

MINUTES  
BOARD OF FINANCE  
SPECIAL MEETING  
March 12, 2013

The meeting was called to order by Chairman Lila Ferrillo at 6:30 p.m.

Present: Chairman Lila Ferrillo, Jack Kiley, Bob DeBisschop, Tom Kelly, Dick Burke and James Hliva, Finance Director. Absent: Nancy Schmitt.

The purpose of the meeting is to review the FY 2013/2014 budget requests.

**Water Pollution Control Authority**

*Scott Halstead attended the meeting.* Scott was told that no wage increases for non-union employees will be considered until after union negotiations are complete. Scott noted that a request for increase in the wages coverage line item is to increase hours which is needed due to change in requirements. Sometimes two people are required to do certain jobs (mandated by law). This will also cover wages in case he is out on vacation or out sick. Contracted services maintenance has a request for increase for any service that he cannot supply for maintenance to pump stations. The figure was reviewed and Scott noted that it is accurate. Equipment depreciable has a request for increase for tools that are needed by the department. Specific needs were discussed. Equipment maintenance has a request for increase due to need to lease a flow meter for contract with Naugatuck. Maintenance materials has a request for increase. Mapping has a request for increase due to State requirement. Dick noted that very little detail is provided for purchase of equipment and asked who approves such purchases. Scott stated that his commission does this. He is required to provide numerous prices to be reviewed before approval for the purchase is given. Jim noted that a purchasing department within Town Hall would ensure that the best price would be found for needed items. Contracts were discussed. Water has a request for increase. Vehicle maintenance has a request for increase. The plow for his truck was discussed and he noted that he got three quotes before purchasing the item. Revenue was discussed.

**Park & Recreation**

*Debbie Gatto attended the meeting.* She spoke about wages for the part-time assistant. Jim noted that the selectmen approved a 10% increase. Debbie noted that the employee has been working for the Town for approximately six years and makes less than many other clerks. She also spoke about wages for the part-time maintenance workers (two are included in the line item) and would like to see a wage increase for the worker who has been working for the Town for seven years whose hourly wage is very low. A request for increase in contracted services field maintenance is for additional work needed near the tennis courts on Great Oak Road. A small mower is also needed for the department. A request for increase in electricity due to the lighting at the tennis courts was discussed. A request for increase in summer concerts was discussed. Maintenance of the new high school field (and surrounding area) was discussed. How it will affect this department was discussed.

Discussion ensued regarding no wage increases for non union employees to be considered until after union negotiations are complete.

Regarding the Police Department, there will be no wage increases available for the next fiscal year (during contract negotiations). This applies to full time and part-time employees. This is due to the poor economy.

Discussion ensued about wage increases. When the Board of Finance receives a request for transfer of funds pertaining to wages, the Board must know the hourly rate of pay that the Board of Selectmen has approved for the employee.

Insurance was discussed. Jim noted that he is waiting to get a rate for the next fiscal year from the insurance carrier. He has requested quotes from a number of companies. The Board of Education and Police Department are insured separately. Jim has spoken to these departments about insurance.

### **Adjournment**

Motion to adjourn was made by Tom Kelly at 8:30 p.m. This was seconded by Jack Kiley.  
Motion passes.

Respectfully submitted, subject to approval

*Marni Soss*  
Marni Soss, Clerk

13 MAR 15 PM 2:50  
TOWN OF EXETER, CT  
*Margaret A. West*  
TOWN CLERK