Members Present: Jim Cretella, Richard Demko, Zani Imetovski, Beverly Kennedy, Heather McDaniel, Bill Sawicki, and John Stelma

Members Absent: None

Others Present: Doug Thomas.

Item #1 – Call Meeting to order
Chairman Bill Sawicki called the meeting to order at 7:00pm.

Item #2 – Pledge of Allegiance
Everyone saluted the Flag and recited the Pledge of Allegiance.

Item #3 – Public Comment
None

Item #4 – Approval of Minutes—October 24, 2017 Regular Meeting
Motion to approve Minutes from October 24, 2017 Regular Meeting
Motion: Zani Imetovski  Second: Richard Demko
Yes: 6  No: 0  Abstain: 1 (John Stelma)

Item #5 – Comments from the First Selectman
None

Item #6 – Comments from the Finance Director
• Audit is almost done; they are working on the report
  o a few notes on Library and Private Duty – will include some new procedures
  o $750,000 surplus from last year
  o ADP – working on getting automatic entries
• Doug Thomas passed out Summary of State Budget cuts
• We will get about $700,000 from restructuring of bonds; LoCIP grants $213,763
• Total cuts from state is $1,848,734 (detailed on backup sheet)
• Bill Sawicki asked Doug Thomas to find out from the Board of Education what they are planning to do to cut (revise) their budget in light of the cuts by the state. Bill needs to hear from someone on this. It is not right that the Town (side) of the budget should take the hit. Bill said he would be willing to meet with the First Selectman and Superintendent and Finance Director to discuss this.
• Bill Sawicki asked Doug Thomas to provide him with an excel sheet on the restructuring of the debt service. Doug can send to all information on the Standard & Poors meeting.
• Richard Demko asked if we would be using Fund Balance for the deficit. Bill Sawicki advised doing that as an absolute last choice. We don’t want to risk dropping our bond rating. It wouldn’t look good if we just went to Fund Balance as our first action.
• The First Selectman has asked for a 10% cut from all departments on current year budgets.

Item #7 - Transfer Requests
None

Item #8 – Charter Revision Update
• Bill Sawicki said he had made some notes for revisions on the charter.
• If anyone has any revisions, they should please bring them to the December meeting. Bill asked that we put the section # at the top of the page.
• Some of the ideas include:
  - doing away with the Town Meeting to approve the budget – the elected officials should be responsible for the budget; the Town Meeting/Referendum is fine for smaller towns, but Seymour has grown
  - voting on the budget as a whole (not separating Board of Education for a separate vote)
  - raising the limit on transfers requiring vote from $50,000 to $100,000
  - having the WPCA not oversee the water rate
• The Charter Revision Committee will invite departments to one meeting to discuss their recommendations; Bill Sawicki said that he may call a special meeting to discuss the Board of Finance recommendations to the committee so that we can present to them as a package of ideas.

Item #9 – Approval of 2018 Meeting Dates
The meeting dates (all @ 7pm, Norma Drummer Room, Town Hall) for the Board of Finance for 2018 are as follows:

<table>
<thead>
<tr>
<th>January 23, 2018</th>
<th>February 27, 2018</th>
<th>March 27, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 24, 2018</td>
<td>May 22, 2018</td>
<td>June 26, 2018</td>
</tr>
<tr>
<td>July 24, 2018</td>
<td>August 28, 2018</td>
<td>September 25, 2018</td>
</tr>
<tr>
<td>October 23, 2018</td>
<td>November 27, 2018</td>
<td>December 26, 2018</td>
</tr>
</tbody>
</table>

Motion to approve these dates
Motion: Heather McDaniel 
Yes: 7 
No: 0 
Abstain: 0 

Second: Jim Cretella

Item #10 – New Business
• Bill Sawicki asked Doug Thomas if he could put together a schedule of meetings for the Budget Deliberations beginning on the first Monday in February and continuing every Monday and Wednesday through the last week in March. (excepting Presidents Day holiday)

Schedule for Budget Deliberations 2018:
February 5, 7, 12, 14, 21, 26, 28
March 5, 7, 12, 14, 19, 21, 26, 28

Motion to approve these dates for the Budget Deliberations in 2018
Motion: John Stelma 
Yes: 7 
No: 0 
Abstain: 0 

Second: Beverly Kennedy
Bill Sawicki asked Doug Thomas to schedule the Police Department for the first meeting and the Board of Education for the second meeting. Also, that Public Works/Parks Department be scheduled for the 4th meeting. Doug will schedule the other departments.

**Item #11 — Correspondence**
None

**Item #12— Adjournment**
Motion to adjourn
Motion: Zani Imetovski
Yes: 7
Second: Heather McDaniel
No: 0
Abstain: 0

Meeting was adjourned at 8:00pm.

Submitted by:

*Monica Dimon*
*Recording Secretary*