

**Board of Apportionment & Taxation
City of Ansonia**

**** AMENDED ****

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The Board of Apportionment & Taxation of the City of Ansonia held a special meeting on Thursday, December 19, 2013 at 7:00 p.m. in the Aldermanic Chambers of Ansonia City Hall. The purpose of the meeting was the consideration of Salary Resolutions and Line Item Transfers relative to the positions of Town and City Clerk; Chief Administrative Officer; and Grant Writer.

Members Present

Ms. Biasucci
Ms. Blackwell
Mr. Boran
Ms. Geruntho
Mr. Kennedy
Mr. Kohut
Mr. Smerznak
Mr. Strumello
Mr. Veillette
Ms. Waugh
Mr. Sturges

Members Absent

Ms. Izzo

Chairman Sturges called the meeting to order. The Board rose for the Pledge of Allegiance. The record shows 11 members present.

Mr. Kohut made a motion to accept the call of the meeting. Mr. Veillette seconded the motion. The motion was approved. (11 yes)

Resolution Town & City Clerk

Mr. Sturges advised the Board to keep in mind that the Town & City Clerk position is an elected position meaning salaries can only be changed prior to the person taking office. This resolution before the Board would change the way the Town & City Clerk get paid, it would go from a stipend plus fees to a set salary of \$72,000. The salary was determined by the Salary Committee of the Board of Aldermen after researching similar positions in like size towns. This Board has only the authority to either approve or deny the resolution; no changes can be made to the resolution. Ms. Waugh believed there salary was rather high and should have been set around \$60,000. Mr. Veillette commented that the fees are set by the State and regulated by the State. Mr. Boran agreed with the Board of Aldermen request for change. Mr. Bshara advised the Board that the approximate income from the fee into the Town & City Clerk is roughly \$300,000 of which \$130,000-\$160,000 goes directly to the State, \$70,000 resides within the City's general fund and the balance is used to fund the Town & City Clerk salary and her assistant. The largest savings realized with this change is the decrease from 4 to 3 clerks in the office. The one position not being filled along with benefit is a large savings for the City.

Mr. Veillette questioned whether the City would have any problems with the City Hall Union for not replacing the Clerk. Mayor Cassetti advised there would be not problem with the union the City is not removing anyone rather just not filling a position.

Ms. Waugh made a motion to approve the resolution setting the Town & City Clerks salary to \$72,000. Ms. Geruntho seconded the motion. The motion was approved. (10 yes, 1 no Kennedy)

Resolution Grant Writer

The current Grant Writer's salary was \$50,282, the new employee would be played slightly more at a rate of \$55,000. She has offered to work hand in hand with the Economic Development Department which she has experience in.

Ms. Biasucci made a motion to approve the Resolution for the Grant Writer Salary at \$55,000. Ms. Geruntho seconded the motion. The motion was approved. (9 yes, 2 no Kennedy, Veillette)

Resolution Chief Administrative Officer

The job description was handed out for all Board members to review. Mr. Sturges advised the Board that the \$30,000 savings suggested will be less because the change in positions is being made in the middle of the fiscal year. Mr. Sturges felt the job description had this person doing a lot of work. Mr. Kohut questioned if this person is over qualified will they be happy? Mr. Veillette felt the office needed a strong qualified person; if the person does not measure up he can be terminated.

Ms. Geruntho made a motion to approve the Resolution for the Chief Administrative Office at a salary of \$72,000. Ms. Waugh seconded the motion. The motion was approved. (10 yes, 1 no Kennedy)

Town & City Clerk Increase Revenue & Expense

Mr. Smerznak made a motion to increase the revenue and expense accounts as follows:

2-001-0308-11-010-0256 Town & City Clerk Revenue	\$105,000.00
1-001-0802-11-591-0256 Town & City Clerk Expense	65,000.00
1-001-0200-11-812-0001 BOAT Contingency	40,000.00

Ms. Waugh seconded the motion. The motion was approved. (11 yes)

Transfers Mayors Office, City Government & Town & City Clerk

Mr. Kennedy made a motion to approve the request for transfers in the amount of \$45,000 into 1-001-0200-11-812-0001 BOAT Contingency from 1-001-0216-11-110-0002 Government Liaison \$17,000, 1-001-0216-11-110-0001 Mayor \$22,000 and 1-001-0201-11-110-0001 Personnel Director \$6,000. Ms. Waugh seconded the motion. The motion was approved. (11 yes)

Ms. Geruntho made a motion to approve the request for transfers in the amount of \$84,500 from 1-001-0200-11-812-0001 BOAT Contingency into 1-001-0216-11-110-0006 Chief Administrative Office \$39,500, 1-001-0201-11-110-0003 Grant Writer \$18,000, 1-001-0802-11-

110-0001 Town & City Clerk \$22,000 and 1-001-0216-11-110-0003 Mayor's Administrative Aide \$5,000. Mr. Smerznak seconded the motion. The motion was approved. (11 yes)

With no other business to come before the Board Mr. Veillette made a motion to adjourn the meeting. Mr. Boran seconded the motion. The motion was approved. (11 yes)

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Donna Duclos

Donna Duclos (vif)
Secretary, Board of Apportionment & Taxation