



**City of Derby
Board of Apportionment & Taxation
Joan Williamson Aldermanic Chambers
MINUTES
MONDAY June 15, 2015**

James Butler –Chairman
Lawrence Bussell
Christopher Carloni
Jason Cronk
Richard Dziekan

Edwin Fiallos
Carlo Malerba, Jr.
Sabatino Pollastro, Jr.
Judith Szewczyk
James Watson

Chairman James Butler opened the meeting at 7:00pm with the Pledge of Allegiance.

Roll Call

Present were: Mr. Bussell, Mr. Butler, Mr. Carloni, Mr. Cronk, Mr. Dziekan, Ms. Szewczyk and Mr. Watson.

Arriving late: Mr. Fiallos and Mr. Pollastro.

Absent: Mr. Malerba

Additions, Deletions and Corrections to the Agenda

There were two changes, Item 7.1 and Item 16.2

Item 7.1

- **Increase Account (001-6000-680-6807) Town Clerk Receivables (\$19,000.00)**

City of Derby
Board of Apportionment & Taxation
June 15, 2015

- Increase Account (001-8400-390-0390) Working Balance (\$19,000.00)

Item 16.2

- From Account (001-8400-390-0390) Working Balance (\$2,961.02)
- To Account (001-8100-270-0277) Notices & Publications (\$2,961.02)

Additions- New Item #21 City Hall Maintenance (8100) Transfer ((\$4,657.33)

- From Account (001-8100-230-0233) Gas/Oil New City Hall (\$471.02)
- To Account (001-8100-230-0234) Gas/Oil Old City Hall (\$471.02)
- From Account (001-8100-230-0232) Water-New/Old City Hall (\$148.31)
- To Account (001-8100-210-0210) Telephones (\$148.31)
- From Account (001-8400-390-0390) Working Balance (\$1,500.00)
- To Account (001-8100-390-0390) Supplies (\$1,500.00)
- From Account (001-8400-390-0390) Working Balance (\$2,538.00)
- To Account (001-8100-340-0390) New City Repairs (\$2,538.00)
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A Motion to accept the changes and additions was made by Mr. Watson and seconded by Mr. Bussell. Motion Carried.

Deletions: Item #13 Bid Waiver for the Fire Department and replace it with a Bid Waiver for the City Hall air-conditioning unit. Amount to be set by the Board of Alderman. A motion to make this change was made by Mr. Watson and seconded by Ms. Szewczyk. Motion Carried.

Public Portion

No one from the public spoke.

Approval of Minutes May 19, 2015

There was one correction; Ms. Szewczyk was left off as attending the meeting. The name will be added. A motion was made to amend the minutes by Mr. Dziekan and seconded by Mr. Watson.

A motion to approve the minutes with the correction was made by Mr. Watson and seconded by Mr. Carloni. Motion Carried.

Treasurer's Report

Mr. McLiverty stated that we are on target for ending the fiscal year and tonight there is an onslaught of transfers to bring us to June 30th. We will close the books on September 1st, and any bills that come in after July that are applicable to this year will be booked as accounts payable, so we will come to the end of the year number by late July. We are in the black, and it depends on how much is out there for payment between now and the end of July. We will be going for bond upgrades in July. Other than that, the Board should be commended on their hard work with another successful budget year.

Mr. Dziekan questioned what there are so many transfers so late in the budget process when the departments come to us and say they need all this money. Mr. McLiverty explained the process, where transfers are made late, rather than at the beginning of the budget cycle to insure there is enough money in the line items.

A motion to accept the Treasurer's report was made by Mr. Dziekan and seconded by Mr. Bussell.

Revenues (6000) Increase (\$51,380.24)

- Increase Account (001-6000-680-6807) Town Clerk Receivables (\$19,000.00)
- Increase Account (001-8400-390-0390) Working Balance (\$19,000.00)
- Increase Account (001-6000-680-6811) Courthouse Reimbursement (\$16,701.70)
- Increase Account (001-8400-390-0390) Working Balance (\$16,701.70)
- Increase Account (001-6000-660-6604) Building/Electric Permits (\$15,678.54)
- Increase Account (001-8400-390-0390) Working Balance (\$15,678.54)

A motion to accept was made by Mr. Watson and seconded by Mr. Carloni. A question was asked about "courthouse reimbursement", and Mr. McLiverty explained that this was supposed to have been stopped, but the state is still sending us this money. Motion Carried.

Legal Services (1600) Executive Session

A motion was made by Mr. Fiallos and seconded by Mr. Bussell to go into Executive Session at 7:39 PM. Mr. Teodosio, council would be part of the session. Mr. McLiverty was invited into the session at 7:47 pm.

A motion to come out of Executive Session at 7:47 PM, was made by Mr. Pollastro and seconded by Mr. Dziekan. Motion Carried.

Data Processing (1700) Transfer (\$2,225.00)

- From Account (001-8400-390-0390) Working Balance (\$1,725.00)
- To Account (001-1700-430-0430) Computer Consulting (\$1,725.00)
- From Account (001-8400-390-0390) Working Balance (\$500.00)
- To Account (001-1700-460-0461) Service (\$500.00)

A motion was made by Mr. Pollastro and seconded by Mr. Bussell. A question was asked what the Computer Consulting, and Mr. Domurad explained that there were 3 new computers added and there were some problems with other people's computers, and additional work had to be done. Motion Carried.

Retirement (2300) Transfer (\$24,966.54)

- From Account (001-3700-440-0443) Highway Truck Lease (\$40,000.00)
- To Account (001-8400-390-0390) Working Balance (\$40,000.00)
- From Account (001-8400-390-0390) Working Balance (\$24,966.54)
- To Account (001-2300-270-0271) Police Pension (\$24,966.54)

A motion was made by Mr. Carloni and seconded by Mr. Bussell. The highway truck lease was questioned, and Mr. Domurad explained that Mr. Thompson had transferred money expecting a bill for leasing but this had already been taken care of. Motion Carried.

Tax Collector (2800) Transfer (\$6,557.01)

- From Account (001-2800-280-0280) Education (\$609.00)
- From Account (001-2800-390-0398) DMV Access (\$10.00)
- From Account (001-2800-480-0488) DMV Del Fees (\$31.91)
- From Account (001-2800-110-0112) Clerk Wages (\$1,700.00)
- To Account (001-2800-390-0390) Supplies (\$2,350.91)
- From Account (001-8400-390-0390) Working Balance (\$4,206.10)
- To Account (001-2800-390-0390) Supplies (\$4,206.10)

A motion to accept was made by Mr. Watson and seconded by Mr. Fiallos. Mr. Carloni asked about the supplies. It was in the handout from the Tax collector, it was for tax bill printing, address clean up, window envelopes and return envelopes. Motion Carried.

Police (3100) Increase (\$30,350.00) Transfer (\$1,986.00)

- Increase Account (001-6000-660-6617) Insurance Reim/Claims (\$350.00)
- Increase Account (001-3100-330-0335) Police Vehicle Ins Reim (\$350.00)
- Increase Account (001-6000-690-6942) Police Misc Grants-JAG (\$30,000.00)

- Increase Account (001-3100-480-0484) JAG Grant-PVET (\$30,000.00)
- From Account (001-3100-330-0332) Traffic Light Maintenance (\$520.00)
- From Account (001-3100-330-0334) Generator Maintenance (\$90.29)
- From Account (001-3100-340-0340) Police Vests (\$162.00)
- From Account (001-3100-350-0352) Prisoner Food (\$738.06)
- From Account (001-3100-470-0474) Employee Assistance Program (\$475.65)
- To Account (001-3100-460-0464) Computer Maintenance (\$1,986.00)

A motion to accept was made by Mr. Dziekan and seconded by Mr. Bussell.

City Hall Bid Waiver

Mr. Butler stated that one of the AC units in City Hall is not working, and we need a Bid Waiver, to increase revenue and then increase the city hall maintenance line item, and that amount will be set by the Board of Alderman at their next meeting. We don't have the amount yet, but this bid waiver will be subject to the approval of the Board of Alderman. A motion to accept was made by Mr. Carloni and seconded by Mr. Fiallos.

Mr. Carloni questioned that he thought we had just spent money to fix the air-conditioning at city hall. Mr. Domurad explained that we did have bid waivers, but they did not come back in a timely manner. One compressor shut down completely, and there are problems with the electrical circuit. Mr. Carloni thought everything was checked, and Mr. Domurad said the unit lasted 2 years. The compressor was shot, and no one in city hall told anyone what had happened. Mr. Cronk asked if there was anything else in the infrastructure of City Hall. Mr. Domurad went on to list of number of things that will have to be looked at in the future. He did say they plan to have the maintenance on the building documented, so this does not happen again. Mr. Butler asked the secretary to notify Mr. Malerba and request his vote for the majority vote. Motion Carried.

Miscellaneous Capital (3700) Transfer (\$4,000.00)

- From Account (001-3700-440-0442) Ryan Field Improvements (\$4,000.00)
- To Account (001-8400-390-0390) Working Balance (\$4,000.00)
- From Account (001-8400-390-0390) Working Balance (\$4,000.00)
- To Account (001-5100-270-0278) Witek Park Maintenance (\$4,000.00)

A Motion was made by Mr. Fiallos and seconded by Mr. Bussell. Mr. Dziekan asked about Witek Park and Mr. O'Connell, Director of Parks & Recreation responded. There has been a lot of vandalism at the Park, and one person has already been arrested for

causing some of the damage. People are riding their all-terrain vehicles and dirt bikes on the property which is not allowed, and they have ripped up the field. The new high-school AD had also been using the field when he shouldn't have, and the field was quite wet, and caused some damage. Mr. O'Connell pointed out that the Board of Alderman has control of the park and it has never been handed over to Parks & Recreation. Motion Carried.

Parks & Recreation Department (5100) Transfer (\$4,500.00)

- From Account (001-5100-230-0231) Yankee Gas (\$2,000.00)
- To Account (001-5100-330-0330) Equipment Maintenance (\$2,000.00)
- From Account (001-5100-230-0232) Water Company (\$1,500.00)
- To Account (001-5100-330-0331) Building & Field Supplies (\$1,500.00)
- From Account (001-5100-390-0012) Wrestling (\$1,000.00)
- To Account (001-5100-270-0278) Witek Park Maintenance (\$1,000.00)

A motion to accept was made by Mr. Fiallos and seconded by Mr. Carloni. Motion Carried.

City Hall Maintenance (8100) Transfer (\$6,213.34)

- From Account (001-8400-390-0390) Working Balance (\$3,252.32)
- To Account (001-8100-210-0211) Postage (\$3,252.32)
- From Account (001-8400-390-0390) Working Balance (\$2,961.02)
- To Account (001-8100-270-0277) Notices Publications (\$2,961.02)

A Motion was made by Mr. Cronk and seconded by Mr. Carloni. Motion Carried.

City Wide Agencies (8200) Transfer (\$7,500.00)

- From Account (001-1600-270-0270) Claims (\$17,406.32)
- To Account (001-8400-390-0390) Working Balance (\$17,406.32)
- From Account (001-8400-390-0390) Working Balance (\$7,500.00)
- To Account (001-8200-390-0398) Fireworks Event (\$7,500.00)

A motion was made to accept by Mr. Bussell and seconded by Mr. Dziekan. Motion Carried.

City Wide Fuel (8300) Transfer (\$10,000.00)

- From Account (001-8400-390-0390) Working Balance (\$10,000.00)

- To Account (001-8300-370-0370) Gasoline City Appropriation(\$10,000.00)

A Motion was made to accept by Mr. Fiallos and seconded by Mr. Bussell. Mr. Dziekan questioned the transfer, and Mr. Butler explained that back in December of 2014, the monies had been moved to upgrade equipment, and they took \$10,000 from the Special Working Balance and \$10,000 from the gasoline account with the understanding that the money would be put back. Motion Carried.

Board of Education (9100) Transfer (\$50,630.00)

- From Account (001-8400-390-0390) Working Balance (\$47,000.00)
- To Account (001-9100-100-0100) BOE Operating Budget (\$47,000.00)
- From Account (001-8400-390-0390) Working Balance (\$3,630.00)
- To Account (001-9100-100-0100) BOE Operating Budget (\$3,630.00)

A motion to accept was made by Mr. Bussell and seconded by Mr. Watson. Mr. Domurad explained that the \$47,000 was for unemployment, and the \$3,363.00 was for the cheerleaders rings. Motion Carried.

Board of Education Grants (9110) Increase \$986,834.00)

- Increase Account (001-6000-250-0250) BOE Grants (\$986,834.00)
- Increase Account (001-9110-330-0330) BOE Grants (\$986,834.00)

A motion to accept was made by Mr. Watson and seconded by Mr. Carloni. Motion Carried.

City Hall Maintenance (8100) \$4,657.33)

- From Account (001-8100-230-0233) Gas/Oil New City Hall (\$471.02)
- To Account (001-8100-230-0234) Gas/Oil Old City Hall (\$471.02)
- From Account (001-8100-230-0232) Water-New/Old City Hall (\$148.31)
- To Account (001-8100-210-0210) Telephones (\$148.31)
- From Account (001-8400-390-0390) Working Balance (\$1,500.00)
- To Account (001-8100-390-0390) Supplies (\$1,500.00)
- From Account (001-8400-390-0390) Working Balance (\$2,538.00)
- To Account (001-8100-340-0390) New City Repairs (\$2,538.00)

A Motion to accept the changes and additions was made by Mr. Watson and seconded by Mr. Bussell. Motion Carried.

Adjournment

A motion to adjourn was made by Mr. Bussell and seconded by Mr. Pollastro. The meeting was adjourned at 8:33pm. Motion Carried.

Respectfully Submitted

Louise Pitney

Recording Secretary

*** These minutes are subject to the approval by the Board of Apportionment & Taxation
at their next regular meeting.