

Town of Seymour
Board of Finance

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TOWN CLERK'S OFFICE

Minutes

Budget Deliberations
Wednesday, February 24, 2016 at 7:00pm
Norma Drummer Room, Seymour Town Hall

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

Members Absent: Beverly Kennedy, Heather McDaniel

Others Present: Paula Chapla, Michael Flynn, Suzanne Garvey, Lucy McConologue, Mary McNellis, Kurt Miller, Ehlaina Napolitano, and Doug Thomas

Item #1 – Call to order

Chairman Bill Sawicki called the deliberations to order at 7:00pm.

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:

❖ Library – presented by Suzanne Garvey

- New Line Item: Salary – Part Time - really need 3 new Part Time people (19 hours/week) – currently have 6 full time people that have a lot of vacation/sick time; needed for nights and weekends so that more programs can be held; \$42,193
- New Line Item: Building Repairs & Maintenance – \$3,000 - needed for Carpet Cleaning (\$950) previously done 7 years ago; Painting needed (public works department could do it but they are very busy and haven't been able to do); Gutter Cleaning needed (\$650)
- New Line Item: Gas (Heating) - \$10,500 – previously paid with trust fund money but this account lost money this year (stocks)
- New Line Item: Adult Programming - \$2,000 – would like to offer more adult programs – previous program was very well attended
- Revenues – expect about \$70 - \$80,000 in revenues from grants/trusts – one of the accounts lost money (stocks); fewer printing revenues; state funds are less; Paula Chapla explained more about the grants & trusts and other expenses.

❖ Recreation Commission – presented by Mary McNellis

- Need full time employee for the Associate Director (not part time) due to the increase in number of programs
- Large increase in Regular Salary due to increase in camp employees (last year had 400 campers which resulted in a 1:26 counselor:camper ratio. With the increase, would be 1:16. Also, includes an additional head counselor. Also includes two part time employees from November to March @ the Community Center on Saturdays and Sundays. She will check to be sure these

people are being paid as they should: vendors vs. employees. Also included are swimming and lifeguard

- Revenues for Recreation and Senior Services together are expected to be about \$183,000 (not including about \$40,000 for camp revenue)
 - Communications/Telephone – increase includes \$3,600 for online registration charges that is for a one year service fee – allows people to pay via credit card online (based on revenues)
 - Travel – training conference for \$400
 - General Supplies – includes increase for advertising – do flyers for elementary schools; would cost \$1,500 for printed schedule (last year done for free) for 2,600 ; postcards would be about \$1,000 for 6,500; summer playground programs will be in one location this year (Bungay School) as opposed to two locations; will have field trips for the middle school ages.
- ❖ Services for the Elderly presented by Mary McNellis
- Contractual increases for salary
 - Decrease for Driver – less hours needed
 - Repairs & Maintenance – same
 - Supplies and also Program Supplies– increase
 - Programs – have started lunch programs and cost is for meals and entertainment
 - Bill Sawicki asked for a breakdown of revenues by programs and if possible a comparison of last year to this year amounts.
 - Currently have about 200 members @ \$5 per member (membership fees)
 - Are expanding to include more weekend and evening programs
 - Tomorrow night we will discuss setting up new consolidated department for Recreation AND Services for the Elderly (under New Business)
- ❖ Revenues – presented Doug Thomas
- Property Tax Calculations – 32 mils per state changes on motor vehicles
 - 34.59 mils last year – if the departments get what they requested, would be 37.19
 - Grand List #'s are close to actual – Bill Sawicki asked if we could find out what 1/10% increase is in dollars
 - Kurt Miller said that we had an improvement in our Bond Rating
 - We should set up a Debt Service Reserve Fund

Item #4– Adjournment

Meeting was adjourned at 8:34pm.

Submitted by:

Monica Dimon

Recording Secretary