

**MINUTES
BOARD OF FINANCE - REGULAR MEETING
OXFORD TOWN HALL**

~~MAY 22~~, 2017 - 7:00 P.M.

June 26,

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

Also present: Arnie Jensen; Sharon Trede

The Regular Meeting was opened at 7:00 p.m. by Chairman Jack Kiley. The Pledge of Allegiance was recited.

- 3) **Acceptance of Minutes**
(a) March 22, 2017 Regular Meeting
(b) June 8, 2017 Special Meeting

Mr. Kelly made the Motion to accept the Minutes of May 22, 2017 Regular Meeting and June 8, 2017 Special Meeting. Ms. Flach seconded the Motion. After review of same by BOF members, a vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Tom Kelly		Lila Ferrillo (6/8/17 Special Meeting)
Jack Kiley		
Dana Flach		
Sue Arpin		Bob DeBisschop (6/8/17 Special Meeting)

All in favor; Motion passes and the Minutes are accepted.

- 4) **Amendments to the Agenda:** Mr. Kiley made a request to move Item (c) from #7 New Business to the first topic to be discussed. Mr. Kelly made a Motion to move Item (c) from #7 New Business to the first topic; Ms. Ferrillo seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Tom Kelly		
Lila Ferrillo		
Jack Kiley		
Dana Flach		
Sue Arpin		
Bob DeBisschop		

All in favor; Mr. Kiley's request is approved. The Tax Collector will present her suspense list at the beginning of New Business.

5) **Audience of Citizens – N/A**

6) **Old Business:** Mr. Kiley had a question regarding the status of a \$7,000 legal bill for Attorney Micci that was not approved by the BOF. Mr. Hliva stated that the bill was paid prior to the BOF meeting. Mr. Kelly asked how that happened without approval from the BOF. There was a discussion between Mr. Kiley, Mr. Kelly and Mr. Hliva and Mr. Hliva will follow up with status of same.

7) **New Business**

(c) Tax Suspense List

Ms. Sharon Trede, the Tax Collector, presented the BOF with a copy of the Tax Suspense List. The total of the suspense list was a total of \$61,378.57, consisting of 328 accounts. Mr. Kelly asked for an explanation of the notation of "Deceased/No Probate/No Family". He asked if this was a legitimate reason for no tax collection. Ms. Trede followed with explanation of same. She said she has not attached motor vehicle.

Ms. Flach stated that on some of these accounts there is probate. She explained that liens should go on property that is still owned by the family which would prevent property being sold. Ms. Flach presented Ms. Trede with a list that she had prepared and requested that Ms. Trede follow up with the accounts.

Ms. Flach continued with a lengthy, detailed explanation to the BOF members and Ms. Trede. The suspense list will not be approved at this current BOF Regular Meeting.

Ms. Trede asked what she should do to get the suspense list approved since the deadline is June 30, 2017. Ms. Flach said she would like to see the suspense list prepared earlier than June. She agreed to have it approved with the caveat that Ms. Trede follow up with the deceased files.

Mr. Kelly made the Motion to approve the suspense list; Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Tom Kelly		
Lila Ferrillo		
Jack Kiley		
Dana Flach		
Sue Arpin		
Bob DeBisschop		

All in favor. The Suspense List is approved.

Mr. Kiley asked Mr. Hliva what has been collected so far from bills mailed out. Mr. Hliva said 98.4% has been collected through May 2017. Bills mailed out totaled \$35,269,673.98; total received so far is \$34,706,627.72. Total revenue for the Tax Department was budgeted at \$35,659,422.00 and year-to-date is \$35,882,342.06 so the department is over budget.

Ms. Trede explained that there is an attempt to put delinquent accountholders on payment plans. She added that tax bills will be mailed out on June 30, 2017.

(a) Discussion on letter from BOE on Teachers contract negotiations

Mr. Hliva reviewed the letter from the Superintendent. The BOE needs to meet with the BOF to discuss contract negotiations. Mr. Kiley recommended that this meeting take place at the BOF Regular Meeting on August 28, 2017.

(b) Discussion on Building Department vehicle

Mr. Hliva reminded the BOF that money was approved to repair the Building Official's 2007 vehicle which needed significant repairs. However, the air conditioner is now broken and the question is should the vehicle be repaired or should it be replaced? Ms. Flach and Ms. Ferrillo commented that there is no need for a Ford Explorer, perhaps a Ford Escape. Mr. Hliva said he will begin the appropriation process.

(d) Transfers

Mr. Arnie Jensen, Chairman, Planning & Zoning Commission, appeared to present his explanation for the three (3) transfer requests for Planning & Zoning Commission. A lengthy discussion regarding Mr. Jensen's explanation regarding the transfer request for Legal Services. Several suggestions were made regarding a solution to the problem.

SEE TRANSFER REQUESTS ATTACHED TO MINUTES.