

**MINUTES
SPECIAL MEETING
BOARD OF FINANCE – 2016/2017 BUDGET REVIEW
OXFORD TOWN HALL
TUESDAY, MARCH 15, 2016 – 7:00 P.M.**

Present: Chairman Jack Kiley; Tom Kelly; Lila Ferrillo; Robert DeBisschop; Sue Arpin; Dana Flach. Also present: James Hliva, Finance Director.

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

The purpose of the meeting was to review the FY 2016-2017 budget requests for the following departments:

REGISTRAR OF VOTERS:

Linda Crowe and Joann Jelenek appeared to present the budget. The budget is basically the same as last year.

Education requirements have been changed for this office. There are eight (8) units to be completed. The classes are held at UConn-Waterbury. Each session is \$200.00. There is no line item for education in this budget. Ms. Crowe takes her class charges out of Contracted Services and Ms. Jelenek takes her class charges out of whatever is left over from November elections.

Ms. Ferrillo suggested that a line item for education be put in for these classes. She asked what Conferences and Meetings cover. Ms. Jelenek responded that this item covers Spring and Fall conference and the New Haven County meetings.

Mr. Kiley asked where the charges are being taken out of. There is no item in the budget. Ms. Crowe said there are no more certification classes, only training classes at UConn. There are about ten (10) more training classes at a cost of \$200.00 per class per person.

Ms. Crowe said in order to put in a line item for Education she would not know how much to budget. Ms. Ferrillo said to put in a number (i.e. \$1,000) but that money can only be used for education. If money is moved from one line to another, the Board of Selectmen and Board of Finance need to be notified.

Contracted Services covers scanners and Moderator training. Moderator training is involved and they now get paid \$100.00 which is also covered under this line item.

ELDERLY COMMISSION

Patricia Babbage and Joyce Niestemski, Chairperson for Elderly Commission, appeared to present the budget overview.

Budget is up about 2% mostly because of union salaries; non-union has remained about the same. Maintenance on the building and vehicles has also increased. A new printer was purchased to help defray the cost of printing the newsletter. Books and publications are down.

Mr. Hliva stated the purchase of a new 20-passenger bus is included in the Capital Plan. It is covered by a 75/25 grant so approximately \$17,000.00 will be included for cover the 25%.

Mr. Kiley asked the status of a proposal for covered building for the buses. Ms. Niestemski said this is still in the talking stages.

Facility Maintenance covers gutters, floors, carpets, plumbing, refrigerator, outside lighting, furnace system. They have gone over budgeted amount for two years so Mr. Kiley suggested money can be taken from one line and moved into Facility Maintenance. They are under contract for oil.

A grant is provided for the drivers. Budgeted money has to be used before the grant money is used. The grant cannot be included into the budget. Mr. Hliva has a separate grant account.

Mr. Hliva spoke about an old bus previously used by the Elderly Commission which could no longer be used for mass transit. The Board of Selectmen voted to fix up the bus and it was then sold for \$1.00 to a handicapped gentleman. That person passed away so the bus is available again. The person purchases the bus for \$1.00 and is responsible for registration, maintenance, etc. When the bus can no longer be used, it is sold back to the Town for \$1.00.

With regard to electricity, there is a lock on kilowatt charge for three years (this is third year), but delivery charge continues to go up.

PARKS

Not available for tonight.

ARTS

Budget same as last year

TAX ASSESSOR

Tax assessor is out on medical leave.

ASSESSMENT APPEALS

No need to discuss.

TAX COLLECTOR

[BOARD GOES OFF THE RECORD – 7:35 P.M.]

An extensive discussion was held among the Board members regarding the Union members working for the Town beginning to pay for health insurance. An 8% increase in salary without paying for insurance is a considerable increase in pay.

Mr. Kiley said Mr. Haney is working on this.

ASSESSOR

Mapping is adjusted every year. Full charge is put into the Assessor budget but is reduced when time for voting and money is moved into Planning & Zoning, Inland Wetlands and Building. This is the overall cost.

Increase in Education is a result of more courses that are needed to be certified. Question is raised about the reason for room and board. This is a budget for two people.

LAWN MAINTENANCE

Need to be discussed with Ms. Gatto.

CIVIC ACTIVITIES

Budget was adopted at \$11,500. Current budget request is \$14,500. Biggest increase request from Pomperaug Watershed for \$3,000.00.

Historical Society requested an increase of \$500.00 from \$1,000 to purchase file cabinets and audio-visual cart for presentations.

POMPERAUG HEALTH DISTRICT

PROBATE COURT

Looking for \$6,300; request to leave at \$5,000

STREET LIGHTS

Option to buy street lights, but not for Oxford. Eversource said if Oxford does not buy street lights, they will put in LED lights and they will own the lights.

WATER HYDRANT

Rate per hydrant; conservative number. Mr. Hliva does not know how many hydrants are going in on Route 67. Hydrants will be going in on Ecommerce Road. Both belong to Heritage Water Company so Town pays a flat fee.

ETHICS COMMITTEE

\$100 for secretary, but they never have meetings.

HEALTH & SOCIAL SERVICES

Joann Jelenek is the Social Services Coordinator for non-seniors and assistance to senior citizens.

Mr. Kiley noted that First Selectman George Temple wants to add Valley United Way.

HOUSING AUTHORITY

Budget stays the same. By paying for a clerk, Minutes can get filed with the Town for FOI.

LAKE HOUSATONIC AUTHORITY

The requested \$12,819 represents an increase in Oxford's 15% share of maintenance. Shelton pays 50%; Derby (15%) and Seymour pay difference.

LAKE ZOAR AUTHORITY

Budget request is down \$2,000.

BOARD OF FINANCE CONTINGENCY

Last year there were concerns about Planning & Zoning and attorneys being hired. Money was taken out of Town Counsel account and moved it to Land Use Attorney. Only for Garden Homes and the affordable housing cases, \$40,000 has been used so Contingency is in good shape.

ADJOURN

Ms. Kelly made a Motion to adjourn. Ms. Flach seconded the Motion. All in favor. Meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Synnette Steeves, Clerk

16 MAR 21 PM 5:09
TOWN OF OXFORD, CT
Shelley A. West
TOWN CLERK