

**Town of Seymour
Board of Finance**

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DATE: 5/28/14
TIME: 11:50am
TOWN CLERK'S OFFICE

Minutes

**Regular Meeting
Tuesday, May 27, 2014 at 7:00pm
Norma Drummer Room, Seymour Town Hall**

Members Present: David Bitso, Rich Grudzias, Beverly Kennedy, Bill Sawicki, John Stelma

Members Absent: Heather McDaniel; Ed Wasikowski; Jim Cretella, Alfred Yagovane (alternates)

Others Present: Jim Baldwin, Tom Eighme, Frank Loda, Michael Metzler, Kurt Miller, and 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 – Seating of Alternates

None

Item #4 – Public Comment

None

Item #5 – Approval of Minutes—April 22, 2014 Regular Meeting and Special Meetings

Motion to approve Minutes from April 22, 2014 Regular Meeting, April 10 and April 15, 2014 Special Meetings.

Motion: Rich Grudzias

Second: John Stelma

Yes: 5

No: 0

Abstain: 0

Item #6 – Comments from the First Selectman

- The First Selectman along with the Director of Operations and the Finance Director have been going over the budget and it looks like we are projecting a \$50,000 surplus for the year. Report is forthcoming at the June meeting.
- The LOCIP account currently has about a \$300,000 balance – will be used for the Colony Road issues – more information at the June meeting.
- The Town is planning to take out a \$375,000 loan (10 year term) for:
 1. The Greenway Project (cost will be about \$575,000 - town's portion will be about \$175,000)
 2. Rimmon Street Project (cost will be about \$2,000,000 – town's portion will be \$200,000)Bill Sawicki asked if we could cut the term to 5 years; Dave Bitso added that we will be freeing up some money over the next few years and this money could be used to shorten the term as well. Different options for this loan were discussed
- There is about \$75,000 in the FEMA account – some of this money has been targeted to purchase a new (pre-owned) bucket truck for cutting the trees.

- Sale of LoPresti School – proceeds will go directly to an account for Building Repair Funds only

Item #7 – Report from the Finance Director

RFP is in the paper and on the DAS website for the Audit Services bid.

Item #8 – Transfer Requests

Transfer #14 – Police Department - \$35,000

Transfer \$25,000 FROM Lieutenant Salary TO Training; Transfer \$10,000 FROM Lieutenant Salary TO Overtime

Training mandated in Tasers & Hazmat during this year. It was originally to be held in the 2014/2015 Fiscal year. Additionally, due to a resignation, another recruit was put in the police academy. Overtime was stretched due to two resignations and injuries sustained.

Motion to approve above transfer.

Motion: David Bitso

Second: Rich Grudzias

Yes: 5

No: 0

Abstain: 0

Transfer #15 – Communications Commission - \$8,092.52

Transfer FROM Fund Balance TO Machinery & Equipment

Transfer for realignment of police radio comparator (\$4,322.50), replacement of UPS at Oxford power site (\$2,315), and public works main radio transmitter (located at Great Hill Fire House) (\$1,455.02).

Motion to approve above transfer.

Motion: David Bitso

Second: John Stelma

Yes: 5

No: 0

Abstain: 0

Transfer #16 – Town Counsel - \$43,800

Transfer \$43,800 FROM Fund Balance TO \$7,000 Legal General, \$10,000 Legal Special (W.Comp), \$10,000 Legal Labor & Negotiations, and \$16,800 Legal Settlements

Legal General – there have been a series of charter interpretations, procedural analysis in addition to 21 separate issues some of which have not been resolved. This is an estimate through June 2014.

First Selectman Kurt Miller noted that there will be \$7,500 credited back to us in this category

Legal Special – this category includes Workmens Comp hearings, proposed settlements and Heart & Hypertension cases that required legal representation to negotiate settlements.

Legal Labor – extensive contract negotiations and related labor issues

Legal Settlements – stipulated settlements deductibles and selectman resolved issues

Motion to approve above transfer.

Motion: Rich Grudzias

Second: Beverly Kennedy

Yes: 5

No: 0

Abstain: 0

Transfer #17 – Police Department - \$56,840

Transfer \$56,840 FROM Salary: Uniformed Police TO \$49,000 Union Wages – Overtime; \$7,840 TO Union Wages - Retirement

The department has experienced numerous injuries/illnesses (7,297 hours) and (6,960 hours) for unfilled positions and other issues. The total number of hours comes to 14,257 up to May 15th and if every one of those hours were compensated, the cost would exceed \$685,000. In addition, there were a number of major investigations (list attached) that impacted the overtime account. With the department losing two individuals through lateral transfers the number of unfilled positions remained constant at four for the year. When the department finally gets back to full operating size, the overtime will be more reasonable.

Motion to approve above transfer.

Motion: David Bitso

Second: Beverly Kennedy

Yes: 5

No: 0

Abstain: 0

Transfer #18 – Police Department - \$74,000

Transfer \$74,000 FROM Salary: Uniformed Police TO Machinery & Equipment – Police Cars

Due to budget cuts from the 2014/2015 Police Operating Budget, the Board of Police Commissioners has requested authorization to purchase two police vehicles for the patrol division to replace the present vehicles that are no longer acceptable for first line response vehicles. We are looking to replace one Ford Expedition and one Utility Patrol vehicle. Attached are the information sheets on the two vehicles recommended to be turned in and the invoices for the new vehicles (State Bid Pricing).

Police Chief Metzler noted that one of the old vehicles will be given to the Dog Warden and there will be two others traded in for the new vehicles.

Motion to approve above transfer.

Motion: David Bitso

Second: John Stelma

Yes: 5

No: 0

Abstain: 0

Transfer #19 – Police Department - \$1,000

Transfer \$1,000 FROM Salary: Uniformed Police TO Union Wages – Supernumeraries

The department has experienced numerous injuries/illnesses and resignations that has caused an increase in the usage of supernumerary officers. The attached sheets depict the amount of coverage provided. A detailed accounting of the injuries/sicknesses/resignations along with the number of major investigations will accompany the transfer (#17) that will be presented concerning overtime.

Motion to approve above transfer.

Motion: David Bitso

Second: Beverly Kennedy

Yes: 5

No: 0

Abstain: 0

Transfer #20 – Office of Building Compliance - \$9,800

Transfer \$9,800 FROM Regular Salary TO \$3,000 General Supplies; \$6,800 Machinery & Equipment

The money is not currently needed in the Regular Salary line as there is currently no assistant. Money is needed for software that would allow the tracking of all Building & Mechanical Permits as well as other requirements as per the CT State Statutes and Town Ordinances. This system will allow for all departments with designated users to look at all active permits and stages of completion as well as notice of any existing violations of any regulations that might have occurred. Also needed is a color copier to work with the software and allow the department to print permits in-house and file cabinets needed for file storage for the department.

Motion to approve above transfer.

Motion: David Bitso

Second: Rich Grudzias

Yes: 5

No: 0

Abstain: 0

Item #9 – New Business

- Audit specs have been completed and put out to bid.
- Interviews will begin after 6/16/14. Chairman Bill Sawicki asked for two volunteers from the Board of Finance to be involved in decision making process.

Item #10 – Correspondence

None

Item #11 – Adjournment

Motion to adjourn

Motion: David Bitso

Second: Rich Grudzias

Yes: 5

No: 0

Abstain: 0

Meeting was adjourned at 7:30pm.

Submitted by:

Monica Dimon

Recording Secretary