

Town of Seymour
Board of Finance

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DATE: 5/27/15
TIME: 10:25 AM
TOWN CLERK'S OFFICE

Minutes

Regular Meeting
Tuesday, May 26, 2015 at 7:00pm
Norma Drummer Room, Seymour Town Hall

Members Present: David Bitso, Rich Grudzias, Beverly Kennedy, Bill Sawicki, and Ed Wasikowski

Members Absent: Heather McDaniel, John Stelma

Others Present: Jim Baldwin, Tony Caserta, Fire Chief Jim Cronin, Clay Jurgens, Police Chief Michael Metzler, First Selectman Kurt Miller, Paul Satkowski, and Doug Thomas

Item #1 – Call Meeting to order

Chairman Bill Sawicki called the meeting to order at 7:03pm.

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 28, 2015 Regular Meeting

Motion to approve Minutes from April 28, 2015 Regular Meeting

Motion: Rich Grudzias

Second: Ed Wasikowski

Yes: 5

No: 0

Abstain: 0

Item #6 – Comments from the First Selectman

None

Item #7 – Comments from the Finance Director

- We are in the process of creating an Internal Service Fund
- Expenses, going forward, the Town should break even; but that is not including Workers Comp (should be \$100,000 – \$250,000)
- We have initiated a spending freeze (per attached memo)

#8 - Transfer Requests

Transfer #7 – Building Inspector – FROM: Salaries, Regular TO: General Supplies \$20,000.00

Office renovations to install customer counter and window (\$2,000). Balance of transfer may be used to convert maps and records into electronic format. We are currently reviewing a comprehensive software solution that would incorporate our GIS maps with various layers of detail that would be specific to individual departments.

Although Transfer #16 was not included in the monthly packet, we will temporarily suspend the rule that Transfers MUST be received in advance of the meeting FOR THIS TRANSFER ONLY.

Transfer #16 – Police Department – FROM: Regular Salaries TO: Machinery/Equipment \$78,736.25

The Seymour Police Department has initiated a multi-year plan to replace the portable radios being utilized. After careful review, it was decided that the department should make a complete changeover at one time. The purchase of 45 Motorola portables will improve communications and provide a safer environment for the officers.

There was a surplus in the police department and there was money in the 2015-2016 capital plan (\$16,000) set aside for the radios. Using this money from the police department budget will leave extra in the capital plan budget for other expenses.

Motion to approve above transfer.

Motion: David Bitso

Yes: 5

No: 0

Second: Beverly Kennedy

Abstain: 0

Item #9 – New Business

None

Item #10 – Correspondence

None

Item #11 – Adjournment

Motion to adjourn

Motion: Ed Wasikowski

Yes: 5

No: 0

Second: Rich Grudzias

Abstain: 0

Meeting was adjourned at 7:25pm.

Submitted by:

Monica Dimon

Recording Secretary