

Town of Seymour  
Board of Finance  
Minutes  
Tuesday, July 27, 2010 @ 7:00 PM  
Norma Drummer Room, Seymour Town Hall

**Members present:** Mark Thompson, Bill Paecht, Bill Sawicki, Peter Jezierny, Len Greene, Kristen Harmeling and Michelle Walsh.

**Others present:** First Selectman Paul Roy, Doug Thomas, Rick Belden, and Joe Kusiak

**Item # 1 – Call meeting to order.**

The Chairman, Mark Thompson, opened the meeting at 7:00 PM

**Item # 2 – Pledge of Allegiance.**

Everyone saluted the Flag and recited the Pledge of Allegiance

**Item # 3 – Fill Vacancy on Board**

Motion to nominate Kimberly Welch to fill vacancy as alternate which was created when Michelle Walsh became a full member replacing Nancy Onofrio.

Motion: Bill Paecht

Second: Peter Jezierny

Vote: 7 – Yes

0-No

0-Abstain

**Item # 4 – Seating of Alternates**

No alternates were seated

Mr. Thompson clarified Michelle Walsh's term as a full member on the board will run until November 2011. Should Ms. Walsh desire to retain the seat after that time she'll have to run in next year's general election.

**Item # 5 – Public Comment**

No comments from the public.

**Item # 6 – Remarks from the Chair**

Mr. Thompson invited the Town Assessor, Joe Kusiak to attend the meeting and to give a brief presentation as to where we stand on the property revaluation. Mr. Kusiak met with the revaluation company project manager, Jason Lawrence, and provided him maps of the town. Mr. Kusiak went over the project guidelines as to the information the data collectors will be gathering. The revaluation company will have people in the field by August/September and the data collection process should be completed by this time next summer.

Mr. Thompson asked Messrs. Sawicki and Paecht to provide a report on their recent meeting with the town auditor. Mr Sawicki indicated they gave the auditor guidance for certain tests and controls to be reviewed. The goal is for the auditor to have the report completed by the end of November. The town's unfunded pension liability is a cause for concern.

A lengthy discussion ensued concerning the process followed in establishing the current budget. Mr Thompson agreed to summarize the comments/suggestions for improving next year's budget process and forward it to the board members.

#### **Item # 7- Comments from the First Selectman**

First Selectman, Paul Roy concurred that the suggestions made by the board for improving the budget process were not unreasonable and he would work with the board on their recommendations.

Mr. Roy stated that a committee to revise the town charter is being formed.

Mr. Thompson asked for an update on the letter in the board's packet concerning the WPCA. Mr. Roy said he received communication back from the WPCA indicating it may not be inclined to honor the First Selectman's request to transfer \$300,000.00 to the town's general fund. The board encouraged Mr. Roy to keep pursuing the matter.

#### **Motion to revise Agenda and go out of order to discuss Closeout of the School Building Projects**

Motion: Bill Paecht

Second: Bill Sawicki

Yes: 7

No: 0

0 – Abstain

Rick Belden, the Business Manager for Seymour Board of Education, reported they are still in the process of gathering information necessary to financially close out the middle and high school building projects. These documents are required for paperwork that must be submitted to the State Education Department in order to financially close out the school building projects. Kristen Harmeling and Bill Paecht asked Mr. Belden for a project completion timeline for the August 24, 2010 meeting of the Board of Finance, including any outstanding documents still yet need to be collected.

#### **Item # 8 – Report from the Finance Director**

Doug Thomas reported he has been working on bond refinancing and bonding for the Chatfield/LoPresti Elementary School. The previous night the Board of Selectman approved to refinance the current town bonds which should save the town approximately \$550,000.00.

Mr Thompson noted in the financial reports distributed to the board that through July 22, 2009 the 2009 revenues and expenses are almost dead even at \$46.5 million or 95 percent of the projected income or expense for the year.

Mr Sawicki expressed concern for the auditor's report regarding the Seymour Ambulance Association. Mr Sawicki strongly encouraged the First Selectman to work closely with the ambulance corps board in addressing the issues identified in the auditor's report- particularly the use of credit cards.

The BOF again asked the Finance Director to provide the group with current list of grants the town received for 2008, 2009, and through the first half of 2010. The list should include name of the organization to which an application had been applied, year submitted, grant accepted, rejected, or pending, amount requested, amount received, purpose of grant requests, and whether the grant project has been completed.

### Item # 9 – Correspondence

No Correspondence

### Item # 10 – Approval of Minutes

Motion to Approve May 4, 2010 Special Board of Finance Meeting Minutes

Second: Bill Sawicki

No: 0

Abstain: 0

Motion to approve May 5, 2010 Special Board of Finance Meeting Minutes

Motion: Peter Jezierny                      Second: Len Greene

No: 0

Abstain: 0

Motion to approve May 12, 2010 Special Board of Finance Meeting Minutes

Second: Len Greene

Yes: 5 (Mark Thompson, Bill Paecht, Peter Jezierny, Michelle Walsh, Len Greene) No: 0

Abstain: 2 (Kristen Harmeling, Bill Sawicki)

Motion to approve May 17, 2010 Special Board of Finance Meeting Minutes

Second: Bill Sawicki

Yes: 6 (Mark Thompson, Peter Jeziorny, Michelle Walsh, Bill Paecht, Len Greene, Bill Sawicki)

No: 0 Abstain: 1 (Kristen Harmeling)

Motion to approve May 25, 2010 Special Board of Finance Meeting Minutes

Second: Len Greene

Yes: 6 (Mark Thompson, Peter Jezierny, Michelle Walsh, Bill Paecht, Len Greene, Kristen Harmeling)      No: 0      Abstain: 1 (Bill Sawicki)

No: 0

Abstain: 1 (Bill Sawicki)

Motion: Len Greene                      Second: Bill Paecht  
Yes: 7                      No: 0                      0 – Abstain

Motion: Bill Paecht                      Second: Peter Jezierny  
Yes: 6 (Mark Thompson, Peter Jezierny, Bill Paecht, Len Greene, Bill Sawicki, Kristen Harmeling)  
No: 0                      Abstain: 1 (Michelle Walsh)

Motion: Bill Paecht  
Yes: 7                  No: 0                  Second: Michelle Walsh  
Abstain: 0

A. **Tri-Town Plaza Legal Settlement Agreement:** In response to a question raised under public comment during the board's June meeting, Mr. Thompson reviewed the history of the board's discussion of the Tri-Town Plaza legal settlement payment and how it would be accounted for the 2010-11 budget. Board members concurred the second installment payment would also come from line-item *town legal settlements*. Doug Thomas stated there could be a \$25,000.00 overage in the other town legal claim accounts for 2009-2010 budget that could be transferred to help with the second payment.

**B. FOI Requests:** Board of Finance requested that the First Selectman write a policy on how FOI requests would be handled. It was the sentiment of the board that paid town staff should handle all FOI requests, not unpaid town volunteers. First Selectman Paul Roy agreed and said he would work on the establishment of a policy.

Motion to adjourn at 8:56 PM  
Motion: Bill Paecht  
Yes: 7                  No: 0                  Second: Len Greene  
Abstain: 0

Kelly A. Breault  
Recording Secretary

