



**CITY OF DERBY**

**BOARD OF APPORTIONMENT & TAXATION MEETING**  
**MINUTES**  
**JULY 15, 2019**  
**7:00 PM**  
**JOAN WILLIAMSON ALDERMATIC CHAMBERS**

**Jerry Borrelli**  
**Ray Bowers**  
**James Butler**  
**Christopher Carloni.**  
**Robert Forte**

**Carlo Malerba, Jr.**  
**Shirley Miani**  
**Rose Pertoso**  
**Sam Pollastro**  
**Judy Szewczyk, Chairperson**

**Ms. Szewczyk opened the meeting at 7:00 PM with the Pledge of Allegiance.**

**Roll Call**

**Present:**       **Mr. Borrelli, Mr. Butler, Mr. Carloni, Mr. Forte, Mr. Malerba, Ms. Miani,**  
**Ms. Pertoso and Ms. Szewczyk,**

**Absent:**       **Mr. Bowers and Mr. Pollastro.**

### Additions, Deletions and Corrections to the Agenda.

Mr. Coppola asked to have the following additions to the agenda:

- A motion was made by Mr. Butler and seconded by Mr. Malerba, to add as item #11, the transfer of money for the Library. Motion Carried
- A motion was made by Mr. Malerba and seconded by Mr. Forte to add as Item #12 The vehicle allowance for the Building Inspector. Motion Carried.
- A motion was made by Ms. Szewczyk and seconded by Mr. Malerba, to add at the end of Item #8 discussion of what we expect in the future regarding the Fund Balance. Motion Carried.

### Public Portion

No one from the Public spoke.

### Motion to Approve Minutes of June 17, 2019

A motion was made to accept the minutes was made by Mr. Butler and seconded by Mr. Forte, however because all the members were not present, it was decided to put the minutes on file. Motion Carried.

### Motion to Approve Minutes of June 20,2019

A motion to accept the minutes was made by Mr. Carloni and seconded by Mr. Borrelli. After discussion, it was decided to make the following corrections. On Page 4, it is to be noted that the Public Hearing was adjourned at 7:30PM, and the meeting to approve the budget was opened at 7:45PM by Ms. Szewczyk. Motion Carried.

### Treasurer's Report

Mr. McLiverty spoke on the City of Derby Eight Point Recovery Plan.

- Debt Restructuring, should take place by the end of July, with an August Sale Date, and the money will be moved to the fund balance.
- Sale of Assets: The VARCA Building should be sold within the next 60 days and the \$450,000 should be put into the Fund Balance.
- Mill Rate Increases- Will talk about future increases.
- Adjust Long Term Costs: Adjustment of the budget, money will go into fund balance.

- **Tax Sale:** Corporation Council said we will proceed with the tax sale, and money will go into the Fund Balance.
- **Structured Organizational Changes:** Board of Education has agreed to have 2 bank account for tracking purposes, specifically one account for grants and one account for budget.
- **Grand List Growth:** Long Term, on the commercial side.
- **Fund Balance Replenishment as % of Revenue.**

Mr. McLiverty went on to say that hopefully we will end with a 3.5 Million Fund Balance. He also spoke of the letter, from the State Board of Education. (a copy was given to all the Board members). This letter stated that we had given the Board the money for the MBR and despite all the claims and allegations. We are clean; The State came in and looked at all the books, and found we gave them all the money. Members of the Board asked questions about the BOE Budget and if the BOAT could have any control on how their money is spent, and the answer was no,

**Budget Procedure, Status and Advisory**

- Mr. Coppola said that he and the Corporation Council had met with the Board at the Senior Center regarding the \$25,000 the Center has in Webster Bank. It was decided the money would be transferred to the City. They would spend the money and we would keep track of this spending.
- Regarding City Carting, Extension. Mr. Coppola suggested that we not fund the shortfall of \$24,817.00 at this time, but to wait as he pays them monthly, and down the line, we could transfer money when needed.
- Ms. Szewczyk asked if it were possible could the Board get monthly reports, regarding what revenue we have received and what we have spent. Mr. McLiverty said we couldn't get information until the end of the year.

**Appropriate Fund Balance (5000) \$20,299.70**

- Increase Account (001-6000-690-6918) General Fund \$20,299.70
- Increase Account (001-9200-460-0468) Youth Services Programs, \$15,528.70
- Increase Account (001-9200-460-0460) Mental Health \$4,771.00

**A motion was made by Mr. Butler and seconded by Mr. Carloni, restoring money that dropped to the fund balance from Youth Service Bureau. Motion Carried.**

**Transfer, Tax Collector (2800) \$515.00**

- From Account (001-2800-110-0110) Tax Collector's Wages, \$515.00
- To Account (001-2800-390-0390) Supplies, \$515.00

A motion was made by Mr. Forte and seconded by Mr. Borrelli. to fund supplies from money that dropped to the fund balance. Mr.Malerba opposed, but the Motion Carried.

**Transfer, Library (5500) \$300.00**

- From Account (001-5500-270-2700) Miscellaneous \$300.00
- To Account (001-5500-220-0220) Utilities \$300.00

A motion was made by Mr. Butler and seconded by Mr. Carloni. Motion Carried.

**Transfer Building Inspector (6100) \$3,000.00**

- From General Capital Account (001-3700-440-0446) \$3,000.00
- To Working Balance (001-8400-390-0390) \$3,000.00
- From Working Balance (001-8400-390-0390) \$3,000.00
- To Building Inspector (001-6100-160-0160) Vehicle Allowance \$3,000.00

A motion was made by Ms. Pertoso and seconded by Mr. Butler. Motion Carried.

**Adjournment**

A motion to adjourn was made by Mr. Carloni and seconded by Ms. Pertoso. The meeting was adjourned at 8:00 PM.

Respectively submitted,

Louise Pitney

Recording Secretary

**\*\*\* These minutes are subject to the approval by the Board of Apportionment & Taxation  
at their next regular meeting.**

