

MINUTES
**BOARD OF FINANCE
SPECIAL MEETING
May 28, 2013 – 7:00 P.M.**

The meeting was called to order by Chairman Lila Ferrillo at 7:05 p.m. and the Pledge of Allegiance was recited.

The following members were present: Chairman Lila Ferrillo, Jack Kiley, Tom Kelly, Richard Burke, Robert DeBisschop. Absent: Nancy Schmitt. Also present: James Hliva, Finance Director.

Discussion of playscape

Kiera Nesteriak, Adam Kinkle, Rev. David Steele and Debbie Gatto attended the meeting.

Rev. Steele talked about the positive impact that the playscape will have on the community. Adam reviewed the cost analysis for the project. He noted that bids for several contractors were received and the lowest bidder was Mesa Construction for the site work. Play equipment that was chosen by the committee for the area was reviewed. The figure from Premier Park & Play is \$135,000. The playscape will be built by community members. Discussion ensued about the Charter requiring the equipment to go out to bid which was not done but a consortium was used. Jim Hliva noted that this satisfies the Charter requirement. Adam noted that if funds are approved at this meeting, the playscape could be built and ready to be used by Labor Day. Kiera noted that the budget is \$182,000. The breakdown is for \$43,000 for Mesa Construction for site work, \$143,000 for playscape equipment, and \$4,000 engineering costs. \$44,000 was received in private contributions. Lila noted that an application for a grant from the Mathies Foundation was done. Kiera noted that the Board of Selectmen approved use of \$165,000 from LoCip funds for the project. She asked that the Board approve \$138,000. Board members discussed the possible use of funds from the Quaker Farms School remediation settlement.

Motion made by Jack Kiley to recommend that \$138,000 approval for the playscape be taken from LoCip funds to go to Town Meeting. This was seconded by Tom Kelly. Discussion: Dick asked for an explanation of the \$4,000 difference (\$134,000 is shown on the cost analysis). Kiera noted that the \$4,000 is for Nafis & Young's engineering cost. Premier Park & Play's proposal with breakdown of items included totaling \$135,204 was discussed. Discussion ensued about the material that is used for the play equipment which is recycled plastic. Debbie Gatto noted that it is very durable and is used at Posypanko Park and the Town has been pleased with it. Board members asked what yearly maintenance can be expected and Debbie noted that garbage removal at the site will be taken care of and every few years wood chips will need to be added but no other costs are expected and Adam agreed. It was noted that LoCip funds are from the State and would not be available until July. Lila noted that funds from remediation settlement could be used.

Jack Kiley made an **Amended Motion** to recommend that \$138,000 approval for the playscape be taken from funds received from the Quaker Farms School oil remediation settlement to go to Town Meeting. This was seconded by Tom Kelly. Motion passes unanimously.

Robert DeBisschop arrived at 7:45 p.m.

Transfer for Senior Center newsletter

No action taken.

New Business

Transfer 2012/2013 as approved by Board of Selectmen 5/1/13

1.TO: Registrar of Voters	Wages Deputy Registrar	5465-517-29	\$1,700.00
FROM: Registrar of Voters	Wages Primary	5465-517-85	\$1,429.50
FROM: Registrar of Voters	Election Expense Primary	5465-594	\$270.50

2. TO: Registrar of Voters	Conferences/Mtg. Deputy	5465-559	\$220.00
FROM: Registrar of Voters	Election Expense Primary	5465-594	\$220.00

Motion to Approve items 1&2 made by Tom Kelly
Seconded by Dick Burke.
Motion passes unanimously.

3. TO: Elderly	Outside <u>Snow Removal</u>	5295-736	\$1,396.75
FROM: Finance	Contingency	5320-560-5320	\$1,396.75
4. TO: Elderly	Alarm System	5295-900	\$186.00
FROM: Elderly	Vehicle Repairs	5295-812	\$186.00

Motion to Approve items 3&4 made by Tom Kelly
Seconded by Jack Kiley
Motion passes unanimously.

5. TO: Tax Collector	Dues	5505-585	\$30.00
FROM: Tax Collector	Wages PT Seasonal	5505-517-98	\$30.00
6. TO: Tax Collector	Conference and Meeting	5505-555	\$241.97
FROM: Tax Collector	Wages PT Seasonal	5505-517-98	\$241.97

Motion to Approve items 5&6 made by Tom Kelly
Seconded by Dick Burke
Motion passes unanimously.

7. TO: Library	Conference and Meeting	5390-555	\$220.00
FROM: Library	Supplies Departmental	5390-769	\$220.00
8. TO: Library	Computer Catalog	5390-560	\$37.99
FROM: Library	Facility Maintenance	5390-613	\$37.99
9. TO: Library	Dues	5390-585	\$300.00
FROM: Library	Supplies Departmental	5390-769	\$300.00

Motion to approve items 7, 8, 9 made by Jack Kiley.
Seconded by Bob DeBisschop.
Motion passes unanimously.

Board of Finance
Special Meeting 5/28/13

10. TO: Tax Collector	Education	505-590	\$129.95
FROM: Tax Collector	Supplies	5505-770	\$129.95

Motion to approve made by Tom Kelly.

Motion was rescinded by Tom Kelly.

11. TO: Building	Supplies Office	5230-770	\$250.00
FROM: Building	Equipment	5230-603	\$250.00

Motion to approve made by Tom Kelly

Seconded by Bob DeBisschop

Motion passes unanimously.

12. TO: Fire	Background Checks	5325-570-136	\$100.00
FROM: Fire	Waste Removal	5325-798	\$100.00

Motion to approve made by Tom Kelly

Seconded by Jack Kiley

Motion passes unanimously.

13. TO: Tax Collector	<u>Equipment</u>	505-590	\$1,608.00
FROM: Finance	Contingency	5320-560-5320	\$1,608.00

Motion to Table made by Tom Kelly

Seconded by Jack Kiley

Motion passes unanimously.

Transfer 2012/2013 as approved by Board of Selectmen 5/15/13

1. TO: Zoning Board Appeals	Wages Clerk	5590-517-44	\$200.00
FROM: Zoning Board Appeals	Publications	5590-680	\$200.00

Motion to approve made by Jack Kiley

Seconded by Bob DeBisschop

Motion passes unanimously.

2. TO: Health District	Contracted Services	5438-570-5438	\$10,000.00
FROM: Accounts Payable	2011-12 Fees	2000-100	\$10,000.00

Motion to Table made by Jack Kiley

Seconded by Tom Kelly

Motion passes unanimously.

3. TO: Ambulance	Supplies Office	5210-770	\$675.21
FROM: Ambulance	Medical	5210-688	\$326.03
FROM: Ambulance	Vehicle Maintenance	5210-811	\$349.18

4. TO: Ambulance	Supplies Departmental	5210-769	\$800.00
FROM: Ambulance	Uniforms	5210-785	\$800.00

5.TO: Ambulance	Facility Maintenance	5210-613	\$6,048.47
FROM: Ambulance	Contracted Services CMED	5210-570-107	\$1,391.50
FROM: Ambulance	Uniforms	5210-785	\$500.00
FROM: Finance Contingency	Contingency	5320-560-5320	\$4,156.97

6.TO: Ambulance	Heating Oil	5210-625	\$1,228.95
FROM: Finance Contingency	Contingency	5320-560-5320	\$1,228.95

Motion to Table items 3, 4, 5, 6 by Jack Kiley

Seconded by Tom Kelly

Discussion: The auditing company is waiting for information from the Ambulance Corp. in order to complete the audit. Once the audit is received and reviewed, the Board will consider these expenditures. Jim was asked by the Board to ask the Ambulance Corp. when they plan to provide the information. Jim replied that a letter to the Ambulance Corp. asking this question was drafted by the Selectmen. The Board will receive a copy of the letter and any reply received.

(4) Ayes (1) Abstention by Bob DeBisschop. Motion passes.

Appropriation of \$101,568 from fund balance to cover the cost of insurance

Jim informed the Board that last June Trident Insurance gave the Town notice that they would no longer insure it. Travelers would not give us a quote. CIRMA will insure the Town. The cost is high due to prior workers compensation claims. The cost for insurance is higher in the 2012/2013 fiscal year than the 2011/2012 fiscal year.

The Board asked Jim to request that the Selectmen meet with the Board to discuss the increase in insurance cost and remedies to help the situation. The discussion would also include status of Great Hill Road. The meeting will be held in Executive Session.

Motion to Table made by Tom Kelly. This was seconded by Jack Kiley. Motion passes unanimously.

Discussion with Town Engineer on Great Hill Road

No action taken.


Monthly Reports

Board members requested that Sharon Scinto attend all regular meetings in the future to review tax collections. Any updates to the suspense list should also be reviewed at regular meetings in the future. No reports reviewed.

Motion to adjourn made by Tom Kelly at 8:20 p.m. This was seconded by Jack Kiley. Motion passes unanimously.

Respectfully submitted, subject to approval


Marni Soss, Clerk

13 MAY 30 PM 4:43
TOWN OF OXFORD, CT

TOWN CLERK