

**Town of Seymour  
Board of Finance**

COPY RECEIVED  
DATE: 3/1/17  
TIME: 10:20 AM  
TOWN CLERK'S OFFICE

**Minutes**

**Regular Meeting  
Tuesday, February 28, 2017 at 7:00pm  
Norma Drummer Room, Seymour Town Hall**

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

**Members Absent:** Heather McDaniel

**Others Present:** Dana Flach, Michael Mayko, Susan McLean, 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: John Stelma

Yes: 5

No: 0

Second: Beverly Kennedy

Abstain: 0

**Item #4 – Public Comment**

None

**Item #5 – Approval of Minutes—January 24, 2017 Regular Meeting**

Motion to approve Minutes from January 24, 2017 Regular Meeting

Motion: Jim Cretella

Yes: 6

No: 0

Second: Zani Imetovski

Abstain: 0

**Item #6 – Discuss and Take Action on Suspense List from Tax Collector**

Suspense list includes all taxes for people/properties that the tax collector cannot locate, are deceased, or are out of business.

Motion to approve Suspense List as presented by Tax Collector

Motion: Jim Cretella

Yes: 6

No: 0

Second: Richard Demko

Abstain: 0

**Item #7 – Comments From the First Selectman**

None for this meeting – comments will be heard at the 3/1/17 Budget Deliberations – per First Selectman Kurt Miller

#### Item #8 – Comments From the Finance Director

- Public Works will have a transfer request for our next monthly meeting for snowplowing materials and repairs & maintenance
- Transfer of \$75,000 anticipated for shortfall in the Trash Hauling category. Bill Sawicki said that we would need to see some type of backup for this much money; and someone will need to verify that these are valid charges. Most likely to do with the industrial pickups as the residential hauling is at a fixed rate.
- Revenues and tax collections are up
- No spending freeze at this time
- As mentioned at last meeting, the surety bond for the tax collectors is too low; we should double this to at least \$400-500,000. Additional cost is only \$1,000.
- For the tax collector's office – there needs to be a written set of procedures followed for posting collections, handling of money, deposits. This is necessary for insurance purposes. This set must be approved by the Board of Selectmen and filed.

#### Item #9 - Transfer Requests

Transfer #6 – Tax Collector - from *Education Meetings & Seminars* line item #350 FOR \$310 to *Travel* line item #580

Transfer for travel expense for floater to take tax collectors certification course CCMC I. This was not budgeted for and the tax collector felt this would be beneficial for floater, town and tax office. Tax Collector is not attending annual seminar as discussions scheduled are repeated ones.

9 Classes = 64 miles round trip x \$0.535 per mile = \$308.16

Motion to approve the above transfer request

Motion: Beverly Kennedy

Second: Richard Demko

Yes: 6

No: 0

Abstain: 0

#### Item #10 – New Business

- AUDIT FIRM – we have the option to renew to extend McGladry's contract for two more one year terms. 2017 cost is \$59,000 and 2018 cost is \$61,000

Motion to exercise the option to extend McGladry's contract for another two years

Motion: Beverly Kennedy

Second: Zani Imetovski

Yes: 6

No: 0

Abstain: 0

- Aileen Baldwin resigned her seat on the Board of Finance due to work constraints.

Motion to seat Richard Demko, currently an alternate, in her place

Motion: Jim Cretella

Second: John Stelma

Yes: 4

No: 0

Abstain: 1 (Bill Sawicki)

**Item #11 – Correspondence**

Memo received regarding snowplowing materials purchase

**Item #12– Adjournment**

Motion to adjourn

Motion: John Stelma

Yes: 6

Second: Beverly Kennedy

No: 0

Abstain: 0

Meeting was adjourned at 7:33pm.

Submitted by:

***Monica Dimon***

***Recording Secretary***