

**MINUTES
BOARD OF FINANCE
REGULAR MEETING
AUGUST 26, 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, Robert DeBisschop. Also present: James Hliva, Finance Director. Richard Burke and Nancy Schmitt arrived at 7:30 p.m.

Acceptance of Minutes

Minutes from meetings dated 3/19/13, 3/20/13, 3/25/13 (two meetings), 4/1/13, 4/15/13, 4/17/13, 4/22/13, 4/23/13, 5/15/13, 5/28/13, 6/24/13 were reviewed by Board members.

Motion made by Tom Kelly to approve all Minutes for meetings listed above. This was seconded by Jack Kiley. Motion passes unanimously.

Audience of Citizens – None.

Motion made by Lila Ferrillo to take **New Business item 6a Report on Tax Collections** at this time. This was seconded by Jack Kiley. Motion passes unanimously.

Sharon Scinto attended the meeting. She provided a monthly summary report for July 2013 Board members and reviewed the same. She also provided a collection report that was through the current date.

Old Business

**Appropriation for Workers Comp and Liability Insurance
Transfers for Ambulance (2)**

Motion to remove the above two items from the Table made by Tom Kelly. This was seconded by Bob DeBisschop. Motion passes unanimously.

No action taken on the two items.

New Business

Transfers 2012-2013 as approved by Selectmen 7/17/13

<u>Department</u>	<u>Account</u>	<u>Account No.</u>	<u>Amount</u>
1. To: Tax Collector	Education	5505-590	\$129.95
To: Tax Collector	Supplies	5505-770	\$16.92
From: Tax Collector	DMV Processing Fees	5505-606	\$146.87
Motion to approve by Tom Kelly			
Seconded by Bob DeBisschop			
Vote Unanimous			
Comments			

2. To: Library	Wages-Children	5390-515-81	\$23.86
From: Library	Wages-Director	5390-511-80	\$23.86
Motion to approve by Tom Kelly			
Seconded by Bob DeBisschop			
Vote Unanimous			
Comments			
3. To: Library	Wages-Asst Librarian	5390-515-82	\$91.53
From: Library	Wages-Overtime	5390-521-1000	\$91.53
4. To: Library	Wages-Circulation	5390-515-83	\$78.51
From: Library	Wages-Overtime	5390-521-1000	\$78.51
5. To: Library	Books	5390-525	\$50.00
From: Library	Facilities Maint.	5390-613	\$50.00
NO ACTION TAKEN.			
6. To: Library	Civic Activities	5390-535	\$550.00
From: Library	Facilities Maint.	5390-613	\$550.00
7. To: Library	Computer Catalog	5390-560	\$6.44
From: Library	Conferences	5390-555	\$6.44
8. To: Library	Magazines	5390-680	\$13.89
From: Library	Office Supplies	5390-770	\$13.89
Motion to approve items 3,4,6,7 and 8 by Tom Kelly			
Seconded by Bob DeBisschop			
Vote Unanimous			
Comments			
9. To: Library	Telephone	5390-775	\$425.00
From: Library	Office Supplies	5390-770	\$425.00
NO ACTION TAKEN.			
10.To: Conservation IW	Engineering	5265-570-111	\$700.00
From: Conservation IW	Vehicle Maint.	5265-811	\$250.00
From: Conservation IW	Education	5265-590	\$250.00
From: Conservation IW	Maintenance Det Ponds	5265-676	\$200.00
NO ACTION TAKEN.			
11. To: Elderly Comm.	Programs regular	5295-729	\$141.21
From: Elderly Comm.	Conf and Meetings	5295-812	\$141.21
12.To: Elderly Comm.	Cable TV	5295-905	\$3.54
From: Elderly Comm.	Photographic Film	5295-707	\$3.54
Motion to approve items 11 & 12 by Tom Kelly			
Seconded by Bob DeBisschop			
Vote Unanimous			
Comments			

13.To: Parks & Rec	Electricity	5425-595	\$1,678.02
From: Parks & Rec	Field Maintenance	5425-570-121	\$1,678.02
14.To: Parks & Rec	Facilities Supplies	5425-614	\$205.76
From: Parks & Rec	Field maintenance	5425-570-121	\$205.76
15.To: Parks & Rec	Facility Repairs	5425-615	\$373.60
From: Parks & Rec	Field Maintenance	5425-570-121	\$373.60
16.To: Parks & Rec	Mileage	5425-690	\$36.73
From: Parks & Rec	Conferences & Mtgs	5425-555	\$36.73

Motion to approve items 13,14,15 & 16 by Tom Kelly

Seconded by Bob DeBisschop

Vote Unanimous

Comments Item 13 is for tennis courts lights (Great Hill Road). Options for decreasing bill discussed.

Transfers 2013-2014 as approved by Selectmen 7/17/13

To: Water Hydrants	Utility Fee	5578-788	\$18,000.00
From: Finance	Contingency	5320-560-5320	\$18,000.00

Motion to Deny by Tom Kelly

Seconded by Jack Kiley

Vote Unanimous

Comments Lila noted that Planning & Zoning needs to show that this does not violate the contract with Oxford Greens. Jack Kiley noted the Board does not have the authority to override the contract between the Town and Oxford Greens.

Dick Burke and Nancy Schmitt arrived at 7:30 p.m.

Transfer 2013-2014 Planning and Zoning

Board members reviewed a letter from the First Selectman dated 7/18/13 indicating that at the meeting of 7/17/13, the Board of Selectmen agreed to hire Jeffrey Holzman as the part-time Special Planning & Zoning Consultant effective 7/22/13. The job description was also provided.

Board members asked if the person has been hired and Jim Hliva commented yes. He was asked how the person is being paid and Jim indicated that he is being paid from the Zoning Enforcement Officer's line item. Tom Kelly commented that this is being funded improperly. Further discussion ensued and a correction was made to show that the Finance Director paid Jeff with funds out of the line item that was in place for him when he was filling in for the Zoning Enforcement Officer when she was out of work. Tom noted that departments need to follow proper procedure when making requests.

Motion to deny the request for transfer for Planning and Zoning made by Tom Kelly. No second. Motion fails.

Board members discussed the matter further. The Board agreed that they need to meet with the Selectmen and Planning & Zoning department to discuss the matter.

Motion to Table the request for transfer for Planning and Zoning made by Lila Ferrillo. No second. Motion fails.

Board members discussed the matter further.

Motion to deny the request for transfer for Planning and Zoning made by Tom Kelly. This was seconded by Jack Kiley. Motion passes unanimously.

Transfer 2012-2013 as approved by Board of Selectmen 8/14/13

See Attachment A.

Transfer 2013-2014 as approved by Board of Selectmen 8/14/13

To: Ambulance	Cont Serv CMED	5210-570-5688	\$4,000.00
From: Library	Facilities Maint.	5210-570-5649	\$4,000.00

Motion to Approve by Tom Kelly

Seconded Nancy Schmitt

Vote (5) Ayes (1) Abstention by Bob DeBisschop

Comments

To: Open Burning	Wages	5420-513-56	\$690.00
From: Fire Marshal	Wages Em Comm Dir	5330-513-150	\$690.00

Motion to Approve at \$1 by Tom Kelly

Seconded Dick Burke

Vote Unanimous

Comments

Discussion with Town Engineer on Great Hill Road

No representative from Nafis & Young attended the meeting. Jim Hliva noted that Nafis & Young will be meeting with Berm Construction again today. Nafis & Young is disputing the material quantities that Berm claims were delivered to the site. Nafis & Young also disagrees with work that Berm has billed for (work was done incorrectly and Nafis will not pay for the work to be done a second time). No report from today's meeting was received as of this evening.

Update on the High School athletic complex

No report. Lila noted that Todd Romagna will attend the next regular meeting.

Approval of truck purchase for Public Works

Motion to approve funding of \$107,000 for small utility truck and \$23,500 for pick-up truck and move to Town Meeting made by Jack Kiley. This was seconded by Bob DeBisschop.

Discussion: The process in which this was approved at budget time was reviewed. Vote: Unanimous.

Monthly Reports

Jim Hliva reported as follows:

Report on Tax Collections (see page one).

Board of Finance Contingency Activity report – \$30,920.97 (balance if all today's transfers pass);

General Fund Surplus - An estimate was reviewed with Board members.

Trial balances and balance sheets – Reports were e-mailed to all Board members.

Cash position statement – No report.

Reports presented by Board of Education – Reports were e-mailed to all Board members.

MOTION to go into Executive Session to discuss Oxford vs. Guillet made by Chairman Ferrillo at 9:45 p.m. This was seconded by Tom Kelly. Motion passes unanimously.

The following were invited to attend the meeting: Chairman Lila Ferrillo, Jack Kiley, Tom Kelly, Robert DeBisschop, Richard Burke, Nancy Schmitt and James Hliva.

MOTION made by Tom Kelly to come out of Executive Session at 9:58 p.m. This was seconded by Dick Burke. Motion passes unanimously.

Adjournment:

MOTION to adjourn was made by Tom Kelly at 9:58 p.m. This was seconded by Dick Burke. Motion passes unanimously.

Respectfully submitted subject to approval,

Marni Soss
Marni Soss, Board of Finance Clerk

13 AUG 29 PM 4:06
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK

ATTACHMENT A

Items 1-48

Re:2012-2013 Transfer requests as approved by Board of Selectmen on 8/14/13

Item #		Department	Account	Account Number	Amount
1	TO:	Employee Benefits	Workers Compensation	5305-794	\$101,568.00
	FROM:	Employee Benefits	Unemployment	5305-780	\$ 1,375.00
	FROM:	Employee Benefits	Social Security	5305-744	\$ 20,742.61
	FROM:	Employee Benefits	Pension	5305-705	\$ 18,201.85
	FROM:	Employee Benefits	Life Insurance	5305-646	\$ 1,438.77
	FROM:	Employee Benefits	Health Insurance	5305-643	\$ 1,880.62
	FROM:	Employee Benefits	Drug Testing	5305-583	\$ 500.00
			Payment in Lieu of		
	FROM:	Employee Benefits	Benefits	5305-523-96	\$ 2,625.11
	FROM:	Contingency	Contingency	5320-560-5320	\$ 54,804.04
	Motion	To Table by Lila Ferrillo			
	Seconded	Tom Kelly			
	Vote	Unanimous			
	Comments				
2	TO:	Insurance	Insurance Package	5365-641-5365	\$10,415.28
	FROM:	Insurance	Insurance Fire	5365-641-5366	\$ 734.85
	FROM:	Insurance	Insurance Parks	5365-641-5367	\$ 3,000.00
	FROM:	Insurance	Insurance Claims	5365-641-5368	\$ 6,677.27
	FROM:	Finance Contingency	Finance Contingency	5320-560-5320	\$ 3.16
	Motion	Approve Tom Kelly			
	Seconded	Dick Burke			
	Vote	Unanimous			
	Comments				
3	TO:	Emergency Comm.	Telephone	5300-570-130	\$ 14,803.61
	FROM:	Emergency Comm.	Code Red	5300-618	\$ 797.00
	FROM:	Emergency Comm.	Maint Contract	5300-674	\$ 100.00
	FROM:	Finance	Financing Costs	5315-770	\$ 13,906.61
	Motion	Approve Tom Kelly			
	Seconded	Dick Burke			
	Vote	Unanimous			
	Comments				

4	TO:	Emergency Comm.	Dispatch fees	5300-570-130	\$ 1,391.50
	FROM:	Finance	Finance Contingency	5320-560-5320	\$ 1,391.50
	Motion	Approve Tom Kelly			
	Seconded	Bob DeBisschop			
	Vote	Unanimous			
	Comments	Board discussed the fact that there are additional costs for upkeep that are not known when the system is put in place.			
5	TO:	IWWC Conservation	Engineering	5265-570-111	\$ 620.00
	FROM:	IWWC Conservation	Overtime	5265-521-1000	\$ 117.25
	FROM:	IWWC Conservation	Stenographer	5265-570-105	\$ 325.00
	FROM:	IWWC Conservation	Detention Ponds	5265-676	\$ 177.25
	Motion	Approve Tom Kelly			
	Seconded	Bob DeBisschop			
	Vote	Unanimous			
	Comments				
6	TO:	IWWC Conservation	Wages Clerk	5265-517-41	\$ 695.24
	FROM:	IWWC Conservation	Equipment Depreciable	5265-603	\$ 600.00
	FROM:	IWWC Conservation	Vehicle Maintenance	5265-811	\$ 95.24
	Motion	Approve Tom Kelly			
	Seconded	Jack Kiley			
	Vote	Unanimous			
	Comments	Due to paid holiday on Monday (Clerk works Tues. through Fri.)			
7	TO:	Elderly	Heating	5295-625	\$ 514.07
	FROM:	Elderly	Wages Drivers	5295-517-47	\$ 514.07
	Motion	Approve Tom Kelly			
	Seconded	Jack Kiley			
	Vote	Unanimous			
	Comments				
8	TO:	Elderly	Electric	5295-595	\$ 1,100.00
	FROM:	Elderly	Vehicle Repairs	5295-812	\$ 1,100.00
	Motion	Approve Tom Kelly			
	Seconded	Jack Kiley			
	Vote	Unanimous			
	Comments	This is due to the facility being open Friday/additional day.			
9	TO:	Elderly	Computer Equipment	5295-549	\$ 85.04
	TO:	Elderly	Propane	5295-626	\$ 22.65
	FROM:	Elderly	Dues	5295-585	\$ 85.04
	FROM:	Elderly	Facility Maintenance	5295-595	\$ 22.65

Motion Approve B. DeBisschop
Seconded Dick Burke
Vote Unanimous
Comments

10	TO:	Elderly	Wages Director	5295-511-45	\$ 147.67
	TO:	Elderly	Wages Asst Director	5295-515-46	\$ 17.56
	FROM:	Elderly	Wages Clerk	5295-517-90	\$ 164.23

Motion Approve Tom Kelly
Seconded Dick Burke
Vote Unanimous
Comments

11	TO:	Elderly	Wages Floater	5295-511-49	\$ 190.01
	TO:	Elderly	Wages Overtime	5295-521-1000	\$ 39.13
	FROM:	Elderly	wages Clerk	5295-517-90	\$ 229.14

Motion Approve Tom Kelly
Seconded Bob DeBisschop
Vote Unanimous
Comments

12	TO:	Employee Benefits	Buybacks	5305-522-86	\$ 598.36
	FROM:	Employee Benefits	Longevity	5305-522-87	\$ 598.36

Motion Approve B. DeBisschop
Seconded Tom Kelly
Vote Unanimous
Comments

13	TO:	Fire	Wages Part Time Clerk	5325-517-52	\$ 162.95
	FROM:	Fire	Wages Secretary	5325-517-99	\$ 162.95

Motion SEE ITEM 17
Seconded
Vote
Comments

14	TO:	Fire	Electricity	5325-595	\$ 267.23
	FROM:	Finance	Contingency	5320-560-5320	\$ 267.23

Motion SEE ITEM 17
Seconded

**Vote
Comments**

15a	TO:	Fire	Vehicle Repairs	5325-812	\$ 23,152.72
	FROM:	Finance	Contingency	5320-560-5320	\$ 23,152.72

Motion SEE ITEM 17
Seconded
Vote
Comments

15b	TO:	Fire	Facility Maintenance	5325-613	\$ 7,195.66
	FROM:	Fire	Computer Hardware	5325-550	\$ 133.32
	FROM:	Fire	Computer Software	5325-552	\$ 721.00
	FROM:	Fire	Admin expense	5325-570-105	\$ 932.97
	FROM:	Fire	Printing	5325-570-135	\$ 168.00
	FROM:	Fire	Dues	5325-585	\$ 61.00
	FROM:	Fire	Education	5325-590	\$ 694.69
	FROM:	Fire	Lease Purchase	5325-601	\$ 1,056.00
	FROM:	Fire	Equip Depreciable	5325-603	\$ 284.34
	FROM:	Fire	Equip Expensed	5325-604	\$ 939.57
	FROM:	Fire	Facility Supplies	5325-614	\$ 67.00
	FROM:	Fire	Supplies	5325-685	\$ 1,025.15
	FROM:	Fire	Telephone	5325-775	\$ 1,025.46
	FROM:	Fire	Waste Removal	5325-798	\$ 32.12
	FROM:	Fire	Internet Access	5325-905	\$ 55.04

Motion SEE ITEM 17
Seconded
Vote
Comments

16	TO:	Fire	Heating Oil	5325-625	\$ 10,026.17
	FROM:	Finance Contingency	Contingency	5320-560-5320	\$ 10,026.17

Motion SEE ITEM 17
Seconded
Vote
Comments

17	TO:	Fire	Vehicle repairs	5325-812	\$ 7,806.53
	FROM:	Fire	Wages Secretary	5325-517-99	\$ 16.84
	FROM:	Fire	Books	5325-525	\$ 236.05
	FROM:	Fire	Background Checks	5325-570-136	\$ 9.00
	FROM:	Fire	Equip maint	5325-605	\$ 170.51

FROM:	Fire	Supplies	5325-685	\$ 340.00
FROM:	Fire	Examinations	5325-710	\$ 3,207.68
FROM:	Fire	Postage	5325-715	\$ 145.40
FROM:	Fire	Supplies	5325-770	\$ 238.11
FROM:	Fire	Water	5325-799	\$ 153.08
FROM:	Fire	Vehicle Maintenance	5325-811	\$ 1,457.74
FROM:	Fire	Vehicle Upgrades	5325-813	\$ 1,832.12

Motion To approve 13-17 Dick Burke

Seconded Jack Kiley

Vote Unanimous

Comments Board discussed vehicle maintenance, upgrades and repairs. They commented that the budgeted amount for vehicle repairs appears to be low and intend to speak to Scott Pelletier to discuss matter.

18	TO:	Planning and Zoning	Wages Enforcement	5430-511-42	\$ 8,240.68
	FROM:	Planning and Zoning	Legal Serv Land Use	5430-517-92	\$ 2,896.68
	FROM:	Finance	Contingency	5320-560-5320	\$ 5,344.00

Motion To Deny Tom Kelly

Seconded Dick Burke

Comments Board members discussed the matter at length.

Vote Motion withdrawn. Second withdrawn.

Motion To Approve Dick Burke

Seconded Jack Kiley

Comments Plan to review Personnel Policy Manual and meet with First Selectman. Nancy Schmitt spoke of the need for separate line item for disability funds. **Vote:** Unanimous.

19	TO:	Planning and Zoning	Wages Secretary	5430-515-43	\$ 530.84
	FROM:	Planning and Zoning	Wages Citation Officer	5430-517-92	\$ 500.00
	FROM:	Planning and Zoning	Books	5430-525	\$ 30.84

Motion To approve Jack Kiley

Seconded Tom Kelly

Vote Unanimous

Comments

20	TO:	Planning and Zoning	Dues	5430-585	\$ 25.00
	FROM:	Planning and Zoning	Education	5430-590	\$ 25.00

Motion To approve Jack Kiley

Seconded Dick Burke

Vote Unanimous

Comments

21	TO:	Planning and Zoning	Cont Serv	5430-570-133	\$ 2,102.50
	FROM:	Planning and Zoning	Legal Serv	5430-672	\$ 2,102.50

Motion To Approve Jack Kiley
Seconded Bob DeBisschop
Vote Unanimous
Comments

22	TO:	Planning and Zoning	Engineering	5430-598	\$ 1,525.00
	FROM:	Planning and Zoning	Education	5430-590	\$ 300.00
	FROM:	Planning and Zoning	Enforcement	5430-570-137	\$ 200.00
	FROM:	Planning and Zoning	Overtime	5430-521-1000	\$ 500.00
	FROM:	Planning and Zoning	Education	5430-590-119	\$ 525.00

Motion To approve Jack Kiley
Seconded Dick Burke
Vote Unanimous
Comments

23	TO:	Police	Vehicle repairs	5433-811	\$ 3,471.42
	FROM:	Police	Computer Hardware	5433-550	\$ 570.00
	FROM:	Police	Computer Maintenance	5433-551	\$ 641.10
	FROM:	Police	Education	5433-590	\$ 925.00
	FROM:	Police	Equipment Depreciable	5433-603	\$ 902.19
	FROM:	Police	Equipment Leased	5433-601	\$ 433.13

Motion Approve Nancy Schmitt
Seconded Dick Burke
Vote Unanimous
Comments

24	TO:	Police	Heating Fuel	5433-625	\$ 1,867.10
	FROM:	Police	Computer Maintenance	5433-551	\$ 1,867.10

Motion To Approve Dick Burke
Seconded Jack Kiley
Vote Unanimous
Comments

25	TO:	Police	Uniforms	5433-785	\$ 1,672.52
	FROM:	Police	Buybacks	5433-522-86	\$ 1,672.52

Motion Approve Tom Kelly
Seconded Bob DeBisschop
Vote Unanimous
Comments

26	TO:	Police	Janitorial	5433-570-109	\$ 930.00
	FROM:	Police	Computer Hardware	5433-550	\$ 930.00

Motion Approve Tom Kelly
Seconded Nancy Schmitt
Vote Unanimous
Comments

27	TO:	Police	Overtime	5433-521-1000	\$ 6,873.95
	TO:	Police	Overtime State Police	5433-570-1000	\$ 23,168.92
	FROM:	Police	Wages	5433-515-58	\$ 21,882.02
	FROM:	Police	Buybacks	5433-522-86	\$ 8,160.85

Motion Approve Tom Kelly
Seconded Jack Kiley
Vote Unanimous
Comments

28	TO:	Police	Cont Serv State Police	5433-570-5433	\$ 27,066.38
	FROM:	Finance	Contingency	5320-560-5320	\$ 27,066.38

Motion Approve Tom Kelly
Seconded Bob DeBisschop
Vote Unanimous
Comments Board asked for information to be forwarded outlining fringe benefits.

29	TO:	Public works	Telephone	5457-775	\$ 868.36
	FROM:	Public works	heating Fuel	5457-625	\$ 868.36

30	TO:	Public works	Gasoline	5456-610	\$ 46,059.08
	FROM:	Public works	Equipment rental	5456-602	\$ 46,059.08

30a	TO:	Public works	Overtime	5455-521-1000	\$ 61,994.39
	FROM:	Public works	Wages Utility Men	5455-515-65	\$ 16,053.54
	FROM:	Public works	Wages Mechanic	5455-515-66	\$ 1,339.15
	FROM:	Public works	Buybacks	5455-522-71	\$ 3,110.02
	FROM:	Public works	Equipment Rental	5456-602	\$ 11,284.42
	FROM:	Public works	Highway materials	5456-630	\$ 7,295.00
	FROM:	Recycling	Wages Attendant	5464-521-1000	\$ 13,669.47
	FROM:	Recycling	Cont Serv Disposal	5464-570-310	\$ 9,242.79

Motion to Approve items 29, 30 & 30a by Bob DeBisschop
Seconded Tom Kelly
Vote Unanimous
Comments

31	TO:	Selectmen	Per diem Wages	5480-517	\$ 1,453.52
	TO:	Selectmen	Wages Clerk	5480-570-105	\$ 933.52
	FROM:	Selectmen	Grant Writer	5480-511-161	\$ 1,111.72
	FROM:	Selectmen	Overtiem	5480-521-1000	\$ 500.00

FROM:	Selectmen	Business Development	5480-533	\$ 200.00
FROM:	Selectmen	Civic Activities	5480-535	\$ 175.40
FROM:	Selectmen	Education	5480-590	\$ 399.92

Motion Approve Tom Kelly
Seconded Dick Burke
Vote Unanimous
Comments

32	TO:	Town Hall	Postage	5545-715	\$ 3,849.01
	FROM:	Tax Collector	Part time wages Tax	5505-517-23	\$ 3,849.01

Motion Approve by Tom Kelly
Seconded Jack Kiley
Vote Unanimous
Comments

33	TO:	Town Hall	vehicle maintenance	5545-811	\$ 362.99
	FROM:	Town Hall	Heating Oil	5545-625	\$ 362.99

Motion Approve Tom Kelly
Seconded Jack Kiley
Vote Unanimous
Comments

34	TO:	Town Hall	Water	5545-799	\$ 326.11
	FROM:	Town Hall	Heating Oil	5545-625	\$ 326.11

Motion Approve Jack Kiley
Seconded Tom Kelly
Vote Unanimous
Comments

35	TO:	Town Hall	Computer Maintenance	5545-551	\$ 550.09
	FROM:	Town Hall	Overtime	5545-521-1000	\$ 500.00
	FROM:	Town Hall	Heating Oil	5545-625	\$ 50.09

Motion Approve Tom Kelly
Seconded Jack Kiley
Vote Unanimous
Comments

36	TO:	Town Hall	Legal Notices	5545-670	\$ 1,710.22
	FROM:	Town Hall	Wages Custodian	5545-517-96	\$ 1,102.48
	FROM:	Town Hall	Heating Oil	5545-625	\$ 607.74

Motion Approve Tom Kelly
Seconded Bob DeBisschop
Vote Unanimous
Comments

37	TO:	Town Hall	PM Reception	5545-517-34	\$ 179.56
	TO:	Town Hall	AM Reception	5545-517-35	\$ 46.84
	FROM:	Town Hall	Wages Custodian	5545-517-96	\$ 226.40

Motion Approve Tom Kelly
Seconded Dick Burke
Vote Unanimous
Comments

38	TO:	Town Hall	Telephone	5545-770	\$ 5,573.84
	FROM:	Town Hall	Web Administration	5545-789	\$ 2,075.00
	FROM:	Town Hall	Heating Oil	5545-625	\$ 1,479.56
	FROM:	Town Hall	Waste Removal	5545-798	\$ 95.11
	FROM:	Finance	Contingency	5320-560-5320	\$ 1,924.17

Motion to Table Tom Kelly
Seconded Jack Kiley
Vote Unanimous
Comments Board asked for further information.

39	TO:	Town Hall	Electricity	5545-595	\$ 2,998.83
	FROM:	Town Hall	Wages Custodian	5545-517-36	\$ 2,998.83

Motion Approve Tom Kelly
Seconded Jack Kiley
Vote Unanimous
Comments

40	TO:	Water Hydrants	Water Hydrants	5578-788	\$ 1,672.24
	FROM:	Finance	Contingency	5320-560-5320	\$ 1,672.24

Motion Approve Tom Kelly
Seconded Jack Kiley
Vote Unanimous
Comments

41	TO:	Ambulance	Facility Maintenance	5210-613	\$ 4,218.47
	FROM:	Ambulance	CMED	5210-570-107	\$ 1,391.50
	FROM:	Ambulance	Training	5210-599	\$ 851.67

FROM:	Ambulance	Equipment Expensed	5210-604	\$ 1,371.20
FROM:	Ambulance	Facility Supplies	5210-614	\$ 604.10

Motion Approve Tom Kelly

Seconded Jack Kiley

Vote (5) Ayes (1) Abstention – Bob DeBisshop

Comments

42	TO:	Ambulance	Heating Fuel	5210-625	\$ 1,610.66
	FROM:	Ambulance	Equipment Depreciable	5210-603	\$ 1,432.10
	FROM:	Ambulance	Vehicle Maintenance	5210-811	\$ 178.56

Motion Approve Tom Kelly

Seconded Nancy Schmitt

Vote (5) Ayes (1) Abstention – Bob DeBisshop

Comments

43	TO:	Ambulance	Supplies	5210-769	\$ 1,821.43
	FROM:	Ambulance	Equipment	5210-603	\$ 1,821.43

Motion Approve Tom Kelly

Seconded Nancy Schmitt

Vote (5) Ayes (1) Abstention – Bob DeBisshop

Comments

44	TO:	Ambulance	Equipment Lease	5210-601	\$ 55.23
	FROM:	Ambulance	Supplies office	5210-770	\$ 55.23

Motion Approve Tom Kelly

Seconded Jack Kiley

Vote (5) Ayes (1) Abstention – Bob DeBisshop

Comments

45	TO:	Fire	Facility Maintenance	5325-613	\$ 48.00
	FROM:	Finance	Contingency	5320-560-5320	\$ 48.00

Motion Approve Tom Kelly

Seconded Dick Burke

Vote Unanimous

Comments

46	TO:	Town Counsel	Town Atty	5535-672-201	\$ 20,445.00
	FROM:	Town Counsel	Land Use Atty	5535-672-205	\$ 20,445.00

Motion Approve Tom Kelly

Seconded Nancy Schmitt

Vote Unanimous

Comments Jim was asked to explain the transfer and the lawsuits involved.

Motion to Table Jack Kiley

Seconded Tom Kelly

**Vote Unanimous
Comments**

47	TO:	Town Counsel	Outside Legal	5535-672-203	\$ 9,934.81
	FROM:	Town Counsel	Land Use Atty	5535-672-205	\$ 9,934.81

Motion to Table Jack Kiley
Seconded Dick Burke
Vote Unanimous
Comments

48	TO:	Library	Books	5390-525	\$ 245.98
	FROM:	Library	Wages Director	5390-511-80	\$ 245.98

Motion Approve Tom Kelly
Seconded Bob DeBisschop
Vote Unanimous
Comments