

Town of Seymour  
Board of Finance

COPY RECEIVED  
DATE: 8/24/16  
TIME: 10:35am  
TOWN CLERK'S OFFICE

Minutes

Regular Meeting  
Tuesday, August 23, 2016 at 7:00pm  
Norma Drummer Room, Seymour Town Hall

**Members Present:** Aileen Baldwin, Jim Cretella, Zani Imetovski, Beverly Kennedy, and Heather McDaniel;  
Richard Demko (alternate).

**Members Absent:** Bill Sawicki and John Stelma

**Others Present:** Jim Baldwin, Tony DePrimo, C. Edwards, Michael Lombardi, Ehlayna Napolitano, Al Rochelle,  
Pete Sampiere, Doug Thomas, Sean Walsh, Dan Zaniewski, and Doug Zaniewski

**Item #1 – Call Meeting to order**

Acting Chairman Beverly Kennedy called the meeting to order at 7:06pm.

**Item #2 – Pledge of Allegiance**

Everyone saluted the Flag and recited the Pledge of Allegiance.

**Item #3 – Seating of Alternates**

Motion to seat Richard Demko as alternate

Motion: Jim Cretella

Second: none

**Item #4 – Public Comment**

None

**Item #5 – Approval of Minutes—July 26, 2016 Regular Meeting**

Motion to approve Minutes from July 26, 2016 Regular Meeting

Motion: Aileen Baldwin

Second: Jim Cretella

Yes: 4

No: 0

Abstain: 1 (Heather McDaniel)

**Item #6 – Consider and act upon a resolution recommending an appropriation and the authorization of borrowing for costs with respect to the 2017 Town Roadway and Drainage Reconstructions, Replacements and Improvements Program**

RESOLVED, that the Board of Finance recommends that the Town of Seymour appropriate \$4,500,000, and authorize the issue of bonds or notes and temporary notes in the same amount to finance said appropriation, for costs with respect to all or a portion, as to be determined by the Board of Selectmen, of the various Town roadway and drainage reconstructions, replacements and improvements described for the 2017 year in Figure 1 of the report entitled "Town of Seymour Roadway Conditions & Recommendations Report," dated July 18, 2016 and prepared by B&B Engineering, a copy of which report is on file in the office of the Seymour Town Clerk; and for costs related to the financing thereof. To the extent of available funds, the Board of Selectmen may determine to include within the project additional roadway and drainage reconstructions, replacements and improvements substantially as

described in the Report. The project may include related improvements and amenities including but not limited to vertical alignment, drainage work including culvert and catch basin installation and replacement, intersection improvements, installation and improvement of utilities, sidewalks, guardrails, and curbing, and rebuilding retaining walls, and related land or easement acquisition, if any. The appropriation may be spent for design, construction, acquisition and installation costs, related equipment, materials, consultant and engineering fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen shall be authorized to determine the scope and particulars of the project, and to reduce or modify the project, and the entire appropriation may be expended on the project as so reduced or modified.

Motion to accept the above resolution

Motion: Heather McDaniel

Second: Jim Cretella

Yes: 5

No: 0

Abstain: 0

**Item #7 – Consider and act upon a resolution recommending an appropriation and the authorization of borrowing for costs with respect to the 2017 Town and School Facilities Repairs and Renovations Program**

RESOLVED, that the Board of Finance recommends that the Town of Seymour appropriate \$1,500,000, and authorize the issue of bonds or notes and temporary notes in the same amount to finance said appropriation, for costs with respect to all or a portion, as to be determined by the Board of Selectmen, of the various Town and school facilities repairs and improvements described in the document entitled “Town of Seymour Priority List of Building Repairs,” submitted to the First Selectman by the Seymour Permanent Building Committee on June 6, 2016, a copy of which document is on file in the office of the Seymour Town Clerk; and for costs related to the financing thereof. The appropriation may be spent for costs of planning, engineering, acquisition, construction and installation, consultant fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project or its financing. The Board of Selectmen shall be authorized to determine the scope and particulars of the project, and may reduce or modify the scope of the project; and the entire appropriation may be spent on the reduced or modified project.

Motion to accept the above resolution

Motion: Zani Imetovski

Second: Jim Cretella

Yes: 5

No: 0

Abstain: 0

**Item #8 – Comments From the First Selectman**

None

**Item #9 – Comments From the Finance Director**

- Audit is ongoing
- Received GFOA letter of excellence in financial reporting
- Revenues show surplus of \$100,000; expenses show less \$200,000

**Item #10 - Transfer Requests****Transfer #13 – Public Works**

<b><u>From:</u></b>	Director Salary	\$ 7,691.00	<b><u>To:</u></b>	Repairs & Maintenance	\$10,000.00
	Employee Salary	\$ 2,584.00		General Supplies	\$13,205.00
	Seasonal Employees	\$ 7,690.00		Highways	\$10,300.00
	Heavy Equip Usage	\$ 1,729.00			
	Longevity	\$12,779.00			
	Medicals	\$ 1,032.00			
	<b><u>TOTAL</u></b>	<b><u>\$33,505.00</u></b>		<b><u>TOTAL</u></b>	<b><u>\$33,505.00</u></b>

Transfer needed from last year's Public Works Budget surplus to obtain equipment that will both improve workplace safety and also increase departmental efficiency with no impact to the taxpayer. These transfers will bring equipment levels in line with present staffing needs and workload and replace aging equipment. Some of the requested equipment will also allow the department to undertake work previously contracted out and includes equipment that is usually rented. More detail was included with transfer request.

Motion to accept the above transfer request

Motion: Jim Cretella

Second: Aileen Baldwin

Yes: 5

No: 0

Abstain: 0

**Transfer #14 –Fire Department**

<b><u>From:</u></b>	Salary Engineers	\$ 2,178.00	<b><u>To:</u></b>	Purchase Prof Svc Medical	\$ 2,672.24
	Salary Part-time	\$16,200.00		Educ/Mtgs/Seminars	\$ 132.53
	Board Secretary	\$ 415.00		Repairs & Maintenance	\$14,100.00
	Educ/Mtgs/Seminars	\$12,475.72		Clothing	\$13,873.09
	Communicat/Telephones	\$ 1,561.09		Equipment Non Capital	\$10,125.72
	Travel	\$ 79.24			
	General Supplies	\$ 1,000.00			
	Electricity	\$ 273.00			
	Oil	\$ 6,589.00			
	Gasoline	\$ 132.53			
	<b><u>TOTAL</u></b>	<b><u>\$40,903.58</u></b>		<b><u>TOTAL</u></b>	<b><u>\$40,903.58</u></b>

Transfer to fund truck repairs, physicals, and fire equipment/supplies. Listing and cost of items is attached to transfer request.

Motion to accept the above transfer request

Motion: Heather McDaniel

Second: Zani Imetovski

Yes: 5

No: 0

Abstain: 0

**Item #11 – New Business**

None

**Item #12 – Correspondence**

None

**Item #13– Adjournment**

Motion to adjourn

Motion: Aileen Baldwin

Second: Jim Cretella

Yes: 5

No: 0

Abstain: 0

Meeting was adjourned at 7:22pm.

Submitted by:

***Monica Dimon***

***Recording Secretary***