

Town of Seymour  
Board of Finance

COPY RECEIVED  
DATE: 10/26/16  
TIME: 9:20 AM  
TOWN CLERK'S OFFICE

REVISED Minutes

Regular Meeting  
Tuesday, September 27, 2016 at 7:00pm  
Norma Drummer Room, Seymour Town Hall

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

**Members Absent:** Heather McDaniel

**Others Present:** Jim Baldwin, Kurt Miller, Ehlaina Napolitano, and Doug Thomas

**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 to seat Richard Demko as alternate

Motion: Aileen Baldwin

Second: John Stelma

**Item #4 – Public Comment**

None

**Item #5 – Approval of Minutes—August 23, 2016 Regular Meeting**

Motion to approve Minutes from August 23, 2016 Regular Meeting

Motion: Zani Imetovski

Second: Richard Demko

Yes: 4

No: 0

Abstain: 2 (Bill Sawicki and John Stelma)

**Item #6 – Comments From the First Selectman**

None

**Item #7 – Comments From the Finance Director**

- Auditors will be in next week
- Surplus for FY 2016: \$522,683 – Revenues surplus was \$366,899; Expenditures surplus was \$155,783 (mostly due to ECS Grant increase, \$200,000 from back taxes payoff by a citizen, and \$120,000 from Building Inspector)
- Spending Freeze? Mid-January possibly. Last year we started mid-march. (for non-essential items)
- Aileen Baldwin asked what the process would be to request that future Transfer Requests be presented as separate line item transfers as opposed to several line items being together in one transfer. Like interests together. We should have more intensive and expansive discussions within our Board with

respect to transfers. This would improve the quality of information relayed regarding specific items and expenses. The rest of the Board agreed this would be a positive change. Doug Thomas and Kurt Miller agreed that they will write future Transfer Requests in this format and adjust if necessary.

**Item #8 - Transfer Requests**

Transfer #1 – Capital

**From:** Fund Balance \$15,415.00

**To:** Roads – Paving \$15,415.00

Transfer for paving parking lot behind the community center. The quoted cost for the project is \$97,896.84 and the allotted capital budget is \$82,483.00. The difference is the amount of the transfer.

Discussion: The additional money (increase in the quote) is due to the stormwater runoff ordinances; 35 additional spaces for the parking lot; this is church property; we will plow, the church will maintain. 2" less asphalt is needed because it's a parking lot; public works may be able to do some prep work. The Town general fund surplus for fiscal year 2016 is expected to be \$522,683.

Motion to accept the above transfer request

Motion: Aileen Baldwin

Second: Jim Cretella

Yes: 7

No: 0

Abstain: 0

Transfer #2 –Capital

**From:** Fund Balance \$16,925.00

**To:** Roads - Paving \$16,925.00

Transfer is for downtown paving work and Town Hall parking lot. The remaining funds for the bonded road project are \$550,000 and the quoted remaining project cost is \$566,925. The difference is the amount of the transfer. The Town general fund surplus for fiscal year 2016 is expected to be \$522,683.

Discussion: The Patton Avenue work is on hold because of a drainage issue – will be done in the spring. Crack Sealing - \$50,000 per year is in the budget. Mill & Repaving – repaving major sections in the larger roads, not the whole road. Downtown work – Wakeley, DeForest and First Street. Town Hall parking lot - \$45,000 needed to be redone. Private Duty Police had additional charges submitted of \$28,000. Can we defer the Town Hall Parking Lot Paving? This is a safety related issue. We must get this done eventually and can realize a few thousand dollars in savings while the trucks and machinery are here ripping up the roads anyway doing the streets. Previously we have deferred many projects. This should be done now. This discussion was very effective.

Motion to accept the above transfer request

Motion: Jim Cretella

Second: Richard Demko

Yes: 6

No: 1 (Aileen Baldwin)

Abstain: 0

**Item #9 – New Business**

Motion to amend agenda to discuss the Seating of Alternates

Motion: Richard Demko

Second: Aileen Baldwin

Yes: 7

No: 0

Abstain: 0

Discussion: Regarding the Seating of Alternates – the Town Counsel gave an opinion on this – for a 7 member board, there should be NO MORE THAN 5 members of one party seated. An alternate can be seated if a member is absent, but it is not necessary.

**Item #10 – Correspondence**

None

**Item #11– Adjournment**

Motion to adjourn

Motion: Richard Demko

Yes: 7

No: 0

Second: Jim Cretella

Abstain: 0

Meeting was adjourned at 7:55pm.

Submitted by:

**Monica Dimon**

**Recording Secretary**