

**MINUTES  
SPECIAL MEETING  
BOARD OF FINANCE – 2018 / 2019 BUDGET REVIEW  
OXFORD TOWN HALL  
THURSDAY, APRIL 12, 2018 – 6:00 P.M.**

Present: Chairman Jack Kiley; Robert DeBisschop; Paula Jensen; Sue Arpin; Dana Flach; James Hliva, Finance Director; Jeff Grant.

The meeting was called to order by Chairman Kiley at 6:00 p.m. and the Pledge of Allegiance was recited.

The purpose of the meeting was to continue to review the FY 2018-2019 budget requests for the following departments:

**FIRE MARSHAL:**

Wages-Deputy is reduced from \$19,860 to \$19,765 (-\$95.00)

Ms. Flach made a Motion to reduce Wages-Deputy from \$19,860 to \$19,765 (-\$95.00). Mr. DeBisschop seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve the reduction of Wages-Deputy from \$19,860 to \$19,765 is passed.

Wages-Deputy is reduced from \$20,005 to \$11,340 (-\$8,665).

Mr. DeBisschop made a Motion to reduce Wages-Deputy from \$20,005 to \$11,340 (-\$8,665). Ms. Flach seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve the reduction of Wages-Deputy from \$20,005 to \$11,340 is passed.

Wages-Clerk is reduced from \$17,996 to \$7,620 (-\$10,376).

Mr. Kiley made a Motion to reduce Wages-Clerk from \$17,996 to \$7,620 (-\$10,376). Ms. Flach seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve the reduction of Wages-Clerk from \$17,996 to \$7,620 is passed.

Computer System – Software: Mr. Kiley made a Motion to reduce Computer System-Software from \$2,200 to \$1,900 (-\$300). Ms. Arpin seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve the reduction of Computer System-Software from \$2,200 to \$1,900 is passed.

Books & Publications: Ms. Flach made a Motion to reduce Books & Publications from \$4,700 to \$4,200 (-\$500). Mr. Kiley seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve the reduction of Books & Publications from \$4,700 to \$4,200 is passed.

Vehicle Repairs: Ms. Arpin made a Motion to reduce Vehicle Repairs from \$2,000 to \$1,500 (-\$500). Mr. Kiley seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve the reduction of Vehicle Repairs from \$2,000 to \$1,500 is passed.

Vehicle Maintenance: Ms. Arpin made a Motion to reduce Vehicle Maintenance from \$1,450 to \$1,100 (-\$350). Ms. Flach seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve the reduction of Vehicle Maintenance from \$1,450 to \$1,100 is passed.

### **HEALTH & SOCIAL SERVICES**

Americorps Prevention: Mr. Hliva carried over \$5,000 from last year from Americorps Prevention. Mr. DeBisschop made a Motion to reduce Americorps from \$5,000 to \$1,000 (-\$4,000). Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve the reduction of Americorps Prevention from \$5,000 to \$1,000 is passed.

Valley United Way: Ms. Flach made a Motion to add \$1,000 to Valley United Way. Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve the addition of \$1,000 to Valley United Way is passed.

Ms. Flach made a Motion to add Girl Scouts with \$1,000. Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve the addition of Girl Scouts with \$1,000 is passed.

**HOUSING AUTHORITY** – Budget remains unchanged.

**INSURANCE**

Mr. Hliva said Park & Recreation line item can be removed from this budget. Ms. Flach made a Motion to remove \$3,000 from Park & Recreation. Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to remove the \$3,000 line item for Park & Recreation is passed.

**LAKE HOUSATONIC** – Budget remains unchanged.

**LAKE ZOAR** – Budget remains unchanged.

**LAWN MAINTENANCE**

Lawn Mowing and Maintenance and Seeding and Fertilization bids were split into two bids (\$66,000 and \$78,000). New number for Lawn Maintenance is \$144,940 (\$89,000 in Lawn Maintenance and \$40,000 in Park & Recreation). Mr. Hliva recommended moving \$144,940 into Park & Recreation.

Ms. Flach made a Motion to move \$144,940 from Lawn Maintenance into Park & Recreation. Mr. DeBisschop seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve moving \$144,940 from Lawn Maintenance into Park & Recreation is passed.

**LIBRARY**

Wages-Executive Director: Mr. Kiley made a Motion to remove \$60,000 for Wages-Executive Director. Mr. DeBisschop seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve removing \$60,000 from Wages-Executive Director is passed.

Wages-Adult Services Librarian: Ms. Flach made a Motion to remove \$56,000 for Wages-Director. Mr. DeBisschop seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve removing \$56,000 from Wages-Adult Services Librarian is passed.

Wages-Director: Ms. Flach made a Motion to increase Wages-Director from zero to \$71,442. Ms. Jensen seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve increasing Wages-Director from zero to \$71,442 is passed.

Wages-Children's Librarian: Ms. Flach made a Motion to reduce Children's Librarian from \$48,168 to \$39,753 (-\$8,415). Mr. Kiley seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Children's Librarian from \$48,168 to \$39,753 is passed.

Wages-Part-Time Assistants: Mr. Hliva explained that this is for additional positions. Ms. Flach made a Motion to reduce the Wages-Part-Time Assistants to one (1) part-time person from \$29,952 to \$10,000. Ms. Arpin seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Wages-Part-Time Assistants to one (1) part-time person from \$29,952 to \$10,000 (-\$19,952) is passed.

### **PARK AND RECREATION**

Wages-Part-Time Asst. AM / Wages – Part-Time Asst. PM: Ms. Flach requested that these two lines be better defined. Mr. Kiley recommended that each line show \$13,000, instead of one line showing \$26,000.

Contracted Services-Janitor: Ms. Flach made a Motion to reduce \$500 to zero. Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Contracted Service-Janitor from \$500 to zero is passed.

Contracted Services-Field Maintenance: This includes funds moved from Lawn Maintenance. Ms. Flach made a Motion to increase Contracted Services-Field Maintenance from \$50,000 to \$144,940 (+94,940). Mr. DeBisschop seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		

Paula Jensen  
Bob DeBisschop

Motion to approve increasing Contracted Services-Field Maintenance from \$50,000 to \$144,940 (+94,940) from Lawn Maintenance funds is passed.

**PLANNING & ZONING** – Budget remains unchanged.

**POLICE DEPARTMENT**

Wages-Overtime: Mr. Kiley made a Motion to reduce Wages-Overtime from \$80,000 to \$40,000 (-\$40,000). Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Wages-Overtime from \$80,000 to \$40,000 (-\$40,000) is passed.

Buybacks: Ms. Flach made a Motion to reduce Buybacks from \$48,272 to \$30,000 (-\$18,272). Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reduction of Buybacks from \$48,272 to \$30,000 (-\$18,272) is passed.

Computer System-Hardware: Mr. Kiley made a Motion to reduce Computer System-Hardware from \$18,000 to \$14,000 (\$-4,000). Mr. Grant seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		



Dana Flach  
Sue Arpin  
Jeff Grant  
Paula Jensen  
Bob DeBisschop

Motion to approve reducing Computer System-Hardware from \$18,000 to \$14,000 (-\$4,000) is passed.

Computer System-Software: Ms. Arpin made a Motion to reduce Computer System-Software from \$2,000 to \$1,000 (-\$1,000). Mr. Grant seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Computer System-Software from \$2,000 to \$1,000 (-\$1,000) is passed.

Contracted Services-Troopers O/T: Ms. Flach made a Motion to reduce Contracted Services-Troopers O/T from \$50,000 to \$25,000 (-\$25,000). Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Contracted Services-Troopers OT from \$50,000 to \$25,000 (-\$25,000) is passed.

Contracted Services-Troopers: Mr. Grant made a Motion to reduce Contracted Services-Troopers from \$1,041,383 to \$795,000 (-\$246,383) (due to movement of State trooper to local police). Ms. Jensen seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reduce Contracted Services-Troopers from \$1,041,383 to \$795,000 (-\$246,383) is passed.

Education: Ms. Flach made a Motion to reduce Education from \$5,000 to \$1,000 (-\$4,000). Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Education from \$5,000 to \$1,000 (-\$4,000) is passed.

Equipment-Leased: Ms. Flach made a Motion to reduce Equipment-Leased from \$4,000 to \$2,500 (-\$1,500). Mr. DeBisschop seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Equipment-Leased from \$4,000 to \$2,500 (-\$1,500) is passed.

Equipment Maintenance: Mr. Flach made a Motion to reduce Equipment Maintenance from \$5,000 to \$3,000 (-\$2,000). Ms. Jensen seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Equipment Maintenance from \$5,000 to \$3,000 (-\$2,000) is passed.

Facility Maintenance: Ms. Flach made a Motion to reduce Facility Maintenance from \$8,000 to \$6,000 (-\$2,000). Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Facility Maintenance from \$8,000 to \$6,000 (-\$2,000) is passed.

Supplies-Departmental: Ms. Flach made a Motion to reduce Supplies Departmental from \$10,000 to \$7,000 (-\$3,000). Mr. DeBisschop seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Supplies-Departmental from \$10,000 to \$7,000 (-\$3,000) is passed.

Supplies-Office: Ms. Flach made a Motion to reduce Supplies-Office from \$5,000 to \$3,000 (-\$2,000). Mr. Grant seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Supplies-Office from \$5,000 to \$3,000 (-\$2,000) is passed.

Vehicle Maintenance: Mr. DeBisschop made a Motion to reduce Vehicle Maintenance from \$60,000 to \$35,000 (-\$25,000). Ms. Flach seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Vehicle Maintenance from \$60,000 to \$35,000 (-\$25,000) is passed.

Uniforms & Uniform Supplies: Ms. Flach made a Motion to reduce Uniforms & Uniform Supplies from \$26,000 to \$21,000 (-\$5,000). Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reducing Uniforms & Uniform Supplies from \$26,000 to \$21,000 (-\$5,000) is passed.

**POMPERAUG HEALTH DISTRICT:** Budget remains unchanged.

**PROBATE COURT:** Budget remains unchanged.

**PUBLIC WORKS – WAGES**

Wages-Mechanic's Helper: Mr. Kiley made a Motion to reduce \$60,029 to zero for Wages-Mechanic's Helper in the budget. Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reduction of \$60,029 to zero for Wages-Mechanic's Helper is passed.

Wages-Summer Workers: Mr. Kiley made a Motion to reduce \$8,000 to zero for Wages-Summer Workers in the budget. Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reduction of Wages-Summer Workers from \$8,000 to zero passes.

**HIGHWAYS MAINTENANCE**

Equipment-Rental of: Ms. Flach made a Motion to reduce Equipment-Rental of from \$159,000 to \$145,000 (-\$14,000). Mr. Grant seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		

Bob DeBisschop

Motion to approve reduction of Equipment-Rental of from \$159,000 to \$145,000 (-\$14,000) passes.

Equipment Maintenance: Ms. Flach made a Motion to reduce Equipment Maintenance from \$75,020 to \$72,000 (-\$3,020). Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reduction of Equipment Maintenance from \$75,020 to \$72,000 (-\$3,020) passed.

Gasoline: Ms. Flach made a Motion to reduce Gasoline from \$181,682 to \$150,000 (-\$31,682). Ms. Jensen seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reduction of Gasoline from \$181,682 to \$150,000 (-\$31,682) passed.

Signs-Highway: Ms. Flach made a Motion to reduce Signs-Highway from \$18,169 to \$16,000 (-\$2,169). Ms. Arpin seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reduction of Signs-Highway from \$18,169 to \$16,000 (-\$2,169) passed.

**PUBLIC WORKS ADMIN & GENERAL EXPENSES**

Total PW Admin & General Expenses: Mr. DeBisschop made a Motion to approve the proposed Selectman total of \$98,356. Ms. Flach seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve the proposed Selectman budget total of \$98,356 passed.

**RECYCLING**

Wages-Additional: Ms. Flach made a Motion to reduce Wages-Additional from \$13,914 to zero. Mr. DeBisschop seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reduction of Wages-Additional from \$13,914 to zero passed.

Wages-Attendant: Ms. Flach made a Motion to reduce Wages-Attendant from \$19,492 to \$24,013 (-\$4,521). Mr. DeBisschop seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve reduction of Wages- Attendant from \$19,492 to \$24,013 (-\$4,521).

Wages-Overtime: Ms. Flach made a Motion to approve Department Request. Ms. Arpin seconded the Motion. A vote is taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to approve Department Request is passed.

Contracted Services-Bulky Waste: Ms. Flach made a Motion to increase Contracted Services-Bulky Waste from \$120,000 to \$130,000 (+\$10,000). Mr. Grant seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to increase Contracted Services-Bulky Waste from \$120,000 to \$130,000 is passed.

Waste Oil Disposal: Mr. Kiley made a Motion to reduce Waste Oil Disposal from \$4,000 to \$2,500 (-\$1,500). Mr. Grant seconded the Motion. A vote was taken.

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jack Kiley		
Dana Flach		
Sue Arpin		
Jeff Grant		
Paula Jensen		
Bob DeBisschop		

Motion to reduce Waste Oil Disposal from \$4,000 to \$2,500 (-\$1,500) is granted.




**ADJOURN**

Ms. Flach made a Motion to adjourn. Mr. DeBisschop seconded the Motion. All in favor. Meeting was adjourned at 8:45 p.m.

Respectfully submitted,

  
Lynnette Steeves, Clerk

18 APR 20 AM 9:57  
TOWN OF EXPOND, CT  
  
TOWN CLERK