Roll Call

Chairman Mark Holden, present
Chris Besescheck, present
Judson Crawford, present
Charlotte Madar, present
John Zikaras, present

Other Persons Present

Thomas Taylor, Mayor’s Office
Joseph Ballaro, Building Dept.

Call to Order/Pledge of Allegiance

The meeting was called to order at 7:00 p.m. on Thursday, January 27, 2011 by Chairman Mark Holden with the Pledge of Allegiance.

Approval of the Minutes

John Zikaras mentioned that he had some additional discussion with the Registrar’s Office regarding a vote taken on a transfer of funds for the Registrar of Voters at the December 16, 2010 meeting. He indicated that he should have abstained from that vote for the transfer of funds. It was for poll workers not office help as Mr. Pavone had stated at that time. It makes no difference in the results for the final vote but he wanted to submit that information for the record.


Reports
Chairman’s Report

Contingency Report

Chairman Holden indicated that the only thing that there are showing on the Contingency Report is the debris removal for the North Oak house. Something should be coming fairly soon for a transfer for the Registrar’s Office because they don’t budget for Primaries as part of their process and they have run over.

Transfers Report

Chairman Holden indicated that he expects that they are probably going to have a few more transfers this year than last year because it is a tougher budget year.

He stated that the budget process would begin in less than a month and he’ll a get a proposed scheduled out via e-mail to everyone within the next couple of days. There is no Old Business to discuss.

New Business

Intra-Departmental Transfers

1. Request from Economic Development for transfers of $7,000 to Meeting, Travel, Conferences

Chairman Holden stated that the Economic Development Commission was looking to transfer $6000 from Printing and Advertising and $1,000 from Part Time Employees. They are looking at this year’s Flag Day costing more than last year. Last year the cost was $8,028 and with these transfers they are looking to make $8,350 available.

CHRIS BESESCHECK MOTIONS TO TRANSFER:

- $6,000.00 FROM ACCOUNT #001-0700-414.30-07 PRINTING & ADVERTISING TO ACCOUNT #001-0700-414.11-05 MEETINGS, TRAVEL & CONFERENCES
- $1,000.00 FROM ACCOUNT #001-0700-414.10-02 PART TIME EMPLOYEES TO ACCOUNT #001-0700-414.11-05 MEETINGS, TRAVEL & CONFERENCES

JUDSON CRAWFORD SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSES (5-0).

2. Request from Building Maintenance to transfer $100,000 to Part Time Employees

Chairman Holden indicated that Building Maintenance is looking to transfer $90,000 from Regular Payroll. At this point, they have spent $1.18M and they have $1.5M available in that line item so that should not be an issue. The other line item, Other Outside Services, they are looking to move $10,000 and they’ve spent $4,845 with $20,155 available. There should be adequate funds for that one as well.
JOHN ZIKARAS MOTIONS TO TRANSFER:
- $90,000.00 FROM ACCOUNT #001-4800-716.10-01 REGULAR PAYROLL TO ACCOUNT #001-4800-716.10-02 PART TIME EMPLOYEES
- $10,000.00 FROM ACCOUNT #001-4800-716.30-23 TO ACCOUNT # 001-4800-716.10-02 PART TIME EMPLOYEES

JUDSON CRAWFORD SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSES (5-0).

Judson Crawford notes that a notice should be sent regarding the Municipal Property Maintenance Account for an overdrawn account, Overtime Pay by $857.00.

3. Request from Administration to transfer $24,430 to Unemployment Compensation – City

Chairman Holden indicates that because the Federal Government has increased the unemployment benefits, the account is under-budgeted by an estimated $24,430.00.

Judson Crawford asked if the balance of $19,041 be sufficient. Thomas Taylor, Administration, indicated that yes, it would be. Chairman Holden asked if he was OK with that reduction to the Group Insurance. Mr. Taylor responded yes.

CHARLOTTE MADAR MOTIONS TO TRANSFER:
- $24,430.00 FROM ACCOUNT #001-200-411.20-08 GROUP INSURANCE TO ACCOUNT #001-200-411.30-53 UNEMPLOYMENT COMPENSATION (CITY).

CHRIS BESESHECK SECONDS (5-0). A VOICE VOTE IS TAKEN. MOTION PASSES (5-0).

4. Request from Fire Department to transfer #5,000 to Alarm Maintenance from Regular Payroll.

Chairman Holden indicated that the reason for this transfer was for the removal of equipment and wiring from a discontinued alarm system. The Alarm Maintenance Account has insufficient funds to complete work.

Judson Crawford questioned taking funds from Regular Payroll that was part of the budget that was passed by the BOA. A representative from the Fire Department (name not provided) responded that the Regular Payroll was for full time employees and they have extra funds in that account that they won't be using.

CHRIS BESESCHECK MOTIONS TO TRANSFER:
- $5,000.00 FROM ACCOUNT #2400-512.10-01 REGULAR PAYROLL TO ACCOUNT #2400-512.30-14 ALARM MAINTENANCE.

CHARLOTTE MADAR SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSES (5-0).

5. Request from Building Department to transfer $35,000 to Part Time PR from Regular PR
Chairman Holden indicates that they are looking at $38,913 expended and $141,166 remaining. Judson Crawford asks if there would be sufficient funds to cover Regular Payroll for the rest of the year. Mr. Ballaro responded that there would be because their Building Official is on leave and they do not know whether he is coming back so that portion of money in their budget remains unspent.

**JOHN ZIKARAS MOTIONS TO TRANSFER $35,000 FROM ACCOUNT #001-3100-713.10-01 REGULAR PAYROLL TO ACCOUNT #001-3100-713.10-02 PART TIME PAYROLL.**

CHARLOTTE MADAR SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSES (5-0).

**Finance Committee Report**

Chairman Holden reviewed the bids opened and bid awards from the Finance Committee meeting held at 6:30 p.m.

**Adjournment**

Chairman Mark Holden stated to adjourn the meeting due to no further business on the agenda at 7:20 p.m.

Respectfully submitted,

Karin C. Tuke
Clerk, Board of Apportionment and Taxation
Tape (1) on File with the City Town Clerk’s Office