

MINUTES

BOARD OF FINANCE

REGULAR MEETING

MONDAY May 20th, 2019

Oxford Town Hall-7:00pm

Members Present: Chairman Jack Kiley, Sue Arpin, Dana Flach, Paula Jensen, Robert DeBisschop

Members Absent: Katherine Dennen

Others Present: James Hliva (Finance Director), Wayne Watt (DPW), Sharon Trede (Tax Collector), George Renzoni (BOE), Scott Halstead (WPCA), Scott Pelletier (Fire Dept.), Kyra Nesteriak (Park & Rec)

Call to order: 6:58 pm

Pledge of Allegiance

3. Acceptance of Minutes

(a) March 25, 2019 Regular Meeting

Dana Flach made a motion to accept the March 25, 2019 Regular Meeting minutes. The motion was seconded by Robert DeBisschop. The motion carried unanimously.

4. Amendments to the Agenda

Dana Flach made a motion to change 8 (b) to 7 (b) and shift the remaining down one. The motion was seconded by Jack Kiley. The motion carried unanimously.

5. Audience of Citizens

None

6. Old Business

None

7. New Business

(a) Purchase of 2019 7 yard truck for Public Works

Wayne Watt gave the specs on the 2019 Mack Truck

Jack Kiley made a motion to approve the purchase of a 2019 7yard Mack Granite 42FR MHD with a Mack engine with a price not to exceed \$230,000.00 to be transferred from money left over from the replacement of fuel tank account & capital non recurring and go to Town Meeting . The motion was seconded by Dana Flach. The motion carried unanimously.

(b) Tax Collector Report

Sharon Trede presented the report and the suspense list.

Robert DeBisschop made a motion to approve the suspense list of \$65,890.30 as presented. The motion was seconded by Sue Arpin. The motion carried unanimously.

(c) Fire Marshall- transfer \$1,116.12 from Wages Deputy Assist. to Books Publications

Scott Pelletier explained the need for transfer

Bob DeBisschop made a motion to approve transfer. The motion was seconded by Sue Arpin. The motion carried unanimously.

(d) Park and Rec- transfer \$9,300.00 from Finance Contingency to Facility Maintenance

Kyra Nesteriak explained the transfer was needed to remove dead ash trees at Posypanko, this was a safety issue. Estimates were presented.

Dana Flach made a motion to approve transfer of \$9,300.00 out of contingency. The motion was seconded by Paula Jensen. The motion carried unanimously.

(e) WPCA- transfer \$4,661.24 for Sewer user fee-Seymour

Scott Halstead spoke regarding the transfer

Sue Arpin made a motion to approve transfer for WPCA sewer usage fees-Seymour for \$4,661.24 out of contingency. Dana Flach seconded the motion. The motion carried unanimously.

- (f) Board of Education-Additional playground equipment at Quaker Farms School

George Renzoni presented.

Jack Kiley made a motion to approve adding additional playground and sandbox to Quaker Farms School for the amount of \$63,775.00 out of capital non recurring and send to Town Meeting. The motion was seconded by Robert DeBisschop. The motion carried unanimously.

- (g) Board of Education-Replace Water Fountains at Great Oak Middle School

George Renzoni presented

Jack Kiley made a motion to approve the replacing of 3 water fountains and water filling stations for the amount of \$5800.00 out of capitol non recurring and send to Town Meeting. The motion was seconded by Sue Arpin. The motion carried unanimously.

- (h) Board of Education-Replace Oil Tank at Great Oak Middle School

George Renzoni presented.

Robert DeBisschop made a motion to approve \$51,388.00 for the replacement of Oil Tank at Great Oak Middle School to come from Capital Non Recurring and send to Town Meeting. The motion was seconded by Sue Arpin. The motion was carried unanimously.

- (i) Approve Board of Education-Replace tile in library at Oxford High School

George Renzoni presented.

Dana Flach made a motion to approve \$7,527.00 to replace tile in library at Oxford High School to come from Capital Non Recurring and send to Town Meeting. Sue Arpin seconded the motion. The motion carried unanimously.

- (j) Board of Education-Repair 3rd floor separation at Oxford High School

George Renzoni

Dana Flach made a motion to approve \$1,687.50 to repair the floor separation to come from Capital Non Recurring and send to Town Meeting. Paula Jensen seconded the motion. The motion carried unanimously.

- (k) Board of Education-Replacement of Boys Lockers at Oxford High School

George Renzoni presented.

Sue Arpin made a motion to approve \$23,920.00 to remove and replace the boys lockers at Oxford High School to come from Capital Non Recurring and send to Town Meeting. Dana Flach seconded the motion. The motion carried unanimously.

- (l) Board of Education-Switches and Wireless access points at all schools
No representation.

Sue Arpin made a motion to approve the district infrastructure of \$172,985.11 for switches and \$78,794.00 for wireless access, totaling \$251,779.11 to come from Capital Non Recurring and send to Town Meeting.

Dana Flach seconded the motion. The motion carried unanimously.

- (m) Sue Arpin made a motion to approve up to \$104,000.00 for the removal and disposal of asbestos materials at Great Oak Middle School to come from Capital Non Recurring and send to Town Meeting. Jack Kiley seconded the motion. The motion carried unanimously.

- (n) Robert DeBisschop made a motion to appoint King, King & Assoc. CPA as auditor. The motion was seconded by Sue Arpin. The motion carried unanimously.

- (o) Transfers 2018-2019

See Attachment A

8. Monthly Reports

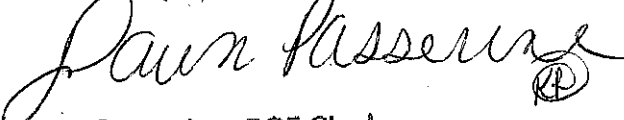
- a. Board of Finance Contingency activity report

Jim Hliva went over the contingency activity report.

9. Adjournment: 8:36 PM

Dana Flach made a motion to adjourn. Robert DeBisschop seconded the motion. The motion carried unanimously.

Respectfully Submitted



Dawn Passerine, BOF Clerk

19 MAY 29 PM 1:37
TOWN OF OXFORD, CT
Dana Flach
TOWN CLERK

7 M ATTACHMENT-A

May 14, 2019

To: Board of Finance

From: Finance Director

Re: 2018-2019 Transfer requests

Item #	Department	Account Number	Account	Amount
1	TO: Various FROM: Finance	Various 5320-560-5320	Contract Settlement Contingency	\$ 86,544.45 \$ 86,544.45
Motion <i>DANA FLACH</i> Seconded <i>ROBERT DEBISSCHOP</i> Vote <i>ALL</i> Comments Comments				
2	TO: Assessor FROM: Assessor	5215-570-113 5215-690	Cont Service Field Work Mileage	\$ 287.50 \$ 287.50
Motion <i>JACK KILEY</i> Seconded <i>ROBERT DEBISSCHOP</i> Vote <i>ALL</i> Comments				
3	TO: Dog warden FROM: Dog warden	5285-811 5285-787	Vehicle Repairs Veterinary Expenses	\$ 86.28 \$ 86.28
Motion <i>JACK KILEY</i> Seconded <i>SUE ARPIN</i> Vote <i>ALL</i> Comments				
4	TO: Fire Marshal FROM: Fire Marshal	5330-525 5330-513	Books Publications Wages Deputy Assist.	\$ 1,116.12 \$ 1,116.12
Motion Seconded Vote Comments <i>SEE # 7(C)</i>				
5	TO: Parks FROM: Finance	5425-613 5320-560-5320	Facility Maintenance Finance Contingency	\$ 9,300.00 \$ 9,300.00
Motion Seconded Vote Comments <i>SEE # 7(C)</i>				

May 14, 2019

To: Board of Finance

From: Finance Director

Re: 2018-2019 Transfer requests

Item #	Department	Account Number	Account	\$	Amount
6	TO: Probate	5450-606	Probate Fees	\$	78.83
	FROM: Finance	5320-560-5320	Finance Contingency	\$	78.83
Motion <u>SUE ARPIN</u>					
Seconded <u>ROBERT DEBISSCHOP</u>					
Vote <u>ALL</u>					
Comments					
7	TO: Tree Warden	5556-570-146	Tree Removal	\$	1,000.00
	FROM: Tree Warden	5556-590	Education	\$	1,000.00
Motion <u>SUE ARPIN</u>					
Seconded <u>PAULA JENSEN</u>					
Vote <u>ALL</u>					
Comments					
8	TO: WPCA	5580-737-5581	Seymour User Fee	\$	4,661.24
	FROM: Finance	5320-560-5320	Finance Contingency	\$	4,661.24
Motion					
Seconded					
Vote					
Comments					

SEE # 7(e)