

Town of Seymour  
Board of Finance

COPY RECEIVED  
DATE: 11/25/15  
TIME: 11:45 AM  
TOWN CLERK'S OFFICE

Minutes

Regular Meeting  
Tuesday, November 24, 2015 at 7:00pm  
Norma Drummer Room, Seymour Town Hall

**Members Present:** David Bitso, Beverly Kennedy, Heather McDaniel, Bill Sawicki and John Stelma; Jim Cretella (alternate).

**Members Absent:** Rich Grudzias

**Others Present:** Jamie Brennan, Richard Demko, Rick Dunne, Fred Messore, Kurt Miller, Doug Thomas, and Paul Wetowitz

**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**

Motion was made to seat Jim Cretella as alternate

Motion: David Bitso                      Second: Heather McDaniel  
Yes: 5                                      No: 0                                      Abstain: 0

**Item #4 – Public Comment**

Jamie Brennan – 124 Bungay Road – Raised concerns with regard to the Resolution scheduled to be addressed on tonight's agenda for the Greenway Trail. We should refrain from approving until we get a comprehensive and complete price.

**Item #5 – Approval of Minutes—October 27, 2015 Regular Meeting**

Motion to approve Minutes from October 27, 2015 Regular Meeting

Motion: Heather McDaniel                      Second: John Stelma  
Yes: 6                                      No: 0                                      Abstain: 0

**Item #6 – Approval of Meeting Dates and Budget Workshops Schedule for 2016**

Motion to approve Meeting Dates as follows for 2016:

January 26,2016	February 23,2016	March 22, 2016
April 26,2016	May 24,2016	June 28,2016
July 26,2016	August 23,2016	September 26,2016
October 25,2016	November 22,2016	December 27,2016

Motion: Beverly Kennedy                      Second: John Stelma  
Yes: 5                                      No: 0                                      Abstain: 1 (David Bitso)

Meeting dates for the Budget Workshops was not available at this time. Will have ready for next month's meeting.

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

- Many thanks to David Bitso for his service with the Board of Finance and Best Wishes in future endeavors.
- Budgets are due to First Selectman by December 1<sup>st</sup>. The First Selectman will have his budget ready in January. He has asked the BOE to prepare for \$95,000 in cuts, should they be necessary; and the municipal side should prepare for \$55,000 in cuts, depending on the State funds that we actually get.
- We had a 3% decrease in residential housing; the new car rates affecting mill rate; the average resident should have no increase or a decrease in taxes.
- Bill Sawicki asked that when scheduling the budget workshops that the BOE, Police Department and Public Works be scheduled as the first ones.
- We hired a Municipal Shared Services Coordinator – will address the Animal Shelter, Sand & Salt, Equipment purchases, I.T.Services, Engineering & Planning Services, and Insurance. With the Equipment purchases, 80% of the cost of the equipment will be funded by a grant, the towns will split the 20%. Maintenance agreements will be drawn up for maintenance.

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

- Auditors are working on reports
- Bids are out for a Payroll Company – incorporating a more comprehensive timekeeping system; also tracking compensated leave automatically
- GPS tracking costs - \$24,000 – waiting on transfer per Kurt Miller
- Transfer probably be needed for Insurance for Custodian and possibly ACA Reporting and Repairs & Maintenance.

**Item #9 – Discuss and Take Possible Action on the Greenway Trail Resolution**

**Greenway Construction Project:** RESOLVED, that, notwithstanding any prior action by the Board of Finance with respect thereto, the Board of Finance recommends the Town of Seymour appropriate \$900,000 for costs with respect to construction of a greenway trail along the Naugatuck River approximately from the Tingue Dam Bypass Channel and Fishway Park to the Bank Street Bridge, and related improvements and amenities; and financing costs related thereto; and that the Town issue bonds or notes and temporary notes in an amount not to exceed \$325,000 to finance in part the appropriation. The appropriation is anticipated to be funded in part by \$575,000 in grants from the State of Connecticut and the \$325,000 remainder, as to be determined by the Board of Selectmen, from unencumbered General Fund balance or the proceeds of borrowings.

**Discussion: Fred Messore and Rick Dunne gave a discussion/presentation on this project.**

- ❖ This is for Phase 1 of the project; this began back in 2014 with a grant from the CT Main Street program and the Town put up \$100,000 for the design phase; this would connect along the river to the Fish Bypass. Initially our price was \$500,000 but after DOT investigated, they determined that some retaining walls needed to be built; this caused an increase in the initial price. Currently the cost is \$730,000 estimate for construction costs. The Town's portion is \$325,000. The State will pick up 80% of the cost; the Town will be responsible for 20%.
- ❖ Rick Dunne: These are Federal Highway Funds; in August we received the environmental approvals; the State is committed to the 80% even if the cost of the project increases, as long as increases are approved. Possibly more money will be available if the bill currently in progress passes; \$325,000 will come from Debt Service for the Town's portion. Maintenance costs will be mostly covered by the Downtown Attendant, some from Public Works. Not sure of costs at this time. May be able to get volunteers from the businesses in town. A UCONN study found that the quality of life increased in towns with greenway trails along with other benefits to community involvement, etc.. We have

many options with respect to handling the impact to debt service. This approval is for the \$325,000 ONLY. Any further increases would require another approval.

Motion to approve the Greenway Trail Resolution as presented above.

Motion: David Bitso                      Second: Beverly Kennedy  
Yes: 6                                      No: 0                                      Abstain: 0

**Item #10 – Transfer Requests**

Transfer #2 – Public Works – FROM: Other Contingency \$45,000 TO: Repairs & Maintenance \$45,000

Transfer needed for repairs to public works equipment.

Motion to approve the above transfer

Motion: Heather McDaniel                      Second: David Bitso  
Yes: 6                                      No: 0                                      Abstain: 0

Transfer #3 – Fire Marshal – FROM: Fire Prevention Week \$680.55 TO: Repairs & Maintenance \$680.55

Transfer to cover brake repair on vehicle and maintenance for the rest of the year.

Motion to approve the above transfer

Motion: David Bitso                      Second: Beverly Kennedy  
Yes: 6                                      No: 0                                      Abstain: 0

**Item #11 – New Business**

- Received a letter along with a check for \$60,950 for blight fines and legal fees for 54 Humphrey Street. The blight fines will go to a Blight Account, the legal fees will go toward revenue.
- David Bitso thanked everyone and said it has been a pleasure to work with all. Bill Sawicki thanked Dave for all his efforts and hard work with the Board of Finance.
- On December 7<sup>th</sup> @ 6pm at Seymour High School will be the swearing in for all newly elected officials.

**Item #12 – Correspondence**

None

**Item #13 – Adjournment**

Motion to adjourn

Motion: David Bitso                      Second: John Stelma  
Yes: 6                                      No: 0                                      Abstain: 0

Meeting was adjourned at 7:54pm.

Submitted by:

**Monica Dimon**  
**Recording Secretary**