



CITY OF DERBY

BOARD OF APPORTIONMENT & TAXATION MEETING MINUTES MARCH 18, 2019 7:00 PM JOAN WILLIAMSON ALDERMATIC CHAMBERS

Jerry Borrelli
Ray Bowers
James Butler
Christopher Carloni.
Carlo Malerba, Jr.

Shirley Miani
Rose Pertoso
Sam Pollastro, Jr.
Phyllis Sochrin
Judy Szewczyk, Chairperson

Ms. Szewczyk opened the meeting at 7:02 PM with the Pledge of Allegiance.

Roll Call

Present: Mr. Borrelli, Mr. Bowers, Mr. Butler, Mr. Carloni, Mr. Malerba, Ms. Pertoso, Mr. Ms. Sochrin and Ms. Szewczyk

Pollastro,

Absent: Ms. Miani

Additions, Deletions and Corrections to the Agenda.

Mr. Coppola asked to have Dr. Conway added to the agenda to speak on Capital Improvements needed for the schools, and that we add the Storms Ambulance Corp also, as item #16, to discuss moving up \$27,500.00 from last year's budget to this year. Modify the dollar amount on #8, from \$22,000.00 to \$23,500.00. A motion was made by Ms. Pertoso and seconded by Mr. Carloni to have these changes made. Motion Carried.

Public Portion

No one from the public spoke.

Motion to Approve Minutes of January 22, 2019

A motion was made by Mr. Pollastro and seconded by Ms. Sochrin to place the minutes on file. Mr. Malerba abstained. Motion Carried.

Treasurer's Report

Mr. McLiverty thanked Ms. Sochrin for her service and added it was a pleasure to have worked with her. Ms. Sochrin is moving to Orange and has resigned from the Board.

- Energy Management, TD Bank beat out Bank of America for the financing for Johnson Control. Waiting for the contract from Johnson Control.
- Pump Station, still in progress, moving slowly.
- Waiting on the final Audit numbers.
- We will be starting the Budget Process; we have no numbers as of yet from the State.

Budget Procedure, Status and Advisory

I requested a legal opinion from Vin Marino, Corporation Counsel, regarding the legal ownership and control of the Senior Center Account holding in excess of \$25,000. Mr. Coppola said that Mr. Marino was preparing a memo.

The Board of Directors of the Derby Public Library voted a 3.5% increase for the Director, Nicole Cignoli, effective March 15, 2019. This amounts to an increase of \$43.75 per week. The line item for the director's salary has enough to cover the increase through the end of this fiscal year. Mr. Coppola want everyone to realize that this will be reflected in next year's budget.

Ms. Szewczyk told the board that the letters had gone to all Department Heads. She has already heard from some requesting to come before the board to discuss their budgets. We have no figures from the state, so we will start the Budget meetings in April. She also added that she is already receiving questions about the field house.

Dr. Conway presented the Board with a list of Facilities Renovation Projects for the Derby Public Schools. He said that the State would reimburse 74.6% of the cost. He stated that the BOE wanted to hire an architect for the cost of approximately \$40,000.00. He is asking the Board to use some the Benefit Reimbursement that the BOE returned to the City, from the grant money they received. There if no revenue line item for this money. He said it could go a city referendum in November to be approved. Ms. Szewczyk asked Mr. McLiverty to prepare something for the Board to see how the city would be affected. Mr. Pollastro asked if Dr. Conway had gone to the BOA regarding this and he replied that he was first asking the BOAT for the money for the architect. After reviewing the list, members of the Board had questions. Mr. Borrelli felt we should not be spending this money on some of the items. Ms. Sochrin felt that the BOE should prioritize the items listed. Mr. Pollastro asked why this shouldn't be brought to Capital Planning, Ms. Szewczyk said there were too many concerns and this should be revisited. Mr. McLiverty will prepare a report on what the Bond effect will be and give the Board some figures.

Mr. Coppola asked if we could move the Storms Ambulance from item #16 to Item #8, so they would not have to wait to the end of the meeting. A motion was made by Mr. Borrelli and seconded by Mr. Malerba. Motion Carried.

Transfer \$27,500.00 Storm Ambulance

- From Account (001-6000-690-6918) \$27,500.00
- To Account (001-5400-270-0002) \$27,500.00

Mr. Coppola explained that this request was to move the money from last year's budget up to this year to cover expenses. Storm Ambulance has produced the invoices. A motion was made by Ms. Sochrin and seconded by Mr. Butler. Motion Carried.

Appropriate Fund Balance \$23,500.00

- From Account (001-6000-690-6918) General Fund \$23,500.00
- To Account (001-8600-240-0248) Storm Water Discharge \$23,500.00

To pay for storm water engineering costs mandated by the EPA and DEEP. Mr. Scott Adkin from the Anchor Engineering Company presented a report to the Board regarding the mandated costs. There was only \$10,000.00 budget and the additional money is needed to cover the expenses. Ms. Szewczyk said we should keep this in mind for the upcoming Budget preparation. A motion was made by Mr. Malerba and seconded by Ms. Pertoso. Mr. Carloni asked if the City of Derby could have their employee's do these inspections and Mr. Adkin said at this time there were no plans to have them trained. Motion Carried.

Appropriate Fund Balance \$22,133.09

- From Account (001-6000-690-6918) General Fund \$22,133.09
- To Account (001-4100-460-0460) Town Aid \$22,133.09

A motion was made by Mr. Malerba and seconded by Mr. Butler, to pay the contractor for the repair of Cemetery Avenue from Town Aid dropped to the fund Balance 6.30.18. Mr. Coppola said that this was needed to cover the expenses incurred. Motion Carried.

Appropriate Fund Balance \$11,000.00

- From Account (001-6000-690-6918) \$11,000.00
- To Account (001-8600-150-0151) \$11,000.00

A motion was made by Ms. Pertoso and seconded by Ms. Sochrin, to fund engineering costs through the end of the fiscal year. Motion Carried.

Transfer Special Working Balance (8400) \$3,500.00

- From Account (001-8400-390-0391) Special Working Balance \$3,500.00
- To Account (001-6800-110-0112) Senior Center Membership Coordinator \$3,500.00

A motion was made by Mr. Carloni and seconded by Mr. Pollastro, to pay for new hire in the Senior Center Membership Coordinator position. Mr. Coppola explained that this position was vacated by retirement. Due to illness of the other two employees, and the fact the other person is retiring at the end of May, it was necessary to fill this position. Mr. Pollastro asked if the new person was hired at the same rate as the person that left. Mr. Coppola said he was not sure, and so Mr. Pollastro said he wanted more information. A vote was taken, Mr. Malerba abstained. No action was taken, Mr. Coppola will check this and this will be put on next month's agenda.

Transfer, Old City Hall Gas (8100) \$7,000.00

- From Account (001-001-8100-230-0234) Old City Hall Gas \$7,000.00
- To Account (001-8100-340-0340) New City Hall Repairs \$7,000.00

A motion was made by Mr. Pollastro and seconded by Ms. Pertoso, to pay for ongoing repairs and maintenance to the new city hall. Motion Carried.

Transfer, Electricity \$7,000.00

- From Account (001-4200-240-0244) Old City Hall \$4,000.00
- From Account (001-4200-230-0237) Parks and Rec, \$3,000.00
- To Account (001-4200-230-0234) Public Works Electricity \$7,000.00

A motion was made by Ms. Sochrin and seconded by Mr. Bowers to pay for electricity for the VARCA Building. Mr. Coppola explained that the city decided to keep the heat on in the building so the pipes wouldn't freeze. Motion Carried.

Transfer, Tax Collector and Special Working Balance \$2,800.00

- From Account (001-2800-110-0112) Tax Collector Clerk \$9,685.00
- From Account (001-8400-390-0391), Special Working Balance \$2,795.00
- To Account (001-2800-110-0111) Assistant Tax Collector \$12,480.00

The motion was made by Mr. Pollastro and seconded by Mr. Butler, to pay the Assistant Tax Collector rate replacing the Tax Collector Clerk position. Mr. Coppola explained that the clerk has been doing the work, so they are upgrading her. Mr. Malerba asked if she was going to ask for back pay, and Mr. Coppola said no, Motion Carried.

Transfer, Working Balance \$5,000.00

- From Account (001-8400-390-0390) Working Balance \$5,000.00
- To Account (001-1700-430-0430) Computer Consulting \$5,000.00

A motion was made by Ms. Pertoso and seconded by Mr. Butler, to cover anticipated IT costs through the end of the year. Mr. Coppola explained that the city thought they could work with the BOE, and use their IT person, but the company they used was going to hire another person and the cost was going to be much higher. Mr. Borrelli asked if the City had a service contract with Flagship and the answer was no, but they are checking other companies. Motion Carried.

Adjournment

Before Ms. Szewczyk asked for a motion to adjourn, she thanked Ms. Sochrin for all her hard work and said it was pleasure to have worked with her. The entire Board agreed. Ms. Sochrin said she was happy to have worked with everyone, and this Board was always completely fair and worked as group, not bi-partisan. All decisions were made to benefit the City.

A motion to adjourn was made by Mr. Malerba and seconded by Ms. Sochrin. Motion Carried. The meeting was adjourned at 8:40 PM.

Respectfully Submitted,

Louise Pitney

Recording Secretary