

# **MINUTES**

## **Board of Selectmen's Special Meeting**

**Monday, September 18, 2017**  
**4:00 PM - Town Hall**

**Present: First Selectman George R. Temple, Selectman Jeff Haney, Selectman Kathy Johnson, Finance Director James Hliva, Sgt. Dan Semosky, Joanne Pelton Administrative Assistant.**

**First Selectman George Temple opened the meeting at 4 p.m. and the Pledge of Allegiance was recited.**

### **NEW BUSINESS**

#### **1. Hire Robert C. Desmarais, Jr. as a Police Officer**

##### **MOTION:**

Jeff Haney moved to hire Robert C. Desmarais, Jr., of 112 Richardson Drive in Middlebury, as an Oxford Police Officer with a start date of November 1, 2017 and a pay rate of \$30.78 per hour CONTINGENT UPON the passage of all exams and training as set forth by the CT Police Officers Standards and Training and upon the recommendation of the Resident State Trooper Supervisor. This was seconded by Kathy Johnson. All ayes 3.

**DISCUSSION:** Selectman Temple said Desmarais was highly recommended and will make a great addition to the police department and said he is retiring on Oct. 1 from the state police and will start on Nov. 1.

#### **2. Appoint Mary LoPresti to Oxford Main Street Project Committee**

##### **MOTION:**

Jeff Haney moved to appoint Mary LoPresti, of 433 Chestnut Tree Hill Road, to the Oxford Main Street Project Committee. This was seconded by Kathy Johnson. Ayes 3.

3. **Appoint Henry Rotzal Jr. to the Elderly Commission**

**MOTION:**

Jeff Haney moved to appoint Henry Rotzal, Jr., of 191 Meadow Brook Road, to the Elderly Commission with a term to commence immediately and expire on 12/31/20. This was seconded by Kathy Johnson. Ayes 3.

4. **2016 – 2017 Transfer Requests**

**MOTION:**

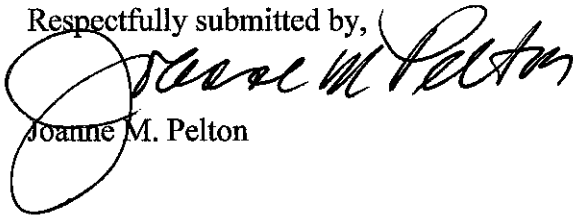
Jeff Haney moved to approve the 2016 – 2017 transfer requests as presented by the Finance Director in his letter dated 9/16/17 (Attachment A). This was seconded by Kathy Johnson. Ayes 3.


**ADJOURNMENT**

**MOTION:**

Jeff Haney moved to adjourn the meeting at 4.22 PM. This was seconded by Kathy Johnson. Ayes 3.

Respectfully submitted by,

  
Joanne M. Pelton

17 SEP 20 PM 3:47  
TOWN OF OXFORD, CT  
  
TOWN CLERK

To: Board of Finance

September 16, 2017

From: Finance Director

Re: 2016-2017 Transfer requests

Item #	Department	Account Number	Account	Amount
1	TO: Employee Benefits	5305-523-96	Payment in Lieu Health	\$ 8,741.53
	TO: Employee Benefits	5305-643	Health Ins	\$ 16,693.40
	TO: Employee Benefits	5305-644	Teamsters Health	\$ 15,562.80
	TO: Employee Benefits	5305-705	Pensions	\$ 6,206.55
	TO: Employee Benefits	5305-744	Social Security	\$ 18,446.57
	FROM: Employee Benefits	5305-522-86	Buybacks	\$ 8,670.93
	FROM: Employee Benefits	5305-646	Life Insurance	\$ 4,421.66
	FROM: Employee Benefits	5305-780	Unemployment	\$ 13,236.00
	FROM: Employee Benefits	5305-794	Workers Comp	\$ 39,322.26

Motion  
Seconded  
Vote  
Comments  
Comments

2	To: Fire Department	5325-552	Computer Software	\$ 397.99
	From: Fire Department	5325-775	Telephone	\$ 397.99

Motion  
Seconded  
Vote  
Comments

3	To: Fire Department	5325-517-52	Wages Clerk	\$ 581.39
	From: Fire Department	5325-612	Facility Improvements	\$ 581.39

Motion  
Seconded  
Vote  
Comments

4	To: Fire Department	5325-595	Electricity	\$ 4,618.31
	From: Fire Department	5325-590	Education	\$ 1,297.56
	From: Fire Department	5325-710	Physical Exams	\$ 3,320.75

Motion  
Seconded  
Vote  
Comments

**To: Board of Finance**

**September 16, 2017**

**From: Finance Director**

**Re:2016-2017 Transfer requests**

tem #		Department	Account Number	Account		Amount
5	To:	Fire Department	5325-604	Equipment Expensed	\$	35.67
	From:	Fire Department	5325-605	Equipment Maintenance	\$	35.67
	Motion Seconded Vote Comments					
6	TO:	Fire Department	5325-613	Facility Maintenance	\$	4,637.25
	FROM:	Fire Department	5325-710	Physical Exams	\$	4,637.25
	Motion Seconded Vote Comments					
7	TO:	Fire Department	5325-625	Heating Oil	\$	59.88
	FROM:	Fire Department	5325-685	Supplies	\$	59.88
	Motion Seconded Vote Comments					
8	TO:	Fire Department	5325-905	Internet Access	\$	3.36
	FROM:	Fire Department	5325-770	Supplies Office	\$	3.36
	Motion Seconded Vote Comments					

To: Board of Finance

September 16, 2017

From: Finance Director

Re:2016-2017 Transfer requests

Item #	Department	Account Number	Account	Amount
9	TO: Fire Department	Vehicle Maintenance	5325-811	\$ 3,547.56
	FROM: Fire Department	Equipment Lease	5325-601	\$ 1,318.55
	FROM: Fire Department	Vehicle Repairs	5325-812	\$ 2,229.01

Motion  
Seconded  
Vote  
Comments

10	TO: Fire Marshall	Uniforms	5330-785	\$ 15.61
	FROM: Fire Marshall	Computer Maintenance	5330-551	\$ 15.61

Motion  
Seconded  
Vote  
Comments

11	TO: Fire Marshall	Wages	5330-513-53	\$ 8,703.59
	FROM: Fire Marshall	Wages Deputy	5330-513-54	\$ 2,142.37
	FROM: Fire Marshall	Wages Clerk	5330-517-52	\$ 231.47
	FROM: Fire Marshall	Books	5330-525	\$ 2.95
	FROM: Fire Marshall	Computer Hardware	5330-550	\$ 68.81
	FROM: Fire Marshall	Computer Maintenance	5330-551	\$ 65.90
	FROM: Fire Marshall	Meetings	5330-555	\$ 5.00
	FROM: Fire Marshall	Dues	5330-585	\$ 285.00
	FROM: Fire Marshall	Equipment	5330-604	\$ 13.62
	FROM: Fire Marshall	Photo Expense	5330-707	\$ 0.03
	FROM: Fire Marshall	Postage	5330-715	\$ 20.61
	FROM: Fire Marshall	Supplies Department	5330-770	\$ 428.39
	FROM: Fire Marshall	Supplies Office	5330-775	\$ 137.50
	FROM: Fire Marshall	Telephone	5330-785	\$ 395.41
	FROM: Fire Marshall	Vehicle Maintenance	5330-811	\$ 52.96
	FROM: Fire Marshall	Vehicle Repairs	5330-812	\$ 8.86
	FROM: Fire Department	Office Supplies	5325-770	\$ 572.49
	FROM: Fire Department	Telephone	5325-775	\$ 857.83
	FROM: Fire Department	Department Supplies	5325-685	\$ 1,367.38
	FROM: Fire Department	Water	5325-799	\$ 350.48
	FROM: Fire Department	Admin Expenses	5325-570-105	\$ 781.52
	FROM: Fire Department	Leased Equipment	5325-601	\$ 783.99
	FROM: Fire Department	Books	5325-525	\$ 131.02

Motion  
Seconded  
Vote  
Comments

To: Board of Finance

September 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
	FROM: Public Works	Telephone	5457-775	\$ 2,275.20
	Motion			
	Seconded			
	Vote			
	Comments			
13	TO: Parks	Programs Special	5425-730	\$ 279.54
	TO: Finance Contingency	Finance Contingency	5320-560-5320	\$ 18.12
	FROM: Parks	Wages Clerk	5425-517-78	\$ 82.21
	FROM: Parks	Wages Overtime	5425-521-1000	\$ 87.90
	FROM: Parks	Facility Maintenance	5425-613	\$ 61.05
	FROM: Parks	Propane	5425-626	\$ 61.50
	FROM: Parks	Web Site Renewal	5425-815	\$ 5.00
	Motion			
	Seconded			
	Vote			
	Comments			
14	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			
	Seconded			
	Vote			
	Comments			

To: Board of Finance

September 16, 2017

From: Finance Director

Re:2016-2017 Transfer requests

Item #	Department	Account Number	Account	Amount
15 TO:	Selectman	Per Diem Personnel	5480-517-07	\$ 11,135.14
FROM:	Finance	Contingency	5330-560-5320	\$ 11,135.14

Motion  
Seconded  
Vote  
Comments

16 TO:	Police	Vehicle Maintenance	5433-811	\$ 527.68
FROM:	Police	Equipment Depreciable	5433-603	\$ 527.68

Motion  
Seconded  
Vote  
Comments

17 TO:	Police	Recruitment Selection	5433-782	\$ 550.00
TO:	Police	Uniforms Supplies	5433-785	\$ 1,601.88
TO:	Police	Waster Removal	5433-798	\$ 106.43
TO:	Police	Water	5433-799	\$ 221.01
FROM:	Police	Office Supplies	5433-770	\$ 2,479.32

Motion  
Seconded  
Vote  
Comments

18 TO:	Police	Medical	5433-688	\$ 1,150.00
FROM:	Police	Heating Oil	5433-625	\$ 1,150.00

Motion  
Seconded  
Vote  
Comments

19 TO:	Police	Electricity	5433-595	\$ 1,344.13
FROM:	Police	Equipment Leased	5433-691	\$ 974.15
FROM:	Police	Supplies Departmental	5433-769	\$ 369.98

Motion  
Seconded  
Vote  
Comments

To: Board of Finance

September 16, 2017

From: Finance Director

Re:2016-2017 Transfer requests

tem #		Department	Account Number	Account		Amount
20	TO:	Police	Trooper Overtime	5433-570-1000	\$	39,758.96
	FROM:	Police	Wages Officers	5433-515-58	\$	14,753.90
	FROM:	Police	Wages Clerical	5433-517-155	\$	2,436.40
	FROM:	Police	Buybacks	5433-522-86	\$	14,421.69
	FROM:	Police	Computer Hardware	5433-550	\$	6,000.00
	FROM:	Police	Computer Maintenance	5433-551	\$	1,188.39
	FROM:	Police	Computer Software	5433-552	\$	958.58

Motion  
Seconded  
Vote  
Comments

21	TO:	Police	Overtime	5433-521-1000	\$	7,260.29
	FROM:	Police	Wages Officers	5433-515-58	\$	7,260.29

Motion  
Seconded  
Vote

22	TO:	Police	Janitorial	5433-570-109	\$	1,446.00
	FROM:	Police	Supplies Department	5433-769	\$	1,446.00

Motion  
Seconded  
Vote  
Comments

23	TO:	Police	Longevity	5433-522-87	\$	450.00
	FROM:	Police	Wages Officers	5433-515-58	\$	450.00

Motion  
Seconded  
Vote  
Comments



**To: Board of Finance**

**September 16, 2017**

**From: Finance Director**

**Re: 2016-2017 Transfer requests**

tem #	Department	Account Number	Account	Amount	
24	TO:	Economic Development	Contracted Service	5290-570-106	\$ 9,252.30
	FROM:	Economic Development	Wages Clerk	5290-517-46	\$ 621.58
	FROM:	Economic Development	Advertising	5290-527	\$ 730.70
	FROM:	Economic Development	Development Expense	5290-533	\$ 6,250.00
	FROM:	Economic Development	Dues	5290-585	\$ 1,200.00
	FROM:	Economic Development	Supplies	5290-770	\$ 450.02

**Motion**

**Seconded**

**Vote**

**Comments**