

Town of Seymour  
Board of Finance

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TOWN CLERK'S OFFICE

Minutes

**Budget Deliberations**  
**Monday, February 22, 2016 at 7:00pm**  
**Norma Drummer Room, Seymour Town Hall**

**Members Present:** Aileen Baldwin, Jim Cretella, Zani Imetovski, Beverly Kennedy, Heather McDaniel, Bill Sawicki, John Stelma; Richard Demko (alternate)

**Members Absent:** None

**Others Present:** Jim Baldwin, Tom Eighme, Ehlaina Napolitano, and Doug Thomas

**Item #1 – Call to order**

Chairman Bill Sawicki called the deliberations to order at 7:04pm.

**Item #2 – Pledge of Allegiance**

Everyone saluted the Flag and recited the Pledge of Allegiance.

**Item #3 – Deliberation and Discussion of 2016/2017 Budget**

The Board of Finance discussed the following department's budget:

- ❖ Planning & Zoning – not presented
  - \$100 increase in general supplies; no questions
- ❖ Office of Building Compliance – presented by Jim Baldwin
  - Directors Salary – increase of 2.4% in # of hours to 29/week – needed to complete work
  - Code Compliance Coordinator – decrease - actual salary (previously included per diem amount now listed separated)
  - Education – mandate CT training
  - Professional Association Dues – mandated to belong
  - General Supplies – includes copier charges which allows us to not use outside services (saves money)
  - Travel – is down due to gas prices
  - Machinery & Equipment & Computer Services – need to merge and update files every year and update software
  - Aileen Baldwin did not take part in any discussions due to being related to presenter of budget
- ❖ Communications Commission – presented by Tom Eighme
  - No increase
- ❖ Emergency Management – presented by Tom Eighme
  - Code Red line item increased due to usage – move into “unlimited usage” category – we used a lot with the road construction announcements
  - Needed to put some money in Contingency (\$15k) for Public Safety and Emergency Shelters

- Equipment for the Simulcast system will be ordered this week

**Item #4– Adjournment**

Meeting was adjourned at 7:25pm.

Submitted by:

***Monica Dimon***

***Recording Secretary***