

**East Haven Board of Finance  
Regular Meeting Minutes  
August 17, 2016**

The East Haven Board of Finance held its' Regular Meeting on Wednesday August 17, 2016 at 7:00 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**

Vice Chairman Ralph Vitale, Richard DePalma, Noreen Clough, Bob Schumitz, Beth Purcell, and Nicole Clark. Also in attendance was Town Finance Director Paul Rizza, Superintendent of Public Works and Town Council Member Bob Parente, Town Council Chairman Fred Parlato, East Haven Tax Department, Lucille Houle, Fire Chief Doug Jackson, Town Council Member Bob Sands, and East Haven Town Attorney Joseph Zullo.

**2. Read and Approve Minutes from Regular Meeting held July 20, 2016.**

Noreen Clough made a motion to approve the minutes. Richard DePalma seconded. All in Favor. Motion Carried.

**3. Old Business**

Richard DePalma asks if the BOE is close to closing their account. Paul Rizza stated they will have it done by state statute.

**4. New Business**

Beth Purcell asks which schools are closing. Paul Rizza states Hayes has been closed for 5 years. Currently DC Moore has been turned back to the town.

**5. Public Comment**

None

**6. Tax Office**

<b>To:</b>	<b>01-106-0657</b>	<b>Data Processing Service</b>	<b>\$3,425.00</b>
<b>From:</b>	<b>01-106-0668</b>	<b>Legal &amp; Lawyer Fees</b>	<b>\$2,520.00</b>
	<b>01-106-0350</b>	<b>Prof. Development</b>	<b>\$ 378.00</b>
	<b>01-106-0520</b>	<b>Gen. Office</b>	<b><u>\$ 527.00</u></b>
			<b><u>\$3,425.00</u></b>

**June 2016 bill for tax bills printed by ADS.**

Noreen Clough makes a motion. Beth Purcell seconds. Discussion. Roll Call Vote. All in Favor. Motion Carried.

**East Haven Board of Finance  
Regular Meeting Minutes  
August 17, 2016**

**7.     Public Service**

<b>To:</b>	<b>01-224-0694</b>	<b>Other Contractual Services</b>	<b>\$5,000.00</b>
<b>From:</b>	<b>01-224-0120</b>	<b>Snow &amp; Ice</b>	<b>\$2,500.00</b>
	<b>01-229-0290</b>	<b>Sewer Use Fees</b>	<b><u>\$2,500.00</u></b>
			<b><u>\$5,000.00</u></b>

**Close out end of year bills.**

Noreen Clough makes a motion. Beth Purcell seconds. Discussion. Bob Parente states this is to pay for contractual services. Roll Call Vote. All in Favor. Motion Carried.

Noreen Clough made a motion to waive the reading of number 8. Beth Purcell seconds. All in Favor. Motion Carried.

**8.     Building**

<b>To:</b>	<b>01-221-0110</b>	<b>Regular Salaries</b>	<b>\$3,187.00</b>
<b>From:</b>	<b>01-221-0190</b>	<b>Overtime</b>	<b>\$1,120.00</b>
	<b>01-221-0350</b>	<b>Prof. Development</b>	<b>\$ 100.00</b>
	<b>01-221-0410</b>	<b>Office Equip.</b>	<b>\$ 409.00</b>
	<b>01-221-0505</b>	<b>Books/Maps</b>	<b>\$ 500.00</b>
	<b>01-221-0667</b>	<b>P/T Help</b>	<b><u>\$ 1058.00</u></b>
			<b><u>\$3,187.00</u></b>

**Closeout F/Y 2015-2016**

Noreen Clough makes a motion. Beth Purcell seconds. Discussion. Roll Call Vote. All in Favor. Motion Carried.

**East Haven Board of Finance  
Regular Meeting Minutes  
August 17, 2016**

Noreen Clough makes a motion to waive the reading. Beth Purcell seconds. All in Favor. Motion Carried.

**9. Fire**

<b>To:</b>	<b>01-334-0165</b>	<b>Personal Days</b>	<b>\$ 2891.00</b>
	<b>01-334-0175</b>	<b>Education Incentive</b>	<b>\$ 2820.00</b>
	<b>01-334-0191</b>	<b>Garcia Payments</b>	<b><u>\$17,405.00</u></b>
			<b>\$23,116.00</b>
<b>From:</b>	<b>01-334-0160</b>	<b>Holiday Pay</b>	<b>\$22,575.00</b>
	<b>01-334-0350</b>	<b>Prof. Development</b>	<b><u>\$ 541.00</u></b>
			<b>\$23,116.00</b>

**Close out Fire Salaries**

Noreen Clough makes a motion. Beth Purcell seconds. Discussion. Noreen Clough asks what are Garcia Payments. Paul Rizza states if you exceed an amount of hours exceeded in a given month you receive extra payment for it but not a time and a half.

Noreen Clough withdraws motion to the end of the meeting for 9, 10 & 11 for a representative of the fire department to be present. All in Favor. Motion Carried

Noreen Clough makes a motion. Beth Purcell seconds. Discussion. Noreen Clough asks why was there so much left over in holiday pay. Chief Jackson states it's due to vacancies. Richard DePalma asks how many on comp? Chief Jackson states 3 out on comp. I am down 7 people technically. Roll Call Vote. All in Favor. Motion Carried.

**10. Fire**

<b>To:</b>	<b>01-334-0202</b>	<b>Water</b>	<b>\$13,800.00</b>
<b>From:</b>	<b>01-334-0887</b>	<b>C-MED</b>	<b>\$9,500.00</b>
	<b>01-334-0694</b>	<b>Other Contractual</b>	<b>\$1,500.00</b>
	<b>01-334-0657</b>	<b>Data Processing</b>	<b><u>\$2,800.00</u></b>
			<b>\$13,800.00</b>

Noreen Clough makes a motion. Beth Purcell seconds. Discussion. Noreen Clough asks Chief Jackson about the total amount on the water. Chief Jackson states the water is calculated on inches on the water main in town. Not on use, they give estimates and they do not give you a bill. This is a set price not matter how much we use it's based on availability not metered. Roll Call Vote. All in Favor. Motion Carried.

**East Haven Board of Finance  
Regular Meeting Agenda  
August 17, 2016**

**11. Various Fire**

<b>To:</b>	<b>01-334-0190 O/T</b>	<b>\$26,631.00</b>
<b>From:</b>	<b>01-885-0699 Parochial School Trans.</b>	<b>\$ 7,863.00</b>
	<b>01-881-0115 P/T Wages</b>	<b>\$ 4,700.00</b>
	<b>01-881-0945 Excess Insurance</b>	<b><u>\$14,068.00</u></b>
		<b>\$26,631.00</b>

**Refer to Town Council – Close out Fire Overtime**

Noreen Clough makes a motion to Refer to Town Council. Beth Purcell seconds. Discussion. Roll Call Vote. All in Favor. Motion Carried.

**12. Dispatch**

<b>To:</b>	<b>01-336-0190 O/T</b>	<b>\$41,696.00</b>
	<b>01-229-0570 Bldg &amp; Grounds</b>	<b><u>\$ 441.00</u></b>
		<b>\$42,137.00</b>
<b>From:</b>	<b>01-885-0699 Parochial School Trans.</b>	<b>\$42,137.00</b>

**Refer to Town Council - Dispatch O/T Closeout.**

Noreen Clough makes a motion to Refer to the Town Council. Beth Purcell seconds. Discussion.

Paul Rizza states that the contract that was negotiated when this plan was put together we planned on 10 dispatchers. It came to be that there are 8 dispatchers and 2 supervisors. Supervisors get paid a little more but the original plan was to have 10 dispatchers vs. 8. They also more than a year they are entitled to vacation time and working holidays. When it was put all together we did not have a contract in place, we did an estimate but we missed the O/T budget by \$42,000. Richard DePalma states we did not save any money as it was explained. Paul Rizza states the police that use to dispatch went back to work and you save money in O/T in the police budget. At best a break- even but not a savings. Roll Call Vote. All in Favor. Motion Carried.

**13. Recreation**

<b>To:</b>	<b>01-661-0116 Seasonal Wages</b>	<b>\$19,343.00</b>
<b>From:</b>	<b>01-661-0203 Natural Gas</b>	<b>\$10,070.00</b>
	<b>01-661-0667 P/T Help</b>	<b>\$ 4,330.00</b>
	<b>01-661-0201 Electric Pool</b>	<b><u>\$ 4,943.00</u></b>
		<b>\$19,343.00</b>

**Close-Out Seasonal Wages**

**East Haven Board of Finance  
Regular Meeting Agenda  
August 17, 2016**

Beth Purcell makes a motion to table until a representative is present. Richard DePalma seconds. Roll Call Vote. All in Favor. Motion Carried

**14. Various Recreation**

<b>To:</b>	<b>01-661-0118</b>	<b>Seasonal Wages</b>	<b>\$32,501.00</b>
<b>From:</b>	<b>01-881-0970</b>	<b>Fire Insurance</b>	<b>\$30,702.00</b>
	<b>01-881-0945</b>	<b>Excess Insurance</b>	<b><u>\$ 1,799.00</u></b>
			<b><u>\$32,501.00</u></b>

**Refer to Town Council – Recreation Wages Closeout**

Beth Purcell makes a motion to table until a representative is present. Richard DePalma seconds. Roll Call Vote. All in Favor. Motion Carried

**15. Various Parks**

<b>To:</b>	<b>01-336-0160</b>	<b>Holiday Pay</b>	<b>\$10,116.00</b>
	<b>01-662-0110</b>	<b>Reg. Salaries</b>	<b>\$ 2,996.00</b>
	<b>01-662-0201</b>	<b>Electricity</b>	<b>\$ 2,637.00</b>
	<b>01-662-0190</b>	<b>O/T</b>	<b>\$ 4,804.00</b>
	<b>01-665-0115</b>	<b>P/T Wages</b>	<b><u>\$ 2,725.00</u></b>
			<b><u>\$23,278.00</u></b>
<b>From:</b>	<b>01-661-0838</b>	<b>Youth Soccer</b>	<b>\$ 6,500.00</b>
	<b>01-665-0110</b>	<b>Salaries</b>	<b><u>\$16,778.00</u></b>
			<b><u>\$23,278.00</u></b>

**Close-Out Salaries**

Beth Purcell makes a motion to table until a representative is present. Richard DePalma seconds. Roll Call Vote. All in Favor. Motion Carried

Noreen Clough makes a motion to waive the reading. Beth Purcell seconds. All in Favor. Motion Carried.

**East Haven Board of Finance  
Regular Meeting Agenda  
August 17, 2016**

**16. Various**

<b>To:</b>	<b>01-224-0192</b>	<b>Seasonal O/T</b>	<b>\$8,606.00</b>
	<b>01-444-0110</b>	<b>Salaries</b>	<b>\$6,889.00</b>
	<b>01-226-0190</b>	<b>O/T Wages</b>	<b><u>\$9,067.00</u></b>
			<b>\$24,562.00</b>
 <b>From:</b>	 <b>01-229-0110</b>	 <b>Salaries</b>	 <b>\$ 7,894.00</b>
	<b>01-334-0458</b>	<b>Safety Equipment</b>	<b>\$10,886.00</b>
	<b>01-229-0190</b>	<b>O/T</b>	<b>\$ 4,932.00</b>
	<b>01-229-0660</b>	<b>Bldg. Maint.</b>	<b><u>\$ 850.00</u></b>
			<b>\$24,562.00</b>

**Closeout Salaries**

Noreen Clough makes a motion. Beth Purcell seconds. Discussion. Roll Call Vote. All in Favor. Motion Carried.

Noreen Clough makes a motion to waive the reading. Beth Purcell seconds. All in Favor. Motion Carried.

**17. Various**

<b>To:</b>	<b>01-334-0110</b>	<b>Salaries</b>	<b>\$134,710.00</b>
	<b>01-224-0190</b>	<b>O/T Wages</b>	<b>\$ 5,258.00</b>
	<b>01-332-0190</b>	<b>O/T Wages</b>	<b><u>\$ 9,245.00</u></b>
			<b>\$149,213.00</b>
 <b>From:</b>	 <b>01-334-0150</b>	 <b>Vacation</b>	 <b>\$36,959.00</b>
	<b>01-334-0115</b>	<b>P/T Wages</b>	<b>\$ 7,597.00</b>
	<b>01-334-0530</b>	<b>Gas</b>	<b>\$14,312.00</b>
	<b>01-885-0689</b>	<b>Contingency</b>	<b><u>\$90,345.00</u></b>
			<b>\$149,213.00</b>

**Refer to Town Council – To closeout Police, Fire, Public Service wages**

**Noreen Clough makes a motion to table to the end of the meeting until a representative is present. Beth Purcell seconds. All in Favor. Motion Carried.**

Noreen Clough makes a motion to Refer to the Town Council. Beth Purcell seconds. Discussion.

Richard DePalma asks if we are down so many, why are we putting money into salaries. Chief Jackson states the 110 salaries are for comp. 11 people on a shift and 2 on comp we are still paying salaries for the position they still get paid Plus the replacement person the money comes out of 110 the same account. Noreen Clough asks about the Garcia Payments. Chief Jackson states the Garcia account is that there is a pre-determined 28 day period marked years in advance, within that 28 day period if you exceed 212 hours of work in that period it would be at time and a half – it's a federal law.

Noreen Clough motions to waive the reading. Beth Purcell seconds. All in Favor. Motion Carried.

**East Haven Board of Finance  
Regular Meeting Agenda  
August 17, 2016**

**18. Animal Control**

<b>To:</b>	<b>01-331-0190</b>	<b>Overtime</b>	<b>\$14,899.23</b>
<b>From:</b>	<b>01-331-0201</b>	<b>Electricity</b>	<b>\$1,780.15</b>
	<b>01-331-0203</b>	<b>Natural Gas</b>	<b>\$1,600.00</b>
	<b>01-331-0458</b>	<b>Safety Equipment</b>	<b>\$1,523.23</b>
	<b>01-331-0568</b>	<b>Food &amp; Supplies</b>	<b>\$2,317.69</b>
	<b>01-331-0570</b>	<b>Building Maint.</b>	<b>\$1,429.51</b>
	<b>01-331-0644</b>	<b>Rental of Equipment</b>	<b>\$ 900.00</b>
	<b>01-331-0667</b>	<b>Temp, Part time</b>	<b>\$2,750.00</b>
	<b>01-331-0682</b>	<b>Vet Services</b>	<b><u>\$2,598.65</u></b>
			<b>\$14,899.23</b>

**This transfer is needed to cover the contractual overtime for the staff being called in outside of regular working hours.**

Noreen Clough makes a motion. Beth Purcell seconds. Discussion. Roll Call Vote. All in Favor. Motion Carried.

**Noreen Clough makes a motion for a recess at 7:30 p.m. Beth Purcell seconds.**

**Noreen Clough makes a motion to reconvene at 7:35 p.m. Beth Purcell seconds.**

**19. Adjournment**

Noreen Clough makes a motion to adjourn at 7:45 p.m. Beth Purcell seconds. All in Favor. Motion Carried.

Respectfully Submitted,

Temple Smith  
Board of Finance Clerk