



City of Milford, Connecticut

- Founded 1639 -

70 West River Street - Milford, CT 06460-3317
Tel 203-783-3220 FAX 203-783-3294

Office of the
Director of Finance

AGENDA BOARD OF FINANCE MEETING MONDAY, MAY 23, 2022 – 5:30 P.M.

Virtual / Telephonic Meeting
Dial-in Number: 1 929 205 6099
Conference ID: 922 3629 8871
Password: 407551

OR

Computer Access

<https://us02web.zoom.us/j/92236298871?pwd=THISQWdXRFPQSzgzUE9KVktYM1pnUT09>

Password: 407551

- I. Call to Order
- II. Roll Call
- III. Consideration of Minutes of the Regular Meeting of 4/25/22
- IV. Correspondence
- V. New Business
 - A. Consideration of Budget Memo Transfer #9, Funds 1005 & 2812, FY22
 - B. Consideration of Budget Memo Transfer #10, Funds 1005 & 2812, FY22
- VI. Staff Report
- VII. Adjourn

Brian A. Lema / mwc

Brian A. Lema
Chairman

Distribution: Mayor Benjamin Blake
Justin Rosen, Chief of Staff
P. Erodici, Jr., Finance Director
Board of Finance Members
City Clerk

**BOARD OF FINANCE
REGULAR MEETING
APRIL 25, 2022**

The Milford Board of Finance held a Special Meeting via Zoom video/telephonic conferencing on Monday, April 25, 2022. Chairman Lema called the meeting to order at 5:31 p.m.

II. Roll Call

Board Members Present

Brian Lema, Chairman
Lauren Ranges
Raymond Arnold
Meghan Smith

Also Present

Mayor Benjamin Blake Director
Peter Erodici, Finance
Justin Rosen, Chief of Staff

Excused:

Scott Moulton

III. Consideration of Minutes

Ms. Ranges and Mr. Arnold made and seconded a motion to approve the minutes of the Regular Meeting held February 28, 2022. Motion carried unanimously.

IV. Correspondence

None.

V. New Business

A. Ms. Ranges and Mr. Arnold made and seconded motion to approve Budget Memo Transfer #7, Funds 1005 & 2812 FY22.

Chairman Lema asked if there is a vacancy in the garage. Chris Saley, Public Works Director stated there are currently 2 vacancies in the garage division. Chairman Lema asked if the positions are included in next year's budget. Mr. Saley confirmed the positions are included.

Motion carried unanimously.

B. Ms. Ranges and Mr. Arnold made and seconded motion to approve Budget Memo Transfer #8, Funds 1005 & 2812 FY22.

Ms. Ranges commented on the amount for gas. Mr. Saley discussed the latest increases in the cost of gas and diesel fuel.

Motion carried unanimously.

VI. Staff Report

Peter Erodici, Finance Director, stated the Payroll Supervisor recently retired and thanked Ms. Keeler for her hard work. He stated interviews have been completed and an appointment should be made in the very near future. Mr. Erodici commented that filling position in Purchasing and a Grant Analyst for ARPA are in progress. He hopes both positions will be filled in the very near future.

VII. Adjourn

Being no further business, Ms. Ranges and Mr. Arnold made and seconded a motion to adjourn.
Motion carried unanimously.

The Board adjourned at 5:38 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Toni Jo Weeks", with a horizontal line above it.

Toni Jo Weeks
Recording Secretary

City of Milford


City Hall, 110 River Street, Milford, CT 06460

Phone 203 783 3201, Fax 203 783 3329

Website www.ci.milford.ct.us

E-mail mayor@ci.milford.ct.us

Memorandum

To: Board of Finance
From: Benjamin G. Blake, Mayor 
Date: May 17, 2022
Re: Budget Memo Transfers

I hereby recommend approval of Budget Memo Transfers #9 and #10, Fund 1005 and 2812. Meeting to take place on Monday, May 23, 2022 via Zoom.

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bgb/lmm
cc: City Clerk
Press

Transfer

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City of Milford, Connecticut

GENERAL FUND

FISCAL YEAR 2021-2022

To: The Board of Finance
From: Benjamin G. Blake, Mayor
Date: May 23, 2022
Page: 1 of 1

Contingency balance from Transfer No. **8**

5,000

Transfer from:

MGAT 054116 564783
MGAT 054116 554749
Tax Office 05411004 514111

Building Maintenance 054323 514111
054323 514111

Wastewater 128226 514111
128226 514111

Office Supplies	
Special Equipment Servicing	
Regular Wages	
Regular Wages	
Regular Wages	
Regular Wages	
Regular Wages	

Total

Transfer to:

05998999 584899
12998999 584899

Contingency - Fund 1005	
Contingency - Fund 2812	
Contingency balance if this transfer is approved	

Finance Certified	Mayor	APPROVED BY	
		Board of Finance	Board of Aldermen
200	200		
300	300		
1,500	1,500		
30,000	30,000		
20,000	20,000		
10,000	10,000		
100,000	100,000		
162,000	162,000		
52,000	52,000		
110,000	110,000		
167,000	167,000		

This Budget Memo Transfer is recommended, as indicated, by the Board of Finance for submission to the Board of Aldermen.

I hereby certify that in accordance with budgetary procedure, the above transfer is recommended by the Mayor and certify that with the implementation of Transfer the amount recommended for transfer is unexpended and unencumbered.

Date

5-18-22

Chairman, Board of Finance



Finance Director

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CITY OF MILFORD, CONNECTICUT
GENERAL FUND
TRANSFERS 9 & 10
FISCAL YEAR 2021/2022
JUSTIFICATIONS

1. MGAT money needed in Government Cable Service account to cover expenses through FY22.
2. To cover shortfall in IT Division Overtime account.
3. To cover remainder of FY22 Heating costs in the Building Maintenance Department.
4. To fund fourth quarter intrusion monitoring and service calls in the Building Maintenance Department.
5. To cover Vehicle Repairs and Maintenance in Wastewater.
6. To replenish Waste Removal account to pay Synagro invoices for incineration of biosolids in the Wastewater Department.