



# Citizen's Guide to the Windsor Town Budget

In Windsor, the method we use to determine our town budget is an open process. Every adult citizen who is registered to vote – property owners and those who rent - is welcome to participate in determining the town budget.

This is where your involvement is really important because your vote really does count. What you think makes a difference, right here in your home town. Please take the time to vote on your town's budget.

This guide provides basic information about the budget process and, while understanding the process may not change how you feel about taxes, it can help you take part in the ongoing conversation about taxes and the services they pay for.



## Budget Workshops for Windsor Residents



<b>Wednesday, February 28, 2018: 6:30 PM</b>	Town Hall	Informational Budget Meeting for Windsor residents presented by Town Manager Peter Souza
<b>Tuesday, March 27, 2018: 6:30 PM</b>	Town Hall	Informational Budget Meeting for Windsor residents presented by Town Manager Peter Souza
<b>The following Community Budget Forums are being sponsored by Windsor CT Votes and the Windsor League of Women Voters. Town Manager Peter Souza and Superintendent Craig Cooke will provide the latest budget information and answer questions from residents.</b>		
<b>Wednesday, April 25: 10:00 AM</b>	L.P. Wilson Community Center/Senior Center	Community Budget Forum
<b>Monday, April 30: 6:00 PM</b>	Poquonock School	Community Budget Forum
<b>Wednesday, May 2: 6:30 PM</b>	Community Center at 330 Windsor Avenue	Community Budget Forum

### Get involved with the process

As you can see, creating a budget that maintains important services, provides a good education for our children and doesn't raise taxes to unacceptably high levels is not an easy thing to do and it simply can't be done without citizen input. The town manager and the town council want to know what you think as they prepare our town budget.

You don't need a background in accounting or a degree in public policy. You do need to have enough interest in Windsor's future to come out and voice your concerns, needs and opinions.

You can do that in a number of ways. First, you can attend any town council meeting and make yourself heard. If you aren't comfortable with speaking before a group, you can send a note or email the town manager or any member of the town council outlining your ideas and concerns. What's most important is to be heard.

#### Windsor Town Council

c/o Windsor Town Hall  
275 Broad Street  
Windsor, CT 06095  
towncouncil@townofwindsorct.com

#### Peter Souza, Town Manager

Windsor Town Hall  
275 Broad Street  
Windsor, CT 06095  
townmanager@townofwindsorct.com  
860-285-1800

Every comment and communication is appreciated and will be considered.

Remember, everyone has a stake in this process. If you don't pay real estate taxes because you rent, your landlord does pay taxes and that will eventually affect you. If you don't have children in the Windsor School system, you should still have an interest in the quality of our schools because good schools are part of the foundation of every successful community and have a positive affect on the value of your home.

### How our town budget works

Beginning in December each year, town employees begin to review programs and services to estimate how much it will cost to operate the town in the 12 months beginning July 1. That money comes from property taxes, federal and state grants and from town agencies that collect fees.

At the same time, the town makes an estimate of how much it will have to spend to maintain and/or enhance the services that residents and businesses expect.

Also during this period, the board of education and the Windsor school's administrative staff estimate how much it will cost to operate the schools and school-related services for the next year.

The town manager then takes the estimate of the income the town expects along with the estimates of spending from the town staff and the board of education and presents them to the town council. This is called the **Town Manager's Proposed Budget** and it is really just a starting point.