

**BOARD OF FINANCE  
REGULAR MEETING  
FEBRUARY 27, 2012**

The Milford Board of Finance held their Regular Meeting on Monday, February 27, 2012, in Conference Room B of the Parsons Complex. Chairman B. Lema called the meeting to order at 6:35 p.m.

Board Members Present

Joseph J. Fitzpatrick Jr.  
Joseph M. Agro, Jr.  
Brian Lema  
Scott Marlow  
Mickel Montano

Also Present

Mayor Benjamin G. Blake  
Peter Erodici, Finance Director

**Consideration of Minutes of January 30, 2012**

Mr. Marlow and Mr. Agro made and seconded a motion to approve the minutes of the Regular Meeting held January 30, 2012 as presented. Motion carried unanimously.

**Correspondence**

Mr. Erodici reported he received correspondence dated February 12, 2012 from a company requesting the opportunity to submit a proposal for audit services.

**New Business**

- A. Mr. Agro and Mr. Marlow made and seconded a motion to approve Budget Memo Transfer #5, Fund 10 & 12 (FY12).

Mayor Blake explained these are five separate requests; the first is to fund the advertising account for the Personnel Department. He stated this was due to a high volume of retirements and resignations, which required additional help wanted ads. He stated the second request is for costs associated with the Kronos system, which he explained is a timekeeping system utilized by the Public Works Department that needed updating to get it up and running. He stated it was never implemented although they are paying an annual fee. He went on to explain the payroll is currently done manually and that it is labor intensive. He stated expected it would be a seamless transition into the New World System and that it would save money as well.

Mr. Agro recalled purchasing the hardware in 2002.

Mayor Blake stated that equipment is usable and they will begin using it, but that it would not be supported. He stated the other transfers concerned the Wastewater Department.

Motion carried unanimously.

- B. Mr. Agro and Mr. Marlow made and seconded a motion to approve Budget Memo Transfer #6, Funds 10 & 12 FY12.

Mayor Blake stated this transfer was necessary to cover the costs of repairs to automobiles in Wastewater and was a reflection of what Mr. Cooper alluded to during budget deliberations.

Motion carried unanimously.

- C. Mr. Agro and Mr. Fitzpatrick made and seconded a motion to approve Budget Memo Transfer #7, Funds 10 & 12, FY 12.

Mr. Agro asked if there would be a second set up process.

Mayor Blake replied yes.

Motion carried unanimously.

- D. Mr. Fitzpatrick and Mr. Marlow made and seconded a motion to approve consideration of An Ordinance Appropriating \$534,000 For Various Public Improvements And Authorizing The Issuance Of \$534,000 Bonds Of The City To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.

Mayor Blake stated when the Borough presented this grant request there had been discussion regarding a project that had come about due to Tropical Storm Irene. He explained the project runs from Clinton/Bonsilene Streets through the Borough to the City of Milford. He stated the City and the Borough are currently working out the terms of the agreement.

Mr. Fitzpatrick asked if the amount being bonded was the total amount of the project.

Mayor Blake stated the amount submitted to FEMA for reimbursement is \$441,000, plus contingency and financing.

Chairman Lema noted for the record that Mr. Bonessi was present.

Motion carried unanimously.

**Staff Report** – No report.

Being no further business, Ms. Montano and Mr. Fitzpatrick made and seconded a motion to adjourn. Motion carried unanimously. The Board adjourned at 6:46 p.m.

Respectfully submitted,  
Kathleen K. Huber  
Recording Secretary