

MINUTES

BOARD OF FINANCE

SPECIAL MEETING

Wednesday February 26, 2020

Oxford Town Hall-7:00pm

Members Present: Chairman Jack Kiley, Sue Arpin, Dana Flach, Katheryn Dennen

Also Present: James Hliva (Finance Director), Scott Halstead

Members Absent: Paula Jensen, Dianne Sorracco

1) Open Meeting & Roll Call: 7:01 pm

2) Pledge of Allegiance

3) Acceptance of Minutes

(a) January 27, 2020: Dana Flach made a motion to table the minutes. The motion was seconded by Sue Arpin. The motion carried unanimously.

4) New Business

(a) Approve funding in the amount of \$52,774.54 to be taken from Capital and Non-Recurring for Oxfords 10% share of improvements to the Seymour Sewage

Treatment Plant: Scott Halstead explained that Oxford WPCA own's 10% of the Seymour Sewage Treatment Plant and any capitol improvement done we pay 10% of. He did request that Seymour give them advanced notice next time there is a major project needed.

Sue Arpin made a motion to approve \$52,774.54 to be taken from Capital and Non-Recurring for Oxford's 10% of improvements to the Seymour Sewage Treatment Plant to be forwarded to Town Meeting for approval. The motion was seconded by Dana Flach. The motion carried unanimously.

(b) Transfers 2019-2020 (10)

See attachment

(c) Discussion on meeting dates for budget presentation meetings

Tentative dates were discussed and will be submitted when finalized.

5) Monthly Reports

(a) Board of Finance Contingency activity report.

Jim Hliva went over and answered questions from the Board regarding the Contingency report.

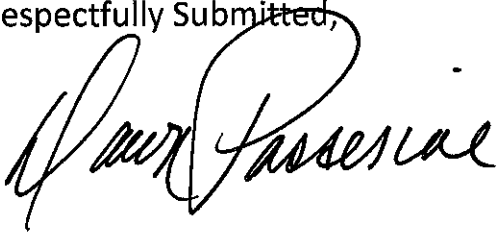
(b) Tax Collector report December and January.

The board discussed the Tax Collector report.

6) Adjournment: 8:08

Jack Kiley made a motion to adjourn. The motion was seconded by Sue Arpin. The motion carried unanimously.

Respectfully Submitted,



Dawn Passerine, BOF Clerk

20 FEB 28 AM 10:15
TOWN OF OXFORD, CT
Dawn Passerine
TOWN CLERK

ATTACHMENT

To: Board of Finance

February 4, 2020

From: Finance Director

Re:2019-2020 Transfer requests

Item #		Department	Account Number	Account	Amount
1	TO:	Assessor	5215-690	Mileage	\$ 181.36
	FROM:	Assessor	5215-551	Computer Maintenance	\$ 181.36
	Motion	Sue Arpin - approve			
	Seconded	Dana Flach			
	Vote	Motion passed-Unanimous			
2	Comments				
	Comments				
	TO:	Assessor	5215-690	Dues	\$ 114.00
	FROM:	Assessor	5215-551	Computer Maintenance	\$ 114.00
	Motion	Dana Flach - approve			
3	Seconded	Katheryn Dennen			
	Vote	Motion passed-Unanimous			
	Comments				
	Comments				
	TO:	Building	5230-811	Vehicle maintenance	\$ 500.00
4	FROM:	Building	5230-690	Mileage	\$ 500.00
	Motion	Dana Flach - approve			
	Seconded	Katheryn Dennen			
	Vote	Motion passed-Unanimous			
	Comments				
5	Comments				
	TO:	Town Counsel	5535-672-203	Legal Additional Course	\$ 17,524.01
	FROM:	Finance Contingency	5320-560-5320	Finance Contingency	\$ 17,524.01
	Motion	Katheryn Dennen - approve			
	Seconded	Sue Arpin			
6	Vote	Motion passed-Unanimous			
	Comments				
	Comments				
	TO:	Selectmen	5480-585	Dues	\$ 974.00
	FROM:	Finance Contingency	5320-560-5320	Finance Contingency	\$ 974.00
7	Motion	Sue Arpin - approve			
	Seconded	Katheryn Dennen			
	Vote	Motion passed-Unanimous			
	Comments				
	Comments				

To: Board of Finance

February 4, 2020

From: Finance Director

Re:2019-2020 Transfer requests

Item #		Department	Account Number	Account		Amount
6	TO:	Town Hall	5480-585	Computer Software	\$	1,650.00
	FROM:	Finance Contingency	5320-560-5320	Finance Contingency	\$	1,650.00
	Motion	Dana Flach - approve				
	Seconded	Sue Arpin				
	Vote	Motion passed-Unanimous				
	Comments					
7	TO:	Employee Benefits	5305-784	Workers Compensation	\$	41,093.00
	FROM:	Finance Contingency	5320-560-5320	Finance Contingency	\$	41,093.00
	Motion	Dana Flach - approve				
	Seconded	Katheryn Dennen				
	Vote	Motion passed-Unanimous				
	Comments					
8	TO:	Probate	5450-606	Probate fees	\$	538.00
	FROM:	Finance Contingency	5320-560-5320	Finance Contingency	\$	538.00
	Motion	Dana Flach - approve				
	Seconded	Sue Arpin				
	Vote	Motion passed-Unanimous				
	Comments					
9	TO:	Emergency Communications	5300-618	Code Red	\$	8,000.00
	FROM:	Emergency Communications	5300-775	Telephone	\$	3,000.00
	FROM:	Emergency Communications	5300-776	Nexgen	\$	5,000.00
	Motion	Dana Flach - approve				
	Seconded	Katheryn Dennen				
	Vote	Motion passed-Unanimous				
	Comments					
10	TO:	Tax Collector	5505-511-21	Wages Tax Collector	\$	25,722.60
	TO:	Tax Collector	5505-517-23	Wages Tac Clerk	\$	20,687.00
	FROM:	Tax Collector	5505-515-22	Wags Asst Tax Collect	\$	29,950.04
	FROM:	Finance Contingency	5320-560-5320	Finance Contingency	\$	16,459.02
	Motion	Dana Flach - approve				
	Seconded	Sue Arpin				
	Vote	Motion passed-Unanimous				
	Comments					