

**Board of Finance  
Special Meeting**

**July 27, 2020 7:00 PM  
Zoom Meeting ID 898 9493 8831**

RECEIVED  
STAFFORD, CT *6 pages*  
2020 AUG 10 PM 12:14

*Christina*  
TOWN CLERK

1. The meeting was called to order at 7:00 pm. Present via Zoom were Chairman Francis Moriarty, and members David Walsh, Anthony Pellegrino, Matthew McKenney, Sal Titus and Steve Geryk. A quorum was established.

Also present via Zoom were alternate member Conrado Ulloa and Chief Financial Officer Lisa Baxter .

2. Upon motion of Mr. McKenney and seconded by Mr. Pellegrino, the minutes of May 28, 2020 were accepted by unanimous vote.
3. Chairman Moriarty presented a list of transfers (Attachment A) received from the Board of Selectmen for the FY 2019-20 budget. He stated that four of the transfers would require Town Meeting action, and the balance of transfers were within line items.

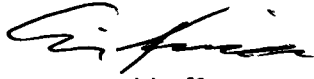
CFO Baxter detailed the items which were designated for Town Meeting including funds for Revaluation (\$42,857.74), Fixed Charges (\$30,473.04), Constable reimbursements (\$88,032.07) and the LOCIP state grant (\$44,119.25). She also discussed larger line item transfers for the police department (vehicle) and parks department (equipment) from respective salary accounts which had surplus funds as positions originally budgeted for were not utilized during the fiscal year. Ms. Baxter stated that no monies were coming from the Cash Balance Fund and that the Board of Selectmen would call a town meeting for approval of the referred transfers.

Upon motion of Mr. Pellegrino and seconded by Mr. Walsh, the Board voted unanimously to approve the line item transfers as detailed on Attachment A, with the exception of those items to be referred to Town Meeting.

Upon motion of Mr. Titus and seconded by Mr. Walsh, the Board voted unanimously to recommend to Town Meeting for approval the following budget transfers as detailed on Attachment A : funds for Revaluation (\$42,857.74), Fixed Charges (\$30,473.04), Constable reimbursements (\$88,032.07) and the LOCIP state grant (\$44,119.25).

4. A motion to adjourn by Mr. Walsh, and seconded by Mr. McKenney, was approved unanimously. The meeting adjourned at 7:17 pm.

Respectfully submitted:



Erin Kirchhoffer  
Recording Secretary

(attachment)

***The video recording of the meeting is posted to the Town Website [www.staffordct.org](http://www.staffordct.org).***

FROM:	TO:	AMOUNT:
<b>BOARD OF SELECTMEN</b> 20-100-1004 Part-time/overtime/clerical	<b>BOARD OF SELECTMEN</b> 20-100-1005 general government	4,290.61
<b>Transfer Out Revaluation Fund</b>	<b>ASSESSORS OFFICE</b> 20-140-3575	<b>*42857.74</b>
<b>ASSESSORS OFFICE</b> 20-140-3800 conferences & meetings	<b>ASSESSORS OFFICE</b> 20-140-3500 software services	8.00
<b>BOARD OF FINANCE</b> 20-130-5100 BOF: office supplies	<b>TOWN TREASURER</b> 20-170-5100 office supplies	131.93
<b>TOWN TREASURER</b> 20-170-3800 conferences & meetings	<b>TOWN TREASURER</b> 20-170-3500 software services	148.00
20-170-1100 salarie: Admin	20-170-5100 office supplies	6.00
20-170-3800 conferences & meetings	20-170-5100 office supplies	152.00
<b>BOARD OF SELECTMEN</b> 20-100-1004	<b>TOWN COUNSEL</b> 20-180-3200	6,377.50
<b>BUILDINGS</b> 20-200-4900 Town Hall: Misc	<b>TOWN COUNSEL</b> 20-180-3200 Legal Services	2,356.72
<b>BUILDINGS</b> 20-200-4900 Town Hall: Misc	<b>BUILDINGS</b> 20-200-4500 telephone	1,221.56
20-200-4900 Town Hall: Misc	20-200-4675 solar:repairs & Maint	88.88
<b>FUEL: ALL BUILDINGS</b> 20-205-4215 Propane	<b>FUEL: ALL BUILDINGS</b> 20-205-4105 fuel oil	1,931.89
<b>DEBT SERVICE INTEREST</b> 20-481-9521	<b>FIXED CHARGES</b> 20-210-2030	<b>*30473.04</b>
<b>FIXED CHARGES</b> 20-210-4650 insurance deductible	<b>FIXED CHARGES</b> 20-210-2015 fica/medicare	4,609.36
20-210-2020 workers comp	20-210-4600 general protection & bond	700.00
20-210-2040 vol pension & life	20-210-2035 employee retirment plan	70.00
<b>SAFETY &amp; PROTECTION</b>	<b>SAFETY &amp; PROTECTION</b>	

20-240-8242	20-240-1120	217.50
alert system	salaries: animal control	
20-240-8242	20-240-4400	116.00
alert system	tree:planting & removal	

**CONSTABLE FEES REVENUE**

20-06-060-604

**POLICE PROTECTION**

20-241-1150

payroll:police dept

20-241-1151

resident trooper

20-241-1151

resident trooper

20-241-1151

resident trooper

20-241-1151

resident trooper

20-241-1510

dispatching services

20-241-1150

payroll:police dept

20-241-1515

community patrol augmentation

20-241-3320

repair & maint:vehicles

20-241-4500

telephone

20-241-5320

vehicle:gas & oil

20-241-1151

resident trooper

**TRANSFER STATION**

20-280-1160

salaries: transfer station

20-280-3301

equipment repair

20-280-4120

household hazardous waste

20-280-4120

household hazardous waste

**POLICE PROTECTION**

20-241-1500

constables reimbursement

**POLICE PROTECTION**

20-241-1131

part-time police

20-241-1520

uniform allowance

20-241-3320

repair& maint vehicles

20-241-5100

office supplies

20-241-7400

police equipment

20-241-3400

Vehicle: lease purchase

20-241-3400

Vehicle: lease purchase

20-241-3400

Vehicle: lease purchase

20-241-3400

Vehicle: lease purchase

20-241-3400

Vehicle: lease purchase

20-241-3400

Vehicle: lease purchase

20-241-3801

constable training

**TRANSFER STATION**

20-280-1166

transfer station overtime

20-280-3820

DEEP Compliance

20-280-3820

DEEP Compliance

20-280-4115

Recycling

**\*88032.07**

22,426.37

1,700.00

4,600.00

45.40

9,800.00

575.00

36,735.00

6,425.00

355.00

930.00

4,945.00

300.00

1,859.08

5,525.61

23.39

3,555.56

**GENERAL HIGHWAYS**20-300-1172  
DPW Director20-300-7240  
repair:bridges & flexbeams20-300-1170  
salaries: highway20-300-1172  
DPW DirectorGeneral Fund  
state reimbursment**RECREATION COMMISSION**20-320-5610  
summer prog/equip & supply20-320-1015  
custodial services20-320-3180  
legal/public notices20-320-4850  
repairs20-320-4855  
Track-projects20-320-5100  
office supplies20-320-8351  
risk management education20-320-8360  
website fee/director workshops**PARKS DEPARTMENT**20-330-1004  
summer help20-330-1004  
summer help**GENERAL HIGHWAYS**20-300-3310  
equip & supply 6,000.0020-300-3315  
maint:trucks & equip 3,892.1120-300-5320  
vehicle:gas oil 1438.6720-300-5600  
Road maint: equip & supply 6,000.0020-300-7120  
LOCIP State Grant 44,119.25**RECREATION COMMISSION**20-320-3125  
summer prog: transportation 124.5020-320-1009  
salaries: summer program 2,871.9620-320-1009  
salaries: summer program 100.0020-320-1009  
salaries: summer program 460.0020-320-1009  
salaries: summer program 1990.9320-320-1009  
salaries: summer program 100.0020-320-1009  
salaries: summer program 1,000.0020-320-1009  
salaries: summer program 310.60**PARKS DEPARTMENT**20-330-3311  
parks:equip repair 500.0020-330-4100  
utilities: electric/sanit 1,200.00

20-330-1004 summer help	20-330-4125 trash disposal	1019.79
20-330-1171 Saleries: Parks department	20-330-7420 capital equip	14,957.54
20-330-1004 summer help	20-330-8103 care of cemeteries	87.60
20-330-1004 summer help	20-330-8110 playscapes	1,000.00
<b>COMMUNITY CENTER</b>	<b>COMMUNITY CENTER</b>	
20-505-3990 miscellaneous	20-505-4500 telephone	250.00
<b>FAMILY SERVICES</b>	<b>FAMILY SERVICES</b>	
20-510-3503 counseling prevention	20-510-3506 billing services	1,627.50
20-510-3503 counseling prevention	20-510-6100 dues & fees	84.25
20-510-3503 counseling prevention	20-510-7250 maint contracts	255.09
<b>DCF GRANT</b>	<b>DCF GRANT</b>	
20-515-3501 family therapy	20-515-3801 training	118.75
20-515-3501 family therapy	20-515-5100 office supplies	91.00
<b>DCF GRANT</b>	<b>DMHAS GRANT</b>	
20-515-3501 family therapy	20-520-3501 family therapy	789.00
20-515-3501 family therapy	20-520-4500 telephone	25.42
20-515-3501 family therapy	20-520-5100 office supplies	53.52

**\* REQUIRES TOWN MEETING**