Members Present: Aileen Baldwin, Jim Cretella, Zani Imetovski, Beverly Kennedy, Bill Sawicki and John Stelma; Richard Demko (alternate).

Members Absent: Heather McDaniel

Others Present: Tony Caserta, Tony DePrimo, Michael Metzler, Bill Paecht, Paul Satkowski, Doug Thomas and Sean Walsh

Item #1 – Call Meeting to order
Chairman Bill Sawicki called the meeting to order at 7:00pm.

Item #2 – Pledge of Allegiance
Everyone saluted the Flag and recited the Pledge of Allegiance.

Item #3 – Seating of Alternates
Motion to seat Richard Demko as alternate
Motion: Zani Imetovski
Yes: 6 No: 0 Abstain: 0
Second: Aileen Baldwin

Item #4 – Public Comment
None

Item #5 – Approval of Minutes—May 24, 2016 Regular Meeting
Motion to approve Minutes from May 24, 2016 Regular Meeting
Motion: John Stelma
Yes: 7 No: 0 Abstain: 0
Second: Richard Demko

Item #6 – Comments from the First Selectman
None

Item #7 – Report from the Finance Director
- We are in the process of closing the books
- Completed re-funding of bonds; received 1.5% rate on bonds
- WPCA Budget was passed at Selectman’s Meeting; they showed $414,853 for depreciation number; Doug will check to see that this matches our number; rate increase about 40 cents
**Item #8 - Transfer Requests**

Transfer Requests from Union Wages $115,000 to Machinery/Equipment

The Police Department is requesting to purchase three vehicles for the department. The vehicles were removed from the budget process last year and we need to replace three of the older vehicles. Two are scheduled to be assigned to the patrol division and one into the administration, with that vehicle being transferred to the detective bureau. The old cars will be going to the Building Inspector, First Selectman's Office, and Emergency Management Director.

Motion to accept the above transfer request

Motion: Beverly Kennedy  
Second: Richard Demko  
Yes: 6  
No: 1 (Aileen Baldwin)  
Abstain: 0

Transfer from Public Works/Vacuum Truck $7,597.83 to Salary Regular Employees $4,730.95, Social Security $361.92, Retirement $4567.71, Health Insurance $1,937.25

Transfer to fund floater position approved by the Board of Selectmen on 4/19/16 meeting and approved in the 2017 budget. The public works vacuum truck will not be purchased and excess funds will be used for transfers.

Motion to accept the above transfer request

Motion: Richard Demko  
Second: Jim Cretella  
Yes: 7  
No: 0  
Abstain: 0

Transfer from Public Works/Vacuum Truck $40,000 to Repairs & Maintenance

Transfer to fund repairs to fix the mechanical lift truck. Quote attached. Public works vacuum truck purchase cancelled due to cost.

Motion to accept the above transfer request

Motion: Aileen Baldwin  
Second: Zani Imetovski  
Yes: 7  
No: 0  
Abstain: 0

Transfer from Other Contingency $2,110.00, Other Contingency – Salary $6,000.00 to Salary Regular Employees $6,778, Social Security $519.00, Retirement $813.00

Transfer to fund the Accounting Manager's wage increase. The increase was $26.64/hr to $30.54/hr as of July 1, 2015. July 22, 2015 the Clerical Union contract was amended to reclassify the Accounting Manager position. The wage increase was not included in the budget item. The budget did include estimated increase in the contingency line items.

Motion to accept the above transfer request

Motion: Aileen Baldwin  
Second: Beverly Kennedy  
Yes: 7  
No: 0  
Abstain: 0
Transfer to fund the First Selectman’s raise. Salary increase from $72,500 to $85,000 per year or $1,394.23 to $1,632.62. A difference of $238.39 over 29.8 weeks for the year. Downtown Attendant did not start until later in the year. The attendant is paid $300 per week.

Motion to accept the above transfer request
Motion: Jim Cretella
Yes: 7  No: 0  Abstain: 0
Second: Zani Imetovski

Item #9 – New Business
None

Item #10 – Correspondence
Audit engagement letter – Bill Sawicki will sign.

Item #11 – Adjournment
Motion to adjourn
Motion: Beverly Kennedy
Yes: 7  No: 0  Abstain: 0
Second: Richard Demko

Meeting was adjourned at 7:15pm.

Submitted by:

Monica Dimon
Recording Secretary