CALL TO ORDER / PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Charlotte Madar at 6:00PM. She led those assembled in the Pledge of Allegiance.

ROLL CALL:
Charlotte Madar, Chairman
Joseph Knapik
John “Jay” Zikaras
Louis J. Dagostine, III
Joe Palmucci

OTHERS PRESENT:
Joe Tortora, Fire Marshall
Chris Potucek, Building Maintenance
Francis Jones, Fire Chief
Lisa Therous, Tax Collector

APPROVAL OF MINUTES

a) Regular Meeting of April 23, 2015

Joe Palmucci made a motion to approve the April 23, 2015 minutes as written. Louis J. Dagostine, III seconded the motion. Jay Zikaras abstained. All the rest were in favor.

REPORTS

a) Chairman’s Report
   There’s nothing to report.

b) Contingency Account Report
   In packet

c) Transfer Report
   In packet

NEW BUSINESS

a) Intra-Departmental Transfers
1) Request from Building Maintenance to Transfer $3,500 from Heating Fuel to Overtime Pay

Charlotte Madar:
You miscalculated your heating cost?

Chris Potucek:
No. We used less than we thought.

Charlotte Madar:
You have enough money. Is it enough to last until June 30th?

Chris Potucek:
Yes.

Charlotte Madar:
Do you have people working overtime because you don’t have enough people or because you are understaffed?

Chris Potucek:
Both.

Joseph Knapik:
Do you have an example of your emergencies?

Chris Potucek:
A couple of heaters go down in the middle of winter and this afternoon a couple of air conditioning units broke. These projects we want to finish.

Louis J. Dagostine, III moved to Transfer $3,500 from Heating Fuel (001-4800-716-40-16) to Overtime Pay (001-4800-716-10-07) for Building Maintenance. Joe Palmucci seconded the motion. All were in favor.

2) Request from Fire Marshal to Transfer $1,000 from Part-time Payroll to Clothing Supplies and Transfer $1,200 from Part-time Payroll to Emergency Lights

Charlotte Madar:
You need $1000 transferred Part-time Payroll to clothing Supplies and $1,200 transferred from Part-time Payroll to Emergency Lights. Will you have enough left in Part-time Payroll?

Joe Tortora:
Yes.

Charlotte Madar:
What were the emergency lights for?

Joe Tortora:
Trucks. We’re going out to bid for a new truck now.

Joseph Knapik:
Clothing wasn’t anticipated?
Joe Tortora:
They get worn out. They get worn pretty quickly.

Joe Palmucci moved to Transfer $1,000 from Part-time Payroll (001-2200-512-10-02) to Clothing Supplies (001-2200-512-40-11) and Transfer $1,200 from Part-time Payroll (001-2200-512-10-02) to Emergency Lights (001-2200-512-60-18) for the Fire Marshal. Joseph Knapik seconded the motion. All were in favor.

3) Request from Fire Department to Transfer $2,723 from Overtime Pay to Equipment Maintenance, Transfer $10,000 from Fire Company Allowance to Motor Vehicle Maintenance and Transfer $20,641 from Personnel Training to Motor Vehicle Maintenance

Charlotte Madar:
You want to transfer $2,723 from Overtime Pay to Equipment Maintenance and $10,000 from Fire Company Allowance to Motor Vehicle Maintenance and $20,641 from Personnel Training to Motor Vehicle Maintenance. Could you briefly explain?

Francis Jones:
I want to ensure that I have enough for equipment maintenance in case of breakdowns over the next month. I don’t expect any overtime because there’s no full-time employees. I’ve had to send out for repairs because I have no mechanic. Last week I did hire two Part-time people so I should be good for next year.

Charlotte Madar:
With the $2,723 this would make the balance zero for you. Are you ok with that?

Francis Jones:
Yes, because there’s no full-time employees.

Joseph Knapik:
Do your vendors specialize with fire apparatus?

Francis Jones:
Yes. Tracey’s and New England Fire Apparatus are bid winners for this.

Louis J. Dagostine, III:
Do they come to you for major repairs or are they towed?

Francis Jones:
It depends. We do have a contract with Tracey’s. Tires they come to us.

Joseph Knapik:
How much is in the account?
$33,469 with $13,000 left.

Francis Jones:
It should be enough to take us to the end of the year.

Jay Zikaras:
Thank you for being clear.
With the retirement of the full-time mechanic, will the new hires need certifications?

**Francis Jones:**
One comes with experience and we’ll expand on the training.

**Joe Palmucci** moved to **Transfer $2,723 from Overtime Pay (001-2400-512.10-08) to Equipment Maintenance (001-2400-512.11-08)** and to **Transfer $10,000 from Fire Company Allowance (001-2400-512.80-77) to Motor Vehicle Maintenance (001-2400-512.40-47)** and **Transfer $20,641 from Personnel Training (001-2400-512.10-03) to Motor Vehicle Maintenance (001-2400-512.40-47) for the Fire Department. Joseph Knapik seconded the motion. All were in favor.**

4) Request from Tax Collector to Transfer $383 from Regular Payroll to Part-time Payroll and Transfer $850 from Personnel Training to Printing & Stationery

**Charlotte Madar:**
The first request for $387 from Regular Payroll to Part-time Payroll would still leave you overdrawn in that account.

**Lisa Therous:**
Where did that come from?

**Charlotte Madar:**
The balance is -1,949 dollars. $383 won’t help that situation.

**Lisa Therous:**
That’s not what I have. I’ll have to look at that. I don’t have part-time people any longer.

**Joseph Palmucci:**
Is there a way to amend it here?

**Lisa Therous:**
I’d rather not. I’d rather find out why.

**Charlotte Madar:**
No. I think we have to table this.

**Joe Palmucci** mad a motion to **table the request to transfer $387 from Regular Payroll to Part-time Payroll**. **Jay Zikaras seconded the motion. All were in favor.**

**Charlotte Madar:**
You want a printer?

**Lisa Therous:**
I want a safe. A safe apparently comes under Printing and Stationary. There was no safe in the budget last year. When I came here I said, “Why don’t we have a safe?”

Charlotte Madar:
There is enough to transfer. That should be enough for the type of safe you want.

Joseph Knapik:
So this became a problem when you arrived on the scene?

Joe Palmucci:
It’s not a problem but new people have new ideas. It’s nice that we are able to hire people that bring new ideas with them.

Louis J. Dagostine, III:
Will it change the timing of the deposits?

Lisa Therous:
No, it won’t change the time but it will be more secure, especially overnight.

Joe Palmucci moved to Transfer $850 from Personnel Training (001-5400-412-10-03) to Printing & Stationery (001-5100-512.30-15) for the Tax Collector. Joseph Knapik seconded the motion. All were in favor.

Charlotte Madar:
Before we adjourn, the Chairman has to do any item changes at the end of June. Can I get approval for that?

Joe Palmucci made a motion to approve the Chairman to make any needed item changes at the end of June. The motion was seconded by Louis J. Dagostine, III. All were in favor.

5) Adjournment

A motion to adjourn was made at 6:23PM by Joe Palmucci. The motion was seconded by Louis J. Dagostine, III. All were in favor.
Respectfully submitted by K. Anglace, clerk.