

**Town of East Haven, CT
Board of Finance - Minutes
Regular Meeting- March 21, 2012**

*The East Haven Board of Finance will hold a **Regular Meeting** on Wednesday, March 21, 2012 at 7:30 P.M. in the Mario Giaimo, Joseph Vitale Meeting Room on the lower level of East Haven Town Hall, 250 Main Street, East Haven, CT 06512*

1. Roll Call

Mr. Vitale called the meeting to order at 7:30 pm with the following members in attendance Mr. Salvatore Maltese, Ms. Marlene Asid, Ms. Beth Purcell, Mr. Richard DePalma, and Ms. Noreen Clough. Also present were Mr. Paul Rizza Director of Finance, Mr. Arthur DeSorbo, Director of Administration & Management, Town Attorney Joseph Zullo, Town Council member, Mr. Robert Parente, Chief of Police Mr. Brent Larrabee, Assistant to the Chief of Police Mr. John Mannion, Town Assessor Mr. Michael Milici, Public Works Representative Mr. Mark Caponera and Animal Control Officer Mr. Owen Little.

2. Read and Approve Minutes

Ralph Vitale motioned, Noreen Clough accepted, Seconded by Ralph Vitale

3. Correspondence Received - NO

4. Correspondence Sent - NO

5. Old Business – YES

Ms. Noreen Clough asks Mr. Rizza where we stood on FEMA money. Mr. Paul Rizza stated that we have not heard anything back yet as of yet.

6. New Business - NO

7. Public Comment- YES

Ms. Marianne Cesar of 8 Felicia Drive in East Haven asked why the Board of Finance does not have public comment after the agenda? Town Attorney Mr. Zullo stated that the Freedom of Information Act as well as the Town Statute states that the Board of Finance give an allotted time for public comment to take place during a meeting and the agenda gives you fair notice of what will be taking place therefore allowing a person an opportunity to make a comment regarding any items of concern on that evenings agenda. Attorney Zullo stated that it does not matter if the comments are proposed at the beginning, end or between each agenda item as long as comment time is being offered the Board of Finance is compliant with the law. Attorney Zullo proposed that the Board of Finance take in consideration Public Comment after the items of the agenda for the evening.

Mr. Vitale proposed that they move item 9 on the agenda to number 8 Seconded by Ms. Noreen Clough, All Favor. Motion Carried

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9. Police Department

To:	01-332-0190 Overtime Account	100,000.00
From:	01-332-0110 Salaries	100,000.00

Funds Needed for Overtime - Refer to Town Council

Mr. Vitale motioned to Refer to Town Council. Ms. Clough accepted. Mr. DePalma seconded. Discussion – Ms. Clough stated to Mr. Paul Rizza that she realizes this is the first transfer but that overtime is more than \$100,000. Mr. Paul Rizza stated that yes it is and there is a very large amount of money in the police account from FEMA and at minimum it is at \$150,000. Mr. Vitale motioned to approve. Ms. Clough accepted. Mr. DePalma seconded. Mr. Maltese – YES, Ms. Asid – YES, Ms. Purcell – YES, Mr. DePalma – YES, Ms. Clough – YES, Mr. Vitale – YES. All in favor. Motion passed

To:	01-332-0130 Temporary Wages	8,000.00
From:	01-332-0115 Part Time Wages	8,000.00

Funds Needed for Temporary Wages

Mr. Vitale motioned to approve. Ms. Clough accepted. Mr. DePalma seconded. Discussion – East Haven Chief of Police Mr. Brent Larrabee stated that there was a prior agreement made because the person in the records department was shorthanded that they brought back a retired worker to work part time. Moving forward upon speaking to the mayor we are going to fill that full time position and no longer have the temporary part timer, that would bring the records department to 2 full time employees and one part time employee. Roll Call vote - . Ms. Clough accepted. Mr. DePalma seconded. Mr. Maltese – YES, Ms. Asid – YES, Ms. Purcell – YES, Mr. DePalma – YES, Ms. Clough – YES, Mr. Vitale – YES. All in favor. Motion passed

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To:	01-332-0520	Office Supplies	1,120.00	
From:	01-332-0330	Business/Travel	370.00	
From:	01-332-0565	Motor Oil	135.00	
From:	01-332-0646	Reg/Dues	500.00	
From:	01-332-0682	Vet Services	59.00	
From:	01-332-0578	Med/First Aid	<u>56.00</u>	
				1120.00

Funds Needed for Office Supplies

Mr. Vitale motioned to approve. Ms. Clough accepted. Mr. DePalma seconded. Discussion – None Mr. Maltese – YES, Ms. Asid – YES, Ms. Purcell – YES, Mr. DePalma – YES, Ms. Clough – YES, Mr. Vitale – YES. All in favor. Motion passed

Attorney Zullo asked to make a motion to move number 8 Executive Session to the end of the agenda. Ms. Noreen Clough made a motion to accept Attorney Zullo's motion. Mr. Richard DePalma Seconded. All in Favor. Motion Passed.

9. **Public Service**

To:	01-224-0563	Tires & Tubes	3,000.00	
	01-224-0664	Tire Repairs & Road Service	3,000.00	
	01-224-0694	Other Contractual	4,000.00	
	01-224-0192	Seasonal Overtime (Parks)	<u>10,000.00</u>	
			20,000.00	
From:	01226-0674	Waste Collection		
		Trash Masters		20,000.00

Funds Needed to Pay Bills

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Mr. Vitale motioned to approve. Ms. Clough accepted. Mr. DePalma seconded. Discussion – Mr. Sal Maltese stated to Mr. Mark Caponera, Public Works representative that the reason this item was tabled in the last meeting was because they needed clarification on “other contractual”. Mr. Mark Caponera explained that “other contractual” was for outside work that needed to be hired into town for services that the town cannot perform such as fence repair, stump grinding, and welding off the top of his head those were the major areas of outside “other contractual” funding needed. Roll Call Vote - Mr. Maltese – YES, Ms. Asid – YES, Ms. Purcell – YES, Mr. DePalma – YES, Ms. Clough – YES, Mr. Vitale – YES. All in favor. Motion passed

10. Animal Control

To:	01-331-0190	Overtime	5500.00
From:	01-331-0201	Electricity	750.00
	01-331-0203	Natural Gas	2,000.00
	01-331-0305	Professional Development	200.00
	01-331-0568	Food & Food Supplies	800.00
	01-331-0610	Advertising	400.00
	01-331-0644	Rental of Equipment	400.00
	01-331-0667	Temp. Part-Time Help	<u>1,000.00</u>
			5,550.00

Funds needed to supplement the overtime account due to officers out injured and also due to call backs at night and on weekends.

Mr. Vitale motioned to approve. Ms. Clough accepted. Mr. DePalma seconded. Discussion – Ms. Clough apologized for not being at the budget meeting but was questioning overtime. Animal Control Officer Mr. Owen Little stated that overtime money is used for when he is called out late on a call, that there are only two officers for Animal Control and these funds cover the overtime hours when dispatched out. Mr. DePalma asked if these funds are coming from within what is already budgeted for overtime use. Animal Control Officer Mr. Owen Little stated yes. Roll Call Vote - Mr. Maltese – YES, Ms. Asid – YES, Ms. Purcell – YES, Mr. DePalma – YES, Ms. Clough – YES, Mr. Vitale – YES. All in favor. Motion passed

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11. Assessor/Assessment Appeals

To:	01-108-0115	Board of Assessment Appeals	
		Part Time Wages	400.00
From:	01-107-0350	Assessor Professional Development	400.00

Funds needed for Alternate for Appeal Hearings.

Mr. Vitale motioned to approve. Ms. Clough accepted. Mr. DePalma seconded. Discussion – Town Assessor Mr. Mike Milici explained that they had to put on an extra officer to assist with the overflow of appeals and that the funds are coming from within his own departmental budget. Roll Call - Mr. Maltese – YES, Ms. Asid – YES, Ms. Purcell – YES, Mr. DePalma – YES, Ms. Clough – YES, Mr. Vitale – YES. All in favor. Motion passed

12. Building Maintenance – Refer to Town Council

To:	01-229-0203	Natural Gas	70,000.00
From:	01-885-0689	Contingency	70,000.00

Funds needed to pay for heating for all Town Buildings. This account was underfunded thru the budget process.

Mr. Vitale motioned to Refer to Town Council. Ms. Clough accepted. Mr. DePalma seconded. Mr. Maltese – YES, Ms. Asid – YES, Ms. Purcell – YES, Mr. DePalma – YES, Ms. Clough – YES, Mr. Vitale – YES. All in favor. Motion passed

13. Building Maintenance

To:	01-229-0290	Sewer Use Fees	6,000.00
From:	01-885-0689	Contingency	6,000.00

Funds needed to pay sewer use fee, this account is directly related to water usage, and the water account was increased by 125%

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Mr. Vitale motioned to approve. Ms. Clough accepted. Mr. DePalma seconded.
Mr. Maltese – YES, Ms. Asid – YES, Ms. Purcell – YES, Mr. DePalma – YES, Ms. Clough – YES, Mr. Vitale – YES. All in favor. Motion passed

14. Employee Benefits Department - Refer to Town Council

To: 01-167-0972 Retirement Lump Sum Payments 185,000.00

From: 01-885-0689 Contingency 185,000.00

Funds needed for lump sum payments to current employees. This account was grossly underfunded. There are more eligible retirees; if they chose to retire more funds will be necessary to make those payments.

Mr. Vitale motioned to approve. Ms. Clough accepted. Mr. DePalma seconded.
Mr. Maltese – YES, Ms. Asid – YES, Ms. Purcell – YES, Mr. DePalma – YES, Ms. Clough – YES, Mr. Vitale – YES. All in favor. Motion passed

8. Executive Session

Board of Finance - Executive Session with Attorney Huge Keefe and Attorney Joseph Zullo to review pending litigation.

Mr. Vitale motioned to approve. Ms. Clough accepted. Mr. DePalma seconded. All Approved. Motion Passed. Executive Session began at 8pm.

Executive Session ended at 9:01 pm. Mr. Vitale motioned to continue Board of Finance Meeting back on the record at 9:10 pm. Ms. Clough accepted. Mr. DePalma seconded.

15. Return Board of Finance Revised Budget to the Mayor

Mr. Vitale motioned to approve. Ms. Clough accepted. Ms. Purcell seconded.
Mr. Maltese – YES, Ms. Asid – YES, Ms. Purcell – YES, Mr. DePalma – OBSTAINED, Ms. Clough – YES, Mr. Vitale – YES. Vote - 5 in Favor – 1- Abstained. Motion passed.

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16. Adjournment –

Adjourned at 9:15 p.m.

Mr. Vitale motioned to approve. Ms. Clough accepted. Mr. DePalma seconded.

Mr. Maltese – YES, Ms. Asid – YES, Ms. Purcell – YES, Mr. DePalma – YES, Ms. Clough – YES, Mr. Vitale – YES. All in favor. Motion passed

Mrs. Temple Smith
BOF Secretary/Clerk