

**Town of Seymour
Board of Finance**

Minutes

**Budget Deliberations
Monday, February 13, 2017 at 7:00pm
Norma Drummer Room, Seymour Town Hall**

Members Present: Jim Cretella Zani Imetovski, Beverly Kennedy, Bill Sawicki, John Stelma

Members Absent: Aileen Baldwin, Heather McDaniel, Richard Demko (alternate)

Others Present: Christine Aliman, Dana Flach, Joe Kusiak, Susan McLean, Jon Szuch, 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

None

Item #4 – Deliberation and Discussion of 2017/2018 Budget

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

❖ Culture & Arts – will not be here to present

❖ Assessor's Office – presented by Joe Kusiak

- Salaries are union; contractual increases. Veronica (assistant) will take over for Priscilla when she retires in about three years. Five classes total are required for training. Floater person is working 35 hours/week – salary is included in First Selectman's Office now. We need another person full time for Assessor's and Tax Collector office.
- Meetings/Seminars – lot of training involved; Vision Users Group – new charge of \$500; training total is \$3,400; many fees increase every year
- Contracted Services – includes a decrease for many lines in this expense; can consolidate with I.T. from town.
- Personal Property Audits - \$444,000 in additional taxes; 10 audits/year
- Equipment Capital – \$2,000.00 – need new computers; possibly can transfer this amount from other line items with a transfer in February so we can get them NOW,
- Car – about \$21,000.00 – need to be able to get out to assess places

❖ Tax Collector – presented by Dana Flach

- Bill Sawicki suggested that we double the bonding amount to \$500,000; is that per department or per person?
- Nothing added to budget except salary (contractual) increases
- 96% collection rate currently; 7 properties up for sale in May

❖ Economic Development Commission – presented by Jon Szuch

- EDC are volunteers
- Budget from 2016 @ \$2,500 – one of the lowest budgets in the town
- This year requesting \$11,400
- Need new website – current one was done in 2008 – rebuilding platform will be necessary; cost \$2,500
- Additional signage downtown needed – cost \$3,500
- Luncheon – CT Business Industry Association – cost \$3,500 - this would be a way to get feedback from the businesses in town; much cheaper and efficient than a survey; also they would provide some training on how we can go out and recruit and improve. How we can present to people so they will want to do business here. There is also a hosted event on 3/29/17 for internal departments in Seymour only – 5:30 to 7:30pm – dinner. This is different than the outreach luncheon.

❖ Economic Development Department – presented by Fred Messore

- Maybe can utilize the I.T. Department in the town to help with website. Will need to find out from Web Solutions if our department can take over.
- Business Directory - there is a cost to update in time, but we do not charge for this service
- Other Professional Services – are asking for \$20,000 – this includes the following:
Environmental Assessments, Demolitions, or Engineering Costs; Greenway Trail costs
- Two Capital Requests:
 - \$50,000 for phase two of the Greenway Trail. LaRosa Construction won the bid – came in at a cost within our budget. The request is for Design Costs.
 - \$50,000 for review of roadway on Route 67 from Route 8 to Cogwheel Drive encompassing pedestrian access, signage
- Derby Avenue Rehabilitation – 1.2 miles of underutilized land (privately owned) - we need to start buying land in order to expand. Not that much town-owned land is available to develop.
- Most likely not retail companies for this land, possibly medical or educational businesses. We need a transit-oriented development plan.

Item #5– Adjournment

Meeting was adjourned at 8:36pm.

Submitted by:

Monica Dimon

Recording Secretary