

Board Of Finance
Regular Meeting Minutes
August 22, 2022

Attendance: Chairman Jack Kiley, Dana Flach, Susan Arpin, Kathryn Dennen
Others in Attendance were: Jim Hliva, Scott Pelletier, Ed

Chairman Jack Kiley opened the meeting at 7:00PM with the Pledge Of Allegiance.

Acceptance of Minutes:

June 27, 2022– Dana Flach motion to accept minutes. Susan Arpin second motion. motion carried unanimously.

August 2, 2022– Dana Flach motion to accept minutes with correction to Board Of Finance Meeting motion, Jack Kiley motion to approve, Susan Arpin second motion. Fire Department motion, Dana Flach motioned and Susan Arpin second motion. Dana Flach motion to adjourn Meeting at 7:50 PM. Kathryn Dennen second motion.

Chairman Jack Kiley motioned to discuss deck replacement with Scott Pelletier. Dana Flach second motion. Motion carried unanimously.

Scott Pelletier discussed the deck replacement at Riverside. The deterioration of the deck/foundation wall. The bids from Leaks Construction and Guerrera construction. Dana Flach motioned to approve a bid from Leaks Construction for \$28,000.00 but not to exceed \$30,000.00. Susan Arpin second motion. Motion carried unanimously.

Scott Pelletier then discussed the Quaker Farms School leaking basement. Connecticut Basement Systems quote for \$4,535.90.

Dana Flach motioned to take \$5,500.00 from ARPA funds for repair. Kathryn Dennen second motion. Motion carried unanimously.

Review of the following monthly reports
Board Of Finance Contingency Report
Tax Collector Report

Transfers: See transfer pages

Submitted by
Kathleen Sundstrom
Clerk

22 AUG 31 PM 12:19
TOWN OF OXFORD, CT
August A. West
TOWN CLERK

	To: Board of Finance			
	From: Finance Director			
	Re:2021-2022 Transfer requests			
Item #		Department	Account Number	Account
1	TO:	Building	5230-511-38	Asst Bldg. Official
	TO:	Building	5230-515-39	Wages Clerk
	FROM:	Building	5230-549	Computer Equipment
	FROM:	Building	5230-811	Vehicle Maintenance
	FROM:	Building	5230-690	Mileage
	FROM:	Building	5230-525	Books
	FROM:	Building	5230-585	Dues
	Motion	Dana Flach		
	Seconded	Jack Kiley		
	Vote	All in favor		
	Comments			
2	TO:	Conservation IWWC	5265-517-41	Wages Clerk
	FROM:	Conservation IWWC	5265-517-40	Wages Enforcement
	Motion	Susan Arpin		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
3	TO:	Conservation IWWC	5265-672	Legal Fees
	FROM:	Conservation IWWC	5265-570-111	Engineering
	Motion	Dana Flach		
	Seconded	Jack Kiley		
	Vote	All in favor		
	Comments			
4	TO:	Dog Warden	5285-513-62	Wages Warden
	TO:	Dog Warden	5285-513-63	Wages Asst Warden
	FROM:	Finance	5320-560-5320	Contingency
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	Denied/ all in favor		
	Comments			

5	TO:	Dog Warden	5285-625	Propane
	FROM:	Dog Warden	5285-595	Electricity
	Motion	Susan Arpin		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
6	TO:	Economic Development	5290-690	Mileage
	FROM:	Economic Development	5290-511-17	Wages Director
	Motion	Jack Kiley		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
7	TO:	Elderly	5295-511-45	Director
	TO:	Elderly	5295-515-46	Secretary
	TO:	Elderly	5295-517-90	Clerk
	FROM:	Elderly	5295-643	Benefits
	Motion	Susan Arpin		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
8	TO:	Elderly	5295-595	Electricity
	TO:	Elderly	5295-625	Heating
	TO:	Elderly	5295-775	Telephone
	TO:	Elderly	5295-900	Alarm System
	TO:	Elderly	5295-905	Cable TV
	TO:	Elderly	5295-798	Waste removal
	TO:	Elderly	5295-799	Water
	FROM:	Elderly	5295-635	HVAC
	FROM:	Elderly	5295-626	Propane
	FROM:	Elderly	5295-736	Snow Removal
	FROM:	Elderly	5295-613	Facility Maint
	Motion	Susan Arpin		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
9	TO:	Fire Department	5325-551	Computer Maintenance
	FROM:	Fire Department	5325-643	Benefits
	Motion	Susan Arpin		
	Seconded	Dana Flach		

	Vote	All in favor		
	Comments			
10	TO:	Fire Department	5325-570-136	Cont. Serv background CK
	FROM:	Fire Department	5325-770	Supplies Office
	Motion	Susan Arpin		
	Seconded	Dana Flach		
	Vote	All in favor		
	Comments			
11	TO:	Fire Department	5325-605	Equipment Maintenance
	FROM:	Fire Department	5325-590	Education
	FROM:	Fire Department	5325-604	Equipment Expensed
	FROM:	Fire Department	5325-685	Supplies Departmental
	FROM:	Fire Department	5325-710	Physical Exams
	FROM:	Fire Department	5325-715	Postage
	FROM:	Fire Department	5325-799	Water
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
12	TO:	Fire Department	5325-613	Facility Maintenance
	FROM:	Fire Department	5325-603	Equipment Depreciable
	Motion	Dana Flach		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
13	TO:	Fire Department	5325-625	Heating Oil
	FROM:	Fire Department	5325-612	Facility Improvement
	FROM:	Fire Department	5325-595	Electricity
	FROM:	Fire Department	5325-552	Computer software
	Motion	Susan Arpin		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
14	TO:	Fire Department	5325-729	Programs Regular
	FROM:	Fire Department	5325-643	Benefits

	Motion	Jack Kiley		
	Seconded	Dana Flach		
	Vote	All in favor		
	Comments			
15	TO:	Fire Department	5325-775	Telephone
	FROM:	Fire Department	5325-525	Books
	FROM:	Fire Department	5325-585	Dues
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
16	TO:	Fire Department	5325-798	Waste Removal
	FROM:	Fire Department	5325-550	Computer Hardware
	FROM:	Fire Department	5325-585	Dues
	Motion	Susan Arpin		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
17	TO:	Fire Department	5325-905	Cable Internet
	FROM:	Fire Department	5325-614	Facility Maintenance
	FROM:	Fire Department	5325-643	Benefits
	Motion	Dana Flach		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
18	TO:	Fire Department	5325-811	Vehicle Maintenance
	TO:	Fire Department	5325-812	Vehicle Repairs
	FROM:	Fire Department	5325-552	Computer Software
	FROM:	Fire Department	5325-585	Dues
	FROM:	Fire Department	5325-603	Equipment Depreciable
	FROM:	Fire Department	5325-643	Benefits
	FROM:	Fire Department	5325-770	Supplies Office
	FROM:	Finance	5320-560-5320	Contingency
	Motion	Susan Arpin		
	Seconded	Kathryn Dennen		

	Vote	All in favor		
	Comments			
19	TO:	Fire Department	5325-513-50	Wages Chief
	TO:	Fire Department	5325-513-51	Wages Deputy
	TO:	Fire Department	5325-517-52	Wages Clerk
	FROM:	Finance	5320-560-5320	Contingency
	Motion	Jack Kiley		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
20	TO:	Fire Marshal	5330-552	Computer Software
	TO:	Fire Marshal	5330-555	Conferences
	TO:	Fire Marshal	5330-604	Equipment Expensed
	TO:	Fire Marshal	5330-769	Supplies Departmental
	TO:	Fire Marshal	5330-770	Supplies Office
	TO:	Fire Marshal	5330-775	Telephone
	TO:	Fire Marshal	5330-785	Uniforms
	FROM:	Fire Marshal	5330-525	Books
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
21	TO:	Library	5390-625	Heat Propane
	FROM:	Library	5390-595	Electricity
	Motion	Susan Arpin		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
22	TO:	Library	5390-736	Snow Removal
	FROM:	Library	5390-775	Telephone

	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
23	TO:	Library	5390-798	Waste Removal
	FROM:	Library	5390-595	Electricity
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
24	TO:	Parks	5425-595	Electricity
	TO:	Parks	5425-775	Telephone
	FROM:	Parks	5425-798	Waste Removal
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
25	TO:	Planning and Zoning	5430-515-43	Wages Secretary
	FROM:	Planning and Zoning	5430-598	Engineering
	Motion	Dana Flach		
	Seconded	Jack Kiley		
	Vote	All in favor		
	Comments			
26	TO:	Planning and Zoning	5430-672	Legal Fees
	FROM:	Planning and Zoning	5430-598	Engineering
	TO:	Planning and Zoning	5430-670	Legal Notice
	FROM:	Planning and Zoning	5430-598	Engineering
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
27	TO:	Public Works	5455-511-88	Wages Secretary
	FROM:	Public Works	5455-515-65	Wages Utility Men
	Motion	Dana Flach		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			

28	TO:	Public Works	5455-511-61	Wages Foreman
	FROM:	Public Works	5455-515-65	Wages Utility Men
	Motion	Dana Flach		
	Seconded	Jack Kiley		
	Vote	All in favor		
	Comments			
29	TO:	Public Works	5455-511-64-13	Wages Driveway
	FROM:	Public Works	5455-515-65	Wages Utility Men
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
30	TO:	Public Works	5457-550	Computer Hardware
	FROM:	Public Works	5457-685	Maintenance Materials
	Motion	Jack Kiley		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
31	TO:	Public Works	5457-551	Computer Software
	FROM:	Public Works	5457-685	Maintenance Materials
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
32	TO:	Public Works	5457-614	Facility Supplies
	FROM:	Public Works	5457-613	Facility Maintenance
	Motion	Jack Kiley		
	Seconded	Dana Flach		
	Vote	All in favor		
	Comments			
33	TO:	Public Works	5457-775	Telephone
	FROM:	Public Works	5457-595	Electricity
	FROM:	Public Works	5457-613	Facility Maintenance
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		

	Comments			
34	TO:	Public Works	5457-570-139	Cont. Serv Security
	FROM:	Public Works	5457-570-148	Cont. Serv Storm Water
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
35	TO:	Recycling	5464-570-341	Cont. Serv Tires
	FROM:	Recycling	5464-570-303	Cont. Serv Bulky Waste
	Motion	Susan Arpin		
	Seconded	Dana Flach		
	Vote	All in favor		
	Comments			
36	TO:	Recycling	5464-570-342	Cont. Serv Single Stream
	FROM:	Recycling	5464-570-303	Cont. Serv Bulky Waste
	Motion	Susan Arpin		
	Seconded	Dana Flach		
	Vote	All in favor		
	Comments			
37	TO:	Recycling	5464-570-310	Cont. Serv Disposal
	FROM:	Recycling	5464-570-303	Cont. Serv Bulky Waste
	Motion	Susan Arpin		
	Seconded	Jack Kiley		
	Vote	All in favor		
	Comments			
38	TO:	Selectmen	5480-513-13	Wages Selectmen
	TO:	Selectmen	5480-513-14	Wages Selectmen
	FROM:	Finance	5320-560-5320	Contingency
	Motion	Dana Flach		
	Seconded	Kathryn Dennen		
	Vote	Denied		
	Comments	Not approved in budget		
39	TO:	Street Lights	5492-788	Street Lights
	FROM:	Finance	5320-560-5320	Contingency
	Motion	Dana Flach		

	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
40	TO:	Tax Collector	5505-517-23	Wages Clerk
	FROM:	Tax Collector	5505-551	Computer Sys Maint
	Motion	Dana Flach		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
41	TO:	Town Clerk	5530-660	Land Records Record
	FROM:	Finance	5320-560-5320	Contingency
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
42	TO:	Town Clerk	5530-670	Legal Notice
	FROM:	Town Clerk	5530-687	Books
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
43	TO:	Town Attorney	5535-672-207	Legal Serv Assessor
	FROM:	finance	5320-560-5320	Contingency
	Motion	Jack Kiley		
	Seconded	Kathryn Dennen		
	Vote	Denied		
	Comments	Leave in department		
44	TO:	Town Attorney	5535-672-207	Outside legal Service
	FROM:	finance	5320-560-5320	Contingency
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
45	TO:	Selectmen	5480-511-161	Wages Grant Writer
	FROM:	Selectmen	5480-570-129	Cont. Serv Professional

	FROM:	Selectmen	5480-585	Education
	FROM:	Selectmen	5480-690	Mileage
	FROM:	Selectmen	5480-535	Civic Activities
	FROM:	Selectmen	5480-643	Benefits
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
46	TO:	Town Hall	5545-625	Heating
	FROM:	Town Hall	5545-595	Electricity
	FROM:	Town Hall	5545-517-127	Wages Custodial
	Motion	Susan Arpin		
	Seconded	Kathryn Dennen		
	Vote	All in favor		
	Comments			
47	TO:	W.P.C.A.	5580-605	Equipment Maintenance
	FROM:	W.P.C.A.	5580-603	Equipment Depreciable
	FROM:	W.P.C.A.	5580-511-74	Wages Line Maintenance
	Motion	Dana Flach		
	Seconded	Jack Kiley		
	Vote	All in favor		
	Comments			
48	TO:	W.P.C.A.	5580-620	Fuel for Pump Station
	FROM:	W.P.C.A.	5580-685	Maintenance Materials
	Motion	Jack Kiley		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			
49	TO:	W.P.C.A.	5580-517-76	Wages Construction Inspect
	FROM:	finance	5320-560-5320	Contingency
	Motion	Dana Flach		
	Seconded	Susan Arpin		
	Vote	All in favor		
	Comments			

[illegible]

\$	473.82						
\$	473.82						
\$	620.91						
\$	620.91						
\$	484.16						
\$	669.45						
\$	42.42						
\$	1,196.03						
\$	194.11						
\$	788.32						
\$	557.54						
\$	192.98						
\$	170.63						
\$	289.80						
\$	50.23						
\$	498.24						
\$	48.23						
\$	1,454.84						
\$	242.30						
\$	134.61						
\$	134.61						

\$	108.00						
\$	108.00						
\$	4,643.06						
\$	2,588.93						
\$	1,210.97						
\$	259.59						
\$	335.00						
\$	100.00						
\$	148.57						
\$	6,385.76						
\$	6,385.76						
\$	5,609.93						
\$	1,768.67						
\$	3,318.48						
\$	522.78						
\$	10.02						
\$	10.02						

\$	890.06						
\$	757.65						
\$	132.41						
\$	1,941.12						
\$	1,585.29						
\$	355.83						
\$	2,065.31						
\$	1,021.23						
\$	1,044.08						
\$	667.00						
\$	12,632.90						
\$	21.98						
\$	6.76						
\$	90.30						
\$	13.09						
\$	1.32						
\$	13,433.35						

\$	1,324.02						
\$	1,833.06						
\$	3,337.40						
\$	6,494.48						
\$	351.00						
\$	335.00						
\$	293.04						
\$	131.74						
\$	69.90						
\$	704.21						
\$	72.06						
\$	1,956.95						
\$	1,328.69						
\$	1,328.69						
\$	83.68						
\$	83.68						

\$	144.00						
\$	144.00						
\$	1,313.20						
\$	448.22						
\$	1,761.42						
\$	570.82						
\$	570.82						
\$	1,482.50						
\$	1,482.50						
\$	23.03						
\$	23.03						
\$	1,353.74						
\$	1,353.74						

\$	1,013.46						
\$	1,013.46						
\$	1,135.02						
\$	1,135.02						
\$	37.17						
\$	37.17						
\$	39,402.55						
\$	39,402.55						
\$	9,318.23						
\$	9,318.23						
\$	3,740.18						
\$	1,000.00						

