SHELTON BOARD OF APPORTIONMENT AND TAXATION

MINUTES

SHELTON BOARD OF APPORTIONMENT AND TAXATION – MARCH 28, 2019
AT 7:00 P.M. CITY HALL, RM 104, 54 HILL STREET, SHELTON, CONNECTICUT

The meeting of the Board of Apportionment and Taxation was called to order at 7:00 pm. with the Pledge of Allegiance.

ROLL CALL:
Chairman Karen Battistelli - present
Steven Guralnick present
Joseph Knapik present
John A. Belden Jr. present
Michael Gaydos present
Michelle Laubin excused

APPROVAL OF MINUTES
Michael Gaydos moved to approve the minutes of the March 7, 2019 meeting, as written; seconded by Steven Guralnick. A voice vote was taken and the motion passed unanimously.

REPORTS
Contingency Account reflects an unspent balance is $63,221.00.

<table>
<thead>
<tr>
<th>Aldermanic Approval Date</th>
<th>Description</th>
<th>Account Number</th>
<th>Amount Transferred</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/13/2018</td>
<td>Shelton Canal District Historic Register Application</td>
<td></td>
<td>$2,400.00</td>
</tr>
<tr>
<td>10/11/2018</td>
<td>Funding of Carrying Costs for 69 Pearmain Road</td>
<td></td>
<td>$4,000.00</td>
</tr>
<tr>
<td>10/11/2018</td>
<td>Printing &amp; Advertising Costs for Elections</td>
<td>0500-413.30-07</td>
<td>$4,747.00</td>
</tr>
<tr>
<td>10/11/2018</td>
<td>Part Time Employees for Elections</td>
<td>0500-413.10-02</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>10/11/2018</td>
<td>Commissary for Election</td>
<td>0500-413.80-41</td>
<td>$3,275.00</td>
</tr>
<tr>
<td>10/11/2018</td>
<td>Poll Workers for Election</td>
<td>0500-413.10-04</td>
<td>$23,150.00</td>
</tr>
<tr>
<td>10/11/2018</td>
<td>Postage for Election</td>
<td>0500-413.40-05</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>10/11/2018</td>
<td>Funding Flag Poles at Huntington Fire House</td>
<td></td>
<td>$4,553.00</td>
</tr>
<tr>
<td>12/13/2018</td>
<td>F/D Grant for Exhaust Removal System Install</td>
<td></td>
<td>$22,175.00</td>
</tr>
<tr>
<td>2/14/2019</td>
<td>Transfer for Sidewalk Reimbursement Account</td>
<td>3600-713.80-43</td>
<td>$13,398.00</td>
</tr>
<tr>
<td>2/14/2019</td>
<td>Funding School security Upgrades Holy Trinity</td>
<td></td>
<td>$4,581.00</td>
</tr>
</tbody>
</table>

No changes since last month.

The Intra-Departmental Transfers report was reviewed.
NEW BUSINESS

a) Request from Fire Marshal’s Office to Transfer $7,000 from Part-time Payroll to Special Fire Prevention

Fire Marshal James Tortora was present this evening. He explained that the equipment will be used when the Office provides training programs. There are a variety of available training pieces and the one he chose will instruct on the use of fire extinguishers. He explained that previously he would borrow equipment from the State but this would involve waiting until such time as the equipment is available, driving to get the equipment, and then having to return the equipment. There are often limited resources available. Having his own equipment will allow him to hold more training programs. He explained that he chose the fire extinguisher use as this seems to be the most vital when an emergency arises. Proper use can have the fire out in no time or a worse case scenario would be that the fire is spread.

Michael Gaydos moved to approve the request from the Fire Marshal to transfer from Part-time Payroll (001-2200-5121002) to Special Fire Prevention (00122005128017) in the amount of $7,000.00; seconded by John A. Belden Jr. A voice vote was taken and the motion passed unanimously.

b) Adoption of Board of Apportionment and Taxation Budget Workshop Schedule

Departments will be scheduled on April 1, 2019, April 4, 2019, April 17, 2019, and April 18, 2019. Board of Education will be on April 10, 2019. The Board will review the materials on April 22nd and April 23rd. The Final review by the Board of Apportionment and Taxation will be held after the regular monthly meeting on April 25, 2019.

Steven Guralnick moved to accept the schedule as presented, seconded by Michael Gaydos. A voice vote was taken and the motion passed unanimously.

Adjournment

Steven Guralnick moved to adjourn the meeting at 7:26 p.m., seconded by Michael Gaydos. A voice vote was taken and the motion passed unanimously.

The meeting adjourned at 7:26 p.m.

Respectfully submitted,
Karen Kemmesies
Recording secretary