries has become a way of life rather than short-term need for many. On the local level our Food Bank provides weekly bags of non-perishable groceries, plus produce and other goods to qualified households. 8261 such bags were distributed last year to approximately 160 weekly household visitors. Emergency food vouchers were also given out to 69 households. Families with children comprise 36% and those with seniors are 34% of our average monthly program participants.

Lower income families lack ready access to healthy foods. In her compelling essay about growing up in a poor, working household Carmen Rios writes: "Poor people will eat what they can afford, *not what is most nutritious*— and it's one of the leading contributing factors to so many unjust health issues that people incur. We live in a country where most families can afford to eat dinner at Burger King, but can't afford to buy fresh fruit on a regular basis." To impact this, NMSS created a coalition called the New Milford Farmers Market Collaborative that now provides doubled SNAP (food stamp) dollars for fruits and vegetables at the NM Farmers Market. We are indebted to the donors who have made this doubling possible: United Way of Western CT, The Goldring Family Foundation, the Harcourt Foundation, St. John's Episcopal Church, First Congregational Church of New Milford and Candlewood Valley Pediatrics. Bravo!

The Food Bank could not exist without the help of our generous neighbors. We team with food vendors and growers, Stop and Shop, Big Y Foods, Aldi, NM's Fort Hill Farm, and Washington's Judea Community Garden project among others. They enable us to provide bakery products and fresh produce, conduct food drives and special events, make special contributions and are always willing helpers in our efforts. Great appreciation also goes to the Community Culinary School, which donated 6676 homemade meals for clients last year. All together, we make a significant impact on abating hunger in this community.

Among the many donors of food and financial support, we thank: NM Lion's Club, The New Milford Women's Club, Paradise Cruisers ("Thanksgiving in July" car show), the Rotary Club, AARP (New Milford and Brookfield chapters), the VFW Ladies Auxiliary, NM Postal Workers, The Odd Fellows and Palm Rebekah Lodge, The NM Police Dept., Northville Baptist Church, St. Paul's Anglican Church (Brookfield), Temple Shalom, Our Lady of the Lakes RC Church, First Congregational Churches of New Milford, Bridgewater and Washington, St. John's Episcopal Church of NM, St. Andrew's Episcopal of Marbledale, NM Church of Christ, the United Methodist Church (for its pantry "Our Daily Bread"), and Walnut Hill Community Church. Local business operations, Kimberly Clark, the NM Board of Realtors and Park Lane Animal Hospital have helped to keep the Food Bank going. In the schools, Northville, Hill & Plain, Sarah Noble, Canterbury, Kent School, and Marvelwood School deserve an extra big shout-out for their on-going efforts. Schaghticoke and NMHS clubs also held successful food drives and participated in Walk a Mile. Town Departments of Public Works, Parks & Rec, the Youth Agency and Town Clerk all chipped in, as did NM Ambulance. We are grateful to many child care centers, Girl and Boy Scout troops and other youth groups and businesses that hold events or food drives and our loyal individual donors. We appreciate and rely on all of you!

Our Food Bank is a prime example of volunteerism at its best. Operating all day on Thursdays, we have an energetic, faithful team of about twenty volunteers who fill orders and distribute goods to the clients. In addition, they sort food and re-stock shelves (a never-ending job!), pick up or package fresh

goods and grocery orders, lending a sympathetic ear and cheery smile all the while. We are ever so grateful to these *amazing* women and men!

HOUSING: Social Services handles many calls for help with housing problems. For many, this single largest expense presents a continual budgetary challenge. As the rental market grows, an extremely low vacancy rate has driven prices up further burdening lower income renters. Connecticut continues as one of the most expensive states in the country for housing costs. *Out of Reach 2017* finds that a CT household must earn \$24.72 an hour (or \$51,400 per year) to afford a typical two-bedroom apartment. Yet, in 2017, the average CT renter working 40 hours per week earns only \$16.97 per hour or \$35,298 a year. Those earning CT's minimum wage of \$10.10 an hour would have to work 98 hours per week to pay for a two-bedroom apartment!

This office is often a starting point as people search for housing or for ways to remain in their homes when financial hardship strikes. We spend a great deal of time working to provide residents with information, referrals, advocacy and direct assist grants for housing needs.

The Hope Fund is our assistance fund to help clients with money toward security deposits or with preventive rent/mortgage assistance during extraordinary circumstances such as illness or unemployment. Last year, we were able to assist 62 residents with \$16,774 (up 24%) through this fund that is supported by private contributions and grants. We were very happy to receive a nice donation from the Archbishop's Annual Appeal thanks to Our Lady of the Lakes Church. Additionally, The Goldring Family Foundation, The Harcourt Foundation and Thrift Mart of New Milford were major contributors. We are most grateful!

The office also assisted 84 disabled residents with applications for renter's rebates totaling \$45,802 from the State of CT.

FINANCIAL ASSISTANCE: When New Milford residents experience financial hardship, Social Services is often the place people are referred to. Our help includes counseling and budget guidance as well as concrete financial aid when appropriate. In addition to the forms of financial help described elsewhere, the department administers the Good Samaritan Fund, a charitable crisis fund used for services or items not provided by other available resources. During the past year 175 grants totaling \$26,785 (up 6.6%) were distributed to households in distress. Like the Food Bank and Hope Fund, the Good Samaritan Fund is reliant upon private gifts and grants. Assistance includes payments to utilities in order to continue service, car repairs, help with prescriptions and other medical needs, and funding for children's activities and programs. We are very grateful to the Thrift Mart for their on-going support to this fund. The Ellen Knowles Harcourt Foundation made a special gift last year. In addition, many groups and individuals donate sums large and small to help their neighbors in need.

Financial Fitness continues to be a priority for the department. This occurs in conjunction with our client resource counseling and through workshops offered at the Community Culinary School, Family First Weekends and to the public. Using materials from The Center for Financial Social Work and the Consumer Financial Protection Bureau, we help residents explore their relationship with money, learn about budgeting, recognize "emotional spending" and set goals for financial security.

FAMILY FIRST!: For 15 years, New Milford Social Services has run a program known as "Family First!" aimed at enhancing the quality of family life for lower-income residents. This weekend retreat experience offers workshops for parents on stress management, parenting and financial fitness, and recreational activities for both parents and children. Overall, 388 adults and 629 kids have benefited from Family First! To improve feelings of self-worth and offer respite and hope is some of the best work we can do at Social Services. This year the Goldring Family Foundations and a loyal anonymous

donor made Family First possible. We believe in the value of Family First and thank these sponsors for their trust in our work! Next year the format will be changing from retreat to a more local program with the same objectives.

COMMUNITY PARTNERSHIPS: The Social Services Department is able to accomplish its work because of the support and partnership of the greater New Milford community. Our office is the referral point for many a 211-InfoLine call, yet we act as the hub of a great support wheel consisting of other agencies, service providers, civic groups, charitable organizations, youth groups, churches, town departments, businesses and individuals. We are indebted to all for their support and teamwork!

Three “special mentions” this year:

(1) Stop and Shop: While this grocer has always been a terrific aide, donating baked goods, hosting food drives and raising “Food for Friends” funds from shoppers, this year they went above and beyond organizing a major food drive for us in conjunction with the CT Food Bank and NBC News. We appreciate you!!

(2) The Community Culinary School of NW CT: In the ten years since its inception, the CCS has made and donated almost 83,000 meals to the Food Bank! Their special procurement relationship with Aldi, thanks to the CT Food Bank, intercepts hundreds of pounds of food that would otherwise become waste each month. Best of all, the School offers a meaningful career path that many a Social Services client has taken to better their lives. Bravo Dawn Hammacott and staff, and here's to the next ten years!

(3) In addition to our funders, Family First has been possible through the dedication of several special people and one amazing place. A huge thank you goes to YMCA Camp Jewell as a most accommodating host, and to Maureen, Jean, Angie, Lisa, Monika, Irma, Carlie, Sandy and Andrea, the best team-mates anyone could ever ask for!

In the community, the department hosts meetings of the NM Social Service Providers Group, an informational exchange between area service providers. We participate in regional and statewide organizations that advocate or follow issues related to poverty, health & mental health care, housing, home heat, hunger, financial literacy, homelessness and family strengthening. We maintain contact with state legislators who represent New Milford, and with town offices, boards and commissions to share information and budgetary concerns. We continue to be active with the NM Substance Abuse Prevention Council, a regional Housing Placement Committee that seeks to end chronic homelessness and together with Nurturing Families of the NMVNA, co-facilitate grandparents and other caregivers raising children support group.

OUR SHINING STARS!: The Social Services Department provides volunteer opportunities for students in need of community service through their school or church, social work college/graduate students, and for a full range of people whose lives are enriched by giving back to their community. Last year, we averaged 114 monthly volunteer visits and logged a total of 4123 volunteer hours. This represents a significant gift to the community under the capable leadership of social worker Ivana Butera, our volunteer coordinator. We simply could not function at the level that we do without our fantastic volunteers!

SEASONAL PROGRAMS: For many lower income households, Social Service programs make the difference at key times when special events or holidays occur. These “extras” are a challenge to their budget and our community responds with great generosity. This department is the access point for seasonal programs, verifying residence and income eligibility, overseeing many activities and coordinating donations and distribution to participants.

The following programs represent community-wide efforts to give Social Service children and adults the same advantages as their neighbors:

Program	Participants
• S.A. Camp CONNRI	10 kids
• Back to School Clothes	289 kids
• Thanksgiving Baskets	272 HHs
• Santa Fund Children	525 kids
• Sibling Shopping	253 kids
• Parks & Rec Camp	44 kids
• Gifts to Disabled Adults	74

In closing we ended last fiscal year with a change in staff: our very capable part-time social worker Amy Bondeson left us to expand her mental health practice. She takes clients on HUSKY insurance and works right next door, so we are very grateful for her continued good work in NM. Sarah Geary, MSW has recently come on board and we already know that she is a great “fit” for our department!

We are ashamed and saddened to see an escalation of social policies that further the divide between the “haves” and “have-nots”. We don’t understand how hard working people living many years in this country and trying to seek permanent residency, can be viewed as criminals who must leave their US citizen children and the place they call home.

We wish that local, state and federal government would focus on many solvable issues like hunger, immigration and job opportunity rather than being mired in politics and inaction. There are good solutions at hand! The sad fact is that our culture and economy supports a reality that means Social Services offices will always be busy places. This one certainly is!

New Milford Social Services recognizes our important role of being the logical first place for distressed people in town to turn. We are committed to providing services, advocacy and referral information with utmost compassion and professionalism.

On-going needs for our neighbors:

*Gift cards: gas, food, local shops

*Teen gifts for the holidays (especially boys!)

*Volunteer time

*Program support: financial donations and/or help with our events

**OFFICE OF THE ASSESSOR
OCTOBER 1, 2016 GRAND LIST
ANNUAL TOWN REPORT
2016-2017**

The Gross Grand List went from 2,959,808,880 to 2,969,223,990

The Net Collectible Grand List went from 2,871,440,640 to 2,880,188,490

There were 275 Real Estate Accounts transferred by Warranty Deed

There were 317 Real Estate Accounts increased as a result of Building Permits and Certificate of Occupancy.

The number of Motor Vehicles Increased from 27071 to 27460

Personal Property Accounts Increased from 2137 to 2258

The number of Elderly Accounts (497) & FF/AMB Abatements (123) RE&MV

The Grand List was signed and turned over to the Town Clerk on February 21, 2017.

Tax Collector's Annual Report 2016-2017

The Tax Collector's office is run strictly by CT State Statues.

The Tax Collector's office is responsible for processing all information generated by the Tax Assessor's office in determining the tax amounts due. The office reports to the State of CT Office of Policy and Management, and locally to the Director of Finance, Board of Finance, Town Council and Mayor. The Tax Office balances all daily, monthly and yearly work to reconcile with the Finance Office. The Tax Office works in conjunction with the Assessor's Office and other Town Offices. Taxes are paid in two semi-annual installments during the year, July for the first installment and January of the following year for the second installment which are the heaviest months of collection. Online payments and payment history are available through the Town's website newmilford.org. Throughout the year notices are published in the local newspapers per CT State Statute.

The Tax Office pursues delinquencies and follows State Statutes for collections in the following ways: The office pursues all delinquencies through statements, legal demands, legal tax warrants, and tax sales with assistance of the Town Tax Attorney. The office also pursues delinquent bankruptcies through the Bankruptcy Courts in conjunction with Specialized Bankruptcy Attorneys. Real estate tax liens are filed on the land records in the Town Clerk's Office to protect the Town when real estate taxes are not paid. The office files U.C.C. Liens at the Secretary of State's Office against delinquent personal property taxes (business, equipment, furniture, and fixtures). The office uses a Collection Agency – American National Recovery Group located in Matamoras, Pennsylvania in pursuing all delinquent motor vehicle accounts. Additionally, our State Marshal has pursued some delinquent accounts with Tax Collector's Tax Warrants, all of which has benefited the Town. The Town does not incur any additional costs as the fees associated with the collection process are paid by the delinquent tax payer. We report all paid & delinquent M.V. accounts regularly to the D.M.V, of the State of Connecticut.

Tax Sales are held with the assistance of Tax Attorney, A. Cohen of Pullman & Comley, LLC with the intention of increasing our back tax collections thus adding these accounts back onto the tax rolls. All costs & fees are added to the buyers purchase price, thus no cost to the Town.

The CT Tax Collector's Association and the County Association, through the direction of the Office of Policy and Management have seminars and certification courses available. These seminars/courses keep the office informed of legislation changes and pertinent tax information. The office has a staff of two members – Doreen Shrack, Assistant Tax Collector and Nia Miller, Data Entry Clerk.

The 2015 Grand List Gross Tax Collected for year ending 6/30/17 was: \$76,924,802.10
The Annual Suspense List approved by Board of Finance totaled: \$91,225.14
The total amount of Refunds was: \$163,350.08

**TOWN CLERK'S OFFICE
ANNUAL REPORT**

JULY 1, 2016 - JUNE 30, 2017

Statistics of the Town Clerk's office

Vital Statistics	Births 250	Marriages 197	Deaths 286	Fetal Deaths 4
	<u>Number Issued</u>	<u>State Fees</u>	<u>Town Fees</u>	
Fish & Games Licenses	413	\$11,990.00	\$413.00	
Dog licenses	2239	\$18,801.00	\$2,239.00	
Marriage Licenses	109	\$2,180.00	\$1,090.00	
Recycling Fees			\$3,876.00	
Recording, copies, etc. fees			\$199,643.22 Passports	
	466		\$11,650.00	
Historic Doc Sur-charge fees		\$8,262.00	\$4,131.00	
MERS Documents	984	\$115,516.00	\$68,315.00	
Farmland PA 09-229		\$148,716.00		
LOCIP			\$12,393.00	
Conveyance tax		\$1,123,375.77	\$374,458.59	
Maps Recorded -	34		\$370.00	
Trade Names Recorded -	131		\$655.00	
Postage -	90,589 pieces	Cost - \$56,787.00		
Land Recordings -	5,350 (972 are e-Recordings)			
Total Operating Budget		\$ 241,383.00		
Town Revenue		\$ 679,233.81		
Fees Forwarded to State		\$ 1,428,840.77		
Grants Received		\$ 5,000.00		

**Projects and Accomplishments started and/or completed in
Fiscal year 2016-2017**

- Continued to submit land records, maps and trade names online for public access outside the office.
- Completed the editing and moving of survey maps from one computer system to the indexing and search system used by the public. The total of 9,050 survey maps.
- Scanned older land record deeds back to 1970's into the Cott computer indexing system.
- Received a \$ 5,000.00 grant for the preservation and restoration of land records.
- Applied for competitive Grant from the Connecticut State Library.
- Upgraded computer system software for vitals.
- Signed up 185 companies for eRecording (electronic recording) since March 2015.
- The office has processed 972 eRecordings from July 2016 to June 2017
- The office collected over \$282.00 in pet donations during the month of June for our "2017 Coolest Canine" contest.

New Projects for fiscal year 2017-2018.

- Continue to make the office more efficient, to accommodate computers & scanners.
- Applied for \$5,000 grant with the State Library.
- Continue efforts to have more companies sign up for eRecording.
- Continue scanning land record deeds earlier than 1977, allowing access online.
- Update computer and scanner to make office run more efficiently.

Ordinance: Pension Revision: Chapter 2 Article II 2-42 10/10/16

Election, State, Presidential: 11/8/2016

Annual Town Budget Meeting – 5/9/2017

Budget Referendum: Passed – Town & Board of Education 5/16/2017

Special Town Meeting: Approved - \$2,100,000.00 Road Improvement Bond 04/12/2017

Special Town Meeting: Approved - \$350,000.00 Lynn Deming Improvements Bond 4/12/2017

New Milford Youth Agency Annual Report Fiscal Year Ending June 30, 2017

Executive Director, G. Mark Mankin

Mandated by Connecticut General Statute section 10-19m, a Youth Service Bureau (YSB) *is an agency operated directly by one or more municipalities that is designed for planning, evaluation, coordination, and implementation of a network of resources and opportunities for children, youth, and their families. In addition, YSBs are responsible for the provision of services and programs for all youth to develop positively and to function as responsible members of their communities.*

The New Milford Youth Agency's mission statement is to study the local needs of the youth and their families and where feasible to create, coordinate and foster programs to promote the protection, health, education, welfare and wellbeing of the youth of the Town of New Milford, in accordance with the general statute of the State of Connecticut and the charter of the Town of New Milford.

The Agency is staffed by 11 full time professionals. The Agency also provided employment for a seasonal/part time staff of 50. The Town of New Milford funded the Agency's fiscal year **2016-17** in the amount of \$1,019,595.00 of which 67% was returned in the form of revenue. The Agency offered over 35 different small-group educational and therapeutic programs, reaching 391 unduplicated, registered youth. The Youth Agency collaborated with 61 local town departments, civic groups, businesses, non-profits and health professionals. Large scale activities, such as the New Milford High School Health Fair, helped us reach over 4,000 students and parents.

The following programs were offered during the 2016-2017 fiscal year:

YOUTH & FAMILY ADVOCACY – Our part time Youth and Family Advocate was responsible for workshops and educational sessions for youth and parents promoting healthy development. Brief assessment and referral for mental health and substance abuse needs. Support groups for adults and children of blended and unconventional families. Frequent collaboration with other youth serving professionals make these activities possible and reduce duplication.

WORKSHOPS – The Youth Agency's Advocacy Department offered a number of different groups and workshops this past year. Some examples include:

- Building Champions - for middle school boys
- Girl's Circle - for middle school girls
- Art Therapy Workshops
- Stressbusters programs
- Kindness and Friendship trips and opportunities
- Narcan training
- SNIS Lunch Bunch

JUVENILE REVIEW PANEL – Run in cooperation with the New Milford Police Department. Our JRP continued to offer local youth offenders the opportunity to receive local counseling, community service, substance abuse screening and treatment, restitution and other programming designed to offer an alternative to contact with the court system. The JRP administered 20 contracts in 2016-17.

SUBSTANCE ABUSE PREVENTION COUNCIL MEMBERSHIP – As an active participating agency on the Substance Abuse Prevention Council, our role has switched over the past year from more of an administrative role to a lead in prevention activities with youth. Youth Agency staff and student volunteers helped with the administration of the school based survey, collaborated with the council to provide the health fair at NMHS, provided Narcan trainings, helped make Project Purple a success, included teen leaders in activities throughout the region, and has been a major contributor to HVCASA Teen Advisory Board.

BEFORE & AFTER SCHOOL CHILDCARE – The Youth Agency offered before and after school care for children in grades K-8 with care also available on vacations, snow days and holidays. The Latchkey Program is school based with sites at Northville, Hill and Plain, Sarah Noble and Schaghticoke. We provided before and after school care for around 125 local children this past school year.

SUMMER PROGRAM- The Youth Agency offered summer care for 110 local children ages 4-13. Our summer program ran for 7 weeks. It consisted of 25 field trips to places such as Quassy Amusement Park, Splashdown, Legoland and local beaches.

ENRICHMENT CLASSES AND ACTIVITIES – The Youth Agency offered programs for grades 3-8 including but not limited to cooking, painting, yoga, adventure hikes, music, farming, syrumping, Zumba, line dancing and an introduction to drones class. We utilized the Maxx five days a week, year-round as our headquarters where students meet to go to their different classes or activities. The Enrichment Program was opened to both SNIS and SMS aged children along with those who signed up from surrounding towns. One such program involved a Danbury High School sophomore chemistry class who visited the Great Brook Sugar House in May and learned about soil composition and the science behind maple syrumping. We have continued to grow through new ideas, 21st century innovation and the community. We were also proud to scholarship children from working families through the United Way who would not normally be able to afford the costs of the programs. Last year, the Enrichment Program was proud to host 12 different recurring and nonrecurring activities, classes and workshops that touched the lives of more than 350 kids and looks to advance as we continue to gain momentum.

HIGH SCHOOL AFTERSCHOOL PROGRAMING – Involves the provision of safe recreational programs for New Milford Teens with the focus on providing pro-social, fun activities and events occurring after school and on the weekends. Last year, activities included skiing, hiking, photography, trail cleanups, community event participation, and other programs driven by teen feedback.

YOUTH LEADERSHIP AND ADVOCACY –

- **Student Advisory Board** – consists of volunteer student representatives of New Milford High School and Schaghticoke Middle School with the purpose to oversee and evaluate programing at the Youth Agency. The Board acts as student liaisons who identify social trends and culture of New Milford area youth and help advise the Agency in their programming. Involved students actively participated in a wide range of Agency sponsored projects as well as community projects and events. SAB members participate in countless community volunteer opportunities with local nonprofits and organizations and have become a staple of many of these events.
- **Regional Teen Advisory Board-** Youth Agency high school volunteers participate in HVCASA (Housatonic Valley Coalition Against Substance Abuse) Teen Advisory Board

(TAB). TAB is a community based student leadership group that is dedicated to encouraging positive choices among youth in the region. The group focuses on peer to peer mentoring and education regarding how to remain substance free, make pro-social choices, and advocating for further education and awareness in area school systems on the subject of youth substance abuse.

- **Youth Day at the Capitol-** Once again, our youth attended the yearly state wide Youth Service Bureau summit. this year's theme was "And Justice for all..."
- **Intergenerational Program-** In participation with New Milford Senior Center, high school and middle school volunteers coordinated in the creation of programs, events, and activities involving area senior citizens with the goal to bring two generations together through socialization and fun. Youth volunteers participated in senior events including lunches, dances, picnics, and community based activities.
- **Homework Club-** A free weekly homework club held on Saturday mornings at the Youth Agency. The program connects exemplary high school volunteers, who after screening and training, are matched with 3rd-7th graders who are referred by teachers, staff and parents to improve on study skills, organization, reading and math skills.
- **Summer Thursdays** – Open to 4th to 9th graders who can benefit from social, physical, and creative activities, free of charge. Older student volunteers and Youth Agency staff offer crafts, supervision, sports and games every Thursday in the summer, with times convenient for working parents.

COMMUNITY PROJECTS – We are proud to continue collaborating with The Town of New Milford, New Milford Public Schools, New Milford Substance Abuse Prevention Council, local nature conservancies and other youth and family serving organizations as we assist and participate in community projects such as Bike Day, Grad Party, Village Fair Days, Health Fair, and the SNIS Walking Project. In addition, this past year, our Student Advisory Board assisted Project Help the Homeless, Alzheimer's Association fundraisers, Suicide Prevention events, NM Social Services, NMVNA, NM Lion's Club, and other local charitable groups

VOLUNTEER OPPORTUNITIES – the Agency provides opportunities for teenagers to perform volunteer service under the supervision of Agency staff. Youth volunteers participate in numerous agency events as well as helping out other community organizations. Youth are referred from the Juvenile Review Panel, school groups and community groups as well as individual youth with personal goals.

YOUTH EMPLOYMENT - Youth who are employed at the Agency are trained and supervised. It is often a stepping stone to other jobs and helps build solid work skills. This past year, youth employees learned D.J.ing skills at the Maxx, helped mentor youth who wanted to learn video skills, learned how to make maple candy, played lots of games with children after school, catered large events, interviewed government officials, took field trips in the summer and learned how to plant and harvest crops, just as examples! The Agency hires the largest number of youth workers in the town.

THE MAXX – A youth run restaurant and venue, open to high school and middle school age teens. The Maxx catering project also accommodated birthday parties, award dinners and many other special occasions including the Schaghticoke Middle School dances. Some of the other activities held at the Maxx were Rotary meetings, Karate classes, cooking classes, Litchfield Hills Transition Center and Boy Scout Troops meetings. Last school year, afternoon activities centering on culinary skills, music and the arts were extended to the kids in both Sarah Noble and Schaghticoke schools.

SULLIVAN FARM - In April, 2016, the Youth Agency announced that Sullivan Farm was now back under our stewardship. Utilized as a vocational and educational agricultural center, local youth benefit by learning marketable skills through hands-on involvement in 21st century farming and agrobusiness practices. It also provides opportunities for school children to reconnect with New England's rich agricultural heritage and learn about the benefits of healthy, fresh, and locally grown produce. Consumers enjoy supporting a local farm that also educates and employs youth as well as providing a delicious and nutritious product.

MAPLE SYRUP PROGRAM – Known as Great Brook Sugar House (located at Sullivan Farm), our maple syruping operation, this successful operation tapped 1600 trees last year. Youth volunteers and Work Crew staff make this project possible.

WORK CREW - Seasonal projects throughout the community keep over 21 middle school and high school youth employed. Last year, projects included trail maintenance and upkeep as well as planting and harvesting crops and tapping trees during the winter.

CULINARY PROGRAMS – High School age students learn the business of the culinary arts from the ground up. Students participate in all aspects of running a restaurant, as well as food preparation and serving at catering events at the Maxx. We also offer seasonal culinary classes geared toward different age groups. This past year, our catering events and cooking classes expanded, offering opportunities to youth from grades 3-12.

VIDEO PRODUCTION - High school youth learn the art and technical aspects of video production are supervised and trained on various media. Some of this past year's projects included The Wall That Heals, The Weantinoge Land Trust history, Family Dinner Night PSA, Tory's Cave event, Graduation safety PSA, distracted driving PSA, highlights of Youth Agency events such as Boxing trip, and Summer Thursdays.

ON-LINE INFORMATION - Our websites include: www.youthagency.org, www.themaxxclubonline.com, www.sullivanfarmnm.org and our new site for registration, www.myyouthagency.com. We are also on facebook and Twitter.

ZONING COMMISSION ANNUAL REPORT 2016-2017

The Zoning Regulations were adopted in the Town of New Milford in December 1971. The stated purpose of the Zoning Regulations is to guide the growth and development of the Town of New Milford and promote beneficial and convenient relationships among residential, commercial, industrial and public areas.

The Zoning Commission consists of five elected members and three appointed alternates. Meetings are held on the second and fourth Tuesday of each month. The Zoning Commission and Zoning Office Staff review all applications for land development through the Site Plan, Special Permit, and/or Zoning Permit application processes. The Commission also reviews all requests for amendments to the Zoning Map and Zoning Regulations.

Zoning Office staff is comprised of a full-time Zoning Enforcement Officer, Land Use Inspector, and an Office Coordinator. The Office Coordinator splits his/her time between the Zoning, Zoning Board of Appeals, and Inland Wetlands Offices. The Land Use Inspector splits his/her time between the Zoning, Inland Wetlands, Planning and Aquifer Protection Offices.

The Zoning Enforcement Officer represents the Zoning Commission and is responsible for enforcement of the regulations, review of all site plan, special permit, zone change and regulation amendment applications brought before the Zoning Commission and review of subdivision applications brought before the Planning Commission. The Enforcement Officer also works closely with the Zoning Commission on regulation amendments initiated by the Commission. The Enforcement Officer or Land Use Inspector also reviews all residential and sign permit applications to determine conformity with the regulations. The Zoning and Inland Wetlands Offices continue to collect and release all sedimentation and erosion control (S&E) bonds.

During fiscal year 2016-2017, 225 zoning permits were issued with a total of \$35,670.57 in permit fees collected. An additional 150 applications for interior renovations and activities not requiring individual permits were processed. Additional revenue of \$9,602.20 was generated through fees for Site Plan and Special Permit Applications, Zone Change and Regulation Amendment Applications, and the sale of copies of the Zoning Regulations and Map. A total of 39 Site Plan Applications, 23 Special Permit Applications, and 1 Zone Change Application were received and reviewed. Gross engineering fees for review totaled \$6,500.00.

Over 64 complaints and/or violations dealing with issues such as prohibited uses, unregistered motor vehicles, livestock nuisances, dangerous trees, illegal apartments, non-permitted signs, grading and filling activities, and improper erosion controls were received and investigated. Inspections, often multiple inspections, were made of these complaints and the appropriate follow-up action taken to bring properties into compliance. Additional inspections were conducted on undocumented verbal and anonymous complaints.

ZONING BOARD OF APPEALS ANNUAL REPORT 2016-2017

The Zoning Board of Appeals is charged with hearing appeals for relief from any requirement of the Zoning Regulations as well as requests to appeal the decision of the Zoning Enforcement Officer. The Board is made up of five regular members and three alternates and has the power to grant variances under Section 8-6(3) of the Connecticut General Statutes. The concurring vote of four members of the Zoning Board of Appeals is necessary to reverse any order, requirement, decisions of the Zoning Enforcement Officer or to vary the Zoning Regulations.

The Zoning Board of Appeals meetings are scheduled for the third Wednesday of each month and are generally held in the Loretta Brickley Room located on the lower level of Town Hall.

The Zoning/Inland Wetlands Office Coordinator continues the responsibility of processing the variance applications, the preparation and follow-up of Board meetings as well as the daily office operations for the Zoning Board of Appeals.

During the 2016 – 2017 fiscal year the Zoning Board of Appeals heard 19 appeals for variance requests and no appeals were submitted for a decision made by the Zoning Enforcement Officer. The Board collected \$3,350.00 in application fees.

**Management's Discussion and Analysis
Fiscal Year Ending June 30, 2017
Taken from the 2016/2017 Audit**

The management of the Town of New Milford, Connecticut (the “Town”) offers the readers of its financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2017.

Financial Highlights

- The assets and deferred outflows of resources of the Town exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$172,213,057 (net position). Of this amount, \$18,548,918 represents the Town’s unrestricted net position.
- The Town’s total net position increased by \$544,714 during the current fiscal year, which consisted of a current year increase of \$2,563,010 relating to the Town’s governmental activities and a decrease of \$2,018,296 relating to the Town’s business-type activities.
- As of the close of the current fiscal year, the Town’s governmental funds reported a combined ending fund balance of \$37,242,069, a current year increase of \$13,284,493 in comparison with the prior year.
- At the close of the current fiscal year, unassigned fund balance of the General Fund was \$17,933,848 or 17.0% of total General Fund expenditures and other financing uses. Expressed another way, unassigned fund balance for the General Fund was sufficient to cover approximately 2.0 months of General Fund operating expenditures.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Town’s basic financial statements. The Town’s basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Town’s finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the Town’s assets, deferred outflows and inflows of resources, and liabilities, with net position as the residual of these other elements. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The statement of activities presents information showing how the Town’s net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

Both of the government-wide financial statements are intended to distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities) from

other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Town include activities such as: general government, public safety, public works, health and welfare, library, culture and recreation, and education. The business-type activities of the Town include the activities of the Water Pollution Control Authority.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Town's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Town's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains several individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, the Waste Management Ordinance Fund, and the Capital Projects Fund, all of which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

Proprietary Funds

Enterprise funds are used to report the same functions presented as business type activities in the government-wide financial statements. The Town uses an enterprise fund to account for the operations of the Town's Water Pollution Control Authority. Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail.

Internal service funds are an accounting device used to accumulate and allocate costs internally among the Town's various functions. The Town uses an internal service fund to account for its risk management activities. Because this service predominantly benefits governmental rather than business-type functions, it has been included within governmental activities in the government-wide financial statements.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the Town government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to the Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 30 through 66 of this report.

Net Position

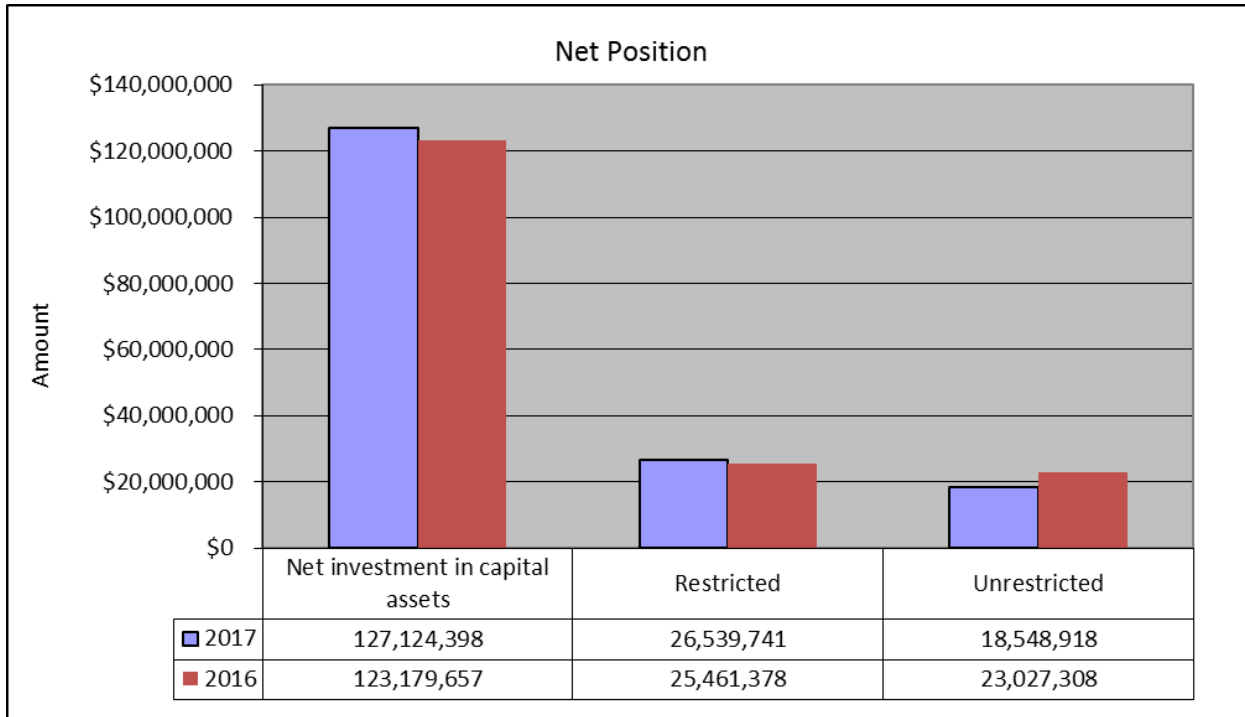
Over time, net position may serve as one measure of a government's financial position. The Town's total net position (governmental and business-type activities combined) totaled \$172,213,057 and \$171,668,343 as of June 30, 2017 and 2016 and are summarized as follows:

Net Position
June 30, 2017

	Governmental Activities	Business-type Activities	Total
Current and other assets	\$ 67,107,628	\$ 3,962,742	\$ 71,070,370
Capital assets	133,056,933	39,657,908	172,714,841
Total assets	<u>200,164,561</u>	<u>43,620,650</u>	<u>243,785,211</u>
Deferred outflows of resources	<u>5,115,453</u>	<u>127,677</u>	<u>5,243,130</u>
Other liabilities	7,367,017	308,786	7,675,803
Long-term liabilities	42,439,286	22,820,306	65,259,592
Total liabilities	<u>49,806,303</u>	<u>23,129,092</u>	<u>72,935,395</u>
Deferred inflows of resources	<u>3,784,214</u>	<u>95,675</u>	<u>3,879,889</u>
Net position:			
Net investment in capital assets	109,925,346	17,199,052	127,124,398
Restricted	26,539,741	-	26,539,741
Unrestricted	15,224,410	3,324,508	18,548,918
Total net position	<u>\$ 151,689,497</u>	<u>\$ 20,523,560</u>	<u>\$ 172,213,057</u>

Net Position
June 30, 2016

	Governmental Activities	Business-type Activities	Total
Current and other assets	\$ 71,505,885	\$ 4,539,111	\$ 76,044,996
Capital assets	132,674,316	40,515,502	173,189,818
Total assets	<u>204,180,201</u>	<u>45,054,613</u>	<u>249,234,814</u>
Deferred outflows of resources	<u>6,765,487</u>	<u>276,558</u>	<u>7,042,045</u>
Other liabilities	21,906,938	321,969	22,228,907
Long-term liabilities	38,189,933	22,395,582	60,585,515
Total liabilities	<u>60,096,871</u>	<u>22,717,551</u>	<u>82,814,422</u>
Deferred inflows of resources	<u>1,722,330</u>	<u>71,764</u>	<u>1,794,094</u>
Net position:			
Net investment in capital assets	104,318,070	18,861,587	123,179,657
Restricted	25,461,378	-	25,461,378
Unrestricted	19,347,039	3,680,269	23,027,308
Total net position	<u>\$ 149,126,487</u>	<u>\$ 22,541,856</u>	<u>\$ 171,668,343</u>



As of June 30, 2017, 73.8% of the Town’s net position reflects its investment in capital assets, less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town’s investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources since the capital assets themselves cannot be used to liquidate these liabilities.

15.4% of the Town’s net position is subject to restrictions on how it may be used and are, therefore, presented as restricted net position. Of this amount, \$25,329,716 represents the portion of the Town’s net position relating to a long-term settlement that has been restricted by enabling legislation for the acquisition of land and building for public recreation, public education, or public library facilities.

The remainder of the Town’s net position is considered unrestricted and may be used to meet the Town’s ongoing obligations to citizens and creditors.

Overall, net position increased during the current year by \$544,714 in comparison with the prior year.

Changes in Net Position

Changes in net position for the years ended June 30, 2017 and 2016 are as follows.

Changes in Net Position For The Year Ended June 30, 2017

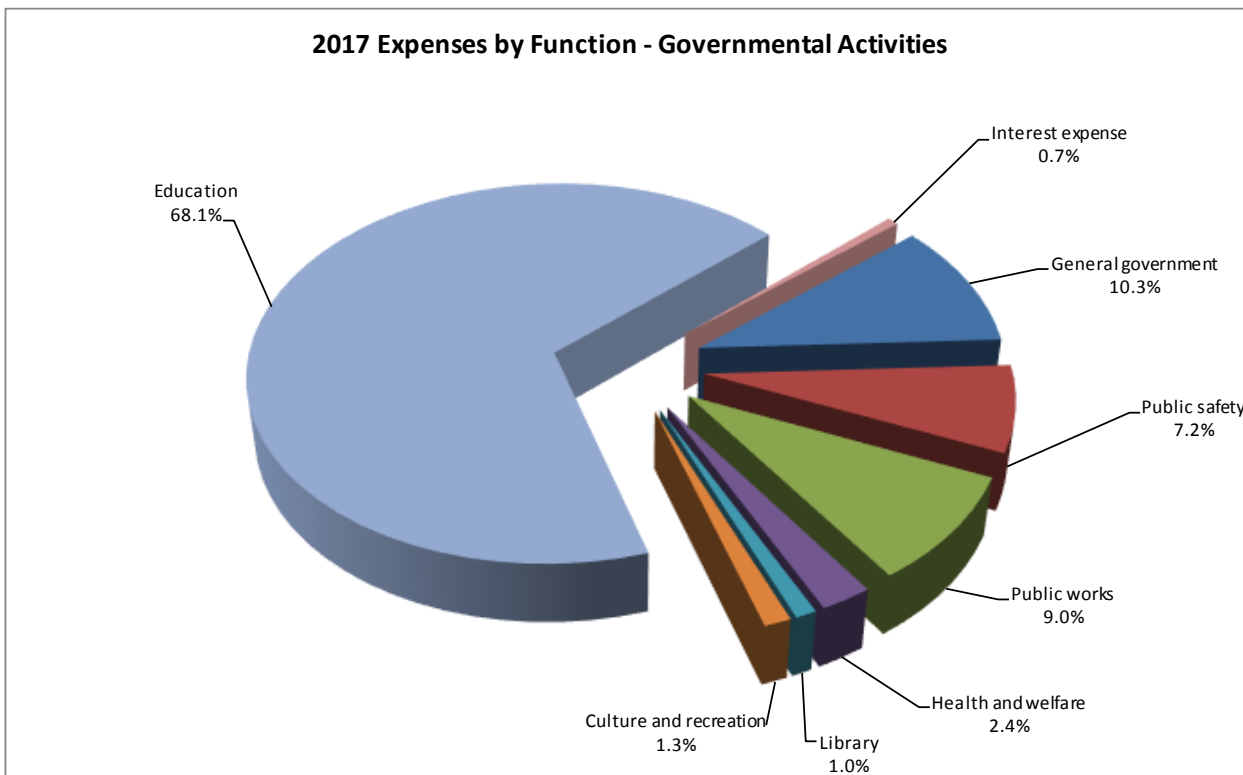
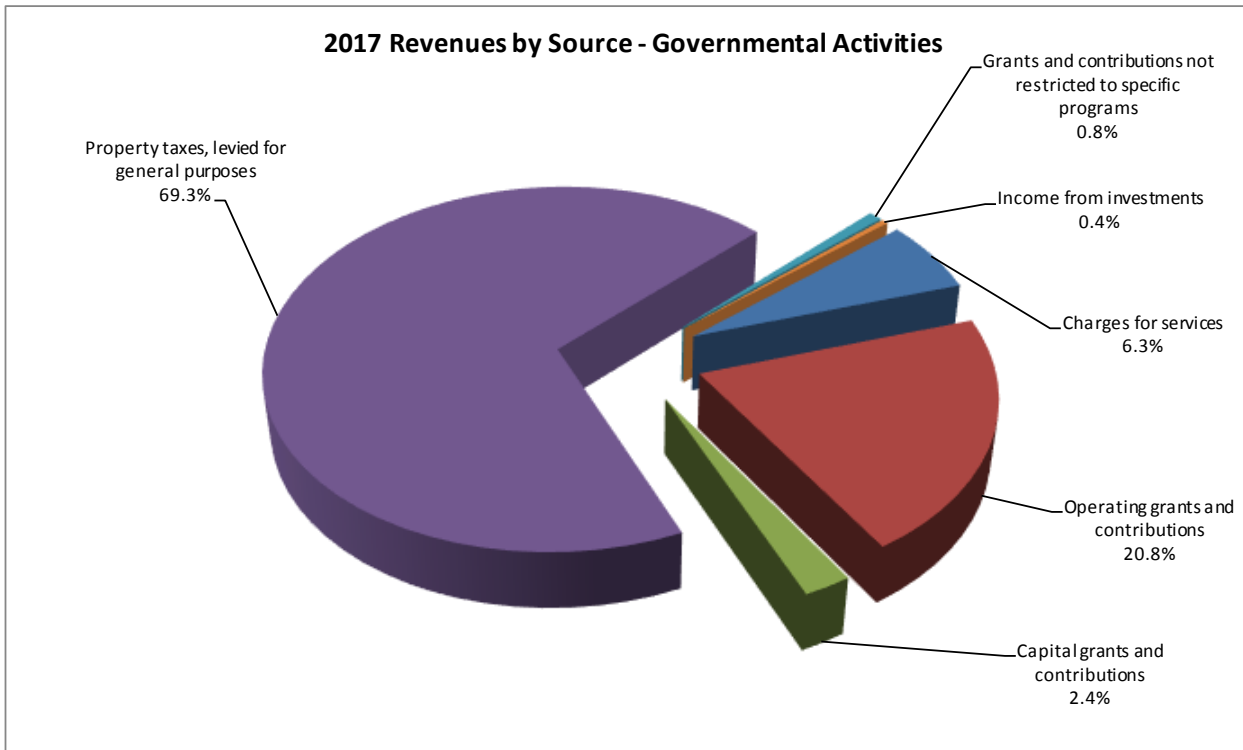
	Governmental Activities	Business-type Activities	Total
Revenues			
Program revenues:			
Charges for services	\$ 7,059,305	\$ 2,711,589	\$ 9,770,894
Operating grants and contributions	23,156,376	-	23,156,376
Capital grants and contributions	2,625,314	-	2,625,314
General revenues:			
Property taxes, levied for general purposes	77,365,935	-	77,365,935
Grants and contributions not restricted to specific programs	914,722	-	914,722
Investment earnings	445,918	107,095	553,013
Total revenues	<u>111,567,570</u>	<u>2,818,684</u>	<u>114,386,254</u>
Expenses			
General government	11,493,089	-	11,493,089
Public safety	7,955,838	-	7,955,838
Public works	9,924,338	-	9,924,338
Health and welfare	2,680,045	-	2,680,045
Library	1,094,583	-	1,094,583
Culture and recreation	1,402,312	-	1,402,312
Education	75,319,609	-	75,319,609
Interest expense	742,929	476,932	1,219,861
Sewer	-	2,751,865	2,751,865
Total expenses	<u>110,612,743</u>	<u>3,228,797</u>	<u>113,841,540</u>
Change in net position before transfers	954,827	(410,113)	544,714
Transfers	1,608,183	(1,608,183)	-
Change in net position	<u>\$ 2,563,010</u>	<u>\$ (2,018,296)</u>	<u>\$ 544,714</u>

Change in Net Position (Continued)

**Changes in Net Position
For The Year Ended June 30, 2016**

	Governmental Activities	Business-type Activities	Total
Revenues			
Program revenues:			
Charges for services	\$ 7,354,194	\$ 2,655,421	\$ 10,009,615
Operating grants and contributions	22,688,544	-	22,688,544
Capital grants and contributions	3,806,351	-	3,806,351
General revenues:			
Property taxes, levied for general purposes	78,057,872	-	78,057,872
Grants and contributions not restricted to specific programs	480,073	-	480,073
Investment earnings	111,744	68,294	180,038
Total revenues	<u>112,498,778</u>	<u>2,723,715</u>	<u>115,222,493</u>
Expenses			
General government	11,786,096	-	11,786,096
Public safety	7,978,839	-	7,978,839
Public works	8,655,261	-	8,655,261
Health and welfare	2,741,776	-	2,741,776
Library	1,012,947	-	1,012,947
Culture and recreation	1,531,341	-	1,531,341
Education	77,782,707	-	77,782,707
Interest expense	602,680	502,375	1,105,055
Sewer	-	2,896,353	2,896,353
Total expenses	<u>112,091,647</u>	<u>3,398,728</u>	<u>115,490,375</u>
Change in net position before transfers	407,131	(675,013)	(267,882)
Transfers	<u>(3,330,600)</u>	<u>3,330,600</u>	<u>-</u>
Change in net position	<u>\$ (2,923,469)</u>	<u>\$ 2,655,587</u>	<u>\$ (267,882)</u>

Change in Net Position (Continued)



Change in Net Position (Continued)

Governmental Activities

Governmental activities increased the Town's net position by a current year change of \$2,563,010. The change in net position for the governmental activities before internal transfers was an increase of \$954,827, which compared to an increase of \$407,131 in the prior year. Transfers out in the current year consisted of a transfer of \$2,100,000 in general obligation bonds used to finance sewer infrastructure improvements, net of a transfer of \$491,817 transferred by the Town to fund a portion of the Water Pollution Control Authority's current year debt service requirements. The Town transferred the assets associated with the bond issuance in the prior year upon substantial completion of the project. Other significant changes consisted of an increase in public works expense attributed to continued costs incurred in connection with the demolition and remediation of the Century Brass mill, offset by a budgeted decrease in Education expenses.

Business-type Activities

Business-type activities decreased the Town's net position by a current year change of \$2,018,296. The change in net position for the business-type activities before internal transfers was a decrease of \$410,113, which compared to a decrease of \$675,013 in the prior year.

Financial Analysis of the Town's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the Town's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Town's governmental funds reported a combined ending fund balance of \$37,242,069.

General Fund

The General Fund is the chief operating fund of the Town. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$17,933,848. As a measure of the General Fund's liquidity, it may be useful to compare unassigned fund balance to total fund expenditures. Unassigned fund balance represents 17.0% of total General Fund expenditures and other financing uses. Expressed another way, unassigned fund balance for the General Fund was sufficient to cover approximately 2.0 months of General Fund operating expenditures.

The fund balance of the Town's General Fund increased by \$1,342,075 during the current fiscal year, which was primarily due to favorable revenue and expenditure variances within the General Fund budget.

Waste Management Fund

The fund balance of the Waste Management Fund increased by \$74,151 during the current fiscal year. This increase was primarily due to proceeds received related to a long-term settlement receivable offset by a transfer to the General Fund to reduce the amount of taxes levied and by current year capital outlays.

Capital Projects Fund

The fund balance of the Capital Projects Fund increased by \$4,332,312 during the current fiscal year. The increase was primarily attributable to the issuance of \$6,100,000 in general obligation bonds offset by current year expenditures related to ongoing capital projects.

General Fund Budgetary Highlights

The actual net change in fund balance of the General Fund on a budgetary basis was an increase of \$1,826,189. Expenditures were \$1,617,630 less than budgeted. Total budgetary revenues were \$316,977 less than expected, primarily due to a shortfall in intergovernmental revenues. During the year ended June 30, 2017, the Town Council approved additional appropriations of \$300,000 from fund balance.

Capital Asset and Debt Administration

Capital Assets

The Town's investment in capital assets for its governmental and business type activities as of June 30, 2017 totaled \$172,714,841 (net of accumulated depreciation and amortization). This investment in capital assets includes land, construction in progress, buildings and improvements, infrastructure, land improvements, and machinery and equipment. The total decrease in the Town's investment in capital assets for the current fiscal year was \$474,977 or 0.3%. This decrease was primarily comprised of depreciation and amortization on capital assets of approximately \$7.6 million, offset by current year capital asset additions of approximately \$7.1 million. Significant capital events during the current fiscal year included the following:

- Outlays for various road and bridge construction projects of approximately \$1.745 million
- Outlays pertaining to Lynn Deming Park project of approximately \$877 thousand
- Outlays pertaining to the synthetic turf field project of approximately \$322 thousand
- Outlays pertaining to the Schaghticoke Middle School roof project of approximately \$1.436 million
- Outlays of leased equipment and vehicles of approximately \$257 thousand
- Outlays for the acquisition of equipment by the Board of Education of approximately \$501 thousand

The following are tables of the investment in capital assets presented for both governmental and business-type activities:

**Capital Assets, Net
June 30, 2017**

	Governmental Activities	Business-type Activities	Total
Land	\$ 16,906,235	\$ 5,000	\$ 16,911,235
Construction in progress	5,343,138	279,333	5,622,471
Buildings and improvements	61,332,072	26,426,463	87,758,535
Infrastructure	38,864,201	7,416,691	46,280,892
Land improvements	523,232	-	523,232
Machinery and equipment	10,088,055	5,530,421	15,618,476
Totals	<u>\$ 133,056,933</u>	<u>\$ 39,657,908</u>	<u>\$ 172,714,841</u>

**Capital Assets, Net
June 30, 2016**

	Governmental Activities	Business-type Activities	Total
Land	\$ 16,778,689	\$ 5,000	\$ 16,783,689
Construction in progress	6,182,727	520,467	6,703,194
Buildings and improvements	57,420,032	27,030,103	84,450,135
Infrastructure	41,173,745	7,637,927	48,811,672
Land improvements	590,404	-	590,404
Machinery and equipment	10,528,719	5,322,005	15,850,724
Totals	<u>\$ 132,674,316</u>	<u>\$ 40,515,502</u>	<u>\$ 173,189,818</u>

Capital Assets (Continued)

The following are tables of the investment in capital assets presented for both governmental and business-type activities:

**Capital Assets, Net
June 30, 2017**

	Governmental Activities	Business-type Activities	Total
Land	\$ 16,906,235	\$ 5,000	\$ 16,911,235
Construction in progress	5,343,138	279,333	5,622,471
Buildings and improvements	61,332,072	26,426,463	87,758,535
Infrastructure	38,864,201	7,416,691	46,280,892
Land improvements	523,232	-	523,232
Machinery and equipment	10,088,055	5,530,421	15,618,476
Totals	<u>\$ 133,056,933</u>	<u>\$ 39,657,908</u>	<u>\$ 172,714,841</u>

**Capital Assets, Net
June 30, 2016**

	Governmental Activities	Business-type Activities	Total
Land	\$ 16,778,689	\$ 5,000	\$ 16,783,689
Construction in progress	6,182,727	520,467	6,703,194
Buildings and improvements	57,420,032	27,030,103	84,450,135
Infrastructure	41,173,745	7,637,927	48,811,672
Land improvements	590,404	-	590,404
Machinery and equipment	10,528,719	5,322,005	15,850,724
Totals	<u>\$ 132,674,316</u>	<u>\$ 40,515,502</u>	<u>\$ 173,189,818</u>

Town of New Milford, Connecticut

Capital Assets, Net

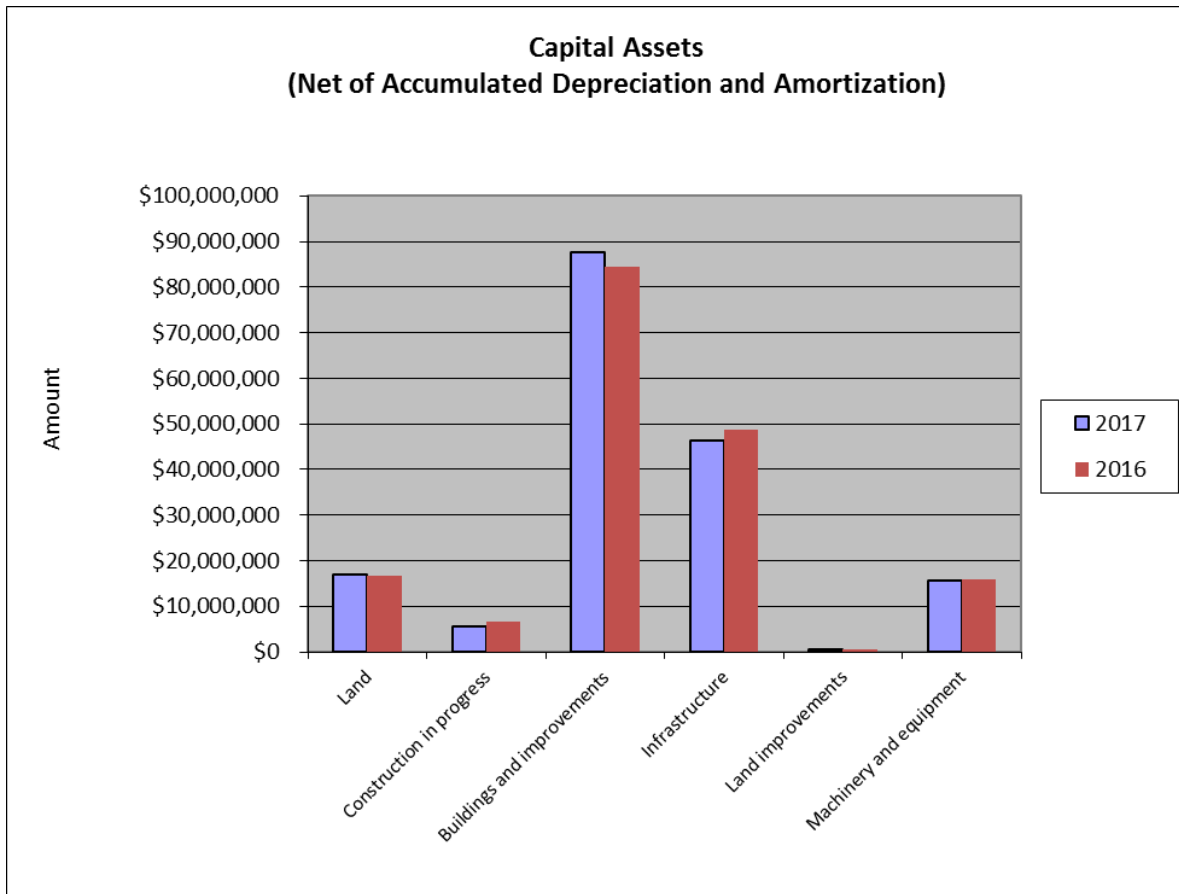
June 30, 2016

	Governmental Activities	Business-type Activities	Total
Land	\$ 16,778,689	\$ 5,000	\$ 16,783,689
Construction in progress	6,182,727	520,467	6,703,194
Buildings and improvements	57,420,032	27,030,103	84,450,135
Infrastructure	41,173,745	7,637,927	48,811,672
Land improvements	590,404	-	590,404
Machinery and equipment	10,528,719	5,322,005	15,850,724
Totals	<u>\$ 132,674,316</u>	<u>\$ 40,515,502</u>	<u>\$ 173,189,818</u>

Capital Assets, Net

June 30, 2015

	Governmental Activities	Business-type Activities	Total
Land	\$ 16,778,689	\$ 5,000	\$ 16,783,689
Construction in progress	359,783	383,262	743,045
Buildings and improvements	59,254,365	27,635,746	86,890,111
Infrastructure	42,764,022	7,824,655	50,588,677
Land improvements	535,713	-	535,713
Machinery and equipment	9,935,145	5,580,294	15,515,439
Totals	<u>\$ 129,627,717</u>	<u>\$ 41,428,957</u>	<u>\$ 171,056,674</u>



Additional information on the Town’s capital assets can be found in Note E of this report.

Debt Administration

At the end of the current fiscal year, the Town had total long-term and short-term bonds and notes payable of \$43,513,356. This entire amount is comprised of debt backed by the full faith and credit of the Town. The Town’s total debt decreased by \$6,003,387 or 12.1% during the current fiscal year.

State statutes limit the amount of general obligation debt the Town may issue to seven times its annual receipts from taxation, as defined by the statutes. The current debt limitation for the Town is \$539,607,635, which is in excess of the Town’s outstanding general obligation debt.

Debt Administration (Continued)

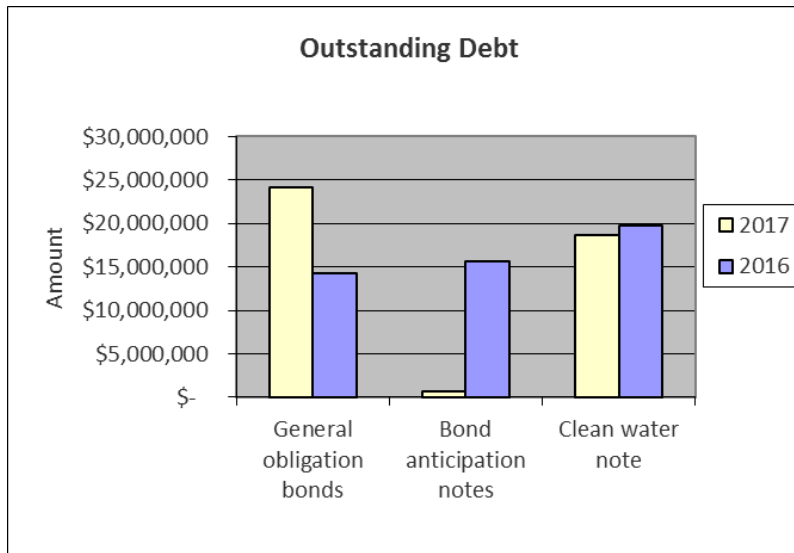
The following are tables of bonded debt as of June 30, 2017 and 2016:

**Bonded Debt
June 30, 2017**

	Governmental Activities	Business-type Activities	Total
General obligation bonds	\$ 20,424,500	\$ 3,770,500	\$ 24,195,000
Bond anticipation notes	630,000	-	630,000
Clean water note	-	18,688,356	18,688,356
Totals	<u>\$ 21,054,500</u>	<u>\$ 22,458,856</u>	<u>\$ 43,513,356</u>

**Bonded Debt
June 30, 2016**

	Governmental Activities	Business-type Activities	Total
General obligation bonds	\$ 12,257,828	\$ 1,947,172	\$ 14,205,000
Bond anticipation notes	15,605,000	-	15,605,000
Clean water note	-	19,706,743	19,706,743
Totals	<u>\$ 27,862,828</u>	<u>\$ 21,653,915</u>	<u>\$ 49,516,743</u>



Additional information on the Town’s long-term debt can be found in Note I and Note J of this report.

Economic Factors and Next Year's Budget and Rates

A summary of key economic factors affecting the Town are as follows:

- Unassigned fund balance of the General Fund totaled \$17,933,848 at June 30, 2017.
- Significant estimates affecting next year's budget that are subject to change in the near term consist of the following:
 - For purposes of calculating property tax revenues for fiscal year 2018, the assessor's grand list was used along with an estimated tax rate, and an estimated rate of collection, with deductions for taxes to be paid by the State on behalf of certain taxpayers.
 - Intergovernmental grants were based on estimates from the State. Connecticut's economy moves in the same general cycle as the national economy, which may affect the amount of intergovernmental revenues the Town will receive in fiscal year 2018 and thereafter.
 - It is unknown how changes in market interest rates will impact real estate activity and related revenues collected by the Town Clerk and the amount of conveyance taxes and interest income.

All of these factors were considered in preparing the Town's budget for fiscal year 2018.

Requests for Information

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the Town's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Office of the Finance Director, New Milford Town Hall, 10 Main Street, New Milford, Connecticut 06776.

Basic Financial Statements

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Town of New Milford, Connecticut (the “Town”) conform to accounting principles generally accepted in the United States of America, as applicable to governmental organizations. The following is a summary of significant accounting policies:

Financial Reporting Entity

The Town of New Milford, Connecticut was originally settled in 1706 and was granted the powers and privileges of a township by the General Assembly of Connecticut in 1712. The current charter in use was approved and has been amended as recently as 2007. The Town operates under a Town Council and Board of Finance form of government and provides the following services as authorized by its charter: public safety, public works, health and welfare, library, culture and recreation, education, and sewers.

Accounting principles generally accepted in the United States of America require that the reporting entity include the primary government and its component units, entities for which the government is considered to be financially accountable, all organizations for which the primary government is financially accountable, and other organizations which by nature and significance of their relationship with the primary government would cause the financial statements to be incomplete or misleading if excluded. Blended component units, although legally separate entities, are in substance, part of the government’s operations and therefore, data from these units are combined with data of the primary government. Based on these criteria, the New Milford Public Library has been included in the Town’s financial statements as a blended component unit.

The New Milford Public Library (“NMPL”) was established in 1898 for the purposes of circulation of library materials to the public. The Town currently subsidizes a portion of the NMPL’s operations within its General Fund budget on an annual basis. NMPL activity is reported as part of the Town’s financial statements within the Library Memorial Trust Fund and Library Expansion Fund, as nonmajor special revenue funds, as well as the Woolsey-Pepper and Egbert Marsh private purpose trust funds.

Government-wide and Fund Financial Statements

Government-wide Financial Statements

The statement of net position and the statement of activities display information about the Town and include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities. Interfund services provided and used are not eliminated in the process of consolidation. The statements are intended to distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported as general revenues.

Fund Financial Statements

The fund financial statements provide information about the Town's funds, including its fiduciary funds. Separate statements for each fund category – governmental, proprietary and fiduciary - are presented. The emphasis of fund financial statements is on major governmental funds and enterprise funds, each displayed in a separate column. All remaining governmental funds and enterprise funds are aggregated and reported as non-major funds.

The Town reports the following major governmental funds:

General Fund - This fund is the Town's primary operating fund. It accounts for all financial resources of the general government, except those accounted for in another fund.

Waste Management Ordinance Fund - This fund is used to account for monies set aside pursuant to a Town ordinance for the acquisition of land and building for public recreation, public education, or public library facilities. In addition, the Town may apply an amount not to exceed 10.0% of the total fund balance available as of July 1 of each fiscal year towards the Town's annual General Fund budget. As such, \$9,129,716 has been presented as restricted for capital purposes pursuant to enabling legislation enacted by the Town. The major source of revenue for this fund is settlement proceeds from certain zoning violations relating to a municipal solid waste facility.

Capital Projects Fund - This fund is used to account for the financial activity of capital projects financed with debt proceeds.

The Town reports the following major proprietary funds:

Water Pollution Control Authority - This fund is used to account for revenues and expenses associated with the sewer collection and processing services for the Town's residences and businesses.

In addition, the Town reports the following proprietary and fiduciary fund types:

Internal Service Fund - This fund accounts for activities that provide goods or services to other funds, departments, or agencies of the Town on a cost-reimbursement basis. The Town utilizes an internal service fund to account for medical self-insurance activities.

Pension and Other Post-Employment Benefits Trust Funds - These funds are used to account for resources held in trust for the members and beneficiaries of the Town's pension plan, which is a defined benefit pension plan, and the other post-employment benefits plan.

Private Purpose Trust Funds - This fund type is used to account for trust arrangements under which principal and income benefit individuals, private organizations, or other governments. There is no requirement that any portion of the resources be preserved as capital.

Agency Funds - These funds are used to account for resources held by the Town in a purely custodial capacity.

Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital lease are reported as other financing sources.

Property taxes and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues in the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received or is available to be received during the period or within the availability period for this revenue source (within 60 days of year-end). All other revenue items are considered to be measurable and available only when the cash is received.

The proprietary, pension trust, other post-employment benefits trust, and private-purpose trust funds are reported using the economic resources measurement focus and the accrual basis of accounting. The agency fund has no measurement focus but utilizes the accrual basis of accounting for reporting its assets and liabilities.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connections with a proprietary fund's principal ongoing operations. The principal operating revenues of the Town's enterprise fund consist of charges to customers for services relating to sewer usage. Operating expenses of the Town's enterprise fund include the cost of operations and maintenance, administrative expenses, and depreciation of capital assets. The principal operating revenues of the Town's internal service fund consist of charges for premiums. Operating expenses of the Town's internal service fund consist of claims incurred and administrative expenses. Revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position/Fund Equity

Cash Equivalents

The Town's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

Investments

Investments are measured by the Town at fair value (generally based on quoted market prices), except for investments in certain external investment pools and insurance contracts as described below.

Investments in certain external investment pools consist of money market mutual funds and the Short-Term Investment Fund (STIF), which is managed by the State of Connecticut Treasurer's Office. Investments in these types of funds, which are permitted to measure their investment holdings at amortized costs, are measured by the Town at the net asset value per share as determined by the fund.

Investments in insurance contracts are measured by the Town at contract value.

Inventories

Inventories are reported at cost using the first-in first-out (FIFO) method, except for USDA donated commodities, which are recorded at market value. Inventories are recorded as expenditures when consumed rather than when purchased.

Property Taxes, Sewer Usage Charges and Sewer Assessment Fees

Property taxes are assessed as of October 1. Real estate and personal property taxes are billed in the following July and are due in two installments, July 1 and January 1. Motor vehicle taxes are billed in July and are due in one installment, July 1, and supplemental motor vehicle taxes are due in full January 1. Taxes become delinquent thirty days after the installment is due. Liens are effective on the assessment date and are continued by filing before the end of the year following the due date. Based on historical collection experience and other factors, the Town has established an allowance for uncollectible taxes and interest as of June 30, 2017 of \$71,000 and \$64,000, respectively.

Upon completion of projects, sewer assessments are levied to users. Once levied, annual assessments are made to users periodically throughout the year, based on the start date of the levy. Usage charges are billed semi-annually. Assessments and user charges are due and payable within 30 days and delinquent amounts are subject to interest at prevailing rates. Liens are filed on all properties until the assessments and usage charges are paid in full. Based on historical collection experience and other factors, an allowance for uncollectible assessments as of June 30, 2017 is not considered necessary.

Capital Assets

Capital assets, which include land, buildings and improvements, improvements other than buildings, machinery and equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements and proprietary fund financial statements. Such assets are recorded at historical cost, or estimated historical cost, when purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of a capital asset or materially extend capital asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred net of interest earned on project specific debt during the construction phase of capital assets of business-type activities and enterprise funds are included as part of the capitalized cost of the assets constructed.

Capital assets of the Town are defined by the following capitalization thresholds:

Asset Category	Capitalization Threshold
Vehicles, Machinery, Equipment	\$ 5,000
Improvements (Examples: Land improvements, Building modifications or additions, parking lot expansion)	20,000
Infrastructure (Examples: New roads, bridges, water lines, etc.)	100,000

Capital assets of the Town are depreciated using the straight-line method over the following estimated useful lives:

Asset Category	Useful Lives
Computer equipment	5
Equipment	5-20
Vehicles	10-20
Sidewalks	20
Minor Building Improvements (e.g. sculptures, signs)	0
Intangible assets (copyrights, patents, etc.)	30-50
Buildings/Maj. Building & Land Improvements:	50-100
Roads, Catch Basins	75

Capital assets acquired under capital lease are amortized over the life of the lease term or estimated useful life of the asset, as applicable.

Unearned Revenue

This liability represents resources that have been received but not yet earned.

Deferred Outflows/Inflows of Resources

Deferred outflows and inflows of resources represent either an acquisition or consumption of net position that applies to a future period(s) and so will not be recognized as an outflow or inflow of resources until that time.

Deferred outflows of resources consist of deferred charges on refunding and deferred pension expenses reported in the government-wide financial statements. Deferred charges on refunding resulted from the difference in the carrying value of refunded debt and its reacquisition price. This amount has been deferred and is being amortized over the life of the related debt. Deferred pension expenses resulted from changes in the net pension liability and is being amortized as a component of pension expense on a systematic and rational basis.

Deferred inflows of resources consist of revenues that are considered unavailable under the modified accrual basis of accounting and deferred pension benefits. Unavailable revenue is reported in the governmental funds financial statements. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. Deferred pension benefits are reported in the government-wide financial statements. Deferred pension benefits resulted from changes in the net pension liability and is being amortized as a reduction of pension expense on a systematic and rational basis.

Compensated Absences

Town employees accumulate vacation and sick leave hours for subsequent use or payment upon termination based upon length of employment. Expenditures for compensated absences are recognized in the governmental fund financial statements in the current year to the extent they are paid during the year, or the vested amount is expected to be paid with available resources. All compensated absences are accrued when incurred in the government-wide, proprietary fund and fiduciary fund financial statements. Expenditures for compensated absences are recognized in the governmental fund financial statements in the current year to the extent they have matured (i.e. due to resignation or retirement).

Long-term Obligations

In the government-wide financial statements and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental funds recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Net Position and Fund Balance

The government-wide statement of net position presents the Town's assets, deferred outflows and inflows of resources and liabilities, with net position as the residual of these other elements. Net position is reported in three categories:

Net investment in capital assets - This component of net position consists of capital assets, net of accumulated depreciation and amortization and reduced by outstanding balances for bonds, notes and other debt that are attributed to the acquisition, construction or improvement of capital assets.

Restricted net position - This component of net position consists of amounts restricted either through external restrictions imposed by creditors, grantors, contributors, and the like, or through restrictions imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position - This component of net position is the net amount of the assets, liabilities, and deferred outflows/inflows of resources which do not meet the definition of the two preceding categories.

The Town's governmental funds report the following fund balance categories:

Nonspendable - Amounts that cannot be spent because they are not in spendable form or they are legally or contractually required to be maintained intact.

Restricted - Constraints are placed on the use of resources that are either externally imposed by creditors, grantors, contributors or laws and regulations of other governments or imposed by law through enabling legislation.

Committed - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Town Council (the highest level of decision making authority of the Town) and cannot be used for any other purpose unless the Town removes or changes the specified use by taking the same formal action.

Assigned - Amounts are constrained by the government's intent to be used for specific purposes, but are not restricted or committed. Amounts may be constrained to be used for a specific purpose by a governing board or body or official that has been delegated authority to assign amounts by the Town Charter.

Unassigned - Residual classification for the General Fund or amounts necessary in other governmental funds to eliminate otherwise negative fund balance amounts in the other four categories.

Net Position Flow Assumption

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g. restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied.

The Town does not have a formal policy over net position. In practice, the Town considers restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Flow Assumption

Sometimes the Town will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied.

The Town does not have a formal policy over the use of fund balance. In accordance with the applicable accounting guidance, when committed, assigned and unassigned resources are available for use, it is assumed that the Town will use committed resources first, then assigned resources and then unassigned resources as they are needed.

Interfund Activities

Interfund activities are reported as follows:

Interfund Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “due to/from other funds” (i.e. the current portion of interfund loans) or “advances to/from other funds” (i.e. the non-current portion of interfund loans). All other outstanding balances between funds are reported as “due to/from other funds”. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances”.

Interfund Services Provided and Used

Sales and purchases of goods and services between funds for a price approximating their external exchange value are reported as revenues and expenditures, or expenses, in the applicable funds.

Interfund Transfers

Interfund transfers represent flows of assets without equivalent flows of assets in return and without a requirement for repayment. In governmental funds, transfers are reported as other financing uses in the funds making transfers and other financing sources in the funds receiving transfers. In proprietary funds, transfers are reported after non-operating revenues and expenses.

Interfund Reimbursements

Interfund reimbursements represent repayments from the funds responsible for particular expenditures or expenses to the funds that initially paid for them.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts and disclosures in the financial statements. Actual results could differ from those estimates.

NOTE B - BUDGETARY INFORMATION AND DEFICIT FUND BALANCES

Budgetary Information

The Town adheres to the following procedures in establishing the budgetary data included in the General Fund financial statements, in accordance with provision of its Town Charter.

The Mayor, with the approval of the Town Council, presents to the Board of Finance an annual budget by the third Tuesday in March. The Board of Finance holds one or more public hearings on the budget by the third Tuesday in April. Within fifteen days of the last public hearing, the Board of Finance approves the budget for submission to the annual Budget Meeting.

The annual Budget Meeting adopts the budget by the second Tuesday in May, which provides for appropriations by major object of the following categories: personal services, contractual services, materials and supplies, fixed charges, capital outlays and revenues other than property taxes to be collected in the ensuing fiscal year.

Expenditures are budgeted by function, department and object. The legal level of budgetary control, the level at which expenditures may not exceed appropriations, is established at the department level.

Transfers of budgeted amounts between departments must be approved by the Board of Finance. Management may transfer amounts between line items within a department. The Board of Finance may approve additional appropriations for a department, provided such additional appropriations do not exceed, in the aggregate in any one year, an amount in excess of 1/5th of one mill per each one thousand dollars of the last completed Grand List. Appropriations in excess of the amount which the Board of Finance may approve must be approved by vote of a Town Meeting. During the year ended June 30, 2017, the Board of Finance and, where required, Town meetings approved additional appropriations from fund balance of \$300,000.

Any portion of an annual appropriation remaining unexpended and unencumbered at the close of the fiscal year lapses unless continued upon recommendation of the Director of Finance and approved by the Board of Finance, except those for Capital Projects Funds. Appropriations for Capital Projects Funds are continued until completion of the applicable projects, which often last more than one fiscal year, but cannot exceed five years.

Formal budgetary integration is employed as a management control device during the year.

The budget is prepared on the modified accrual basis of accounting. Intergovernmental revenues and other reimbursement for certain special education costs are recorded as reductions to expenditures for budgetary purposes and “on-behalf” payments made by the State of Connecticut into the State Teachers’ Retirement System are not recorded for budgetary purposes. Encumbrances are recognized as a valid and proper charge against a budget appropriation in the year in which the purchase order, contract or other commitment is issued and, accordingly, encumbrances outstanding at year-end are reported in budgetary reports as expenditures of the current year.

As described above, accounting principles applied for purposes of developing data on a budgetary basis differ from those used to present financial statements in conformity with accounting principles generally accepted in the United States of America (“GAAP basis”). A reconciliation of General Fund amounts presented on the budgetary basis to amounts presented on the GAAP basis is as follows for the year ended June 30, 2017:

	Total Revenues	Total Expenditures	Other Financing Sources, Net	Net Change in Fund Balance
Budgetary basis	\$ 96,795,111	\$ 96,856,092	\$ 1,887,170	\$ 1,826,189
"On-behalf" payments - State Teachers Retirement Fund (<i>see Note K</i>)	5,740,996	5,740,996	-	-
Changes in encumbrances	-	282,284	-	(282,284)
Cancellation of prior year encumbrances	-	(107,742)	(107,742)	-
Reimbursement for certain costs recorded as a reduction to expenditures for budgetary purposes	1,115,420	1,115,420	-	-
Certain items recorded as transfers for budgetary purposes	-	(2,274,193)	(2,274,193)	-
Volunteer Fire Fund	825	452,655	250,000	(201,830)
Noncash capital lease financing activity	-	245,938	245,938	-
GAAP basis	<u>\$ 103,652,352</u>	<u>\$ 102,311,450</u>	<u>\$ 1,173</u>	<u>\$ 1,342,075</u>

Deficit Fund Balances

The following funds have deficit fund balances as of June 30, 2017, none of which constitutes a violation of statutory provisions:

Fund	Amount
Roads III 12-13 BANS Fund	\$ 630,000
Capital Projects Fund	203,608
STEAP Grants Fund	18,937

The deficits are expected to be eliminated through future revenue sources, transfers from the General Fund and/or proceeds from the issuance of long-term debt.

NOTE C - CASH DEPOSITS AND INVESTMENTS

Cash Deposits

A reconciliation of the Town's cash deposits as of June 30, 2017 is as follows:

Government-wide statement of net position:	
Cash and cash equivalents	\$ 39,787,861
Statement of fiduciary net position:	
Cash and cash equivalents	<u>3,582,014</u>
	43,369,875
Less: cash equivalents considered investments for disclosure purposes	<u>(10,043,005)</u>
	<u>\$ 33,326,870</u>

Custodial Credit Risk

Custodial credit risk is the risk that, in the event of a bank failure, the Town will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The Town does not have a deposit policy for custodial credit risk. As of June 30, 2017, \$33,102,992 of the Town's bank balance of \$34,415,438 was exposed to custodial credit risk as follows:

Uninsured and uncollateralized	\$ 29,792,693
Uninsured and collateralized with securities held by the pledging bank's trust department or agent but not in the Town's name	<u>3,310,299</u>
	<u>\$ 33,102,992</u>

All of the Town's deposits were in qualified public institutions as defined by Connecticut state statute. Under this statute, any bank holding public deposits must at all times maintain, segregated from its other assets, eligible collateral in an amount equal to a certain percentage of its public deposits. The applicable percentage is determined based on the bank's risk-based capital ratio. The amount of public deposits is determined based on either the public deposits reported on the most recent quarterly call report, or the average of the public deposits reported on the four most recent quarterly call reports, whichever is greater. The collateral is kept in the custody of the trust department of either the pledging bank or another bank in the name of the pledging bank.

Investments

A reconciliation of the Town's investments as of June 30, 2017 is as follows:

Government-wide statement of net position:	
Investments	\$ 6,851,013
Statement of fiduciary net position:	
Investments	<u>56,511,904</u>
	63,362,917
Add: cash equivalents considered investments for disclosure purposes	<u>10,043,005</u>
	<u>\$ 73,405,922</u>

NOTE C - CASH DEPOSITS AND INVESTMENTS (Continued)

As of June 30, 2017, the Town’s investments consist of the following:

Investment type	Valuation Basis	Value	Investment Maturities (In Years)		
			Less Than 1	1 to 5	6 to 10
Debt securities:					
Governmental Activities:					
Short-Term Investment Fund	Net asset value	\$ 9,167,238	\$ 9,167,238	\$ -	\$ -
Municipal Bonds	Fair value	2,019,044	-	1,373,057	645,987
U.S. Agency Securities	Fair value	2,890,531	199,426	1,488,654	1,202,451
Business-Type Activities:					
Short-Term Investment Fund	Net asset value	818,006	818,006	-	-
Fiduciary:					
Money market mutual funds	Net asset value	57,761	57,761	-	-
Corporate bonds	Fair value	234,987	65,020	149,888	20,079
		<u>15,187,567</u>	<u>\$ 10,307,451</u>	<u>\$ 3,011,599</u>	<u>\$ 1,868,517</u>
Other investments:					
Governmental Activities:					
Mutual funds	Fair value	1,941,438			
Fiduciary:					
Mutual Funds	Fair value	971,044			
Common stock	Fair value	32,702			
Insurance contracts	Contract value	55,273,171			
		<u>\$ 73,405,922</u>			

The Town’s investments in debt securities, whose ratings are required to be disclosed, were rated by Standard & Poor’s as follows:

	AAA	AA	A	BBB	Unrated
Debt Securities:					
Governmental Activities:					
Short-Term Investment Fund	\$ 9,167,238	\$ -	\$ -	\$ -	\$ -
Municipal Bonds	1,334,042	527,392	157,610	-	-
U.S. Agency Securities	2,890,531	-	-	-	-
Business Type Activities					
Short-Term Investment Fund	818,006	-	-	-	-
Fiduciary Funds:					
Money market mutual funds	-	-	-	-	57,761
Corporate Bonds	10,372	-	91,816	132,799	-

Interest Rate Risk

The Town does not have a formal investment policy that limits Town investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, its practice is to structure the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools.

Credit Risk

The Town has no investment policy that would further limit its investment choices beyond those limited by Connecticut state statutes. Connecticut state statutes permit the Town to invest in obligations of the United States, including its instrumentalities and agencies; in obligations of any state or of any political subdivision, authority or agency thereof, provided such obligations are rated within one of the top two rating categories of any recognized rating service; or in obligations of the State of Connecticut or of any political subdivision thereof, provided such obligations are rated within one of the top three rating categories of any recognized rating service.

The Town's investments in debt securities, whose ratings are required to be disclosed, were rated by Standard & Poor's as presented above.

Custodial Credit Risk

For an investment, custodial credit risk is the risk that, in the event of the failure of a counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Town's investments in external investment pools, mutual funds and insurance contracts are not evidenced by securities and are therefore not exposed to custodial credit risk. The Town's investments in corporate bonds and common stock are held in book entry form in the name of the Town and are therefore also not exposed to custodial credit risk.

Concentrations of Credit Risk

The Town places no limit on the amount of investment in any one issuer. As of June 30, 2017, more than 10% of the Town's investments were invested in the following:

<u>Issuer</u>	<u>Investment</u>	<u>Value</u>	<u>% of Investments</u>
Governmental Activities:			
State of CT Treasurer	Short-Term Investment Fund	\$ 9,167,238	57.2%
Business Type Activities:			
State of CT Treasurer	Short-Term Investment Fund	818,006	100.0%
Fiduciary:			
Principal Financial Group	Bond Market Index Separate Account-R6	5,720,699	10.1%
Principal Financial Group	Large Cap Growth I Separate Account-R6	6,766,760	12.0%
Principal Financial Group	Core Plus Bond Separate Account-R6	17,402,979	30.8%

NOTE D - FAIR VALUE MEASUREMENTS

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants, as of the measurement date. Authoritative guidance establishes a hierarchy of valuation techniques based upon whether the inputs to those valuation techniques reflect assumptions other market participants would use based upon market data obtained from independent sources (also referred to as observable inputs). The Town classifies its assets and liabilities measured at fair value into Level 1 (securities valued using quoted prices from active markets for identical assets), Level 2 (securities not traded on an active market for which market inputs are observable, either directly or indirectly, and Level 3 (securities valued based on unobservable inputs). Assets and liabilities are classified in their entirety based on the lowest level of input that is significant to the fair value measurement.

The Town's financial assets that are accounted for at fair value on a recurring basis as of June 30, 2017, by level within the fair value hierarchy are presented in the table below.

Financial Assets Measured at Fair Value	Active Market (Level 1)	Inputs (Level 2)	Inputs (Level 3)
Governmental Activities:			
Municipal Bonds	\$ -	\$ 2,019,044	\$ -
U.S. Agency Securities	-	2,890,531	-
Mutual Funds	1,941,438	-	-
Fiduciary Funds:			
Corporate Bonds	-	234,987	-
Mutual Funds	971,044	-	-
Common stock	32,702	-	-

NOTE E - CAPITAL ASSETS

Capital asset activity for governmental activities for the year ended June 30, 2017 consisted of the following:

	Beginning Balance	Increases	Decreases	Transfers	Ending Balance
Governmental Activities					
Capital assets, not being depreciated:					
Land	\$ 16,778,689	\$ 127,546	\$ -	\$ -	\$ 16,906,235
Construction in progress	6,182,727	5,453,671	-	(6,293,260)	5,343,138
Total capital assets, not being depreciated	<u>22,961,416</u>	<u>5,581,217</u>	<u>-</u>	<u>(6,293,260)</u>	<u>22,249,373</u>
Capital assets, being depreciated:					
Buildings and improvements	93,780,729	-	(37,338)	6,293,260	100,036,651
Infrastructure	108,158,480	-	-	-	108,158,480
Land improvements	983,234	-	(3,264)	-	979,970
Machinery and equipment	20,549,374	1,229,064	(1,794,877)	-	19,983,561
Total capital assets, being depreciated	<u>223,471,817</u>	<u>1,229,064</u>	<u>(1,835,479)</u>	<u>6,293,260</u>	<u>229,158,662</u>
Less accumulated depreciation and amortization for:					
Buildings and improvements	36,360,697	2,370,034	(26,152)	-	38,704,579
Infrastructure	66,984,735	2,309,544	-	-	69,294,279
Land improvements	392,830	66,338	(2,430)	-	456,738
Machinery and equipment	10,020,655	1,638,399	(1,763,548)	-	9,895,506
Total accumulated depreciation and amortization	<u>113,758,917</u>	<u>6,384,315</u>	<u>(1,792,130)</u>	<u>-</u>	<u>118,351,102</u>
Total capital assets, being depreciated, net	<u>109,712,900</u>	<u>(5,155,251)</u>	<u>(43,349)</u>	<u>6,293,260</u>	<u>110,807,560</u>
Governmental activities capital assets, net	<u>\$ 132,674,316</u>	<u>\$ 425,966</u>	<u>\$ (43,349)</u>	<u>\$ -</u>	<u>\$ 133,056,933</u>

Depreciation and amortization expense was charged to functions of the Town as follows:

Governmental Activities:	
General government	\$ 289,767
Public safety	483,933
Public works	2,982,779
Health and welfare	38,390
Culture and recreation	65,685
Education	<u>2,523,761</u>
Total depreciation and amortization expense - governmental activities	<u>\$ 6,384,315</u>

Capital asset activity for business-type activities for the year ended June 30, 2017 consisted of the following:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Transfers</u>	<u>Ending Balance</u>
Business-type Activities					
Capital assets, not being depreciated:					
Land	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Construction in progress	520,467	275,173	-	(516,307)	279,333
Total capital assets, not being depreciated	<u>525,467</u>	<u>275,173</u>	<u>-</u>	<u>(516,307)</u>	<u>284,333</u>
Capital assets, being depreciated:					
Buildings and improvements	29,571,006	-	-	-	29,571,006
Infrastructure	10,466,573	-	-	-	10,466,573
Machinery and equipment	8,085,416	44,140	-	516,307	8,645,863
Total capital assets, being depreciated	<u>48,122,995</u>	<u>44,140</u>	<u>-</u>	<u>516,307</u>	<u>48,683,442</u>
Less accumulated depreciation and amortization for:					
Buildings and improvements	2,540,903	603,640	-	-	3,144,543
Infrastructure	2,828,646	221,236	-	-	3,049,882
Machinery and equipment	2,763,411	352,031	-	-	3,115,442
Total accumulated depreciation and amortization	<u>8,132,960</u>	<u>1,176,907</u>	<u>-</u>	<u>-</u>	<u>9,309,867</u>
Total capital assets, being depreciated, net	<u>39,990,035</u>	<u>(1,132,767)</u>	<u>-</u>	<u>516,307</u>	<u>39,373,575</u>
Business-type activities capital assets, net	<u>\$ 40,515,502</u>	<u>\$ (857,594)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 39,657,908</u>

NOTE F - SETTLEMENT RECEIVABLE

The Town executed a twenty-four year settlement agreement dated September 21, 1998 in the amount of \$43,100,000 in connection with certain zoning violations relating to a municipal solid waste facility. Annual installments are due to the Town in various amounts, as stipulated in the settlement agreement. The balance of the settlement receivable as of June 30, 2017 totaled \$16,200,000. Future annual installments collectible under the settlement agreement are as follows as of June 30, 2017:

Year ending	
June 30:	Amount
2018	\$ 2,700,000
2019	2,700,000
2020	2,700,000
2021	2,700,000
2022	2,700,000
2023	2,700,000
	<u>\$ 16,200,000</u>

NOTE G - INTERFUND RECEIVABLES AND PAYABLES

Interfund receivable and payable balances at June 30, 2017 are as follows:

Receivable Fund	Payable Fund	Amount
Governmental Funds:		
General Fund	Water Pollution Control Authority	\$ 1,965,394
	Capital Projects Fund	121,254
	Other Governmental Funds	1,742,056
		<u>3,828,704</u>
Other Governmental Funds	General Fund	7,200
	Other Governmental Funds	25,676
		<u>32,876</u>
		<u>\$ 3,861,580</u>

Except as disclosed below, the above balances resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made. The General Fund has previously advanced funds to the Water Pollution Control Authority to fund bond principal and interest payments. The Town intends to liquidate the amounts due to the General Fund through future revenues collected by the Water Pollution Control Authority. It is anticipated that a portion of the balance due to the General Fund from the Water Pollution Control Authority will not be repaid within one year and, therefore, an amount of \$1,965,394 has been presented as an advance as of June 30, 2017.

NOTE H - INTERFUND TRANSFERS

Interfund transfers for the year ended June 30, 2017 consisted of the following:

Transfers In	Transfers Out	Amount
Governmental Funds		
General Fund	Waste Management Ordinance Fund	\$ 950,000
	Other Governmental Funds	825,929
		<u>1,775,929</u>
Capital Projects Funds	Waste Management Ordinance Fund	<u>282,156</u>
Other Governmental Funds	General Fund	2,777,596
	Other Governmental Funds	236,065
		<u>3,013,661</u>
		<u>\$ 5,071,746</u>
Business Type Activities Funds:		
Water Pollution Control Authority	General Fund	<u>\$ 491,817</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and (2) move unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

NOTE I - BOND ANTICIPATION NOTES PAYABLE

In July 2016, the Town retired a portion of the \$15,605,000 in previously outstanding bond anticipation notes and refinanced the remaining portion through the issuance of \$14,570,000 in bond anticipation notes. In April 2017, the Town retired a portion of the \$14,570,000 in bond anticipation notes through the issuance of general obligation bonds and refinanced the remaining portion through the issuance of \$630,000 in bond anticipation notes. The \$630,000 in bond anticipation notes matured in July 2017 (*See Note Q*). The purposes of the notes were to provide short-term financing to fund authorized capital projects.

The following is a summary of terms and changes in short-term debt for the year ended June 30, 2017:

	Interest Rates	Maturity Date	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities						
Bond anticipation notes payable	1.00%	July 2016	\$ 15,605,000	\$ -	\$ (15,605,000)	\$ -
Bond anticipation notes payable	1.00%	April 2017	-	14,570,000	(14,570,000)	-
Bond anticipation notes payable	1.70%	July 2017	-	630,000	-	630,000
			<u>\$ 15,605,000</u>	<u>\$ 15,200,000</u>	<u>\$ (30,175,000)</u>	<u>\$ 630,000</u>

NOTE J - LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2017:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Governmental Activities					
Bonds payable:					
General obligation bonds	\$ 12,257,828	\$ 11,840,000	\$ (3,673,328)	\$ 20,424,500	\$ 3,393,500
Unamortized premium	626,095	1,115,255	(96,502)	1,644,848	-
Total bonds payable	<u>12,883,923</u>	<u>12,955,255</u>	<u>(3,769,830)</u>	<u>22,069,348</u>	<u>3,393,500</u>
Other liabilities:					
Capital leases	2,048,033	245,938	(827,733)	1,466,238	642,698
Compensated absences	912,927	897,222	(738,823)	1,071,326	1,071,326
Pollution remediation obligation	1,654,041	-	(1,654,041)	-	-
Net pension liability	17,800,009	-	(3,503,665)	14,296,344	-
Net OPEB obligation	<u>2,891,000</u>	<u>645,030</u>	<u>-</u>	<u>3,536,030</u>	<u>-</u>
	<u>\$ 38,189,933</u>	<u>\$ 14,743,445</u>	<u>\$ (10,494,092)</u>	<u>\$ 42,439,286</u>	<u>\$ 5,107,524</u>
Business-type Activities					
Bonds payable:					
General obligation bonds	\$ 1,947,172	\$ 2,100,000	\$ (276,672)	\$ 3,770,500	\$ 366,500
Other liabilities:					
Notes payable	19,706,743	-	(1,018,387)	18,688,356	1,038,943
Net pension liability	<u>741,667</u>	<u>-</u>	<u>(380,217)</u>	<u>361,450</u>	<u>-</u>
	<u>\$ 22,395,582</u>	<u>\$ 2,100,000</u>	<u>\$ (1,675,276)</u>	<u>\$ 22,820,306</u>	<u>\$ 1,405,443</u>

Long-term liabilities above typically have been liquidated by the General Fund for governmental activities and the Water Pollution Control Authority for business-type activities.

General Obligation Bonds and Notes Payable

A summary of general obligation bonds and note payable outstanding at June 30, 2017 is as follows:

<u>Purpose of Bonds</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Interest Rates</u>	<u>Maturity Date</u>	<u>Amount Outstanding</u>
Governmental Activities					
Bonds Payable					
General Obligation Bonds	2004	6,472,120	2.0% - 5.0%	2020	\$ 1,939,500
General Obligation Bonds	2008	16,963,000	4.0% - 5.0%	2028	4,205,000
General Obligation Bonds	2010	3,865,000	2.0% - 4.0%	2031	2,440,000
General Obligation Bonds	2017	11,840,000	3.0% - 5.0%	2037	11,840,000
					<u>\$ 20,424,500</u>
Business-type Activities					
Bonds Payable					
General Obligation Bonds	2004	4,630,000	2.0% - 5.0%	2024	\$ 1,620,500
General Obligation Bonds	2008	242,000	4.0% - 5.0%	2019	50,000
General Obligation Bonds	2017	2,100,000	3.0% - 5.0%	2037	2,100,000
					<u>3,770,500</u>
Notes Payable					
State of Connecticut Clean Water Fund	2013	22,165,429	2.0%	2033	18,688,356
					<u>\$ 22,458,856</u>

Annual debt service requirements to maturity on general obligation bonds and the notes payable are as follows as of June 30, 2017:

<u>Year ending</u> <u>June 30:</u>	<u>Governmental Activities</u>		
	<u>Bonds Payable</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 3,393,500	\$ 760,539	\$ 4,154,039
2019	3,328,500	634,532	3,963,032
2020	1,853,500	526,761	2,380,261
2021	1,348,500	445,739	1,794,239
2022	1,263,500	386,050	1,649,550
2023-2027	6,112,000	1,109,950	7,221,950
2028-2032	2,500,000	302,410	2,802,410
2033-2037	625,000	58,906	683,906
	<u>\$ 20,424,500</u>	<u>\$ 4,224,887</u>	<u>\$ 24,649,387</u>

Year ending June 30:	Business-type Activities				
	Bonds Payable		Notes Payable		Total
	Principal	Interest	Principal	Interest	
2018	\$ 366,500	\$ 142,217	\$ 1,038,943	\$ 364,278	\$ 1,911,938
2019	361,500	130,271	1,059,913	343,307	1,894,991
2020	336,500	116,186	1,081,307	321,914	1,855,907
2021	336,500	101,444	1,103,132	300,088	1,841,164
2022	336,500	86,471	1,125,398	277,822	1,826,191
2023-2027	1,018,000	239,911	5,977,033	1,039,070	8,274,014
2028-2032	725,000	108,750	6,605,094	411,010	7,849,854
2033-2037	290,000	13,050	697,536	4,075	1,004,661
	<u>\$ 3,770,500</u>	<u>\$ 938,300</u>	<u>\$ 18,688,356</u>	<u>\$ 3,061,564</u>	<u>\$ 26,458,720</u>

School Bond Reimbursements

The State of Connecticut reimburses the Town for eligible school bond principal and interest costs. The amount of reimbursement for the year ended June 30, 2017 was \$1,118,072. Additional reimbursements of principal and interest aggregating \$659,098 and \$34,332, respectively, are expected to be received through the applicable bonds' maturity dates. The Town has recorded a receivable relating to the principal portion of these payments in the accompanying statement of net position. Remaining amounts will be realized by the Town through fiscal year 2020.

Legal Debt Limit

Connecticut General Statutes Section 7-374(b) provides that debt of the Town shall not exceed seven times base receipts, as defined in the Statute. Further, the Statute limits the amount of debt that may be authorized by the Town for general purposes, schools, sewers, urban renewal and pension deficit. The Town did not exceed any of the statutory debt limitations at June 30, 2017.

Capital Leases

A summary of assets acquired through capital leases is as follows as of June 30, 2017:

	Governmental Activities
Equipment	\$ 4,600,482
Less: accumulated amortization	1,283,848
	<u>\$ 3,316,634</u>

Amortization expense relative to leased property under capital leases totaled \$391,387 for the year ended June 30, 2017 and is included in depreciation and amortization expense disclosed in Note E.

Future minimum lease obligations and the net present value of the minimum lease payments as of June 30, 2017 is as follows:

	Governmental Activities
Year Ending June 30:	
2018	\$ 667,725
2019	358,053
2020	125,127
2021	116,066
2022	116,066
Thereafter	116,066
Total minimum lease payments	<u>1,499,103</u>
Less: amount representing interest	<u>32,865</u>
Present value of minimum lease payments	<u><u>\$ 1,466,238</u></u>

NOTE K - EMPLOYEE RETIREMENT PLANS

Pension Trust Fund

Plan Description

Plan administration - The Town sponsors and administers the Town of New Milford Pension Plan (the “Plan”) which is a single employer, contributory, defined benefit plan. The Plan covers substantially all full time employees of the Town and Board of Education personnel other than certified teachers, who are covered under the State Teachers’ Retirement System. The Plan is administered by the Town Finance Director. Plan benefits and contribution requirements are established by the plan document.

Plan membership - All full time employees eligible to participate in the plan become a plan participant with their date of hire. Membership of the Plan consisted of the following as of June 30, 2017:

Retirees and beneficiaries receiving benefits	237
Terminated plan members entitled to but not yet receiving benefits	107
Active plan members	<u>404</u>
	<u><u>748</u></u>

Benefits provided - The Plan provides retirement, death and disability benefits to all eligible members. Benefit provisions are established and may be amended by the Town Council and vary by class of employees covered, per terms of the Plan agreement. The following is a summary of the provisions for each type of class covered:

Non-union employees: All full time regular employees are eligible for participation in the Plan and become fully vested in the Plan upon completion of 10 years of service. The normal retirement benefit is calculated as 1.6% (for general government employees and library employees), 2.0% (for sewer employees) and 1.33% (for Board of Education employees) of the participant's highest average annual compensation in the five years during the last ten years of service, multiplied by the number of years of service. The normal retirement age is the earlier of age 65 with 5 years of service or the attainment of age 60 and age plus service equals or exceeds 85. Employees are eligible for early retirement (within ten years of the normal retirement date but not earlier than age 55). Benefits are reduced by 0.5% per month for each month that the early retirement date precedes the normal retirement date.

Teamsters: All full time regular employees are eligible for participation in the Plan and become fully vested in the Plan upon completion of 10 years of service. The normal retirement benefit is calculated as 1.8% (amended in 2007 from 1.7%) of the participant's highest average annual compensation in the three years during the last ten years of service, multiplied by the number of years of service. The normal retirement age is the earlier of age 65 with 5 years of service or age plus service equals or exceeds 84, regardless of age. Employees are eligible for early retirement (within ten years of the normal retirement date but not earlier than age 55). Benefits are reduced by 0.5% per month for each month that the early retirement date precedes the normal retirement date.

AFSCME: All full time regular employees are eligible for participation in the Plan and become fully vested in the Plan upon completion of 10 years of service. The normal retirement benefit is calculated as 1.6% of the participant's highest average annual compensation in the three years during the last ten years of service, multiplied by the number of years of service. The normal retirement age is the earlier of age 65 with 5 years of service or the attainment of age 60 and age plus service equals or exceeds 84. Employees are eligible for early retirement (within ten years of the normal retirement date but not earlier than age 55). Benefits are reduced by 0.5% per month for each month that the early retirement date precedes the normal retirement date.

Police: All full time regular employees are eligible for participation in the Plan and become fully vested in the Plan upon the completion of 10 years of service. The normal retirement benefit is calculated as 2.5% (amended during 2007 from 2.25%) of the participant's highest average annual compensation in the three years during the last five years of service, multiplied by the number of years of service, up to a 30 year maximum, plus 1.0% of the participant's highest average annual compensation in the three years during the last five years of service, multiplied by the number of years of service, up to a 35 year maximum. The normal retirement age is the earlier of age 55 with 5 years of service or the completion of 25 years of service.

Contributions - The contribution requirements of plan members and the Town are established and may be amended by the Town Council. The employer's contributions were based on normal cost and an amortization of the unfunded actuarial accrued liability. The Town's actuary determines annual employer contributions to the plan. Employee contribution requirements vary by class of employees covered, per terms of the Plan agreement. The following is a summary of the contribution requirements for each type of class covered:

Non-union employees: Employees are not required to contribute to the plan.

Teamsters: Employees are required to contribute 2% of compensation under a salary reduction agreement to the Plan.

AFSCME: Employees are required to contribute 2% of compensation under a salary reduction agreement to the Plan.

Police: Employees are required to contribute 6% of compensation to the Plan, until 35 years of service is attained, at which point, contributions are not required. There are no early retirement provisions.

Summary of Significant Accounting Policies

Accounting Policies - The Plan is accounted for using the accrual basis of accounting. Plan member contributions are recognized in the period in which the contributions are due. Employer contributions to the Plan are recognized when due and the employer has made a formal commitment to provide contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of the Plan.

Investments - Investments consists of insurance contracts and are measured by the Town at contract value.

Concentrations - As of June 30, 2017, 100% of the Town Plan's investments were invested in insurance contracts issued by the Principal Financial Group.

Rate of return - For the year ended June 30, 2017, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was approximately 9.52%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Net Pension Liability

The components of the Town's net pension liability of the Town Plan at June 30, 2017, were as follows:

Total pension liability	\$ 69,930,965
Plan fiduciary net position	55,273,171
Net pension liability	<u>\$ 14,657,794</u>
Plan fiduciary net position as a percentage of the total pension liability	79.04%

The components of the change in the net pension liability of the Town Plan for the year ended June 30, 2017, were as follows:

	Increase (Decrease)		
	Total Pension	Plan Fiduciary	Net Pension
	Liability (a)	Net Position (b)	Liability (a) - (b)
Balance as of June 30, 2016	\$ 69,030,772	\$ 50,489,096	\$ 18,541,676
Changes for the year:			
Service cost	1,405,712	-	1,405,712
Interest	4,850,343	-	4,850,343
Differences between expected and actual experience	(1,691,087)	-	(1,691,087)
Change in assumption	(728,055)	-	(728,055)
Contributions - employer	-	2,746,760	(2,746,760)
Contributions - employee	-	320,558	(320,558)
Net investment income	-	4,689,567	(4,689,567)
Benefit payments, including refunds	(2,936,720)	(2,936,720)	-
Administrative expense	-	(36,090)	36,090
Net changes	<u>900,193</u>	<u>4,784,075</u>	<u>(3,883,882)</u>
Balance as of June 30, 2017	<u>\$ 69,930,965</u>	<u>\$ 55,273,171</u>	<u>\$ 14,657,794</u>

The Town's net pension liability has been allocated between its governmental and business-type activities based on the proportionate share of contributions made to the plan.

Actuarial assumptions - The total pension liability for the Town Plan was determined by an actuarial valuation as of July 1, 2016, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.00%
Salary increases	2.50%
Investment rate of return, including inflation	7.50%
Discount rate	7.50%

The long-term expected rate of return on the Town Plan's investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the Town Plan's target asset allocation as of June 30, 2017 are summarized in the following table:

<u>Asset Class</u>	<u>Asset Allocation</u>	<u>Target Allocation</u>	<u>Long-term Expected Real Rate of Return</u>
Domestic Equity	33.38%	31.50%	8.19%
International Equity	11.70%	10.50%	4.42%
Fixed Income	52.88%	50.00%	6.20%
Real Estate / Other	2.04%	8.00%	Unavailable

Discount rate - The discount rate used to measure the total pension liability of the Town Plan was 7.50%. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that the Town contributes at rates equal to the actuarially determined contribution rates. For this purpose, only employer contributions that are intended to fund benefits of current plan members and their beneficiaries are included. Projected employer contributions that are intended to fund the service costs of future plan members and their beneficiaries, as well as projected contributions from future plan members, are not included. Based on those assumptions, the Town Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the net pension liability to changes in the discount rate - The following presents the net pension liability of the Town Plan, calculated using the discount rate of 7.50% as well as what the Town Plan's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current rate:

	<u>1% Decrease (6.5%)</u>	<u>Current Discount (7.5%)</u>	<u>1% Increase (8.5%)</u>
Town Plan's net pension liability as of June 30, 2017	\$ 22,687,774	\$ 14,657,794	\$ 7,922,461

Pension Expense and Deferred Outflows/Inflows of Resources

For the year ended June 30, 2017, the Town recognized pension expense related to the Town Plan of \$2,684,972. At June 30, 2017, the Town reported deferred outflows and inflows of resources related to the Town Plan from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Net Deferred Outflows (Inflows) of Resources</u>
Difference between expected and actual experience	\$ 187,739	\$ (1,727,931)	\$ (1,540,192)
Changes of assumptions and demographics	2,570,593	(591,562)	1,979,031
Difference between projected and actual earnings on plan investments	2,419,329	(1,560,396)	858,933
Total	<u>\$ 5,177,661</u>	<u>\$ (3,879,889)</u>	<u>\$ 1,297,772</u>

Amounts reported as deferred outflows and inflows of resources related to the Town Plan will be recognized as a component of pension expense in future years as follows:

Year ended June 30,	Amortization Pension Expense
2018	\$ 296,996
2019	972,625
2020	611,954
2021	(407,753)
2022	(168,230)
Thereafter	(7,820)
	<u>\$ 1,297,772</u>

State of Connecticut Teachers’ Retirement System

The faculty and professional personnel of the Town’s Board of Education participate in the Teachers’ Retirement System (“TRS”), which is a cost-sharing multiple-employer defined benefit pension plan established under Chapter 167a of the Connecticut General Statutes. The TRS is administered by the Connecticut State Teachers’ Retirement Board (the “Board”) and is included as a fiduciary pension trust fund in the State of Connecticut’s basic financial statements.

Plan benefits, cost-of-living allowances, required contributions of plan members and the State, and other plan provisions are described in Sections 10-183b to 10-183ss of the Connecticut General Statutes. The plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to plan members and their beneficiaries.

The contribution requirements of plan members and the State are established and may be amended by the State legislature. In accordance with Section 10-183z of the General Statutes, the Town does not and is not legally responsible to contribute to the plan as a special funding situation exists that requires the State to contribute one hundred percent of employer’s contributions on-behalf of its participating municipalities at an actuarially determined rate. Plan members are currently required to contribute 7.25% of their annual earnings to the plan. After five years of service, teachers are fully vested in their own contributions. After ten years of service, teachers are fully vested in the monthly pension benefit which is payable at the age of sixty.

The Town has recognized on-behalf payments of \$5,740,996 made by the State of Connecticut into the plan as intergovernmental revenues, and related expenditures of the General Fund in the accompanying statement of revenues, expenditures and changes in fund balances of the governmental funds.

Administrative costs of the plan are funded by the State.

The total estimated net pension liability of the TRS as of June 30, 2016 was \$14.245 billion, the most recent available reporting provided by the Board. The portion that was associated with the

Town totaled approximately \$83.828 million or approximately 0.588% of the total estimated net pension liability. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2016. The portion of the net pension liability associated with the Town was based on a projection of the long-term share of contributions to the plan related to the Town relative to the projected contributions of all participating employers, actuarially determined.

The total pension liability as of June 30, 2016, was determined using the following actuarial assumptions, applied to all periods in the measurement:

Inflation	2.75%
Salary increases	3.25% - 6.50% (includes inflation)
Investment rate of return	8.00% (includes inflation)
Cost of living adjustments:	
Retirements prior to 9/1/1992	3.00%
Retirements on or after 9/1/1992	2.00%

For healthy retirees and beneficiaries, mortality rates were based on the RPH-2014 White Collar table with employee and annuitant rates blended from ages 50 to 80, projected to the year 2020 using the BB improvement scale.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Large Cap U.S. Equities	21.0%	5.80%
Developed Non-U.S. Equities	18.0%	6.60%
Fixed Income (Core)	7.0%	1.30%
Private Equity	11.0%	7.60%
Emerging Markets (Non-U.S.)	9.0%	8.30%
Alternative Investments	8.0%	4.10%
Inflation Linked Bonds	3.0%	1.00%
Cash	6.0%	0.40%
Real Estate	7.0%	5.10%
Emerging Market Bonds	5.0%	3.70%
High Yield Bonds	5.0%	3.90%
	<u>100.0%</u>	

The discount rate used to measure the total pension liability was 8.0%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made

at the current contribution rate and that State contributions will be made at the actuarially determined rates in future years. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The following presents the Town’s proportionate share of the net pension liability calculated using the discount rate of 8.0%, as well as what the Town’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower (7.0%) or 1-percentage-point higher (9.0%) than the current rate:

	1% Decrease (7.00%)	Current Discount (8.00%)	1% Increase (9.00%)
Proportionate share of the net pension liability attributed to the Town	\$ 103,420,292	\$ 83,828,035	\$ 67,265,864

Detailed information about the plan’s fiduciary net position is included in the State of Connecticut’s basic financial statements.

Deferred Compensation Plan

The Town offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The deferred compensation is not available to participants until termination, retirement, death, or unforeseeable emergency.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property or rights are held in trust for the exclusive benefit of the plan participants and their beneficiaries. In addition, the Town has no liability for losses under the plan. Therefore, the accounts of the deferred compensation plan are not reported in the basic financial statements of the Town.

NOTE L - AWARDS PROGRAM

The Town, in collaboration with the volunteer firefighters and ambulance organizations that serve the Town, has established a revocable trust fund (the “Firefighters Reward Program Fund”) to accumulate awards for the benefit of the organizations’ members. Members generally become eligible to participate in the awards program upon completion of one year of continuous service. The contribution requirements of the Town are established and may be amended by the Boards governing each organization, with approval by the Town Council. The Town generally contributes \$300 annually to the fund on-behalf of each active participant. Participants become fully vested in the awards program upon completion of 10 years of service, upon death or upon becoming disabled. The Town finance director serves as the administrator of the awards program and, accordingly, the Town has reported the Firefighters Reward Program Fund as an agency fund in the accompanying financial statements. During the year ended June 30, 2017, the Town contributed \$43,800 to the fund for awards earned by participants for the fiscal 2016 service year.

NOTE M - OTHER POST-EMPLOYMENT BENEFITS (OPEB)

Plan Description

The Town administers an Other Post-Employment Benefits Plan (the “OPEB Plan”), which is a single-employer defined benefit healthcare plan. The OPEB Plan provides healthcare insurance benefits for eligible retirees and their spouses through the Town’s group health insurance plan, which covers both active and retired members, as well as certain life insurance benefits. Benefit provisions are established through negotiations between the Town and the unions representing Town employees and are renegotiated each bargaining period. The OPEB Plan is considered to be part of the Town’s financial reporting entity. The OPEB Plan does not issue a publicly available financial report and is not included in the financial statements of another entity.

Plan Membership

At June 30, 2017, plan membership consisted of the following:

	<u>Police</u>	<u>Teachers</u>	<u>Total</u>
Current retirees, beneficiaries, and dependents	21	74	95
Current active participants	39	311	350
	<u>60</u>	<u>385</u>	<u>445</u>

Plan Provisions

Contribution requirements of the plan members and the Town are established through negotiations between the Town and the unions. Retired program members and beneficiaries currently receiving benefits are required to contribute specified amounts monthly towards the cost of health insurance premiums. Currently, the Town contributes the following for various classes of employees covered:

Board of Education Teachers: Teachers retiring under the Connecticut State Teachers Retirement system are eligible to receive health benefits for self and spouse. Normal retirement for teachers is the earlier of age 60 with 20 years of services, or completion of 35 years of service regardless of age. Individuals receiving benefits contribute 100% of their premium costs.

Police: Police Officers who retire under the Town’s pension plan with at least 25 years of service, shall be eligible to continue receiving health benefits for self and spouse. All retirees under the age of 65 are required to contribute 100% of their premium costs. Individuals receiving benefits contribute 10% of their premium costs.

Funding Policy

Contribution requirements of the plan members and the Town are established in the provisions of the program and in accordance with the General Statutes of the State of Connecticut. The Town is funding these benefits in an Other Post-Employment Benefits Trust Fund.

Summary of Significant Accounting Policies

The OPEB Plan is accounted for using the accrual basis of accounting. Employer contributions to the OPEB Plan are recognized when due and the employer has made a formal commitment to provide contributions. Benefits and refunds are recognized when due and payable.

Investments - Investments are measured at fair value, except for investments in money market mutual funds which are permitted to be measured at net asset value.

Rate of return - For the year ended June 30, 2017 the annual money-weighted rate of return on pension plan investments, net of pension plan investment expenses, was 0.54%. The money-weighted rate of return expresses investment performance, net of investment expense adjusted for the changing amounts actually invested.

Administrative costs of the Plan are generally financed through investment earnings.

Annual OPEB Cost and Net OPEB Obligation

The Town's annual OPEB cost (expense) is calculated based on the annual required contribution ("ARC"), an amount actuarially determined. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed thirty years.

The following table shows the components of the Town's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town's net OPEB obligation.

Annual required contribution	\$ 1,394,802
Interest on net OPEB obligation	232,363
Adjustment to annual required contribution	<u>(252,467)</u>
Annual OPEB cost (expense)	1,374,698
Contributions made	<u>729,668</u>
Increase in net OPEB obligation	645,030
Net OPEB obligation, beginning of year	<u>2,891,000</u>
Net OPEB obligation, end of year	<u><u>\$ 3,536,030</u></u>

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB obligation for the past three years is as follows:

Year Ended June 30	Annual OPEB Cost (A)	Total Contribution (B)	Percentage of Annual OPEB Cost Contributed (B/(A))	Net OPEB Obligation
2015	\$ 1,071,368	\$ 817,857	76.3%	\$ 2,476,808
2016	1,062,359	648,167	61.0%	2,891,000
2017	1,374,698	729,668	53.1%	3,536,030

Funded Status and Funding Progress

The funded status of the plan as of July 1, 2016 (the date of the most recent actuarial valuation) was as follows:

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) - Entry Age Actuarial Cost Method (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)
July 1, 2016	\$ 669,018	\$ 14,680,407	\$ 14,011,389	4.6%

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of events in the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the Town are subject to continual revision, as actual results are compared with past expectations and new estimates are made about the future. The schedules of funding progress, presented as required supplementary information (RSI) following the notes to the financial statements, present multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Net OPEB Liability

The components of the Town's net OPEB liability related to its OPEB Plan as of June 30, 2017, was as follows:

Total OPEB liability	\$ 15,189,094
Plan fiduciary net position	<u>(672,634)</u>
Town's net OPEB liability	<u>\$ 14,516,460</u>
Plan fiduciary net position as a percentage of the total OPEB liability	4.4%

Actuarial Methods and Assumptions

Projections of benefits are based on the substantive plan (the plan as understood by the Town and plan members) and include the types of benefits in force at the valuation date and the pattern of sharing benefit costs between the Town and the plan members to that point. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations on the pattern of cost sharing between the Town and plan members in the future. Actuarial calculations reflect a long-term perspective and employ methods and assumptions that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets. The total OPEB liability was determined by an actuarial valuation date as of July 1, 2016, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.00%
Investment rate of return, net (includes inflation)	7.50%
Discount rate	3.57%
Healthcare cost trend rate:	
Initial rate	5.90%
Final rate	3.84%

Mortality rates were based on the RP-2014 Employee and Healthy Annuitant Blue Collar Table with Scale MP-2017 generational improvements from 2006 for Males and Females

The long-term expected rate of returns on OPEB Plan investments were determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. As of June 30, 2017, the Town has not adopted an investment policy and has not begun investing the funds that have been accumulated within the trust.

Discount rate - The discount rate used to measure the total OPEB liability was 3.57%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that the Town's contributions will

be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the OPEB Plan's fiduciary net position was not projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments of 7.5% and the 20 year municipal bond rate of 3.56% was utilized to determine the total OPEB liability.

Sensitivity of the net OPEB asset to changes in the discount rate - The following presents the Town's net OPEB liability for the OPEB Plan, calculated using the discount rate disclosed above, as well as what the Town's net OPEB liability would be for the OPEB Plan if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	<u>1% Decrease (2.57%)</u>	<u>Current Discount (3.57%)</u>	<u>1% Increase (4.57%)</u>
Town's net OPEB liability as of June 30, 2017	\$ 16,239,837	\$ 14,516,460	\$ 13,022,375

Sensitivity of the net OPEB asset to changes in the healthcare cost trend rates - The following presents the Town's net OPEB liability for the OPEB Plan, calculated using the discount rate disclosed above, as well as what the Town's net OPEB liability would be for the OPEB Plan if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	<u>1% Decrease</u>	<u>Current Discount</u>	<u>1% Increase</u>
Town's net OPEB liability as of June 30, 2017	\$ 12,488,794	\$ 14,516,460	\$ 17,020,302

NOTE N - RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts, thefts of, damage to, or destruction of assets; errors or omissions; injuries to employees or acts of God for which the Town carries commercial insurance, except as disclosed below. During fiscal year 2017 deductibles paid by the Town were insignificant. Neither the Town nor its insurers have settled any claims which exceeded the Town's insurance coverage during the past three years. There have been no significant reductions in any insurance coverage from amounts in the prior year.

The Medical Reserve Account, an internal service fund, was established to account for and finance employee medical benefits claims for eligible full-time employees and qualified retirees of both the Town and the Board of Education. The Town retains the risk of loss under the plan. A third party processes the claims filed under the self-insured health plan, for which the Town is charged an administrative fee. The Town has purchased a stop-loss policy for total claims in any one year exceeding an aggregate of 125% of expected claims and for individual claims exceeding \$125,000 for combined hospital and major medical.

The Town establishes claims liabilities based on estimates of claims that have been incurred but not reported at June 30, 2017. Claims liabilities are recorded if information prior to the issuance of the financial statements indicates that it is possible that a liability has been incurred at the date of the financial statements and the amount of possible loss can be reasonably estimated. The amount of the claims accrual is based on the ultimate costs of settling the claims, which include past experience data, inflation and other future economic and societal factors and incremental claim adjustment expenses, net of estimated subrogation recoveries. The claims accrual does not include other allocated or unallocated claims adjustment expenses.

A summary of claims activity for the years ended June 30, 2017 and 2016 are as follows:

Year Ended June 30	Claims Payable, Beginning of Year	Claims and Changes in Estimates	Claims Paid	Claims Payable, End of Year
2016	\$ 981,000	\$ 11,696,740	\$ 11,681,940	\$ 995,800
2017	995,800	10,534,958	11,530,758	671,208

The Town is a member of the Connecticut Interlocal Risk Management Agency (“CIRMA”), an unincorporated association of Connecticut local public agencies, which was formed in 1980 by the Connecticut Conference of Municipalities (“CCM”) for the purpose of establishing and administering an interlocal risk management program pursuant to the provisions of Section 7-479a et. seq. of the Connecticut General Statutes. The Town is a member of CIRMA’s worker’s compensation pool, a risk sharing pool, which commenced operations on July 1, 1980. The worker’s compensation pool provides statutory benefits pursuant to the provisions of the Connecticut Worker’s Compensation Act. The Town pays an annual premium for its coverage. CIRMA is to be self-sustaining through member premiums but reinsures in excess of \$1,000,000 for each insured occurrence. Members may be subject to supplemental assessment in the event of deficiencies; however, potential assessments are limited pursuant to the by-laws.

NOTE O - FUND BALANCE

As of June 30, 2017, fund balances have been classified based on the following purposes:

	General Fund	Waste Management Ordinance Fund	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
Nonspendable:					
Advances to other funds	\$ 1,965,394	\$ -	\$ -	\$ -	\$ 1,965,394
Inventories	33,442	-	-	14,019	47,461
	<u>1,998,836</u>	<u>-</u>	<u>-</u>	<u>14,019</u>	<u>2,012,855</u>
Restricted for:					
Health and Welfare:					
Charitable programs	-	-	-	87,738	87,738
Education:					
School lunch program	-	-	-	951,196	951,196
Education programs	-	-	-	808	808
Capital purposes:					
Enabling legislation	-	9,129,716	-	-	9,129,716
Unspent bond proceeds	-	-	100,000	238,530	338,530
Grant programs	-	-	-	170,283	170,283
	<u>-</u>	<u>9,129,716</u>	<u>100,000</u>	<u>1,448,555</u>	<u>10,678,271</u>
Committed to:					
Health and welfare	-	-	-	230,575	230,575
Library	-	-	-	2,042,843	2,042,843
Education	-	-	-	38,764	38,764
Capital purposes	-	-	-	1,482,533	1,482,533
Volunteer fire	249,049	-	-	-	249,049
	<u>249,049</u>	<u>-</u>	<u>-</u>	<u>3,794,715</u>	<u>4,043,764</u>
Assigned to:					
Property tax stabilization	-	1,014,413	-	-	1,014,413
Appropriation FY17-18 Budget	1,750,000	-	-	-	1,750,000
Carried in force appropriations	455,027	-	-	-	455,027
Health and welfare	185	-	-	-	185
Gaylordville radio	5,000	-	-	-	5,000
Charter revision	5,000	-	-	-	5,000
Information technology	26,000	-	-	-	26,000
Lanseville engineering	60,000	-	-	-	60,000
Strategic plan	45,000	-	-	-	45,000
Youngsfield phase II	75,000	-	-	-	75,000
Debt service	90,251	-	-	-	90,251
	<u>2,511,463</u>	<u>1,014,413</u>	<u>-</u>	<u>-</u>	<u>3,525,876</u>
Unassigned					
	17,933,848	-	(303,608)	(648,937)	16,981,303
	<u>\$ 22,693,196</u>	<u>\$ 10,144,129</u>	<u>\$ (203,608)</u>	<u>\$ 4,608,352</u>	<u>\$ 37,242,069</u>

NOTE P - COMMITMENTS AND CONTINGENCIES

There are several lawsuits pending against the Town. The outcome and eventual liability to the Town, if any, in these cases is not known by management. The Town's management believes it has meritorious defenses against these lawsuits and estimates that potential claims against the Town, not covered by insurance, resulting from such litigation would not have a material adverse effect on the financial condition of the Town.

The Town has received state and federal grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits could lead to requests for reimbursement to the grantor agency for any expenditure disallowed under terms of the grant. Based on prior experience, Town management believes such disallowances, if any, would not have a material adverse effect on the financial condition of the Town.

The Town may be subject to rebate penalties to the federal government relating to various bond and note issues. The Town expects such amounts, if any, would not have a material adverse effect on the financial condition of the Town.

NOTE Q - SUBSEQUENT EVENT

In August 2017, the Town issued \$3,360,000 of bond anticipation notes. The \$3,360,000 in bond anticipation notes bear an interest rate of 1.75% and mature in August 2018. In July 2017, the Town paid off the \$630,000 of bond anticipation notes outstanding as of June 30, 2017.

NOTE R - IMPLEMENTATION OF NEW ACCOUNTING STANDARDS

Effective July 1, 2016, the Town adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 74, *Financial Reporting for Postemployment Benefit Plans other than Pension Plans*, GASB Statement No. 77, *Tax Abatement Disclosures*, GASB Statement No. 78, *Pensions Provided through Certain Multiple Employer Defined Benefit Pension Plans*, GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*, GASB Statement No. 80, *Blending Requirements for Certain Component Units an amendment of GASB Statement No. 14*, and GASB Statement No. 82, *Pension Issues—an amendment of GASB Statements No. 67, No. 68, and No. 73*. The implementation of GASB Statement No. 74 resulted in changes to the disclosures and required supplementary information relating to the Town's other post-employment benefit plan. The implementation of GASB Statement No. 74 had no impact on the Town's financial position or on the financial position of the Town's other post-employment benefit trust fund. The adoption of the other statements did not have a material effect on the Town's financial statements.

NOTE S - RECENTLY ISSUED ACCOUNTING STANDARDS

In June 2015, the GASB issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits other than Pensions*. This statement establishes new accounting and financial reporting requirements for OPEB plans and replaces the requirements of GASB Statements No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions, as amended*, and GASB Statement No. 57, *OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans, for OPEB*. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2017. The Town has not yet determined the impact that this statement will have on its financial statements.

In March 2016, the GASB issued Statement No. 81, *Irrevocable Split-Interest Agreements*. This statement addresses accounting and financial reporting for irrevocable split-interest agreements by providing recognition and measurement guidance for situations in which a government is a beneficiary of the agreement. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2017. The Town does not expect this statement to have a material effect on its financial statements.

In November 2016, the GASB issued Statement No. 83, *Certain Asset Retirement Obligations*. This Statement addresses accounting and financial reporting for certain asset retirement obligations. (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. A government that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability based on the guidance in this Statement which (1) establishes criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for AROs, (2) requires the measurement of an ARO to be based on the best estimate of the current value of outlays expected to be incurred, and (3) requires the current value of a government's AROs to be adjusted for the effects of general inflation or deflation at least annually. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2019. The Town does not expect this statement to have a material effect on its financial statements.

In January 2017, the GASB issued Statement No. 84, *Fiduciary Activities*. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2019. The Town has not yet determined the impact that this statement might have on its financial statements.

In March 2017, the GASB issued Statement No. 85, *Omnibus*. The objective of this Statement is to address practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics including issues related to blending component units, goodwill, fair value measurement and application, and postemployment

benefits (pensions and other postemployment benefits). The requirements of this statement are effective for the Town's reporting period beginning July 1, 2017. The Town does not expect this statement to have a material effect on its financial statements.

In May 2017, the GASB issued Statement No. 86, *Certain Debt Extinguishment Issues*. The primary objective of this Statement is to improve consistency in accounting and financial reporting for in-substance defeasance of debt by providing guidance for transactions in which cash and other monetary assets acquired with only existing resources—resources other than the proceeds of refunding debt—are placed in an irrevocable trust for the sole purpose of extinguishing debt. This Statement also improves accounting and financial reporting for prepaid insurance on debt that is extinguished and notes to financial statements for debt that is defeased in substance. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2017. The Town does not expect this statement to have a material effect on its financial statements.

In June 2017, the GASB issued Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this statement are effective for the Town's reporting period beginning July 1, 2020. The Town has not yet determined the impact that this statement might have on its financial statements.