Roll Call

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

Other persons present:

Joseph Sewack, Department Head for Building Maintenance

Call to Order

Chairman John Simonetti called the meeting to order at 7:34 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.

Reports

A. Chairman’s Report
   None present

Discussion: As I recall our last meeting was in June, I believe. Mr. Levine states, “According to the last meeting minutes we were supposed to receive an email in reference to all the transfers and what they were. In the City records there are no documents in reference to those.” Chairman Simonetti states, “I believe that Sharon called me in at the end of the fiscal year to sign the transfers, so she has those.” Chairman Simonetti states that he will attain those reports and bring them to the next regularly scheduled meeting.
B. Contingency Account Report  
Summary present attached to the agenda

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**Old Business**

No Old Business

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**New Business**

Intra-Departmental Transfers

Request from Building Maintenance to transfer from Regular Payroll to Other Outside services $20,000.

Discussion: Mr. Sewack says that Other Outside Services pays for my outside workers like HVAC mechanic and people such as this type of skilled workers that we do not have on staff. Funds expended in 3023 because of bills being paid that were incurred at the end of last fiscal year. Funds are available in 1001 because of unfilled HVAC Mechanic position. Therefore it is necessary to contract out HVAC work. Mr. Levine states the City runs twelve months how can we make sure we have the monies to expend them because you don’t do it until later than is necessary. Mr. Marusic states that he can go to the Board of Aldermen to transfer to Contingency. Mr. Sewack says the only reason why I didn’t do that was because I really had the money in my budget but the bills came in after the fiscal year closed. I put the purchase order in May 15th. Mrs. Madar asks how much would a HVAC Mechanic be? Mr. Sewack states about $45,000.

**Chairman Simonetti MOTIONED TO transfer $20,000 from Acct #001-4800-716-10.01 Regular Pay Roll to Acct #001-4800-716-30.23 Other Outside Services. Mrs. Madar seconds the motion. A voice vote was taken MOTION PASSED. 4-0**
Finance Committee Report

We have opened and award a lot of bids. Also at the last meeting Jud made a motion to receive the insurance information as well as the bids before we get the proposal. I think that will have to be done with the Purchasing agent of the City. Mr. Levine states that the lowest qualified bidder not the lowest price should get the bid. Chairman Simonetti states that it is up to the department head to make the qualified decision as to which bid to award to whom.

Chairman Simonetti states that there is one more thing he would like to go over is something that we were all at which is the Connecticut Municipal Consortium for Fiscal Responsibility (CMCFR). Which is an unique initiative to create a broader alliance of Town Boards and the Elected Officials on those boards to answer the call of the fiscal responsibility in the State and to create presence at the State Financial Meetings. This is a good idea and our representatives to this meeting will be for the interim Alderman John Anglace and Alderman Chris Panek.

Chairman Simonetti MOTIONS TO go ahead and join this CMCFR and our interim representatives will be Alderman John Anglace and Alderman Chris Panek. Mrs. Madar seconded the motion. A voice vote was taken 3-1 abstention due to knowledge.

Adjournment

Chairman Simonetti MOVED to adjourn this meeting at 8:20 p.m. Mrs. Madar 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 1 side one tape.