

**Town of Seymour
Board of Finance**

Minutes

**Regular Meeting
Tuesday, March 27, 2012 at 7:00pm
Norma Drummer Room, Seymour Town Hall**

Members Present: Trisha Danka, Michele Pavlik, Ed Wasikowski, David Bitso, Heather McDaniel and John Stelma

Members Absent: Bill Sawicki

Others Present: Tom Tomasheski, Gene Atkas, Tony Caserta and Doug Thomas (7:15)

Item #1 – Call Meeting to order

The Chairman, Trish 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

Alternate was not available.

Item #4 – Public Comment

None.

Item #5 – Approval of Minutes

a. February 27, 2012 Regular Meeting

Motion to approve Minutes from February 27, 2012.

Motion: Dave Bitso

Second: Ed Wasikowski

Yes: 6

No: 0

0: Abstain

b. March 5, 2012 Special Meeting at 6:30pm

Motion to approve Minutes from March 5, 2012 Special Meeting at 6:30pm.

Motion: Ed Wasikowski

Second: Dave Bitso

Yes: 6

No: 0

0: Abstain

c. March 5, 2012 Budget Deliberation

Motion to approve Minutes from March 5, 2012.

Motion: Ed Wasikowski

Second: Michele Pavlik

Yes: 6

No: 0

0: Abstain

d. March 7, 2012 Budget Deliberation

Motion to approve Minutes from March 7, 2012.

Motion: Ed Wasikowski

Second: Heather McDaniel

Yes: 6

No: 0

0: Abstain

e. March 12, 2012 Budget Deliberation

Motion to approve Minutes from March 12, 2012.

Motion: Ed Wasikowski Second: Dave Bitso
Yes: 6 No: 0 0: Abstain

f. March 14, 2012 Budget Deliberation

Motion to approve Minutes from March 14, 2012.

Motion: Ed Wasikowski Second: John Stelma
Yes: 6 No: 0 0: Abstain

g. March 15, 2012 Budget Deliberation

Motion to approve Minutes from January 24, 2012.

Motion: Ed Wasikowski Second: Dave Bitso
Yes: 6 No: 0 0: Abstain

h. March 19, 2012 Budget Deliberation

Motion to approve Minutes from March 19, 2012.

Motion: Ed Wasikowski Second: Dave Bitso
Yes: 6 No: 0 0: Abstain

i. March 20, 2012 Budget Deliberation

Motion to approve Minutes from March 20, 2012.

Motion: Ed Wasikowski Second: Dave Bitso
Yes: 6 No: 0 0: Abstain

j. March 21, 2012 Budget Deliberation

Motion to approve Minutes from March 21, 2012.

Motion: Ed Wasikowski Second: Dave Bitso
Yes: 6 No: 0 0: Abstain

k. March 21, 2012 Special Meeting at 8:30pm

Motion to approve Minutes from March 21, 2012 Special Meeting at 8:30pm.

Motion: Ed Wasikowski Second: Dave Bitso
Yes: 6 No: 0 0: Abstain

Item #6 – Comments from the First Selectman

None.

Item #7 – Report from the Finance Director

Doug Thomas was not available at this time.

Item #8 – Transfer Requests

Motion to return to Transfers when the Finance Director is available.

Motion: Michele Pavlik Second: Ed Wasikowski
Yes: 6 No: 0 0: Abstain

Item #9 – Discussion of the Public Hearing

The BOF will present the BOE budget at the Public Hearing, a slide will be created and the agenda will be followed as submitted. The presentation slides were reviewed by all members and the addition of the dollar amount of the increase or decrease was suggested.

Motion to return to Transfer Requests.

Motion: Michele Pavlik Second: Heather McDaniel
Yes: 6 No: 0 0: Abstain

Motion to accept Transfer #14—Zoning Board of Appeals from Contingency to Board Secretary Fees in the amount of \$460.00.

Motion: Michele Pavlik Second: David Bitso
Yes: 6 No: 0 0: Abstain

Motion to accept Transfer #15—Fire Department from Electricity, Purchased Professional Services and Gas to OSHA, Repairs and Maintenance and Clothes in the amount of \$10,500.00.

Motion: Michele Pavlik Second: Heather McDaniel
Yes: 6 No: 0 0: Abstain

Board had a discussion on Transfer #10 Public Works. The transfer has been sent to a Town Meeting by the Board of Selectman.

Motion to return to Discussion of Public Hearing.

Motion: Ed Wasikowski Second: Heather McDaniel
Yes: 6 No: 0 0: Abstain

Doug Thomas and Tony Caserta were asked by the BOF to look into the possibility of adding a tax calculator to the town website. The BOF may provide residents at the Public Hearing an estimate of the taxes due after the recalculation of the mill rate from the assessment results and the proposed budget. A decision will be made at the Public Hearing.

Motion to pause Discussion of the Public Hearing and return to Report from the Finance Director.

Motion: Michele Pavlik Second: Ed Wasikowski
Yes: 6 No: 0 0: Abstain

Doug Thomas stated the Public Works snow plowing account has remaining funds. Michele Pavlik confirmed money cannot be encumbered from one year to another without a PO for a specific purchase.

Michele Pavlik requested a monthly transfer report from the Finance Director. Doug Thomas stated he would work on the requested report.

Motion to return to Discussion of Public Hearing.

Motion: Ed Wasikowski Second: Heather McDaniel
Yes: 6 No: 0 0: Abstain

Trish Danka will put together the presentation and asked the BOF members to be ready to discuss the amount of taxes due to individual residents by their address. Trish Danka confirmed with Doug Thomas that inquiries about the re-evaluation are to be directed to the Assessor's office.

Speakers will be instructed to keep comments to 2 or 3 minutes and Heather McDaniel will keep time. All BOF members were asked to arrive at the Public Hearing at 6:30pm to help set-up presentation, materials and greet the public.

Item #10 – New Business

Michele Pavlik inquired if the auditor will present the town audit to the BOF. Board members decided to add discussion of the audit to the next regular meeting and have the Finance Director, Doug Thomas discuss. If after this discussion the BOF feels the auditor is required, an invitation will be requested at that time. Trish Danka requested the BOF be included earlier in the audit process next year.

Dave Bitso inquired about the BOF working on a 5-year plan. BOF members confirmed they will discuss creating a 5-year plan after the budget season.

Item #11 – Correspondence

None.

Item #12 – Public Comment

None.

Item #13 – Adjournment

Motion to adjourn

Motion: Michele Pavlik

Second: John Stelma

Yes: 6

No: 0

0: Abstain

Meeting was adjourned at 9:07pm.

Submitted by:

Michelle Walsh

Recording Secretary