

MINUTES
BOARD OF FINANCE
SPECIAL MEETING
April 17, 2013

The meeting was called to order by Chairman Lila Ferrillo at 7:00 p.m. and the Pledge of Allegiance was recited.

Present: Chairman Lila Ferrillo, Tom Kelly, Jack Kiley, Richard Burke, Nancy Schmitt and Robert DeBisschop. Also present: James Hliva, Finance Director.

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

The manner in which the town pays clerks who do minutes for Boards and/or Commissions was briefly discussed.

Motion made by Jack Kiley to take all Contracted Services Clerks to be moved to Wages Clerks and they will be paid as W-2 employees, with no benefits, to begin for the new fiscal year. This was seconded by Tom Kelly. Discussion: Nancy Schmitt asked how this will affect the town financially. She was told it will cost the Town approximately \$1,000 per year. Motion passes unanimously.

Oxford Housing Authority was discussed. Jim indicated that they have their own Board and they report to the State of Connecticut. The Town pays for clerical fees for their minutes of their meetings. Lila asked Jim to research the matter to find out why this is the case.

In response to a question from the 4/15/13 meeting, Jim indicated that there are thirty-five computers owned by the Town. He noted that fifteen should be replaced.

Ambulance

Contracted services-CMED to be set at \$15,919 and the name will change to Emergency Medical Services were discussed.

Nancy spoke about revenue and the impact that the change in Medicare funding will make for the department. This led to a discussion of how the change will impact the Town obligations to the department. Jim explained that the revenue will go down and the Town's percentage will go up.

Motion made by Tom Kelly that the Ambulance Corp. be renamed to Emergency Medical Services and that the budget be established as per the line items that add up to a total of \$216,719. This was seconded by Jack Kiley. (4) Ayes (2) Abstentions by Bob DeBisschop and Nancy Schmitt. Motion passes.

Assessment Appeals Board

Motion made by Jack Kiley to approve the budget of \$695. This was seconded by Bob DeBisschop. Motion passes unanimously.

Motion made by Lila Ferrillo to reduce all non-union employees wage increases to \$0 until union contracts are settled. No second was made. Motion fails.

Discussion ensued about non-union members who do not contribute toward payment of their medical benefits. Tom Kelly suggested that once the union contracts are settled, a stipulation should be put in (if they receive a raise) to require non-union employees to contribute to the cost of their medical benefits. Union employees currently pay 5% toward cost of medical benefits. A list of the employees that this would affect was reviewed. The Board also discussed how this would affect employees who do not use the medical benefits and receive a stipend instead. This matter will be discussed further at a later date and will include consideration to send a letter to the Selectmen regarding the policy change.

Assessor

Contracted services-mapping was discussed and will be set at \$2,900.

Motion made by Tom Kelly to approve the budget at \$186,544. This was seconded by Dick Burke. Motion passes.

Building

Motion made by Bob DeBisschop to approve the budget at \$115,086. This was seconded by Tom Kelly. Motion passes unanimously.

Civil Activities

Motion made by Tom Kelly to approve the budget at \$11,500. This was seconded by Dick Burke. Motion passes unanimously.

Civil Preparedness

Lila noted that the wages for this (and Open Burning) should be included in the Fire Marshal budget. *See Fire Marshal budget.*

Conservation Commission

Motion made by Tom Kelly to approve the budget with an increase to \$12,000 for trail maintenance for a total budget of \$117,365. This was seconded by Nancy Schmitt. (5) Ayes (1) Abstention by Lila Ferrillo. Motion passes.

Cultural Arts

Motion made by Tom Kelly to approve the budget of \$3,000. This was seconded by Nancy Schmitt. Discussion: Nancy asked for information as to why \$6,500 was requested. Lila noted that they are trying to expand what they do. It was noted that their goal is to raise \$10,000 which would be matched by a foundation so that a scholarship could be given to a student annually by the commission. Motion passes unanimously.

Dog Warden

Motion made by Tom Kelly to approve vet bills of \$10,000 and the total budget of \$78,436. This was seconded by Jack Kiley. Motion passes unanimously.

Economic Development Commission

Motion made by Jack Kiley to approve development expenses at \$5,000, contracted services-clerk at \$1,000 and to change wages economic development to contracted services economic development with a total budget for the department of \$61,200. This was seconded by Tom Kelly. Discussion: The requirement that contracted service people have to provide proof of insurance to the Town was discussed. Motion passes unanimously.

Board of Education

Motion made by Jack Kiley to cut the increase by \$50,000 and approve the increase of \$600,546. This was seconded by Bob DeBisschop. Discussion: Jack reviewed salaries, employee contributions, step increases for union employees and clerks who work for the Board of Education with the Board. (5) Ayes (1) Nay by Nancy Schmitt. Motion passes.

Elderly Commission

Motion made by Tom Kelly to approve programs regular at \$8,000, propane at \$1,250 and the total budget of \$191,893. This was seconded by Jack Kiley. Motion passes.

Emergency Communications

Motion made by Tom Kelly to approve the budget of \$110,408. This was seconded by Jack Kiley. Motion passes.

Ethics Board

Motion made by Tom Kelly to approve the budget of \$100. This was seconded by Dick Burke. Motion passes unanimously.

Finance Department

Motion made by Tom Kelly to approve director wages of \$74,045, clerk wages of \$17,992, financing costs of \$20,000 and the total budget of \$191,786. This was seconded by Nancy Schmitt. Motion passes unanimously.

Finance Board

Motion made by Tom Kelly to approve and move the Clerk wages of \$2,564 to Finance Department. This was seconded by Nancy Schmitt. Motion passes unanimously.

Finance Contingency Board

Motion made by Lila Ferrillo to approve the budget of \$250,000. This was seconded by Dick Burke. Motion passes unanimously.

Fire Department

Motion made by Tom Kelly to approve clerk wages of \$5,000, equipment maintenance of \$28,375, supplies departmental of \$11,000 and the total budget of \$317,178. This was seconded by Nancy Schmitt. Motion passes unanimously.

Fire Marshall

Motion made by Lila Ferrillo to add a line item for Civil preparedness wages and a line item for Burning Official and approve the budget of \$111,653. This was seconded by Dick Burke. (4) Ayes – (2) Nays by Nancy Schmitt and Bob DeBisschop. Motion passes.

Civil Preparedness

Motion made by Tom Kelly to approve supplies of \$3,000. This was seconded by Jack Kiley. Motion passes unanimously.

Health and Social Services

Motion made by Tom Kelly to approve the budget of \$10,221. This was seconded by Bob DeBisschop. Motion passes unanimously.

Housing Authority

Motion made by Jack Kiley to approve the budget of \$800. This was seconded by Bob DeBisschop. (5) Ayes (1) Nay by Jack Kiley. Motion passes.

Insurance

Motion made by Jack Kiley to approve package policy of \$112,937 and the budget of \$202,087. This was seconded by Bob DeBisschop. Motion passes unanimously.

Lake Housatonic Authority

Motion made by Jack Kiley to approve the budget of \$7,350. This was seconded by Dick Burke. Motion passes unanimously.

Lake Zoar Authority

Motion made by Tom Kelly to approve the budget of \$26,544. This was seconded by Bob DeBisschop. Motion passes unanimously.

Lawn Maintenance

Motion made by Tom Kelly to approve the budget of \$51,250. This was seconded by Dick Burke. Motion passes unanimously.

Library

Motion made by Tom Kelly to approve the budget of \$249,837. This was seconded by Jack Kiley. Motion passes unanimously.

Long Range Planning

Motion made by Tom Kelly to approve the budget of \$0. This was seconded by Jack Kiley. Motion passes unanimously.

Park & Recreation

Motion made by Tom Kelly to approve wages-part time assistant of \$14,820 and the budget of \$261,742. This was seconded by Bob DeBisschop. Motion passes unanimously.

Planning & Zoning

Motion made by Tom Kelly to approve wages overtime of \$1,500, plan of conservation and development of \$0 and the total budget of \$120,485. This was seconded by Nancy Schmitt. Motion passes unanimously.

Police Department

Motion made by Tom Kelly to approve wages-police officers of \$422,963, contracted services troopers of \$570,087 and the total budget of \$1,201,750. This was seconded by Jack Kiley. (5) Ayes (1) Nay by Nancy Schmitt. Motion passes.

Nancy Schmitt excused herself from the meeting at 9:48 p.m.

Pomperaug Health

Motion made by Tom Kelly to approve the budget of \$89,989. This was seconded by Dick Burke. Motion passes unanimously.

Probate Court

Motion made by Tom Kelly to approve the budget at \$7,732. This was seconded by Jack Kiley. Motion passes unanimously.

Nancy Schmitt returned to the meeting at 9:53 p.m.

Public Works Wages

Motion made by Jack Kiley to approve Utility man/new to be a part time position (under nineteen hours per week) at \$25,000 and approve the total budget of \$854,009. This was seconded by Bob DeBisschop. (4) Ayes (1) Nay by Tom Kelly (1) Abstention by Nancy Schmitt. Motion passes.

Public Works Highway Maintenance

Motion made by Tom Kelly to approve Paving LOCIP of \$100,000 and the total budget of \$912,620. This was seconded by Jack Kiley. Discussion: Bob DeBisschop asked for a list of the paving that is planned, which was given to him. Motion passes unanimously.

Public Works Administration & General Expenses

Motion made by Tom Kelly to approve contracted services storm water of \$5,500 and the total budget of \$61,594. This was seconded by Jack Kiley. Motion passes unanimously.

Public Works Recycling/Solid Waste

Motion made by Jack Kiley to approve wages-overtime of \$10,485 and the total budget of \$272,466. This was seconded by Bob DeBisschop. Motion passes unanimously.

Registrar of Voters

Motion made by Tom Kelly to approve contracted services of \$3,000, election expenses primary of \$0 and the total budget of \$65,446. This was seconded by Nancy Schmitt. Motion passes unanimously.

Selectmen

Motion made by Tom Kelly to approve removal of wages human resources, dues of \$6,941, engineering fees of \$20,000 and the total budget of \$261,486. This was seconded by Nancy Schmitt. Motion passes unanimously.

Street Lighting

Motion made by Tom Kelly to approve the budget of \$26,390. This was seconded by Jack Kiley. Motion passes unanimously.

Tax Collector

Motion made by Tom Kelly to approve wages clerk full time of \$13,338 and the total budget of \$139,200. This was seconded by Jack Kiley. Motion passes unanimously.

Town Clerk

Motion made by Bob DeBisschop to approve the budget of \$173,449. This was seconded by Jack Kiley. Motion passes unanimously.

Town Counsel

Motion made by Tom Kelly to approve the budget of \$138,000. This was seconded by Nancy Schmitt. Motion passes unanimously.

Town Hall

Motion made by Tom Kelly to adjust the line item from wages receptionist AM and PM to wages receptionist/casher AM and PM, facility maintenance of \$30,000 and the total budget of \$234,693. This was seconded by Jack Kiley. Motion passes unanimously.

Treasurer

Motion made by Tom Kelly to approve wages treasurer of \$6,000 and wages treasurer deputy of \$600. This was seconded by Jack Kiley. Motion passes unanimously.

Tree Removal

Motion made by Tom Kelly to approve the budget of \$41,908. This was seconded by Dick Burke. Motion passes unanimously.

Amended Motion made by Tom Kelly to approve tree warden of \$2,000 and approve the budget of \$42,000. This was seconded by Dick Burke. Motion passes unanimously.

Water Hydrants

Motion made by Tom Kelly to approve the budget for strictly Town hydrants of \$70,684. This was seconded by Dick Burke. Motion passes unanimously.

Water Pollution Control Authority

Motion made by Tom Kelly to approve the budget of \$690,427. This was seconded by Bob DeBisschop. Motion passes unanimously.

Zoning Board of Appeals

Motion made by Tom Kelly to approve the budget of \$900. This was seconded by Nancy Schmitt. Motion passes unanimously.

Revenue

Board members discussed revenue from building department, Town Clerk's office, Planning & Zoning, investment income, WPCA and Fund balance.

Capital Projects

Fly car and ambulance requested by the Ambulance Corp. were discussed. Bob DeBisschop was asked to review possible funds available from the department to put toward the purchase of a vehicle. Jerry Schwab reviewed the financial agreement that the Selectmen proposed with the department for purchase of the vehicles. Board members discussed their understanding of the financial agreement that the Selectmen proposed with the department for purchase of the vehicles. Lease purchase by the department and use of Grant funds for a new fly car were discussed.

Nancy Schmitt excused herself from the meeting at 10:00 p.m.

Items to be placed in the capital non-recurring budget were discussed.

Items to be placed in the capital plan budget were discussed.

Motion to go into recess made by Tom Kelly at 10:10 p.m. This was seconded by Jack Kiley. Motion passes unanimously.

Motion to come out of recess made by Tom Kelly at 10:15 p.m. This was seconded by Jack Kiley. Motion passes unanimously.

Jim reviewed the items in the capital project budget as follows:

Christian Street paving	\$259,000
Quaker Farms School	\$110,000
Center School	\$35,000
Greak Oak Middle School	\$185,700
Fire Department Hurst equipment	\$77,000
Fire Department SCBA bottles	\$88,800
Voting site on Rt. 67	\$50,000

Discussion to cut funding for the road project (requested at \$734,000) was discussed.

Motion made by Dick Burke to reduce the budget for the road improvement project to \$634,000. This was seconded by Bob DeBisschop. Motion passes unanimously.

Discussion ensued about the fact that the above figure doesn't include the Christian Street paving project.

Motion made by Dick Burke to reduce the budget for the road improvement project by an additional \$250,000. No second was made. Motion fails.

Jack Kiley reviewed the roads that are included in the road improvement project and the cost to improve each road.

Jim reviewed the items in the capital non-recurring budget as follows:

Road improvement project	\$634,000
Ambulance	\$155,000
Public works vehicles	\$106,000

Fire Department's request for pumper truck was discussed. It was noted that the Selectmen suggested that the purchase be put off until next year. Scott Pelletier asked that it be put into the capital non-recurring budget. Board members felt that the Town may not vote for the capital non-recurring budget if it goes any higher.

Board members spoke about the likelihood that the Board of Education budget would be passed at referendum.

Motion made by Jack Kiley to cut Board of Education budget by \$50,000. This was seconded by Tom Kelly. Vote: (4) Ayes (1) Nay by Bob DeBisschop. Motion passes.

Motion made by Bob DeBisschop to cut the road improvement project by \$100,000. This was seconded by Dick Burke. (3) Ayes (2) Nays by Tom Kelly and Lila Ferrillo. Motion passes.

Motion to reconsider the prior Motion made by Jack Kiley. This was seconded by Dick Burke. Motion passes unanimously.

Motion made by Jack Kiley to put back \$100,000 into the road improvement project. This was seconded by Tom Kelly. Discussion: If the funds are put back, three roads will be improved instead of two. Bob DeBisschop noted that this still creates a mill increase and he suggested that the road project be placed in the Capital non-recurring budget. Board members commented that the townspeople want roads improved. No vote. Motion fails.

Motion made by Tom Kelly to include purchase of Fire Department pumper truck for \$644,000 in the Capital non-recurring budget and bring the total to \$928,772. This was seconded by Jack Kiley. (2) Ayes by Jack Kiley and Tom Kelly; (3) Nays by Bob DeBisschop, Dick Burke and Lila Ferrillo. Motion fails.

Motion to adjourn made by Jack Kiley at 11:15 p.m. This was seconded by Bob DeBisschop. Motion passes unanimously.

Respectfully submitted, subject to approval

Marni Soss

Marni Soss, Clerk

13 APR 23 PM 2:16
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK