

MINUTES  
**BOARD OF FINANCE**  
**SPECIAL MEETING**  
**April 23, 2013**

The meeting was called to order by Chairman Lila Ferrillo at 6:30 p.m. and the Pledge of Allegiance was recited.

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

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

Lila noted that the Board members have a chance to review the comments that were made at the Public Hearing from the night before.

It was noted that a Motion was incomplete from the Special Meeting of 4/15/13. At the 4/15/13 meeting, the following motion was made:

**Motion** made by Lila Ferrillo to reduce all non-union employees wage increases to \$0 until union contracts are settled.

This was seconded by Jack Kiley. Discussion: Lila noted that this pertains to part-time employees also. Motion passes unanimously.

Jim spoke about the Quaker Farms tank remediation project and the Boards thought that it is not a capital project. He moved \$15,000 out of Capital Projects and into Public Works general expenses budget in contracted services storm water line item.

**Motion** made by Bob DeBisschop to move \$15,000 out of Capital Projects and into Public Works general expenses/contracted services storm water. This was seconded by Nancy Schmitt. Motion passes unanimously.

Jim also noted that Bob DeBisschop had commented that it would be clearer if the money coming out of fund balance as shown under other revenue be shown under operating transfers in. Board members agreed that this should be done.

Lila asked for comments from the Board in response to the Public Hearing.

**Motion** made by Bob DeBisschop to put \$50,000 back to the Board of Education budget. This was seconded by Jack Kiley. Discussion: Dick noted that he originally did not have a problem with the \$100,000 cut to the budget due to the rise in the mill rate. He was later concerned and noted that they do a good job with forecasting and preparing a frugal budget and that he wants them to continue to do this. Jack noted that he met with the Superintendent and Business Manager when the \$650,000 increase was submitted. Jack had asked them if a cut had to be made, could they survive with \$100,000 less and they agreed that it could be done. Jack noted that there is no chance to restore clerical workers with the cut of \$100,000 and he feels strongly that the \$50,000 should be put back into the budget. Nancy commented that a cut of \$0 is what she agrees to. Vote: (5) Ayes (1) abstention by Nancy Schmitt. Motion passes.

Dick spoke about the ambulance corp. (Emergency Medical Services). He noted that Jerry Schwab has requested an additional full-time employee. Dick noted that the population has increase quite a bit in recent years and the population has a higher percentage of older people. There is an increase in call volume and the budget has remained flat for cost per call. He proposed that \$50,000 be considered that the department is requesting. Lila asked if the department can get by with a part-time person. The department needs a full time person to train youth at the high school and help handle emergency calls.

**Motion** made by Dick Burke to restore \$50,000 back to the Emergency Medical Services budget for the purpose of hiring a fourth person for the department. This was seconded by Nancy Schmitt. Discuss: Jack noted that the position will include training hours at the high school per Jerry Schwab. Vote: (3) Ayes (1) Abstention by Bob DeBisschop (1) Nay by Tom Kelly. Motion passes.

Discussion ensued regarding activity within the building department and revenue for the new fiscal year. Revenue from the Town Clerk was also reviewed.

Dick spoke about paying for the needs of the Town and commented that interest rates are currently very low and feels that it may be wise to take advantage of the low rates. He commented that policy should be put in place that will control how much is borrowed by the Town. Lila noted that there is a need for a long term planning committee. She noted that she feels that funds that come in (one time funds) should be used for requested capital items (that will be paid for in one payment). Discussion ensued about the new library and new Center School which will require bonding. Lila reminded the Board that they need to be frugal until the Grand List grows and economic development grows.

Road improvement project was reviewed.

Economic Development was discussed.

**Motion** made by Jack Kiley to move the budget to Town Meeting. This was seconded by Dick Burke.

Jack Kiley rescinded his Motion. Dick Burke rescinded his second.

Bob DeBisschop spoke about the Public Works department. He noted that the Board agreed to approve a new part-time position and he commented that he feels it would be a benefit to the department if the position was made full-time. He noted that he would support taking money out of the road project to support the full-time position. Lila noted that she spoke to the director of the department after the Public Hearing and he would be satisfied with a part-time employee and knows how he will use the person. Lila commented that she will not support money taken from the road improvement project. Bob asked Jim how much is needed to fund the full-time position. Jim said it would be \$30,000.

**Motion** made by Jack Kiley to move the budget to Town Meeting. This was seconded by Dick Burke. Vote: (2) Ayes (3) Nays by Nancy Schmitt, Tom Kelly and Bob DeBisschop. Motion fails.

Bob DeBisschop spoke about maintenance cost for the Fire Truck (pumper that the department is looking to replace). Review of purchases made for the department in recent years was discussed. Funding from Finance Contingency for repair to vehicles was discussed.

The current budget and the figure that should go into the fund balance was discussed. Nancy asked for further information regarding the fund balance account. She was informed that it is at 10% of the budget.

Projected tax collection for the current year was discussed.

Nancy noted that she is ready to vote to move the budget to Town Meeting. If the budget does not pass at referendum, she would suggest that leasing of some requested equipment should be considered which will lower the mill rate.

**Motion** made by Nancy Schmitt to move the budget to Town Meeting. This was seconded by Dick Burke. Vote: (5) Ayes (1) Nay by Tom Kelly. Motion passes.

**Motion** to adjourn made by Nancy Schmitt at 8:03 p.m. This was seconded by Tom Kelly. Motion passes unanimously.

*Respectfully submitted, subject to approval*

*Marni Soss*  
Marni Soss, Clerk

13 APR 25 AM 10:56  
TOWN OF OXFORD, CT  
*Margaret A. West*  
TOWN CLERK