

**MINUTES
BOARD OF FINANCE
SPECIAL MEETING, OXFORD TOWN HALL
MONDAY, AUGUST 7, 2017 – 7:00 P.M.**

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

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

3) Discussion on dates for the Joint Meeting on the Oxford School Building Committee.

This meeting would be with the Board of Finance and Board of Selectmen. Mr. Kiley proceeded to read from a letter provided to the Board of Selectmen from Robert Slie, Chairman of the Oxford School Building Committee. Mr. Slie is requesting an appropriation of \$48.6 million for the planning and construction of the new middle school. The next BOS meeting is August 16, 2017 at which time they will pick a date for the joint meeting. BOF members provided their dates of availability which dates will be provided to the BOS.

There has also been no meeting regarding the use of CREC to assist in closing out the construction grant.

4) Discussion on Non-Union Salary increases including budget and related benefit changes

Mr. Kiley began the discussion regarding the salary increases and construction of the benefit changes. Increases for the salaries were implemented on July 1, 2017, after the new budget. Salary increases were improved by the Board of Selectmen, who also received increases. Annual increases are \$153,000; medical savings are \$146,000. Mr. Hliva said for Year One this is not true.

Mr. Hliva explained the changes in Animal Control. Animal Control is now a part-time position with no benefits. The salary has been increased from \$16,203 to \$19,768. There are no volunteers. There are two part-time paid staff in the office. One person takes care of emergency calls when Animal Control officer is not available and on weekends. The second person takes care of kennel maintenance. One salary is has gone up from \$8,000 to \$13,000 and the second salary has gone from \$6,000 to \$9,000. There are no benefits provided. Mr. Kelly asked why the Animal Control officer salary had to be increased by 25%. A discussion ensued regarding the increases in Animal Control Department.

Mr. Hliva said salaries were implemented to compare with other towns. Ms. Flach asked if hours were compared to other towns in a comparable study. Mr. Hliva commented that only a few positions had hours increased along with salary increase.

Mr. Kiley began a discussion regarding salaries for the First Selectman, and the two Selectmen. The increases were voted in without the vote of the townspeople.

Ms. Arpin confirmed that these increases went into effect on July 1, 2017. She asked why the increases did not come before the Board of Finance. Mr. Kelly explained that the BOF does not set salaries, but does approve the funding of the salaries. Mr. DeBisschop recommended a petition to bring to a Town Meeting for approval of the increases. Mr. Kiley asked what percentage for insurance is coming out of paychecks. Mr. Hliva said the amount has not been decided yet. The Town is funding the deductible for the first year. New insurance goes into effect with Anthem in January 2018.

A very lengthy detailed discussion regarding this issue, including pay increases, medical insurance, increase in work hours, vacation/sick time/holidays, ensued among all the BOF members. Results and recommendations were also discussed among the Board members regarding same.

Mr. Hliva said he will follow up regarding the use of Medicare to replace insurance for 65 and older. He will also meet with the Board of Selectmen to push them to implement changes at either their September or October meetings, including beginning insurance.

Mr. DeBisschop recommended the BOF make a Motion regarding the cost increase to an already-approved budget without any further approval. This recommendation was fine-tuned by other Board members through a detailed, lengthy discussion.

Mr. Kelly made the Motion as follows: On June 7, 2017, the Board of Selectmen voted to increase salary line items in the 2017/2018 budget. Please send a funding request to the Board of Finance for that \$153,052 increase in the budget upon which the Board of Finance will act. The Motion was seconded by Mr. DeBisschop. All in favor.

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

Motion is approved; Motion passes.

5) **Discussion on State Police bill for 2016-2017**

The State Police budget is over budget (not counting overtime) for regular police by \$200,000. Sgt. Semosky was invited to attend this BOF meeting but declined through a text message to Mr. Hliva. The message stated that Sgt. Semosky was not well, but he outlined the reason for the overage (caused by keeping two troopers from July to December 2016; they would not have gone back in July due to two troopers being out).

Mr. Kiley noted that in future he does not want Sgt. Semosky to appear for the budget. Sgt. Semosky is a contractor. First Selectman George Temple is the Chief of Police and he will need to appear going forward.

Ms. Flach reiterated what Sergeant Dan Semosky had been told and what had been discussed with him by the Board of Finance at a previous budget meeting.

Mr. Kelly made a Motion to table this item; Mr. DeBisschop seconded the Motion. A vote was taken.

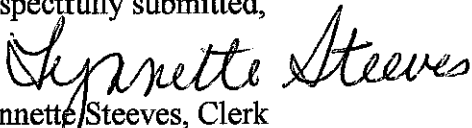
<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Tom Kelly		
Jack Kiley		
Dana Flach		
Sue Arpin		
Bob DeBisschop		

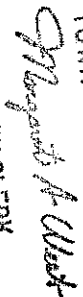
Motion is approved; Motion passes.

Mr. Kiley asked if Board members had availability for a Special Meeting. There will be no need for a Special Meeting as the next regular meeting is August 28, 2017. One of the issues to be discussed will be the Building Inspector's vehicle.

There being no further discussion, Motion to adjourn was made by Ms. Flach, and seconded by Mr. Kiley. All in favor. Meeting was adjourned at 8:50 p.m.

Respectfully submitted,


Lynnette Steeves, Clerk

17 AUG 21 AM 11:27
TOWN OF OXFORD, CT

TOWN CLERK

Oxford School Building Committee
S.B. Church Town Hall
486 Oxford Road
Oxford, CT 06478

July 27, 2017

Oxford Board of Selectmen
S.B. Church Town Hall
486 Oxford Road
Oxford, CT 06478

Dear BOS Members,

I am writing on behalf of the Oxford School Building Committee to request an appropriation totaling \$48.6 million and borrowing authority with an estimated cost to the Town of \$35.6 million to fund the planning and construction of a new middle school for the Town of Oxford. The committee asks that you take this request into consideration at the August 16, 2017 BOS Meeting.

The OSBC has worked diligently and consulted with experts to develop a plan for the proposed middle school that addresses the BOE's education specifications, meets all state requirements and is cost effective. A financial plan will be established to ensure that Oxford taxpayers receive the best possible outcome for their investment.

Sincerely,



Robert Slie
Chairman
Oxford School Building Committee

Cc:
Jim Hliva
Jack Kiley
Joanne Pelton

Town of Oxford Time Line
Oxford Middle School Project Timeline
Dates Constitute Deadlines
 Joseph Fasi LLC, Bond Counsel
 July 10, 2017

	Day/Date	
1.	Wednesday 8/2/17	1) Written Request for appropriation is filed with the Selectmen. 6-10(A). 2) Selectmen refer to Planning Commission 3) Selectmen Schedule Joint BOF meeting
2.	Monday, 8/7/17	4) BOF and BOS agendas filed, posted and in case of special meeting circulated to each member. BOS agenda 48 hour notice 4-2(B)
3.	Wednesday, 8/9/17	5) Joint Meeting, to be held within 30 days of #1, of Boards of Selectmen and Finance to discuss request. Section 6-10(B)
4.	Thursday, 8/24/17	6) BOS agenda filed, posted and in case of special meeting circulated to each member. (BOS Agenda to include approving bond resolution, filing it with the town clerk and scheduling a town meeting and referendum contingent upon BOF approval). BOS agenda 48 hour notice 4-2(B)
5.	Thursday, 8/24/17	1) BOF agenda filed, posted and in case of special meeting circulated to each member. (BOF Agenda to include receiving Middle School recommendation of selectmen, scheduling public hearing regarding bond resolution, and scheduling meeting following the public hearing to vote on the bond resolution).
6.	Monday, 8/28/17	2) BOS: 1) approve bond resolution. 2) recommend to the BOF, including the appropriation for legal and technical expenses by reference to the Town's pre-existing appropriation for this purpose, 3) file request and bond resolution with the Town Clerk, 4) set town meeting and referendum dates.

7.	Monday, 8/28/17	1) BOF receive Selectmen's recommendation, set public hearing regarding bond resolution, and scheduling meeting following the public hearing to vote on the bond resolution
8.	Wednesday, 8/30/17	2) BOS files minutes and bond resolution with town clerk
9.	Sunday, 9/3/17	1) BOF Public Hearing Notice published in newspaper.
10.	Monday, 9/4/17	3) BOF agenda filed, posted and in case of special meeting circulated to each member.
11.	Thursday, 9/7/17	1) Last day for BOS to approve placing Middle School question on ballot in conjunction with the State election.
12.	Thursday, 9/14/17	2) The BOF holds a Public Hearing and votes on the bond resolution. Public Hearing to include: i) Statutory debt limit. ii) Determination whether town has the ability to pay current and future debt authorizations as well as operating expenses. iii) Fiscal Impact Statement (FIS). FIS includes bond amount, estimated interest rate, term, issue date and tax burden expressed in mills based on the current grand list.
13.	Thursday, 9/14/2017 Meeting following public hearing BOF Action items	2) BOF Action Items: a) Approves bond resolution b) BOF appropriates funds for legal and technical expenses by reference to budget line item. c) Action includes finding included in FIS. 6-10(F) BOF has 30 days from BOS notification to act on bond resolution. 6-10(D)
14.	Friday, 9/15/2017	3) a) BOF notifies BOS in writing within 48 hours of its vote and notification is to include its findings under #13. 6-10(D)
15.	Friday, 9/22/17	4) Town Clerk to file referendum ballot label with the Secretary of State
16.	Friday, 9/22/17	16) Town meeting notice appears in newspaper

17.	Wednesday, 10/4/17	17) Town Meeting i) BOF presents its Fiscal Impact Statement and items in #9. 6-11(C) Held within 45 days of filing the bond resolution. 6-11(C)
18.	10/23/17 – 11/1/17 Monday - Wednesday	Election notice is published at least once in the newspaper.
19.	Tuesday, 11/8/2017	18) Middle School Referendum held in conjunction with State Election.
20.	Friday, 11/10/17	19) Notice of passage published in newspaper.
	Suggest approval prior to BOF Public Hearing	Planning Commission 8-24 approval