Roll Call

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

Other persons present:

Sandra Nesteriak, Administrative Assistant
Sharon Scanlon, Finance Director
Joseph Sewack, Head of Maintenance

Call to Order

Acting Chairman Mark Holden called the meeting to order at 7:20 pm. 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

Charlotte Madar MOTIONS TO accept the meeting minutes of the regular meeting of January 25, 2007. Seconded by Judson Crawford. A voice vote was taken. MOTION PASSED 4-0.
Reports

A. Chairman’s Report
   None Present

B. Contingency Account Report
   Summary present attached to the agenda

   Charlotte Madar MOTIONED TO accept the Contingency Report as submitted and attached to the agenda. Seconded by Judson Crawford. A voice vote was taken. MOTION PASSED 5-0

C. Intradepartmental Transfers Report.

   The Intradepartmental Transfer Report is attached to the agenda and there are five items on that.

   Charlotte Madar MOTIONED TO accept the Interdepartmental Transfer Report as submitted and attached to the agenda. Seconded by Judson Crawford. A voice vote was taken. MOTION PASSED 5-0

Old Business

No Old Business

New Business

Intra-Departmental Transfers

Request from Accounting to Transfer $1,000 from Meeting Travel and Conferences to Bond Registration Fees

   To cover costs of attached bill plus additional $500. Money in Meeting, Travel and Conference will not be used this yer due to the department being “short staffed.”
Judson Crawford MOTIONED TO transfer $1000 from Meetings, Travel and Conferences Acct # 001-5700-412.11-05 to Bond Registration Fees Acct. # 001-5700-412.50-12. Seconded by Charlotte Madar. A voice vote was taken MOTION PASSED. 5-0

Request from Administration to Transfer $200 from December Holiday to Mileage To cover unanticipated mileage requirements for HR, Constituent Caseworker, have exhausted account.

Charlotte Madar MOTIONED TO transfer $200 from December Holiday Acct # 001-0100-411.80-89 to Mileage Acct. #001-0100-411.11-01. Seconded by Eric Levine. A voice vote was taken. MOTION PASSED. 5-0

Request from Maintenance to Transfer $5,000 from Regular Payroll to Pool Supplies, $15,461 from Regular Payroll to Building Maintenance, and $5,500 from Regular Payroll to Equipment Maintenance.

To cover cost of Chlorine and CO₂ for the remaining fiscal year due to the increase cost of chlorine (12 cents a gallon) and increased usage. Also to pay lease renew on CO₂ tanks.

To cover cost for equipment maintenance for fire and burglar alarms testing and inspections; elevator maintenance and inspections; generator minor preventative maintenance service for city buildings.

To cover cost for building maintenance for general supplies to carry out maintenance in all city buildings for the remainder of the fiscal year.
Charlotte Madar MOTIONED TO transfer $5,000 from Acct # 001-4800-716-1001 Regular Payroll to Acct # 001-4800-716-4030 Pool Supplies and to move $15,461 from Acct # 001-4800-716-1001 Regular Payroll to Acct # 001-4800-716-6508 Building Maintenance and $5,500 from Acct # 001-4800-716-1001 Regular Payroll to Acct # 001-4800-716-6510 Equipment Maintenance. Seconded by Joe Liscinsky. A voice vote was taken. MOTION PASSED. 5-0.

Discussion: Mr. Crawford states that the request did not get signed off from the Finance Department. Mr. Crawford asks when did the 12 cents per gallon hike go into effect? Mr. Sewack states in October of 2006. Mr. Sewack states we do not know when the increase happened in price we do not control.

Contingency Transfers

Request from Highways and Bridges to transfer $15,000 to Police Parts and $45,000 to Gasoline/Diesel

The reason for this request is when the police cars were purchased, the warranty was not purchased. Therefore, we have to pay for all repairs, which are many. We also had to put in a new transmission in SH #135. Two more transmissions are scheduled to go in Sh # 143 and Sh # 157. Transmissions average approximately $2,000 each.

The reason for this is the amount of fuel we use and the flexuous of gas prices, which average over $2.00 a gallon.
Discussion: Mr. Crawford states, “Before the Board of Aldermen look upon this request with open eyes, instead of Highways and Bridges transfer to they take the transfer of over $50,000 take into affect the balance of $99,140.55 if we subtract the total will the balance be enough to cover the rest of this fiscal year.” “I suggest that we change this request to switch the amount down to $7,000 from the Contingency and also take the other $8,000 from a line item account.” Charlotte Madar states, “We can not change the request of this. We would need to send this back to Bill Mooney and have him change the request.” Eric Levine states, “I agree with Charlotte to have a padding because you don’t know how to cost fluctuates.”

Charlotte Madar MOTIONED TO recommend the transfer $15,000 to Acct # 001-3200-712-40.42 Police Parts and $45,000 to Acct # 001-3500-712-40.01 Gasoline/Diesel with consideration to the balance in the Contingency Fund. Seconded by Eric Levine. A voice vote was taken Motion Passed 5-0.

**Finance Committee Report**

Open a bunch of bids and award some bids. You can take a look at the meeting minutes on line.

**Adjournment**

Chairman Simonetti adjourned the meeting at 8:20 pm.

Respectfully submitted,

Denise M. Domorod, Clerk
Board of Apportionment & Taxation
Tape on File at City Clerks office 1 side one tape.