

**Amended
Board of Finance
Regular Meeting**

The East Haven Board of Finance held a Regular Meeting on Wednesday, August 17, 2011 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. Mayor Capone called meeting to order at 7:30p.m. with the following members present: Brendan Geelan, Mark Petonito, Dr. Schlegel, Noreen Clough, and Richard DePalma.
2. Dr. Schlegel made a motion to accept the minutes of 6/15/11; seconded by Noreen Clough. All in Favor, motion carried.
3. Correspondence Received-none
4. Correspondence Sent-none
5. Old Business- Dr. Schlegel stated that the Solar Panel website for the schools hasn't been updated.
6. New Business- Tom Thompson would like to add an item to the agenda. The item is litigation bonding. Brendan Geelan made a motion to add this item 26 to end of agenda; seconded by Noreen Clough. All in favor, motion carried.

7. Civil Service

To:	01-115-0694	Other Contractual Services	<u>5,500.00</u>
From			
:	01-115-0115	Part Time Wages	<u>5,500.00</u>

To cover the cost of testing for Sergeant Position in the Police Department. Andrea Liquori explained to the Board that one of the suggestions from PERF was send applicants to an Assessment Center. This would be a part of the process along with the written and oral examine. Noreen Clough made a motion to make transfer; seconded by Richard DePalma. All in favor, motion carried.

8. Police Department

To:	01-332-0657	Data Processing	<u>42.00</u>
From			
:	01-332-0646	Regist, Dues, Subscriptions	<u>42.00</u>

Funds needed to pay remaining bills in this account.
Richard DePalma made a motion to make transfer; seconded by Noreen Clough. All in favor, motion carried.

9. Police Department

To:	01-332-0530	Gas	<u>610.00</u>
From			
:	01-332-0160	Holidays	<u>610.00</u>

Funds needed to pay remaining bills in this account.
Richard DePalma made a motion to make transfer; seconded by Noreen Clough. All in favor, motion carried.

10. Building Maintenance

Richard DePalma made a motion that Mayor doesn't have read all account numbers; seconded by Noreen Clough. All in favor, motion carried.

To:	01-229-0110	Regular Salaries	5,675.05
To:	01-229-0202	Water	2,572.78
To:	01-229-0290	Sewer Use Fees	2,028.24
To:	01-229-0570	Building Grounds Main Supply	3,386.58
To:	01-229-0660	Building Maintenance SVCS	220.34
To:	01-229-0201	Electricity	<u>23,317.88</u>
		Total	<u>37,200.87</u>
From			
:	01-229-0203	Natural Gas	13,882.99
From			
:	01-885-0255	Street & Traffic Lights	21,214.05
From			
:	01-885-0270	Telephone	<u>2,103.83</u>
		Total	<u>37,200.87</u>

Needed to finish Fiscal Year.

Noreen Clough made a motion to refer this item to Town Council; seconded by Richard DePalma. All in favor, motion carried.

11. Public Service

To:	01-224-0561	Vehicle Supplies	1,741.35
To:	01-224-0530	Gas & Diesel	17,321.17
To:	01-224-0658	Equipment	1,418.18
To:	01-224-0662	Vehicle Repairs	<u>591.89</u>
		Total	<u>21,072.59</u>
From:	01-224-0192	Seasonal Wages	2,333.24
From:	01-226-0674	Waste Collection	<u>18,739.35</u>
		Total	<u>21,072.59</u>

Funds are needed to pay bills to the end of Fiscal Year. Noreen Clough made a motion to make transfer; seconded by Richard DePalma. All in favor, motion carried.

12. Sanitation

To:	01-226-0190	Overtime	<u>1,054.16</u>
From:	01-226-0694	Other Contractual Services	<u>1,054.16</u>

Funds are needed to pay bills accrued wages for Fiscal Year End. Noreen Clough made a motion to make transfer; seconded by Brendan Geelan. All in favor, motion carried.

13. Public Service

To:	01-881-0594	Protective Safety Supplies	<u>956.68</u>
From			
:	01-881-0115	Part Time Wages	<u>956.68</u>

Safety Vest Per **OSHA** requirement. Noreen Clough made a motion to make transfer; seconded by Richard DePalma. All in favor, motion carried.

14. Fire Department

To:	01-334-0657	Data Processing Software	<u>4,561.53</u>
From			
:	01-334-0270	Telephone	1,969.14
From			
:	01-334-0665	Auto Body	1,494.81
From			
:	01-334-0645	Rental of Land	312.53
From			
:	01-334-0887	C-Med	<u>785.05</u>
		Total	<u>4,561.53</u>

This transfer is necessary to augment funds in the DP account allowing us to purchase a factory refurbished and warranted server to replace our Current unit which is showing early signs of failure. Noreen Clough made a motion to make transfer; seconded by Richard DePalma. All in favor, motion carried.

15. Fire Department

To:	01-334-0202	Water Authority	<u>17,773.43</u>
From			
:	01-334-0175	Education Inc.	7,200.00
From			
:	01-334-0160	Holiday Pay	<u>10,573.43</u>
		Total	<u>17,773.43</u>

This transfer is necessary to pay water bill. Noreen Clough made a motion to make transfer; seconded by Richard DePalma. All in favor, motion carried.

16. Animal Shelter

Richard DePalma made a motion that Mayor doesn't have read all account numbers; seconded by Noreen Clough. All in favor, motion carried.

To:	01-331-0190	Overtime	<u>3,269.93</u>
From			
:	01-331-0115	Part Time Wages	250.00
From			
:	01-331-0458	Safety Equipment	1,037.91
From			
:	01-331-0350	Professional Development	1,460.00
From			
:	01-331-0568	Food Supplies	280.29

From			
:	01-331-0570	Building & Ground Maintenance	229.67
From			
:	01-331-0575	Clothing & Uniforms	<u>12.06</u>
		Total	<u>3,269.93</u>

This transfer is necessary to close out Fiscal Year.
 Noreen Clough made a motion to make transfer; seconded by Richard DePalma. All in favor, motion carried.

17. Administration & Management

To:	01-120-0650	Youth Center	<u>1,501.71</u>
From			
:	01-120-0110	Regular Wages	<u>1,501.71</u>

This transfer is necessary to close out Fiscal Year.
 Noreen Clough made a motion to make transfer; seconded by Brendan Geelan. All in favor, motion carried.

18. Engineering

Noreen Clough made a motion that Mayor doesn't have read all account numbers; seconded by Richard DePalma. All in favor, motion carried

To:	01-223-0110	Regular Salaries	<u>5,845.27</u>
From			
:	01-223-0190	Part Time Wages	1,000.00
From			
:	01-223-0350	Safety Equipment	500.00
From			
:	01-223-0410	Professional Development	200.00
From			
:	01-223-0510	Photo Copy / Print	671.12
From			
:	01-223-0520	General Office Supplies	818.28
From			
:	01-223-0644	Rental of Equipment	1,111.24
From			
:	01-223-0685	Engineering Surveyor	<u>1,544.63</u>
		Total	<u>5,845.27</u>

To close out and accrue for Fiscal Year.
 Noreen Clough made a motion to make transfer; seconded by Richard DePalma. All in favor, motion carried.

19. Recreation – Ice Rink

To:	01-662-0190	Overtime	<u>252.65</u>
From			
:	01-662-0570	Building & Grounds	<u>252.65</u>

This transfer is necessary to close out Fiscal Year.
Richard DePalma made a motion to make transfer; seconded by Noreen Clough. All in favor, motion carried.

20. Employee Benefits

To:	01-167-0694	Other contractual	<u>1,500.00</u>
From			
:	01-167-0801	Blue Cross	1,007.27
From			
:	01-167-0904	Life Insurance	<u>492.73</u>
		Total	<u>1,500.00</u>

This transfer is necessary to close out Fiscal Year.
Noreen Clough made a motion to make transfer; seconded by Richard DePalma. All in favor, motion carried.

21. Fire Department

Noreen Clough made a motion that Mayor doesn't have read all account numbers; seconded by Richard DePalma. All in favor, motion carried

To:	01-334-0350	Professional Development	1,190.94
To:	01-334-0530	Gas / Diesel	<u>7,405.31</u>
		Total	<u>8,596.25</u>
From			
:	01-334-0430	Mechanic & Manual	1,190.94
From			
:	01-334-0575	Clothing & Uniform	2,622.08
From			
:	01-334-0694	Other Contracture Services	2,675.88
From			
:	01-334-0681	Physical & Others	1,652.95
From			
:	01-334-0570	Building & Grounds	221.34
From			
:	01-334-0658	Equipment Maintenance	10.77
From			
:	01-334-0660	Building Maintenance	93.28
From			
:	01-334-0662	Vehicle Repair	48.16
From			
:	01-334-0664	Tire Repair	46.20

:			
From			
:	01-334-0590	Training	18.21
From			
:	01-334-0644	Rental of Equipment	<u>16.14</u>
		Total	<u>8,596.25</u>

This transfer is necessary to close out Fiscal Year
Noreen Clough made a motion to make transfer; seconded by Richard DePalma. All in favor, motion carried.

22. Police Department

To:	01-332-0115	Part Time Wages	848.52	
To:	01-332-0132	Shift Differential	2,635.25	
To:	01-332-0190	Overtime Wages	130,300.18	
To,;	01-334-0530	Gas & Diesel	<u>9,008.91</u>	
		Total	<u>142,792.86</u>	
From				
:	01-332-0110	Regular Salaries		138,423.59
From				
:	01-332-0160	Holiday Pay		<u>4,369.27</u>
		Total		<u>142,792.86</u>

This transfer is necessary to close out Fiscal Year
Noreen Clough made a motion to refer this item to Town Council; seconded by Richard DePalma. All in favor, motion carried.

23. Employee Benefits

Noreen Clough made a motion that Mayor doesn't have read all account numbers; seconded by Richard DePalma. All in favor, motion carried

To:	01-167-0910	Retirement Contribution	149,542.46	
To:	01-167-0972	Retirement Lump Sum	<u>135,398.86</u>	
		Total:	284,941.32	
From:	01-167-0904	Life Insurance	941.07	
From:	01-167-0905	HMO's	86.40	
From:	01-167-0920	Social Security	8,533.06	
From:	01-167-0965	Unemployment	2,626.51	
From:	01-167-0969	Labor Arbitration	4,500.00	
From:	01-167-0001	Fund Balance	<u>268,254.28</u>	

Total: 284,941.32

This transfer is necessary to close out Fiscal Year
Noreen Clough made a motion to refer this item to Town Council; seconded
by Richard DePalma. All in favor, motion carried.

24. Fire Department

Noreen Clough made a motion that Mayor doesn't have read all account
numbers; seconded by Richard DePalma. All in favor, motion carried

To:	01-334-0110	Regular Salaries	164,602.75	
To:	01-334-0190	Workers Comp Replacement	92,481.74	
To:	01-334-0191	Garcia (Overtime)	<u>62,867.46</u>	
		Total	<u>319,951.95</u>	
From				
:	01-334-0115	Part Time		2,719.00
From				
:	01-334-0132	Shift Differential		1,756.80
From				
:	01-334-0160	Holiday Pay		4,737.91
From				
:	01-334-0165	Personal Days		3,860.01
From				
:	01-334-0410	Office Equipment		3.90.57
From				
:	01-334-0563	Tires & Tubes		1,460.33
From				
:	01-886-0001	Fund Balance Contributions		<u>305,027.33</u>
		Total		<u>319,951.95</u>

This transfer is necessary to close out Fiscal Year
Noreen Clough made a motion to refer this item to Town Council; seconded
by Richard DePalma. All in favor, motion carried.

25. Monthly Financial Report

Tom Thompson explained all the reports. He explained that we received the
check for \$1.5 million in July.

26. Legal Fees

Tom Thompson explained that Litigation obligations of \$600,000 needs
to be paid and that we need to dip into Self Insurance Reserve to pay all
cases.

Rich made a motion to use Self Insurance Reserve to pay litigation obligations and refer this item to the Town Council; seconded by Noreen Clough.

All in favor, motion carried.

Noreen Clough made a motion to adjourn meeting at 8:05 p.m; seconded by Richard DePalma. All in favor, motion carried.

Respectfully submitted,

Teena Fucci