Roll Call

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

Other Persons Present

Call to Order/Pledge of Allegiance

The meeting was called to order at 7:15 p.m. on Thursday, March 24, 2011 by Chairman Mark Holden with the Pledge of Allegiance.

Approval of the Minutes

CHARLOTTE MADAR MOTIONS TO ACCEPT THE MINUTES FROM THE REGULAR MEETING OF FEBRUARY 24, 2011. CHRIS BESESCHECK SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSES (5-0).

Reports

Chairman's Report

Chairman Holden indicated that they would continue their budget meeting following this Full Board Meeting tonight.

Contingency Report
Chairman Holden indicated from the Contingency Report that they still have an unspent balance of $123,350. John Zikaras noted that in looking through the expenditures, about half of it has to be reconciled.

**Transfers Report**

Chairman Holden commented that everyone has gotten the Transfer Report. They have done a lot of transfers this year, but as long as they are able to find the money within their departments, they are OK.

**Old Business**

No Old Business.

**New Business**

Chairman Holden indicated that they have had a number of requests from Highways & Bridges because of all the snow. They are running over on Road Repairs, Overtime Pay and Maintenance and Parts because of the extra wear and tear on the plows. They have 5 requests for transfers in Highways and Bridges. They can be taken in one motion.

**Intra-Departmental Transfers**

1. A) Request from Highways & Bridges to transfer $60,000 from Disposal Fees to Road Repairs

   CHARLOTTE MADAR MOTIONS TO TRANSFER $60,000 FROM HIGHWAYS & BRIDGES DISPOSAL FEES ACCOUNT #001-3900-714.50-09 TO ROAD REPAIRS ACCOUNT #001-3300-712.65-04.

   Chairman Holden noted that this will have to be item should be separate because it is between two departments. This should be addressed by the BOA.

   CHRIS BESESCHECK SECONDS THE MOTION FOR DISCUSSION.

   Chairman Holden commented that while both of those line items are under the same Department Chair, they are two different departments, so he really thinks it needs to go to the Board of Alderman. He asked Charlotte to withdraw her motion.

   CHARLOTTE MADAR WITHDRAWS HER MOTION TO TRANSFER $60,000 FROM HIGHWAYS & BRIDGES DISPOSAL FEES ACCOUNT #001-3900-714.50-09 TO ROAD REPAIRS ACCOUNT #001-3300-712.65-04.

   Chairman Holden indicated that they will decline to take action on this transfer and refer it back to the Department Head with the recommendation that they approach the BOA on it.

   B) Request from Highways & Bridges to transfer $75,000 from Regular Payroll to
City of Shelton  
Board of Apportionment & Taxation  
Full Board  
March 24, 2011

Overtime Pay

C) Request from Highways & Bridges to transfer $12,000 from Rental Contract to Maint/Major Parts

D) Request from Highways & Bridges to transfer $12,000 from Rental Contract to Parts

CHARLOTTE MADAR MOTIONS TO TRANSFER:

- $75,000 FROM HIGHWAYS & BRIDGES REGULAR PAYROLL ACCOUNT #001-3200-712.10-01 TO OVERTIME PAY ACCOUNT #001-3200-712.10-07

- $12,000 FROM HIGHWAYS & BRIDGES RENTAL CONTRACT SERVICES ACCOUNT #001-3200-712.30-27 TO MAINT/MAJOR PARTS ACCOUNT #001-3200-712.40-32

- $12,000 FROM HIGHWAYS & BRIDGES RENTAL CONTRACT SERVICES ACCOUNT #001-3200-712.30-27 TO PARTS ACCOUNT #001-3200-712.40-36

FAITH HACK SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSES (5-0).

2. Request from Building Maintenance to transfer $1,000 from Building Maintenance to Private Parties Pay

Chairman Holden indicates that this $1,000 transfer has been requested to cover costs for the remaining fiscal year for private parties scheduled at the Community Center requiring Custodial Coverage.

Faith Hack questioned if the Private Parties Pay Account wasn’t reimbursed by the people renting out the space.

John Zikaras responded that they rent the space but that comes in on their revenue side.

Chairman Holden stated that this is the expense for private parties so essentially, they are probably going to run over on the income side. There was discussion during the interview process about some of the facilities getting extended use particularly, the Lafayette School being in the Parks & Rec Dept but Building Maintenance takes care of some stuff on that. There is more rental than usual. There is an income side but they don’t do transfers for income.

CHARLOTTE MADAR MOTIONS TO TRANSFER $1,000 FROM BUILDING MAINTENANCE ACCOUNT #001-4800-716.65-08 TO PRIVATE PARTIES PAY ACCOUNT #001-4800-716-1020. CHRIS BESESCHECK SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSES (5-0).
Finance Committee Report

Chairman Holden indicated that they did a lot of bid openings this evening in record time because a couple of the bids had no bidders, unfortunately. There was a wide range of prices on the Road Repairs. There was a 50% swing between the low bidder and the high bidder.

Adjournment

Chairman Mark Holden stated to adjourn the meeting due to no further business on the agenda at 7:25 p.m. He indicated that the A&T Budget Workshop will resume in 5 minutes at 7:30 p.m.

Respectfully submitted,

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