Call to Order / Pledge of Allegiance

Charlotte Madar, Chairman, called the Regular Full Board of Apportionment & Taxation meeting to order at approximately 6:00 p.m. All those present recited the Pledge of Allegiance

Roll Call

Charlotte Madar, Chairman - present
Joe Palmucci, Vice Chairman - present
John Belden - present
Joe Knapik - present
Louis Dagostine - present
John Zikaras - excused

AGENDA ITEMS

1. APPROVAL OF SPECIAL MEETING MINUTES FROM NOVEMBER 25, 2013 MEETING.

2. REPORTS - CONTINGENCY REPORT - None.

3. REPORTS - TRANSFER REPORT - None.

4. REPORTS - CHAIRMAN’S REPORT - None.

5. OLD BUSINESS -

5. NEW BUSINESS - REQUEST FROM FIRE MARSHAL TO TRANSFER $1,500 FROM PART TIME EMPLOYEES TO MOTOR VEHICLE MAINTENANCE
Fire Marshal James Tortora represented the Fire Marshal department and requested the Board of A&T and requested a transfer of $1,500. The funds are needed would cover necessary maintenance required to fix vehicles.

Joseph Palmucci moved to transfer $1,500 from account 001-2200-512-10.02 (part-time employees) to account 001-220-512-40.47 (motor vehicle maintenance); seconded by Louis Dagostine. A voice vote was taken and the motion passed 5-0.

6. **NEW BUSINESS- REQUEST FROM ZONING BOARD OF APPEALS TO TRANSFER $1,000 FROM PRINTING/ADVERTISING TO STATE FEES**

Lareen Michulak approached the Board of A&T and represented the Zoning Board of Appeals and requested a transfer of $1,000 to cover state fees. The State fees were accidently charged to this current year's budget and the transfer will make up the shortfall.

Joseph Palmucci moved to transfer $1,000 from account 001-1800-414-30.07 (printing and advertising) to account 001-1800-414-80.83 (state fees); seconded by Louis Dagostine. A voice vote was taken and the motion passed 5-0.

7. **NEW BUSINESS- REQUEST FROM ELECTIONS TO TRANSFER $1,400 FROM COMMISSARY TO PRINTING & ADVERTISING, TRANSFER $1,999 FROM EQUIPMENT RENTAL TO PRINTING & ADVERTISING, TRANSFER $4,999 FROM STATE INSPECTION TO PRINTING & ADVERTISING, AND TRANSFER $2,475.90 FROM MAINTENANCE TO PRINTING & ADVERTISING**

Jack Finn and Pete Pavone represented the Voters department and requested the Board of A&T for a total of $9,473.90. The reason was to cover the cost for the extra printing because of errors made on the election ballots. The error has been addressed and changes were made to assure the error will not happen again.

Joseph Knapik moved to transfer $1,400.00 from account 001-0500-412-80.41 (commissary), transfer $1,999 from account 001-0500-413-40.44 (equipment rental), transfer $4,999 from account 001-0500-413-50.05 (state inspection), $2,475.90 from account 001-0500-413-65.02 (maintenance) to account 001-0500-413-30.07 (printing and advertising); seconded by Louis Dagostine. A voice vote was taken and the motion passed 5-0.

8. **NEW BUSINESS- REQUEST FROM HIGHWAYS & BRIDGES TO TRANSFER $110,000 FROM REGULAR PAYROLL TO PART-TIME PAYROLL**
Ernest Hutchinson represented the Highways Department and requested the Board of A&T transfer of $110,000 into part-time payroll. The reason is that the original budget request for the part-time employee line item was not given to the department at the beginning of the year causing the part-time budget to run short. In addition, now two full-time employees are out on worker’s compensation and part-time employees have been hired to make up for the shortage.

Joseph Palmucci moved to transfer $110,000 from account 001-3200-712-10.01 (regular payroll) to account 001-3200-712-10.02 (part-time payroll); seconded by John Belden. A voice vote was taken and the motion passed 4-1.

9. NEW BUSINESS- REQUEST FROM TOWN CLERK TO TRANSFER $25,650 FROM REGULAR PAYROLL TO PART-TIME PAYROLL

Paul Hiller represented the Town Clerk department and requested the Board of A&T transfer $25,650.00 into part time payroll. The reason is that there are two vacant full-time positions and as a result two part-time employees are temporarily filling the positions until two clerks are hired on a full-time basis. As of this date they have not been filled but the City is in the hiring process.

Joseph Palmucci moved to transfer $25,650.00 from account 001-1400-415-10.01 (regular payroll) to account 001-1400-415-10.02 (part-time payroll); seconded by Louis Dagostine. A voice vote was taken and the motion passed 5-0.

The Board of A&T held a discussion with Paul Hiller in regards to the revenue unanticipated income. More discussion is available on tape.

10. ADJOURNMENT

The meeting adjourned approximately 6:41pm.

Respectfully submitted,

Melissa Anglace
Clerk, Board of Apportionment and Taxation