

**BEACON FALLS BOARD OF SELECTMEN
SPECIAL MEETING
JULY 26, 2017**

SUBJECT TO APPROVAL

CALL TO ORDER

First Selectman Chris Bielik called the Special Meeting of the Beacon Falls Board of Selectmen to order at 6:45 PM and then led the assembled in the Pledge of Allegiance.

SELECTMEN PRESENT: First Selectman Chris Bielik, Selectman Mike Krenesky, Selectman Pete Betkoski

SELECTMEN ABSENT: None

OTHERS PRESENT: Finance Manager Thomas Broesler, Board of Finance Chairman Joe Rodorigo

Approval of Budget Transfers

C. Bielik noted that the only order of business is approval of year-end budget transfers for fiscal year 2016-2017 and he recommended approval in one blanket vote. The Selectman were presented with a list of fiscal year end budget transfers composed by the Finance Office. The list is broken into 3 categories Personnel, Utilities and Department. The list will be provided to the Clerk and attached to the meeting minutes.

First Selectman C. Bielik reviewed the transfer items with the Selectmen as follows:

Personnel:

There are two personnel transfers - Overtime for the Assistant Tax Collector for overtime hours during heavy tax season - July and January totaling \$546.00 and the Inland Wetlands Enforcement Officer's June hours totaling \$314.42. Transfers to be made within the department budgets.

Utilities:

Several Utility line items will have transfers from the Contingency line:

- Town Hall Telephone line for \$1489.00 – Finance Manager T. Broesler explained that the State of Connecticut is moving the Nutmeg Network costs for internet services to the municipalities and the overage represents these internet charges.
- Fire Department Telephone line transfer for \$1,106.00 and Emergency Telephone line for \$1024.00 – C. Bielik explained this was the result of phone service at Station 2 and the acquisition of tablets for all of the emergency vehicles.
- Fire Department Electricity for \$4107.00 and Fire Department Heating Fuel for \$3,038.00 – C. Bielik explained that these costs were related to the expansion of the Station 2 infrastructure.
- Street Lighting for \$6,328.00 – T. Broesler explained that the Street Lighting budget was lowered in expectation of savings from the LED street lights. However, the purchase of the LED lights themselves are currently part of the electric bill. The LED lights will eventually be paid off and then the Town will see savings in this line. Selectman M. Krenesky was recently asked about the savings from LED lighting and he requested that the Finance Office track Kilowatt usage in order to provide projected future savings on lighting.
- Town Garage Electricity for \$1,080.00 which is a result of having an in house mechanic welding in the shop.

In this category there are two additional transfers for Town Garage – Telephone for \$338.00 which resulted from adding a 2nd fax line for this building. This transfer is from 3 department lines.

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Finally, under the Senior Center – Telephone line requires a \$305.00 transfer from Senior Center – Building Maintenance. In total, there are \$19,805 in transfers for utility line items.

Department Line Transfers – C. Bielik explained these were relatively smaller clean-up line item transfers from various department lines. Transfers are typically within the same department.

- Legal Notices transfer of \$92.00 to cover June legal notices for referendum, fire engine bid and public work equipment sale.
- ZBA Wages – Clerk transfer of \$42.50 to cover the expense of the clerk for their June meeting.
- The Registrars have two line items over budget which were due to expenses from the June recount after the referendum. – Election Workers for \$300.00 and Election Expenses for \$254.00
- Town Counsel transfer of \$1,720.00 for town counsel expenses. C. Bielik explained that the medical insurance renegotiations and other issues where counsel is needed caused this expense. In Professional Services, we are well under budget for Engineering & Consultants, so the transfer will come from this line.
- Fire Dept. – Software & IT line transfer of \$54.00 for tablets for vehicles
- Fire Dept. – Turnout Gear for \$477.00 which were expenses related to their recent recruiting drive for new membership.
- Police Vehicle Repairs for \$146.00 for a battery replacement on a vehicle which took place in June
- Recycling for \$378.00 which was a result of the purchase of Recycling stickers for the community. This cost was offset by savings in Refuse collection costs and transfer will come from refuse.
- There are three small transfers \$15.00 for Highway Department Equipment, \$14.03 for Library Department Supplies and \$126.00 for Sewer Supplies & Maintenance for regular operating expenses.

The total of the Department Line Transfers was: \$3,470

C. Bielik called for a motion to approve the transfers as presented and forward them to the Board of Finance for approval. M. Krenesky made a motion to approve the transfers as presented, and recommended forwarding the transfers to the Board of Finance for approval. P. Betkoski seconded the motion. All ayes.

There is one additional transfer in excess of \$20,000 which will need to be approved at a Town Meeting. The request is a transfer of \$26,915.00 from Medical Insurance 10.90.13.1245 to Social Security 10.90.13.1240. T. Broesler explained that he looked at the Social Security line in detail and it was under budgeted last year. There were \$54,000 in salary adjustments and vacation & sick pay outs. Len Greene's Social Security calculation was based on his \$4,800 salary, not his true salary of over \$50,000 which is earned through Town Clerk fees. Police Private Duty expenses totaled \$165,000 which was more than projected. For all of these reasons, this line item was shy.

C. Bielik called for a motion to approve this transfer and forward it to the Board of Finance with recommendation to take this to a Town Meeting. P. Betkoski made the motion to approve the transfer of \$26,915.00 from Medical Insurance to Social Security and forward it to the Board of Finance for approval, with the recommendation to take this to Town Meeting. M. Krenesky seconded the motion.

Under discussion, M. Krenesky asked if there were any fines from Social Security involved with this expense. T. Broesler confirmed there were no fines.

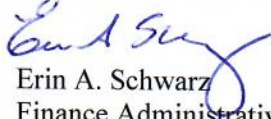
All ayes.

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ADJOURNMENT

**P. Betkoski made a motion to adjourn the meeting at 7:06 PM. M. Krenesky seconded the motion.
All ayes.**

Respectfully submitted,



Erin A. Schwarz
Finance Administrative Assistant

BOS Transfers for 7/26/2017

PERSONNEL

TRANSFER TO:

New Personnel Transfers

10.90.07.1049 Wages - Overtime -Asst. Tax Collector
10.90.23.1041 Wages - Inland Wetlands Enforcement Officer

TRANSFER FROM:

Tax Collector - Computer Support
Inland Wetlands - Expenses

August and January Overtime Needed
June Wages

UTILITIES

TRANSFER TO:

10.90.01.1120 Town Hall Telephone
10.90.44.1030 Fire Department - Telephone
10.90.44.1031 Fire Department - Emergency Telephone
10.90.44.1121 Fire Department - Electricity
10.90.44.1122 Fire Department - Heating Fuel
10.90.57.1650 Street Lighting
10.90.61.1121 Town Garage - Electricity

TRANSFER FROM:

Contingency
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Explanation
Nutmeg Network Internet Costs
Addition of Station 2 - Phone/TV/Internet costs are \$216.00 per month.
Addition of Tablets for EMS/Fire
Electricity for 2015-2016 was \$15,500. In 2016-2017 cost is \$16,600.
Heating costs for 2015-2016 were \$9,700. In 2016-2017 they were \$11,500
Street Lights for 2015-2016 were \$46,600. In 2016-2017 costs were \$47,300.
Increased electric costs due to welding in-house

10.90.61.1130 Town Garage - Telephone
10.90.79.1130 Senior Center - Telephone
TOTAL UTILITY TRANSFERS

\$ 338.00
\$ 305.00
\$ 19,805.00

Addition of second line - fax line.
Telephone Budget is too low.

New Department Line Transfers Requested

TRANSFER TO:

10.90.03.1078 Town Hall - Legal Notices
10.90.18.1040 ZBA - Wages - Clerk
10.90.29.1031 Wages - Election Workers
10.90.29.1345 Election Expenses
10.90.33.1270 Town Counsel Retainer
10.90.44.1606 Software & IT
10.90.44.1485 New Turnout Gear
10.90.53.1585 Police - Vehicle Repairs
10.90.59.1550 Highway - Departmental Equipment
10.90.65.1745 Refuse - Recycling
10.90.67.1140 Sewer - Supplies & Maintenance
10.90.69.1170 Library - Department Supplies
TOTAL DEPT. EXPENSE LINE TRANSFERS:

TRANSFER FROM:

\$ 92.00
\$ 42.50
\$ 300.00
\$ 254.00
\$ 1,720.00
\$ 54.00
\$ 477.00
\$ 146.00
\$ 15.00
\$ 378.00
\$ 126.00
\$ 14.03
\$ 3,470.00

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Description
Town Hall - Office Supplies
ZBA - Expenses
Certification & Workshops
Certification & Workshops
Engineering & Consultants
Fire Department - Vehicle Fuel
\$344.00 from Fire - Water
\$133.00 from Comm. Equipment - Maintenance
Police - Uniforms
Highway - Snow Removal Material
Refuse Collection
Sewer - Telephone & Alarm
Library - Professional Development

1st section
WGSU
7/26/17

Battery replacement on Explorer in late June.

Town of Beacon Falls

Fiscal Year End Budget Transfers

Fiscal year Ending 6/30/17

Transfer From		Transfer to		Amount	Comments
Account	Description	Account	Description		
10.90.13.1245	MEDICAL INSURANCE	10.90.13.1240	SOCIAL SECURITY	\$26,915.00	
	Requested				Date
	Approved - Selectmen:				
	Approved - Board of Finance:				
	Town Meeting Vote:				
	Transfer Completed:				

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7/26/17

7-28-17