

**MINUTES
BOARD OF FINANCE - REGULAR MEETING
OXFORD TOWN HALL
AUGUST 28, 2017 – 7:00 P.M.**

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

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) June 26, 2017 Regular Meeting
(b) August 7, 2017 Special Meeting

Mr. Kelly made the Motion to accept the Minutes of June 26, 2017 Regular Meeting and August 7, 2017 Special Meeting. Ms. Flach seconded the Motion. All in favor.

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

All in favor; Motion passes and the Minutes of the June 26, 2017 Regular Meeting and August 7, 2017 Special Meeting are accepted.

Before the meeting began, Mr. Kiley made comments regarding Governor Malloy's proposed budget cuts. If these cuts are approved, the Town of Oxford stands to be cut approximately \$4.6MM. The General Fund balance is \$12,332,000 as of June 30 2017. He continued on regarding the expenses that will be coming out of the General Fund. He discussed results and recommendations regarding this issue. Mr. Kiley recommended that all capital spending be put on hold until the status of the state budgets cuts is established. This should be a delay of approximately two weeks.

- 4) **Amendments to the Agenda** – Mr. Kiley made a Motion to move the letter he prepared to the Board of Selectmen at the end of the New Business. Mr. Kelly seconded this Motion. A vote was taken.

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

All in favor. This Motion passes and Mr. Kiley's letter will be read at the end of the New Business.

5) **Audience of Citizens** – Kathy Johnson (Selectman), 68 Dorman Road, Oxford, CT. Ms. Johnson stated that she agrees with Chairman Kiley's decision to put a hold on pending expenses. She hopes that this freeze will not last long, but she does agree that it is a prudent move. However, Public Works does need equipment.

Mr. John Powers, Democratic nominee for Board of Finance was also in attendance.

6) **Old Business** – NONE

7) **New Business**

(a)	Appropriation Building Department vehicle	\$ 25,000.00
(b)	Approve transfer from General Fund to CNR	\$2,385,571.00
(c)	Approve Truck for Public Works from CNR	\$ 177,862.00
(d)	Approve truck for WPCA from CNR	\$ 41,308.00
(e)	Approve Fuel system for Public Works from CNR	\$ 350,000.00
(f)	Approve Fire Dept. Brush Truck from CNR	\$ 50,000.00
(g)	Approve Fire turnout gear from CNR	\$ 10,000.00
(h)	Approve Chevrons for fire Dept. trucks from CNR	\$ 12,410.00

Mr. Kelly made a Motion to deny Items (a) through (h). Ms. Arpin seconded the Motion. Mr. DeBisschop does not believe that Public Works requests should be denied, but Mr. Kiley pointed out that the one new truck is not as critical a need as it once was. A discussion then ensued among the members regarding this recommendation of denying the requests.

A vote was taken. All in favor.

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

All in favor; Motion passes to deny items (a) through (h) regarding requests/approvals for funds

(i) FY 2016-2017 Transfers (26)

SEE ATTACHED SHEETS.

Discussion ensued regarding Transfer Request #9. Internet security refers to Lily Park and Posypanko, not Ryan's Park, as noted in the back up information. Apparently, cameras have not yet been hooked up and activated at Ryan's Park. Board members requested that Mr. Hliva follow up with Mr. Haney to ascertain reason.

Discussion began regarding Transfer Request #22. Mr. Hliva gave the BOF the explanation for the \$11,135.14 overage. One reason was the retirement of the custodian who, before he left made use of all his available time owed to him, plus training the replacement. The second reason was the per diem floater (10-12 hours/week) brought in by First Selectman George Temple. The per diem floater fills in for the receptionist and spends time in the Assessor's Office.

(k) Appropriation 2016-2017 from General Fund for Outside Town Counsel - \$34,247.82

Discussion was held regarding 2016-2017 Transfer Request #20 in conjunction with Appropriation from the General Fund for Additional Counsel in the amount of \$34,247.82. Mr. Hliva explained that the transfer was approved by the BOF. There is an additional amount for which there are not enough funds. This amount is requested to come from General Fund.

As an aside, Mr. Hliva advised the BOF members that the Police Department will be coming forward with an appropriation for approximately \$200,000.00. Mr. Kiley reiterated that the Chief of Police (First Selectman George Temple) is the person who needs to come before the Board of Finance. Sergeant Semosky is not the person to speak for the Police Department.

Mr. Kelly made a Motion to deny Request for Appropriation from the Town Counsel in the amount of \$34,247.82. Ms. Arpin seconded the Motion. A vote was taken.

Aye

Tom Kelly

Jack Kiley

Dana Flach

Sue Arpin

Bob DeBisschop

Nay

Abstain

All in favor. The Request for Appropriation was denied.

8) **Monthly Reports**

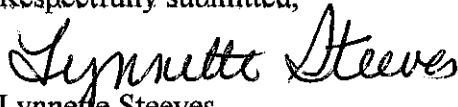
(a) Report on Tax Collections. Mr. Hliva discussed the Tax Collector's Report. He reports that a true number will not be seen until the end of August. Deposits for July will come in beginning August. At end of August, collections should be 55%-56%. Mr. Kiley asked for a report regarding the tax sales. The Tax Collector has been repeatedly requested to provide this report to the Board of Finance but it is not forthcoming. Mr. Kiley recommended that the Tax Collector's assistant prepare the report.


Mr. Kiley then presented the letter he prepared to deliver to the Board of Selectmen with regard to the increases approved by the Board of Selectmen.

A lengthy detailed discussion ensued among the BOF members regarding this letter.

There being no further discussion, Motion to adjourn was made by Ms. Flach, and seconded by Mr. Kelly. All in favor. Meeting was adjourned at 9:00 p.m.

Respectfully submitted,


Lynnette Steeves
Clerk

17 SEP -8 PM 2:19
TOWN OF OXFORD, CT

TOWN CLERK

To: Board of Finance

August 16, 2017

From: Finance Director

Re: 2016-2017 Transfer requests

Item #	Department	Account Number	Account	Amount
1	TO: Ambulance	5210-613	Facility Services	\$ 944.02
	TO: Ambulance	5210-601	Equipment Lease	\$ 131.94
	TO: Ambulance	5210-604	Equipment Lease	\$ 117.48
	TO: Ambulance	5210-614	Supplies	\$ 34.79
	FROM: Ambulance	5210-769	department Supplies	\$ 761.73
	FROM: Ambulance	5210-785	uniforms	\$ 309.89
	FROM: Ambulance	5210-770	Equipment	\$ 20.95
	FROM: Ambulance	5210-625	Heating	\$ 135.66

Motion Mr. Kelly made a Motion to approve

Seconded Ms. Flach seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

Comments

Comments

2	To: Assessor	5215-570-113	Field Work	\$ 2,757.50
	From: Assessor	5215-525	Books	\$ 435.00
	From: Assessor	5215-551	Computer Maintenance	\$ 125.00
	From: Assessor	5215-555	Conferences	\$ 526.00
	From: Assessor	5215-570-135	Printing	\$ 30.81
	From: Assessor	5215-585	Dues	\$ 20.00
	From: Assessor	5215-590	Education	\$ 970.00
	From: Assessor	5215-690	Mileage	\$ 376.11
	From: Assessor	5215-770	Office Supplies	\$ 274.58

Motion Mr. Kelly made a Motion to approve

Seconded Ms. Flach seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

Comments Appraiser was hired for Field Work which caused the budget to go over.

3	TO: Conservation	Wages Fill in	5265-517-42	\$ 1,353.80
	FROM: Conservation	Legal Services	5265-670	\$ 1,353.80

Motion Mr. Kelly made a Motion to approve

Seconded Ms. Arpin seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

Comments

To: Board of Finance

August 16, 2017

From: Finance Director

Re:2016-2017 Transfer requests

Item #	Department	Account Number	Account	Amount
4	TO: Conservation	Field Work	5215-570-113	\$ 2,757.50
	FROM: Conservation	Books	5215-525	\$ 435.00
	FROM: Conservation	Computer Maintenance	5215-551	\$ 125.00
	FROM: Conservation	Conferences	5215-555	\$ 526.00
	FROM: Conservation	Printing	5215-570-135	\$ 30.81
	FROM: Conservation	Dues	5215-585	\$ 20.00
	FROM: Conservation	Education	5215-590	\$ 970.00
	FROM: Conservation	Mileage	5215-690	\$ 376.11
	FROM: Conservation	Office Supplies	5215-770	\$ 274.58

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Mr. Kiley seconded the Motion

Vote A vote was taken. All in favor. Motion passes

Comments Amount to Conservation should be \$1,841.25. Amounts FROM are incorrect [see backup sheet for correct numbers].

5	TO: Dog Warden	Electricity	5285-595	\$ 139.77
	TO: Dog Warden	heating	5285-625	\$ 246.31
	TO: Dog Warden	Telephone	5285-775	\$ 726.14
	FROM: Dog Warden	Wages Deputy	5285-513-93	\$ 1,112.22

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Ms. Flach seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

Comments

6	TO: Elderly Commission	Wages Director	5295-511-45	\$ 1,092.00
	FROM: Elderly Commission	Heating	5295-625	\$ 1,092.00

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Ms. Arpin seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

Comments Mr. Kelly asked if the increase was due to action by Selectmen or needs of the department.
Wages overage due to coverage for days off and paid holidays

7	TO: Elderly Commission	Wages Asst Director	5295-515-46	\$ 196.32
	FROM: Elderly Commission	Heating	5295-625	\$ 196.32

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Ms. Arpin seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

Comments Mr. Kelly asked if the increase was due to action by the Selectmen or needs of the department.
Wages overage due to coverage for illness.

REQUEST FOR TRANSFER

Transfer number 4 18

To: Board of Selectmen

Date June 30, 2017

From: Conservation

Re: Budget Line Item Transfer 2016-2017 fiscal year

	ACCOUNT NUMBER	TITLE	AMOUNT
To:	5265-570-111	Engineering	\$ 1,841.25
From:	5265-521-1000	overtime	\$ 66.22
From:	5265-570-109	Stenographer	\$ 300.00
From:	5265-570-126	Trail Maintenance	\$ 66.07
From:	5265-570-135	Printing	\$ 150.00
From:	5265-590	Education	\$ 355.00
From:	5265-603	Equipment	\$ 25.00
From:	5265-670	Legal Notice	\$ 242.48
From:	5265-672	Legal service	\$ 264.20
From:	5265-676	Maintenance	\$ 130.00
From:	5265-708	Supplies Photo	\$ 100.00
From:	5265-770	Office Supplies	\$ 109.59
From:	5265-811	Vehicle Maintenance	\$ 32.69

Explanation:

Engineering review for Pheasant Run and Robinson Lane
ACTION

Department Head Signature



Date 8-11-17

Board of Selectmen action

Date _____

Board of Finance Action

Date _____

To: Board of Finance

August 16, 2017

From: Finance Director

Re:2016-2017 Transfer requests

tem #	Department	Account Number	Account	Amount
8	TO: Elderly Commission	Electricity	5295-595	\$ 467.42
	FROM: Elderly Commission	Heating	5295-625	\$ 467.42

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Ms. Arpin seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

Comments

9	TO: Parks	Internet Security	5425-817	\$ 1,021.84
	FROM: Parks	Equipment Maintenance	5425-605	\$ 279.80
	FROM: Parks	Facility Maintenance	5425-613	\$ 742.04

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Ms. Flach seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

Comments Back up says Ryan's Court; should be Lily Park and Posypanko. Ryan's Court cameras are not hooked up yet. Internet security is annual fee.

10	TO: Parks	Electricity	5425-595	\$ 1,064.81
	FROM: Parks	Mileage	5425-690	\$ 391.40
	FROM: Parks	Regular Programs	5429-729	\$ 393.87
	FROM: Parks	Special Programs	5429-730	\$ 279.54

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Ms. Flach seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

Comments Electricity overage for all parks.

11	TO: Parks	Vehicle Maintenance	5425--811	\$ 238.87
	FROM: Parks	Vehicle Repairs	5425-812	\$ 200.37
	FROM: Parks	Propane	5425-626	\$ 38.87

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Ms. Flach seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

Comments

To: Board of Finance

August 16, 2017

From: Finance Director

Re:2016-2017 Transfer requests

Item #	Department	Account Number	Account	Amount
12	TO: Public Works	Electricity	5457-595	\$ 2,275.20
	TO: Public Works	Heating	5457-625	\$ 15,587.97
	FROM: Public Works	Water	5457-799	\$ 196.02
	FROM: Public Works	Telephone	5457-775	\$ 3,567.70
	FROM: Public Works	Gasoline	5456-610	\$ 14,491.49

Motion Mr. Kelly made a Motion to deny the transfer until BOF receives an explanation of heating overage.

Seconded Ms. Arpin seconded the Motion to deny.

Vote A vote was taken. All in favor. Motion passes

Comments

13	TO: Public Works	Overtime	5455-521-1000	\$ 33,737.96
	TO: Public Works	Equipment Maintenance	5456-605	\$ 5,215.92
	TO: Public Works	Vehicle Maintenance	5456-811	\$ 11,919.53
	FROM: Public Works	Gasoline	5456-610	\$ 44,205.04
	FROM: Public Works	Snow Plowing	5455-515-69	\$ 6,668.37

Motion

Seconded

Vote

Comments

14	TO: Parks	Wages Director	5425-513-76	\$ 8,631.39
	TO: Parks	Wages Seasonal	5425-517-77	\$ 17,890.77
	TO: Parks	Facility Supplies	5425-614	\$ 23.58
	FROM: Parks	Wages Assistant	5425-517-81	\$ 7,067.00
	FROM: Parks	Wages part time	5425-521-80	\$ 5,640.39
	FROM: Parks	Field Maintenance	5425-570-121	\$ 9,255.00
	FROM: Parks	Facility Repairs	5425-615	\$ 601.12
	FROM: Parks	Programs	5425-730	\$ 304.09
	FROM: Parks	Telephone	5425-775	\$ 481.48
	FROM: Parks	Uniforms	5425-785	\$ 222.63
	FROM: Parks	Waste Removal	5425-798	\$ 839.00
	FROM: Finance	Contingency	5320-560-5320	\$ 135.03

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Ms. Flach seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

An energy audit is being conducted on 3 firehouses, Senior Center, Public Works, Police Dept.

To: Board of Finance

August 16, 2017

From: Finance Director

Re:2016-2017 Transfer requests

Item #	Department	Account Number	Account	Amount
15 TO:	Town Hall	Electricity	5545-625	\$ 4,606.62
TO:	Town Hall	Waste Removal	5545-798	\$ 52.60
FROM:	Finance	Contingency	5320-560-5320	\$ 4,659.22

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Mr. Kiley seconded the Motion

Vote A vote was taken. All in favor. Motion passes

Comments Budget for electrical was reduced by \$10,000.00

16 TO:	Town Hall	Computer Hardware	5545-550	\$ 4,186.48
TO:	Town Hall	Computer Maintenance	5545-551	\$ 2,601.08
TO:	Town Hall	Vehicle Maintenance	5545-811	\$ 1,267.80
FROM:	Town Hall	Maintenance	5545-613	\$ 1,462.81
FROM:	Town Hall	Heating Oil	5545-625	\$ 66.38
FROM:	Town Hall	Legal Notices	5545-670	\$ 365.63
FROM:	Town Hall	Postage	5545-715	\$ 2,892.86
FROM:	Town Hall	Water	5545-799	\$ 258.20
FROM:	Finance	Contingency	5320-560-5320	\$ 3,009.48

Motion Mr. Kiley made a Motion to approve.

Seconded Ms. Arpin seconded the Motion.

Vote A vote was taken. Approved by Ms. Arpin, Mr. Kiley, Mr. DeBisschop and Ms. Flach. Mr. Kelly opposed. The Motion

Comments passes.

17 TO:	Town Counsel	Town Counsel	5535-672-201	\$ 4,257.52
FROM:	Town Counsel	Legal Expense	5535-672-202	\$ 127.50
FROM:	Finance	Contingency	5320-560-5320	\$ 4,130.02

Motion Ms. Flach made a Motion to approve.

Seconded Mr. DeBisschop seconded the Motion.

Vote A vote was taken. Mr. Kiley, Mr. DeBisschop and Ms. Flach approved. Ms. Arpin and Mr. Kelly opposed. Motion passes.

Comments: Amount paid to Attorney Condon.

18 TO:	Fire Hydrants	Fire Hydrants	5578-788	\$ 7,410.48
FROM:	Street Lights	Street Lights	5492-788	\$ 4,146.03
FROM:	Finance	Contingency	5320-560-5320	\$ 3,264.45

Motion Mr. Kiley made a Motion to approve.

Seconded Ms. Flach seconded the Motion.

Vote A vote was taken. Ms. Flach, Mr. Kiley, Ms. Arpin and Mr. DeBisschop approved. Mr. Kelly opposed. Motion passes.

To: Board of Finance

August 16, 2017

From: Finance Director

Re:2016-2017 Transfer requests

Item #	Department	Account Number	Account	Amount
19 TO:	Tax Collector	Wages Asst tax Coll.	5505-515-22	\$ 6,346.64
TO:	Tax Collector	Mileage	5505-690	\$ 123.92
TO:	Tax Collector	Overtime	5505-521-1000	\$ 128.93
FROM:	Tax Collector	Conferences	5505-555	\$ 74.00
FROM:	Tax Collector	Dues	5505-585	\$ 55.00
FROM:	Tax Collector	Education	5505-590	\$ 40.00
FROM:	Tax Collector	Late Notices	5505-631	\$ 2,254.90
FROM:	Tax Collector	Legal Notices	5505-670	\$ 1,190.50
FROM:	Tax Collector	Supplies	5505-770	\$ 1,254.61
FROM:	Finance	Finance Contingency	5320-560-5320	\$ 1,730.48

Motion Ms. Flach made a Motion to approve.

Seconded Ms. Arpin seconded the Motion.

Vote A vote was taken. Ms. Arpin, Ms. Flach, Mr. DeBisschop and Mr. Kiley approved; Mr. Kelly opposed. Motion passes.

Comments Clerk promoted to Assistant Tax Collector, although she has not yet been certified.

20 TO:	Town Counsel	Additional Counsel	5535-672-203	\$ 28,189.50
FROM:	Town Counsel	Land Use	5535-672-205	\$ 2,185.00
FROM:	Land Use	Contingency	5320-560-5338	\$ 30,374.50

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Ms. Arpin seconded the Motion.

Vote A vote is taken. All in favor. Motion passes.

Two (2) Labor lawyer dealing with police and Hartford law firm dealing with unnamed issue

21 TO:	Selectman	Grant Writer	5480-511-161	\$ 17,436.45
FROM:	Selectman	Wages Secretary	5480-515-15	\$ 28.29
FROM:	Selectman	Wages Overtime	5480-521-1000	\$ 430.86
FROM:	Selectman	Business Development	5480-533	\$ 571.37
FROM:	Selectman	Civic Activities	5480-535	\$ 295.89
FROM:	Selectman	Conference and Meeting	5480-555	\$ 1,463.89
FROM:	Selectman	Board Clerk	5480-570-105	\$ 1,368.70
FROM:	Selectman	Professional Services	5480-570-129	\$ 500.00
FROM:	Selectman	Dues	5480-585	\$ 138.00
FROM:	Selectman	Education	5480-590	\$ 500.00
FROM:	Finance	Finance Contingency	5320-560-5320	\$ 12,139.45

Motion Mr. Kelly made a Motion to deny the transfer.

Seconded Mr. DeBisschop seconded the Motion.

Vote A vote was taken. All in favor to deny Motion.

Comments Extended illness of Grant Writer; floater was brought down to from P&Z to train while Grant Writer out.ill.

To: Board of Finance

August 16, 2017

From: Finance Director

Re:2016-2017 Transfer requests

Item #	Department	Account Number	Account	Amount
22	TO: Selectman	Per Diem Personnel	5480-517-97	\$ 11,135.14
	FROM: Finance	Finance Contingency	5320-560-5320	\$ 11,135.14

Motion Ms. Flach made a Motion to approve.

Seconded Ms. Arpin seconded the Motion.

Vote A vote was taken; Ms. Flach and Mr. DeBisschop voted Aye; Nay votes were: Ms. Arpin; Mr. Kiley; Mr. Kelly. Motion denied.

Comments SEE MINUTES FOR FULL EXPLANATION

23	TO: Ambulance	Vehicle maintenance	5210-811	\$ 2,596.47
	FROM: Ambulance	Heating	5210-625	\$ 715.62
	FROM: Finance	Contingency	5320-560-5320	\$ 1,880.85

Motion Ms. Flach made a Motion to approve.

Seconded Ms. Arpin seconded the Motion.

Vote A vote was taken. All in favor; Mr. Kelly votes Nay. Motion passes.

24	TO: Finance	Wages Part time clerk	5315-517-88	\$ 1,933.10
	FROM: Finance	financing costs	5315-608	\$ 1,275.00
	FROM: Finance	actuarial study	5315-618	\$ 505.00
	FROM: Finance	conferences	5315-555	\$ 16.37
	FROM: Finance	Wages Director	5315-511-17	\$ 1.10
	FROM: Finance	Wages Clerk	5315-515-18	\$ 0.60
	FROM: Finance	Contingency	5320-560-5320	\$ 135.03

Motion Mr. Kelly made a Motion to approve

Seconded Ms. Arpin seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

Comments Part-time person in Finance was needed for more hours.

25	TO: Probate	5450-606	5450-606	\$ 1,353.70
	FROM: Finance	5320-560-5320	5320-560-5320	\$ 1,353.70 1,353.70

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Ms. Flach seconded the Motion.

Vote A vote was taken. All in favor. Motion passes

26	TO: Assessor	Wages Assessor	5215-513-61	\$ 4,003.12
	FROM: Assessor	Printing	5215-570-135	\$ 25.34
	FROM: Finance	Contingency	5320-560-5320	\$ 3,977.78

Motion Mr. Kelly made a Motion to approve the transfer

Seconded Mr. Kiley seconded the Motion

Vote A vote was taken. All in favor. Motion passes.

Comments:

To: Board of Finance

August 16, 2017

From: Finance Director

Re:2017-2018 Transfer requests

Item #		Department	Account Number	Account		Amount
1	TO:	Tree Warden	5556-570-147	Stipend	\$	600.00
	FROM:	Finance	5320-560-5320	Contingency	\$	600.00

Motion Ms. Flach made a Motion to approve.

Seconded Mr. DeBisschop seconded the Motion.

Vote A vote was taken. All in favor. Motion passes.

Comments

Comments

2	To:	Fire	5325-604	Equipment Expensed	\$	3,400.00
	From:	Fire	5325-590	Education	\$	1,900.00
	From:	Fire	5325-605	Maintenance	\$	500.00
	From:	Fire	5325-812	Vehicle Repairs	\$	1,000.00

Motion Mr. Kelly made a Motion to deny the transfer until the BOF receives an explanation

Seconded Mr. Kiley seconded the Motion

Vote A vote was taken. All in favor. Motion to deny passes

Comments

REQUEST FOR APPROPRIATION

Transfer number _____

To: Board of Selectmen

Date June 30, 2017

From: Town Counsel

Re: Budget Line Item Transfer 2016-2017 fiscal year

ACCOUNT NUMBER	TITLE	AMOUNT
To: 5535-672-203	Additional Counsel	\$ 34,247.82

THIS IS A REQUEST FOR AN APPROPRIATION FROM THE GENERAL FUND

Explanation:

This is for the Labor Attorney and Karsten and Tolberg
ACTION

Department Head Signature _____ Date _____

Board of Selectmen action _____ Date _____

Board of Finance Action DENIED _____ Date _____

BOARD OF FINANCE
S.B. CHURCH MEMORIAL TOWN HALL
486 OXFORD ROAD
OXFORD, CT 06478

August 28, 2017

Board of Selectmen

We discussed at the Board of Finance special meeting on July 31, 2017 pay increases that were approved by the Board of Selectmen for the non-union employees and the First Selectman and the two Selectmen. The increases for the non-union employees were determined by panel of six non-union employees and sent to Board of Selectmen for approval.

This has to be an unprecedented method of evaluation of pay increases as only the employees determined the size of the increase and what benefits, if any, would be reduced or eliminated. What is particularly unacceptable about this process is only the employee panel presented salary recommendations to the Board of Selectmen without any independent arbitrator. Not only did the Selectmen approve the recommendation but decided to increase their salaries at no sacrifice of benefits.

Let me detail what the current benefits are bestowed on the non-union employees:

- 1) Fifteen Holidays
- 2) Full medical for employees & families at no cost to he employee
- 3) Fifteen sick days
- 4) Three personal days
- 5) Up to six weeks vacation
- 6) Pension

Under the salary proposed, employees were to pay up to 7% for their health insurance and switch to a Health Savings Account.

The salary increase went into effect on July 1, 2017 and as of August 28, 2017 no salary reduction has been put into place for medical insurance and sick days, and holidays have not changed. Justification for the salary increase was the cost of medical insurance will be lower by changing to a Health Savings Account with no cost to the non-union employees. But this so called savings could in fact become more costly in the future, with payroll increasing each year and compounded at a higher base while medical insurance goes up. It could be a double edge sword.

Six years ago the teachers changed to the HSA when their contract was accepted and if the town employees had changed to HSA at the same time as the teachers, Oxford would have saved over six hundred thousand dollars without any employee contribution.

It is not up to the Board of Finance to determine the correct level of employee compensation, but we recognize a flawed process whereas no one was present to represent the Town. Now the Finance Board will have to change the 2017-2018 budget which was approved by the voters in May 2017 before any salary increases were mentioned. The extra funds will have to come from the General Fund which will require a Town Meeting.

Jack Kiley
Chairman Board of Finance