



TOWN OF WOODBURY

Selectmen's Office

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BOARD OF SELECTMEN SPECIAL MEETING MINUTES

Monday, June 24, 2013
Shove Building Conference Room
8:30 a.m.

PRESENT: First Selectman Gerald D. Stomski, Selectman Barbara K. Perkinson, Selectman George Hale, III

1. **Call to order** – First Selectman Stomski called the meeting to order at 8:30 a.m.
2. **Budget transfer recommendations** – First Selectman Stomski explained the necessity of the Board of Selectmen to recommend a transfer to the Board of Finance for any budget amounts over \$5000.00. MOTION: Selectman Perkinson moved to recommend the following transfer: EMERGENCY MANAGEMENT, TRANSFER TO: 001.05.0230.1.400.2414, FROM: 001.05.0230.1.900.2900 \$5933.00; FROM: 001.05.0230.1.400.2410 \$13,462.00; FROM: 001.05.0230.1.400.2413 \$634.00. SECOND: First Selectman Stomski. MOTION PASSED UNANIMOUSLY. MOTION: Selectman Perkinson moved to recommend the following transfer: LAND USE, TRANSFER TO: 001.05.0130.1.400.2410 \$7000.00; FROM: 001.05.0930.1.900.2910 \$7000.00. SECOND: First Selectman Stomski. MOTION PASSED UNANIMOUSLY. MOTION: Selectman Perkinson moved to recommend the following transfer: TRANSFER TO: Clerical 001.05.0130.1.100.1012.0000 \$9896.00, TRANSFER FROM: 001.05.0910.1.100.1225.000 \$9896.00. SECOND: First Selectman Stomski. MOTION PASSED UNANIMOUSLY. MOTION: Selectman Perkinson moved to recommend the following transfer: BOARD OF FINANCE, TRANSFER TO: 001.05.0930.1.900.2910 \$16,200.00, TRANSFER FROM: 001.05.0930.1.900.2910 \$16,200.00; TRANSFER TO: 001.05.0115.1.400.2450 \$320.00, TRANSFER FROM: 001.05.0930.1.900.2910 \$320.00. SECOND: First Selectman Stomski. MOTION PASSED UNANIMOUSLY.
3. **Job Descriptions** – First Selectman Stomski presented the Assistant Mechanic/Equipment Operator and Land Use Administrative Assistant job descriptions for review. Selectman Hale noted that the title of the job description (Land Use Administrative Assistant) should be consistent throughout the job description and asked who residents are directed to if they require a Zoning Enforcement Officer. First Selectman Stomski replied that the Town Planner is doing both Town Planner and ZEO work. MOTION: Selectman Perkinson moved to approve the job description entitled "Land Use Administrative Assistant." SECOND: First Selectman Stomski. MOTION PASSED UNANIMOUSLY. First Selectman Stomski explained that in the Public Works Department there is no one to cover when the Mechanic/Equipment Operator is out. MOTION: Selectman Perkinson moved to approve the job description entitled "Assistant Mechanic/Equipment Operator." SECOND: First Selectman Stomski. MOTION PASSED UNANIMOUSLY.
4. **Adjournment** – MOTION: Selectman Perkinson moved to adjourn at 8:49 a.m. SECOND: First Selectman Stomski. MOTION PASSED UNANIMOUSLY.

RECEIVED & FILED
IN WOODBURY, CT

Respectfully submitted,

Jan Krampitz
Jan Krampitz, Secretary to the Board of Selectmen

This 25 day of June 2013

at 8:11 o'clock A M

André S. Carls
Town Clerk