



MINUTES OF THE FULL BOARD MEETING
7:00 PM Thursday, February 26, 2009
SHELTON CITY HALL
54 HILL STREET
Room 104
SHELTON CT 06484

Roll Call

Mark Holden, Chair, present
Judson Crawford, present
Vinny Capece, present
Nancy Dickal, present
Greg Kodz, present

Other Persons Present:

Captain Michael Madden, Shelton Police Department
Sandra Nesteriak, Administrative Assistant
James Tortora, Fire Marshal

Call To Order

Chairman Mark Holden called the meeting to order with the Pledge of Allegiance at 7:10 p.m.

Add-On

JUDSON CRAWFORD MOTIONS TO ADD-ON TO NEW BUSINESS/INTRA-DEPARTMENTAL TRANSFERS #3 REQUEST TRANSFER FROM THE POLICE DEPT TO TRANSFER FUNDS FROM THE TRAINING ACCOUNT TO THE CANINE ACCOUNT IN THE AMOUNT OF \$1150. VINNY CAPECE SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED 5-0.

Approval of the Minutes – Regular Meeting of January 22, 2009

VINNY CAPECE MOTIONS TO ACCEPT THE MINUTES FROM THE REGULAR MEETING OF JANUARY 22, 2009. SECONDED BY JUDSON CRAWFORD. A VOICE VOTE WAS TAKEN. MOTION PASSED (5-0).

Reports

A. Chairman's Report

Chairman Holden mentioned an observation from last night's meeting in regard to how they conduct their interviews; he suggested that they need to be more considerate of the department heads when offering recommendations. He doesn't want the department heads to feel uncomfortable during their meetings.

B. Contingency Account Report

No additional information.

C. Transfer Report

No additional information.

Old Business – None

New Business

A. Intra-Departmental Transfers

1. Request from Employee Resources to Transfer \$25,000 from Group Insurance to Professional Services.

Chairman Holden indicated that \$25,000 would be transferred from the 20-08 account to the 30-01 account. He commented that there appears to be an adequate balance in the group insurance account.

Sandra Nesteriak, Administrative Assistant, explained that they've had some employees leave which has reduced the amount of money being paid for benefits.

Vinny Capece asked if they anticipate replacing them between now and the end of the year.

Ms. Nesteriak responded that she did not expect it before July 1st.

Vinny Capace asked if the \$25,000 represents a flat fee or is that over a period of time.

Ms. Nesteriak responded that most of the money goes to Counsel, not all of it but most of it does. Last year, she had \$14,000 of bills that were not submitted to her until July and she hoped to take them out of money still remaining in this line item from the prior fiscal year, but it wasn't. It was taken out of this current fiscal year, so she started out \$14,000 behind. They anticipated the Highways & Bridges contract would have been settled because they've been negotiating on it for almost a year. It went to arbitration and the costs of arbitration are very high. They share them with the bargaining unit but they have their own Counsel in preparation. The Mayor was able to affect a settlement before arbitration went to its full conclusion. They only had two sessions of arbitration but it was an unanticipated expense. There was a grievance of those seven about the appointment of police sergeants that the policemen brought to arbitration. It was long,

going on for several days. The City prevailed but it cost about \$9000 in legal fees to take care of that.

Ms. Nesteriak stated that while there is some money currently in the Professional Services Account, she also has over \$18,000 in bills that she has no money to pay them with.

VINNY CAPECE MOTIONS TO APPROVE THE TRANSFER OF \$25,000 FOR GROUP INSURANCE ACCOUNT #001-0200-411-20-08 TO PROFESSIONAL SERVICES ACCOUNT #001-0200-411-30-01 FOR UNANTICIPATED EXPENSES FOR LABOR COUNSEL. NANCY DICKAL SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED 5-0.

2. Request from Fire Marshal to Transfer \$2,000 from Regular Payroll to Motor Vehicle Maintenance.

Chairman Holden indicated that this transfer would be from the #1001 account to the #4047 account, and there seems to be sufficient funds.

Vinny Capece asked how many vehicles he was maintaining and what years they were.

Mr. James Tortora responded that 2 of them were 2006's and one is a 1999.

Judson Crawford asked why he could take \$2000 from Payroll when it was already broken down last year in budget sessions. He asked if they were not going to be able to fund for someone now.

Mr. Tortora responded that budget had \$30,000 for a full time secretary and that position wasn't filled and won't be filled. They are doing well with a part-time secretary. So that money should be there.

VINNY CAPECE MOTIONS TO TRANSFER FROM REGULAR PAYROLL #00122005121001 TO MOTOR VEHICLE MAINTENANCE #0012200514047 TO PAY OUTSTANDING MOTOR VEHICLE REPAIR BILLS. JUDSON CRAWFORD SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED 5-0.

3. Request from Police Dept. to transfer to Transfer \$1150 from the Training Account to the Canine Account.

Captain Madden explained the unexpected emergency veterinary care costs required for the police dog.

Judson Crawford asked Capt. Madden if the \$957 left in the account would be enough to carry him through to the end of the year. He asked what more he anticipated coming out of this line item and if he had taken consideration for what he needs for next year.

Captain Madden explained that they have special dog food through July 1st and paid their outstanding dog food bill as well as estimated for his continued veterinary visit.

NANCY DICKAL MOTIONS TO TRANSFER FROM ACCT #001-2500-511-10-03 TRAINING TO ACCOUNT #001-2500-511-880-13 CANINE FOR \$1,150. VINNY CAPECE SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSES 5-0.

Finance Committee Report

Chairman Holden relayed that they continue to open bids that do not include the non-collusion affidavit resulting in immediate disqualification. He doesn't know what more can be done because he feels that Gene Sullivan has done a lot of work to clarify and simplify the bidding process over the last several months.

He commented that the City went out to bid for used SUV's; it was an interesting concept to reduce expenses and still replace vehicles. They received bids for some low mileage '08 SUV's at approx. \$19K and less for some '05 and '06 vehicles.

There was further discussion by Judson Crawford who pointed out concerns regarding some interdepartmental transfers.

Nancy Dickal expressed her frustrations that they need to request more detail and require more preparedness from individuals who come before the Board of A&T to request transfers of funds.

Final comments by members centered on how to better manage and address issues with department heads in the upcoming budget meetings in March.

Adjournment

Due to no further business on the agenda, Chairman Holden adjourned the meeting at 8:00 p.m.

Respectfully submitted,

Karin C. Tuke

Clerk, Board of Apportionment and Taxation

Tape (1) on File with the City Town Clerk's Office.