

Town of Seymour  
Board of Finance

COPY RECEIVED  
DATE: 10/24/13  
TIME: 3:50 PM  
TOWN CLERK'S OFFICE

Minutes

Regular Meeting  
Tuesday, October 22, 2013 at 7:00pm  
Norma Drummer Room, Seymour Town Hall

**Members Present:** David Bitso, Trisha Danka, Beverly Kennedy, Heather McDaniel, Bill Sawicki, John Stelma, Ed Wasikowski

**Members Absent:** None

**Others Present:** Dana Flach, Michael Flynn, Rich Grudzias, Frank Loda, Kurt Miller, Doug Thomas

**Item #1 – Call Meeting to order**

Chairman Trisha Danka called the meeting to order at 7:02pm.

**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—September 24, 2013 Regular Meeting**

Motion to approve Minutes from September 24, 2013 Regular Meeting.

Motion: David Bitso

Second: Ed Wasikowski

Yes: 6

No: 0

Abstain: 1 (Heather McDaniel)

**Item #6 – Comments from the First Selectman**

None

**Item #7 –Report from the Finance Director**

- Town Counsel line is 28% expended
- Unemployment is 80% expended
- Police overtime costs have been helped by a DUI grant of around \$25,000
- Fraud Audit – Doug Thomas put together a summary showing the General Risk Factors, Auditor Recommendations, and Management Response Actions. Most recommendations have been implemented already. The rest are in the process of being implemented.
  - Trisha Danka suggested that for the recommendations not yet implemented that a goal date be set for when the task is set to be accomplished.
  - Bill Sawicki asked if a Confidential Fraud Hotline will be established. The cost should be minimal. Also, Bill asked if the Assessor's Grand List gets reconciled before the tax bills are printed and sent out. Tax Collector, Dana Flach said yes, it does.

**Item #8 – Executive Session - Beres Settlement**

Motion to enter into Executive Session (@ 7:12pm)

Motion: Bill Sawicki                      Second: Ed Wasikowski

Motion modified to include First Selectman Kurt Miller in Executive Session

Motion: Bill Sawicki                      Second: Ed Wasikowski  
Yes: 7                                      No: 0                                      Abstain: 0

Motion to come out of Executive Session (@ 7:23pm)

Motion: Heather McDaniel              Second: David Bitso  
Yes: 7                                      No: 0                                      Abstain: 0

No motions/action taken in Executive Session.

**Item #9 – Transfer Requests**

Transfer #4 – Town Counsel

Transfer of \$40,000 FROM: Contingency TO: Legal Settlements

Transfer for legal settlement for workers’ compensation heart & hypertension case.

Motion to approve the above transfer.

Motion: Bill Sawicki                      Second: David Bitso  
Yes: 7                                      No: 0                                      Abstain: 0

Transfer #17 – Elderly Services

Transfer of \$966.14 FROM: Salary – Part Time TO: Salary – Regular Employees

Director’s operation required additional coverage time for the assistant director. Part time salary less than budget due to less hours used for bus trips.

Motion to approve the above transfer.

Motion: Ed Wasikowski                      Second: John Stelma

This is for the time that Lucy McConologue was out for surgery and for vacation. The timecards and timesheets attached still do not match up to the amount of the transfer. Trisha Danka will meet with Doug Thomas on Monday to discuss. We will table this until next month.

Motion to table the above transfer until next month.

Motion: Ed Wasikowski                      Second: John Stelma  
Yes: 7                                      No: 0                                      Abstain: 0

**Item #10 – New Business**

None

**Item #11 – Correspondence**

None

**Item #12 – Public Comment**

None

First Selectman Kurt Miller would like any budget recommendations within the next 2 weeks. Trisha Danka asked Kurt Miller to include money for the 10-year Strategic Planning Committee. Mr. Miller agreed.

**Item #13 – Adjournment**

Motion to adjourn

Motion: Ed Wasikowski

Second: John Stelma

Yes: 7

No: 0

Abstain: 0

Meeting was adjourned at 7:40pm.

Submitted by:

***Monica Dimon***

***Recording Secretary***