

**APPROVED**  
STATE OF CONNECTICUT  
MUNICIPAL ACCOUNTABILITY REVIEW BOARD (MARB)

REGULAR MEETING MINUTES  
Hartford Subcommittee of the MARB

**Meeting Date and Time:** Thursday, April 22, 2021 10:00 AM – 12:00 PM

**Meeting Location:** This was a virtual meeting. Meeting materials may be accessed at the following website:  
<https://portal.ct.gov/OPM/Marb/West-Haven-Committee-Meetings-and-Materials>

**Call-In Instructions:**

Telephone Number: (860) 840-2075

Meeting ID: 198 208 282

**Members in Attendance:** Secretary McCaw, Christine Shaw (State Treasurer designed), Robert White, Matthew Brokman, Mark Waxenberg, Stephen Falcigno

**City Officials in Attendance:** Jennifer Hockenhull, Leigh Ann Ralls, John Philip

**OPM Staff in Attendance:** Kimberly Kennison, Julian Freund

I. Call to Order & Opening Remarks

The meeting was called to order at 10:05 AM.

II. Approval of Minutes:

a. March 25, 2021 regular meeting

Ms. Shaw made a motion, with a second by Mr. White, to approve the minutes. The motion passed with Secretary McCaw abstaining.

III. Review, Discussion and Possible Action: FY 2022 Recommended Budget

Secretary McCaw noted that the Mayor's Recommended Budget for FY 2022 was released on Monday. MARB approves certain assumptions in the budget, including the mill rate, tax collection rate and State Aid. Ms. Hockenhull provided an overview of the proposed budget. The mill rate is proposed to remain flat and the tax collection rate is consistent with the City Charter formula for setting the collection rate. State Aid is consistent with the Governor's proposed budget. Overall expenditures are in line with the 5-Year Plan, with some increases related to 17 additional positions, primarily in Public Works, IT, and Development Services. In addition some Police retention efforts are under discussion and have been included in the budget. Mr. White asked about the timing and anticipated impact of revaluation. Ms. Ralls said the City expects some growth in value on the residential side, but is still uncertain about commercial properties. Revaluation will affect the October 2021 grand list (FY 2023). Secretary McCaw raised questions about the inclusion of Distressed Municipalities funding in the budget, which has not been passed by the legislature yet and would not be a recurring revenue. Ms. Hockenhull indicated that subsequent years, as reflected in the 5-Year Plan, includes

a comparable amount of revenue from the newly adopted tiered PILOT revenue. She indicated that the City is compiling a mitigation plan that would address the possibility that the \$11 million in Distressed Municipality revenues may not be included in the final State budget. Secretary McCaw also asked about pay as you go funding of the capital program. Ms. Ralls responded that the City is annually reviewing capital project accounts at year end to ensure that none carry deficits forward. Mr. Waxenberg asked about the City's plans if additional funding from Federal or State sources becomes available. Ms. Hockenull indicated that the current priority would be for capital needs.

Mr. Waxenberg made a motion, with a second by Mr. White, to recommend to the MARB approval of the FY 2022 Budget assumptions, contingent on the City preparing a contingency plan regarding the use of \$11 million Distressed Municipality funding and contingent upon approval of an updated 5-Year Plan. All voted in favor.

#### IV. Review, Discussion and Possible Action: Updated 5-Year Plan

Ms. Hockenull described the major assumptions used in preparing the updated 5-Year Plan. The Plan as drafted assumes revaluation will result in a 1% increase in the grand list. Mr. Philip provided additional detail on market changes expected to be reflected in the revaluation. Residential values are rising significantly across all residential property types, which are expected to more than offset decreases in commercial property. He is expecting a low single-digit increase in the overall grand list as a result of revaluation. Secretary McCaw asked that the projections with the breakdown of assumptions be forwarded to the MARB. Members noted that the Plan as drafted projects annual deficits that range from \$11.75 million to \$31.8 million by the final year of the Plan, with the gaps to be closed by efficiencies and other mitigation measures. The Subcommittee requested that the City provide the mitigation plan to close projected gaps. In addition to the mitigation plan, the Subcommittee also requested that the City provide detail on the multi-year grand list projections, the CIP with funding sources identified, and a plan for increasing reserves. No action was taken by the Subcommittee.

#### V. Update: Corrective Action Plan

The City provided a written update on the IT Corrective Action Plan and reported that the plan has been fully implemented.

#### VI. Other Related Business

None.

#### VII. Adjourn

A motion to adjourn was made by Mr. Falcigno, with a second by Ms. Shaw. The meeting adjourned at 11:20 AM.