Call to Order / Pledge of Allegiance

Ken Olin, Chairman, called the Regular Full Board of Apportionment & Taxation meeting to order at approximately 6:35 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

Administration

None.

Public

None.

AGENDA ITEMS

1. APPROVAL OF MINUTES FROM OCTOBER 25, 2012 REGULAR MEETING.

Wayne Bragg moved to approve the Full Board of A&T regular meeting minutes of October 25, 2012; seconded by Charlotte Madar. A voice vote was taken and motion passed 6-0.

1. REPORTS- CHAIRMAN’S REPORT- Chairman Ken Olin stated, that 2 bids were opened and 3 awards were given at the Board of A&T Finance Committee.

Wayne Bragg added, due to the charter the bids will now be opened at 3:00pm in room 104 by the purchasing agent Gene Sullivan.
2. **REPORTS- CONTINGENCY REPORT:** Wayne Bragg stated, on 11/8/2012 Levinsky & Bernie $9,000, 11/8/2012 funding for the Rain Garden Median $1,500, 11/8/2012 funding for Shelton High Baseball Field Fencing $10,094.00.

The Board discussed the 3/8/2012 check to Tate & Associates in the amount of $2,211.75. The Board was questioning if this was a mistake?

Wayne Bragg, stated the unspent balance is $174,095.65

3. **REPORTS- TRANSFER REPORT:** Chairman Olin stated, there was no change.

4. **OLD BUSINESS**

1.) **REQUEST FROM HIGHWAYS & BRIDGES TO TRANSFER $80,000 FROM REGULAR PAYROLL TO PART TIME EMPLOYEES**

The Board held a discussion with Ernest Hutchinson about why the Highways and Bridges Department needed the $80,000 transfer. It was discussed that the transfer was needed due to the amount of fulltime employee’s being out on Worker’s Compensation. The Highways Department hired part time employees to help with the workload. Ernest Hutchinson provided documentation which is attached. The Board requested Ernest Hutchinson to answer the following questions:

*How many Fulltime and Part time employees are actually paid per pay period?*
* How many employees are on Worker’s Comp?*
* What is the average salary for the part time employees?*
* What is the Gas Budget?

Charlotte Madar moved to approve the transfer from the Highways Regular Payroll account 001-3200-712.10-01 to Part Time Payroll account 001-3200-712.10-02 for a total amount of $80,000; seconded by Jimmy Tickey. A voice vote was taken and motion passed 6-0.

5. **NEW BUSINESS- APPROVAL OF 2013 MEETING SCHEDULE**

A discussion was held about moving the 2013 meeting dates from 6:30pm to 6:00pm in room 104.

Jimmy Tickey moved to approve the Full Board of A&T meeting schedule please note that the board will now meet at 6:00pm in room 104 on the following dates:

**JANUARY 24, 2013**
Seconded by John Belden. A voice vote was taken and motion passed 6-0.

The Board also discussed and agreed to cancel the scheduled regular meeting to be held on December 27, 2012 at 6:30pm and move it to December 20, 2012 in room 104 at 6:00pm.

6. FINANCE COMMITTEE REPORT

Wayne Bragg explained, two bids were opened at tonight’s Finance Committee meeting. These bids were for; City Transfer Station Demolition and Abatement and Rack Body Truck for Board of Education. We also awarded three bids.

7. ADJOURNMENT

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

The meeting adjourned approximately 7:04pm.

Respectfully submitted,

Melissa Anglace
Clerk, Board of Apportionment and Taxation