Call to Order / Pledge of Allegiance

Ken Olin, Chairman, called the Regular Full Board of Apportionment & Taxation meeting to order at approximately 6:30 p.m. All those present recited the Pledge of Allegiance.

Roll Call

Ken Olin, Chairman- Present
Judson Crawford- Present
Wayne Bragg- Present
Jim Tickey, Vice Chairman- Present
John Belden- Present
Charlotte Madar- Present

AGENDA ITEMS

1. APPROVAL OF MINUTES FROM MARCH 28, 2013 REGULAR MEETING.

Charlotte Madar moved to approve the Full Board of A&T regular meeting minutes for March 28, 2013; seconded by Wayne Bragg. A voice vote was taken and motion passed 6-0.

1. REPORTS- CHAIRMAN’S REPORT- None.

2. REPORTS- CONTINGENCY REPORT- Wayne Bragg stated, there were no changes and the unspent balance is $85,651.65.

3. REPORTS- TRANSFER REPORT- Wayne Bragg stated, there were 13 transfers from; Administration, Employee Resources, Parks and Recreation, Purchasing, Youth Service and Highways and Bridges.

4. OLD BUSINESS- None.
5. **NEW BUSINESS- REQUEST FROM PURCHASING TO TRANSFER $20,000 FROM MUNICIPAL ELECTRIC TO HYDRANT CHARGES AND TRANSFER $10,700 FROM STREET LIGHTS TO MUNICIPAL WATER**

Gene Sullivan was present to address any questions from the board. He explained that after the budget was requested the hydrant charges were increased.

Charlotte Madar moved to approve the transfers from Municipal Electric 001-4600-716-35-04 to Hydrant Charges 001-4600-716.35-02 in the amount of $20,000. Also $10,700.00 from Street Lights 001-4600-716.35-03 to Municipal Water 001-4600-716.35-05; seconded by Judson Crawford. A voice vote was taken and motion passed 6-0.

6. **NEW BUSINESS- REQUEST FROM CITY/TOWN CLERK TO TRANSFER $5,000 FROM HUNTING & FIDING LICENSE TO P/T EMPLOYEES AND TRANSFER $1,125 FROM VITAL STATISTICS TO P/T EMPLOYEES**

Wayne Bragg moved to table both motions because someone from the City/Town Clerks office must be present to make any transfers to or from payroll accounts; seconded by Judson Crawford. A voice vote was taken and motion passed 6-0.

7. **NEW BUSINESS- REQUEST FROM PLANNING & ZONING TO TRANSFER $2,000 FROM PRINTING & ADVERTISING TO ZONING FEES, TRANSFER $5,000 FROM PRINTING & ADVERTISING TO P/T EMPLOYEES AND TRANSFER $1,000 FROM MEETING, TRAVEL AND CONFERENCES TO P/T EMPLOYEES**

Rick Schultz was present to address any questions from the Board. The transfers were needed due to a shared employee with the Inland Wetland, Planning & Zoning and Community Development Departments.

Charlotte Madar moved to approve $2,000 from Printing and Advertising 001-0900-414.30-07 to Zoning Fee’s 001-0900-414.50-06, $5,000.00 from Printing and Advertising 001-0900-414.30-07 to Part Time Employee’s 001-0900-414.10-02 and $1,000.00 from Meeting, Travel and Conferences 001-0900-414.11-05 to Part Time Employee’s 001-0900-414.10-02; seconded by Jimmy Tickey. A voice vote was taken and motion passed 6-0.

8. **NEW BUSINESS- REQUEST FROM BUILDING MAINTENANCE TO TRANSFER $400 FROM TRAINING TO MILEAGE, TRANSFER $500 FROM HEATING FUEL TO MILEAGE AND TRANSFER $1,000 FROM HEATING FUEL TO OVERTIME PAY**

Seeing the no one can to represent the Building Maintenance Department any transfers involving payroll accounts were tabled.
Jimmy Tickey moved to approve $400 from Training 001-4800-716.10-03 to Mileage 001-4800-716.11-01, $500.00 from Heating Fuel 001-4800-716.40-16 to Mileage 001-4800-716.11-01; seconded by Judson Crawford. A voice vote was taken and motion passed 6-0.

Wayne Bragg moved to table the $1,000 transfer from Heating Fuel into Overtime Pay; seconded by Judson Crawford. A voice vote was taken and motion passed 6-0.

9. **NEW BUSINESS - REQUEST FROM FIRE DEPARTMENT TO TRANSFER**

   $15,000 FROM PERSONNEL TRAINING TO PHYSICAL EXAM, TRANSFER $20,000 FROM REGULAR PAYROLL TO MOTOR VEHICLE MAINTENANCE, TRANSFER $8,000 FROM BUILDING MAINTENANCE TO MOTOR VEHICLE MAINTENANCE, AND TRANSFER $13,993 FROM PROFESSIONAL SERVICE TO PENSION/INCENTIVE AWARDS

No one from the Fire Department was present at this time.

Jimmy moved to transfer $15,000 from Personal Training 001-2400-512.10-03 to Physical Exams 001-2400-512.30-05, $8,000 from Building Maintenance 001-2400-512.11-07 to Motor Vehicle Maintenance 001-2400-512.40-47 and $13,993.00 from Professional Service 001-2400-512.30-01 to Pension/Incentive 001-2400-512.11-09; seconded by Charlotte Madar. A voice vote was taken motion passed 6-0.

Wayne Bragg moved to table the transfer of $20,000 from Regular Payroll to Motor Vehicle Maintenance; seconded by Judson Crawford. A voice vote was taken motion passed 6-0.

Assistant Chief Tim Hongo came to represent the Fire Department and to answer any and all questions from the Board of A&T

Charlotte Madar moved to rescind the original motion to table the transfer of $20,000 from Regular Payroll to Motor Vehicle Maintenance; seconded by Judson Crawford. A voice vote was taken and the motion passed 6-0.

Charlotte Madar moved to transfer $20,000 from Regular Payroll 001-2400-512.10-01 to Motor Vehicle Maintenance 001-2400-512.40-47; seconded by Jimmy Tickey. A voice vote was taken and the motion passé 6-0.

10. **NEW BUSINESS - REQUEST FROM PUBLIC SAFETY & EMERGENCY SERVICES TO TRANSFER $19,000 FROM P/T PAYROLL TO REGULAR PAYROLL AND TRANSFER $1,000 FROM SURPLUS EQUIPMENT TO REGULAR PAYROLL**

The board discussed how no one from the Public Safety department was present and the policy is any request that involves a payroll account someone must be present.
Charlotte Madar moved to table both requests because a Department Head must be present; seconded by Wayne Bragg. A voice vote was taken motion passed 6-0.

The Board discussed how the Department Head Mike Magilone did contact the Chairman and explained his reasons behind his transfer and why he could not make the meeting. Since he reached out to the Chairman the Board felt that this was sufficient and decided to rescind the original motion.

Charlotte Madar moved to rescind the original motion for the Public Safety &Emergency Services; seconded by Judson Crawford. A voice vote was taken and motion passed 6-0.

Charlotte Madar moved to transfer $19,000 from Part Time Payroll 001-200-519.10-02 into Regular Payroll 001-2000-519.10-01 and $1,000 from Surplus Equipment 001-2000-519.60-03 into Regular Payroll 001-2000-519.10-01; seconded by Jimmy Tickey. A voice vote was taken and motion passed 6-0.

11. NEW BUSINESS- REQUEST FROM FINANCE TO TRANSFER $19,000 FROM REGULAR PAYROLL TO PART TIME PAYROLL

Paul Hiller addressed the Board to answer any questions. He informed the Board that this transfer was necessary to the fund Part Time employee account for the remainder of the fiscal year.

Charlotte Madar moved to transfer $19,000 from Regular Payroll 001-5700-412.10-01 to Part Time Employees 001-5200-412.10-02; seconded by Jimmy Tickey. A voice vote was taken and motion passed 6-0.

12. ADJOURNMENT

Charlotte Madar moved to adjourn the Regular Full Board of Apportionment and Taxation; seconded by Jimmy Tickey. A voice vote was taken and the motion passed 6-0.

The meeting adjourned approximately 6:46pm.

Respectfully submitted,

Melissa Anglace
Clerk, Board of Apportionment and Taxation