

**MINUTES**  
**SPECIAL MEETING - BOARD OF FINANCE**  
**OXFORD TOWN HALL**  
**TUESDAY, APRIL 21, 2015, 7:00 p.m.**

Present: Chairman Jack Kiley; Robert DeBisschop, Richard Burke, Tom Kelly; Lila Ferrillo.  
Also present: James Hliva, Finance Director. Absent: Nancy Schmitt

Meeting was originally scheduled for 6:30 p.m. but changed to 7:00 p.m. on April 20, 2015.

The meeting was called to order by Chairman Kiley at 7:00 p.m. and the Pledge of Allegiance was recited.

This meeting was held to discuss the comments from the April 20, 2015 Public Hearing as well as discuss changes to finalize the Budget.

Mr. Kelly made a motion to fund \$6,500 to the Probate Attorney; seconded by Mr. Kiley. All in favor, motion passed.

Ms. Ferrillo spoke about no townspeople spoke up at the meeting last night. The same departments spoke at the meeting. Discussion ensued among the member regarding the diminished attendance by Town people and the possible reasons thereof.

Mr. DeBisschop introduced putting back OAA training. Training is no longer a two-man operation. Ms. Ferrillo said she believed that Mr. Schwab was in charge of training. There are three paid people.

Mr. DeBisschop made a motion to add \$15,000 back to ambulance line item for staff; seconded by Mr. Burke. All in favor; Mr. Kiley and Mr. Kelly were opposed.

There was a very lengthy discussion regarding the expense to run Town ambulance and how other towns are fully volunteer without the overhead. Mr. Burke offered to take on a project to gather to develop a spreadsheet with questions to ask other towns about their ambulance staff and operation. Mr. Kelly offered to assist Mr. Burke with this project. Mr. Kiley suggested taking a ride around other towns to visit their volunteer ambulance operation.

Ms. Ferrillo asked if other than medical and retirement are there any other stipends paid to the three officials of OAA. BOF previously told no.

Mr. Burke asked if OAA would sit down with BOF. This has been suggested before but has never occurred. He also wants to try to get the Board of Selectmen to meet with the ambulance committee.

A detailed discussion ensued among all members of the Board regarding the operation, personnel and structure of the positions of Fire Marshal and Fire Chief.

Mr. Burke asked Mr. Hliva if the Town received the \$300,000; Mr. Kelly said it should have arrived last Wednesday (April 15, 2015). Mr. Burke said that he and Mr. Kelly would begin their document to pass around to the Board. Mr. Kiley remarked that there is an ambulance committee.

Mr. Kelly made a motion to adjourn the meeting at 7:50 p.m. Mr. Kiley seconded. All in favor; meeting adjourned.

Motion to adjourn was rescinded by Mr. Kelly and the meeting was reinstated to discuss the part-time grant writer position which pays a salary of \$54,960. Mr. Kelly asked if anyone had talked with the First Selectman.

Ms. Ferrillo is of the belief that there really is not enough work right now for the grant writer. The salary should be cut to \$27,480. The 32 hours should be cut to 19 hours. There have been no grants since July 2014. There are only two outstanding grants: Tetlak Park and Rock House Hill. Mr. Kelly asked if there are State rules and regulations with regard to how grants are managed. Do they dovetail with Oxford Town requirements or do they have any impact? Mr. Hliva said each grant is different. Grants can be an autonomous operation. Tetlak Park is an autonomous grant. Mr. Hliva went on to explain how the grants work in the Town. Mr. Hliva receives the bills for grants and he pays the bills. Discussion continued on between Mr. Hliva, Ms. Ferrillo and Mr. Kelly regarding grant procedures.

Ms. Ferrillo made a motion to cut the grant writer position to 19 hours from 32 hours since there doesn't seem to be a need for a full-time grant writer. If grants improve, position can be revisited. The existing grants can be handled on a part-time basis now. Mr. Kelly seconded the motion. All in favor, motion passed.

Amounts going to the Town meeting:

**Board of Education: \$28,113,735**

Mr. Kelly made the motion to approve; Mr. Kiley seconded. All in favor; motion passed.

**Municipal Budget: \$15,202,980 includes \$483,000 capital and non-recurring other**

Mr. Kelly made the motion to approve; Mr. Kiley seconded. All in favor; motion passed.

**Capital & Nonrecurring Roads: \$734,000**


Mr. Kelly made the motion to approve; Mr. Kiley seconded. All in favor; motion passed.


Mr. Hliva said this would bring mill rate to 24.9747 (24.97) which is an increase of .0042%.

**ADJOURNMENT**

Mr. Kelly made the motion to adjourn; Mr. Kiley seconded. All in favor; motion passed. Meeting was adjourned at 8:10 p.m.

Respectfully submitted,

  
Lynnette Steeves, Clerk

15 MAY - 8 PM 1:09  
TOWN OF OXFORD, CT  
  
TOWN CLERK