

**MINUTES
BOARD OF FINANCE
REGULAR MEETING, OXFORD TOWN HALL
MONDAY, MARCH 23, 2015 – 7:00 P.M.**

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

The meeting was called to order by Chairman Kiley at 7:18 p.m. and the Pledge of Allegiance was recited.

Tax Collector Sharon Scinto was present at the meeting so the Committee moved ahead to Item 8a, Report on Tax Collections.

Mr. Kiley stated that the report submitted by Ms. Scinto listed the tax bills sent out during 2014, totaling \$35,965,000. To date (as of 3-23-2015) \$35,157,023 has been collected, leaving a balance of \$937,000. \$677,000 of that total is real estate tax and \$133,000 is motor vehicle tax. Mr. Burke asked Ms. Scinto of the \$677,000 what is the split between residential and commercial tax.

Mr. Kiley asked Ms. Scinto about procedure for collecting real estate taxes and Ms. Scinto proceeded to explain her process. Ms. Ferrillo asked if letters from an attorney were part of collection procedure and Ms. Scinto replied that it used to be but letters usually don't go out from attorney. First option is letter offering a payment plan with Finance Director. If that fails, Tax Collector then sends a demand letter for 30 days. Not one payment plan has been kept up. Ms. Ferrillo believes that if a letter from an attorney as well as the Tax Collector is sent, people might be more inclined to pay up.

Discussion ensued between Ms. Scinto, Ms. Ferrillo, Mr. Burke, Mr. Hliva and Mr. Kiley regarding payment of motor vehicle taxes.

Mr. Hliva discussed collection of current taxes which is 97.01% of total bills. There was some discussion on collection of aircraft taxes.

Ms. Ferrillo began discussion of Item 6)(B) of Old Business, part-time wages for Tax Collectors Office. Ms. Scinto admitted that she misspoke, that person was hired for 6 hours a day/3 days a week.

Acceptance of Minutes – February 23, 2015 Regular Meeting: Mr. Kiley moved to accept minutes. Mr. Kelly so moved and Mr. Kiley seconded. Approved unanimously.

Old Business (A) Stipend for Web Site Coordinator: Discussion began. Mr. Hliva noted that he scheduled both the Web Site Coordinator and Tax Collector for same night. But she was called away to an awards ceremony by First Selectman Temple. Website Committee needs to be at meeting.

New Business: (A) Transfer approved by Board of Selectman (all tabled):

Agenda was filed. Secretary was on vacation prior week. Mr. Hliva was off Monday. Secretary returned from vacation, filed agenda and transfers were not put on. Transfers were not added to agenda. Mr. Kelly noted that a motion could have been made to amend agenda.

Monthly Reports:

As of February 2015, 98.09% of budget collected. Ms. Scinto shows 97.09%.

Lengthy discussion and explanations began among Mr. Burke, Mr. Hliva, Mr. Kiley, Mr. Kelly with regard to comparing statements provided by Ms. Scinto as Tax Collector vs. statements provided by Mr. Hliva as Finance Director. Mr. Hliva's report shows numbers that Ms. Scinto's report does not have.

Contingency Fund contains approximately \$170,000 but there are pending transfers totaling \$122,000 sitting with Selectman.

Mr. Kelly questions how can an expense for pay increases be authorized without Board of Finance approval. Explanation provided by Mr. Hliva. Additional explanations and discussion continued with Mr. Kelly, Mr. Kiley, Mr. Hliva, Ms. Ferrillo and Mr. Burke. Mr. Kelly made suggestion to BOF members when BOF does budget discussions that a new line be added under benefits for non-union medical benefits. Take out of benefits line amount of money that would have gone in and fund it separately at zero so funding is for union contracts and funding for non-union medical benefits will be zero. Ms. Ferrillo suggested taking salary line item, deduct 7% that union pays from salaries and that's what get funded. Medical benefits cannot be taken away.

Mr. Burke said as a department Selectmen have not exceeded budget.

There being no further discussion, motion was made to adjourn by Mr. Kiley, seconded by Mr. Kelly, all in favor. Meeting was adjourned.

Respectfully submitted,


Lynnette Steeves

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