Roll Call

John Simonetti, Chairman present
Judson W. Crawford, present
Charlotte Madar, absent
Eric Levine, absent
Joe Liscinsky, present
Mark Holden, present

Other people present
Sandy Nesteriak, Administrative Assistant
Chris Pitucek, Maintenance Department

Call to Order

Mr. John Simonetti, Chairman called the meeting to order at 7:15pm. All present rose and pledged allegiance to the flag. Tonight’s meeting was held in Room 104 at Shelton City Hall, 54 Hill Street, Shelton, Connecticut.

Approval of Minutes

Mr. Holden MOTIONED TO approve the minutes of the meeting of January 26, 2006 as present. Mr. Crawford SECONDED the motion. A voice vote was taken and MOTION PASSED AS WRITTEN. 4-0

Reports

A. Chairman’s Report
   None present

B. Contingency Account Report
   Summary present attached to the agenda
C. Transfer Report
Summary present attached to the agenda

Old Business

No Old Business

New Business

Intra-Departmental Transfers

Request from Administration to transfer $1,000 from Meeting, Travel Acct. # 001-0100-411.11-05 to Civic Affairs Acct. # 001-0100-411-80.01.

Discuss: "Civic Affairs is what?" asked Chairman Simonetti. Mrs. Sandy Nesteriak, present from Administration, states "The Civic Affairs covers a broad spectrum of charitable organizations, floral remembrances for employees, and specific people who have past away. We rotate florists in town so the prices are the best we can get. Unfortunately, sadly, we have had a number of deaths in the town this year."

Mark Holden MOTIONED TO transfer $1,000 from Meeting, Travel et al Acct. #001-0100-411.11-05 to Civic Affairs Acct. # 001-0100-411-80-01. Seconded by Mr. Crawford. A voice vote was taken MOTION PASSED. 4-0

Request from Maintenance Department to transfer $2,000 from Regular Pay Roll to Overtime Pay, $2,700 from regular Payroll to Other Outside Services Acct.#00148007163023, $5000 from Regular Payroll 00148007161001 to Building Supplies Acct # 00148007164012, $5200 from Regular Payroll 00148007161001 to Equipment Maintenance Acct # 00148007166510

Discussion: Mr. Holden states that it does appear to be sufficient funds in the account. In reference to Overtime Pay – Mr. Pitucek states that there is so many parties and that the parties need someone there before, during and after the party to help clean up. Mr. Crawford states that isn't that
part of the rental fee. Mrs. Nesteriak states unfortunately, the line item that pays for the part time custodians does not see the amount from the person that is renting the space. “Where is that money going to?” asks Mr. Liscinsky. Mrs. Nesteriak states that is something that should be addressed during the budget hearings. It should be a wash account but it is not right now states Mrs. Nesteriak. Mr. Crawford asks, “The number of people that were budgeted for at the time of the hearing last year. “ Mr. Simonetti states that is because the person they had planned to hire they didn’t was going to be a HVAC and we would rely on the outside services this year. It makes sense that if we don’t have enough staff that there would be more outside services. For the Building supplies the increase of supplies needs to be covered, especially paper products. The paper products were under budgeted. The prices of paper products have doubled. Mr. Liscinsky states, “How do we go about coordinating this better among the City Buildings?” For equipment maintenance funds on unanticipated alarm, elevator and generator work funds needed to pay for regular maintenance for remainder of fiscal year. Mr. Crawford states my concern is for the rest of the fiscal year. Mr. Simonetti states that we need to trust the Department Head to manage his department. Mrs. Nesteriak states that if there are any questions on the rental for parties it should be gone over at budget time. Mr. Liscinsky states to ask the department head if we had a contract for the buying on the supplies.

Mark Holden MOTIONED TO approve the transfers of $200 from Regular Payroll Acct. # 00148007161001 to Overtime Pay Acct # 00148007161007; $2700 from Regular Payroll Acct. # 00148007161001 to Other Outside Services Acct. # 001480071632; $5000 from Regular Payroll to Building Supplies Acct # 00148007164012, and $5200 from Regular Payroll Acct # 00148007161001 to Equipment Maintenance Acct. # 00148007166510 for the Maintenance Department. Joe Liscinsky seconded. A voice vote was taken and MOTION PASSED. 4-0

CONTINGENCY TRANSFERS

There is no Contingency Transfers.
**Finance Committee Report**

We have opened and award a lot of bids.

Mr. Liscinsky asks, “Is there any way to get a print out of what was returned last year with the copy of this year’s budget request?” Mrs. Nesteriak states that there is no room on the report you may wish to ask for an end of year report. This would be a nice convenience.

**Adjournment**

Mr. Crawford MOVED to adjourn this meeting at 8:15 p.m. Mr. Holden seconded the motion. A voice vote was taken motion passed unanimously. 4-0

Respectfully submitted,

Denise M. Domorod,
Clerk
Board of Apportionment & Taxation

Tape on File at City Clerks office 2 sides one tape.