

**Town of Seymour  
Board of Finance**

COPY RECEIVED  
DATE: 7/26/17  
TIME: 11:00 AM  
TOWN CLERK'S OFFICE

**Minutes**

**Regular Meeting  
Tuesday, July 25, 2017 at 7:00pm  
Norma Drummer Room, Seymour Town Hall**

**Members Present:** Jim Cretella, Richard Demko, Zani Imetovski, Beverly Kennedy, Heather McDaniel, Bill Sawicki, and John Stelma

**Members Absent:** None

**Others Present:** Christine Aliman, Susan McLean, Doug Thomas, and Sean Walsh

**Item #1 – Call Meeting to order**

Chairman Bill Sawicki called the meeting to order at 7:01pm.

**Item #2 – Pledge of Allegiance**

Everyone saluted the Flag and recited the Pledge of Allegiance.

**Item #3 – Public Comment**

None

**Item #4 – Approval of Minutes—June 27, 2017 Regular Meeting**

Motion to approve Minutes from June 27, 2017 Regular Meeting

Motion: Richard Demko

Second: John Stelma

Yes: 6

No: 0

Abstain: 1 (Heather McDaniel)

**Item #5 – Engagement Letter from the Auditors**

Engagement letter from RSM to be the Town Auditors; lists terms. Bill Sawicki will sign; Kurt Miller has signed; Doug Thomas will sign. A good audit saves us interest. RSM has done a good job.

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

None

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

- Surplus is better than expected; could be \$400k.
- We do not know what the State will do; could be \$700k to \$3million in cuts.
- With a spending freeze, all purchases will be examined; any non-necessary expenses won't happen. At least until we get final numbers from the State.

**Item #8 - Transfer Requests**

Transfer #14 – Public Works - **FROM** Salary Regular Employees line item #110 \$51,000.00 **AND** Salary Foreman line item #102 \$7,000.00 **TO** General Supplies line item #610 \$32,000.00 **AND** Trucks line item #740 \$26,000.00  
**TOTAL: \$58,000**

This transfer was approved last month by the Board of Finance contingent upon the details being supplied and the numbers matching up clearly as well as the Public Works Department approval. These conditions have been met so the approval stands.

**Transfer #17 – Economic Development Commission**

This transfer was on the wrong form and was not clear as to the amount needed for the transfer and the details of where the money was to come from. There was some money left over from last year's budget and they would like to use the money for either the website or signage around town. It was not clear whether the I.T. Department would be able to be responsible for maintenance of the website or this would need to come from somewhere else. Also, it was not clear specifically what the money would be used for. It was suggested that we table this transfer and have them resubmit next month. Doug & Christine will get the dollar amount already set aside in the budget and find out who will be responsible for maintenance of the website.

Motion to table the above transfer request until next month so that it can resubmitted more clearly and on the correct form.

Motion: Heather McDaniel

Yes: 7

No: 0

Second: Richard Demko

Abstain: 0

**Item #9 – New Business**

The First Selectman is responsible for implementing a spending freeze which he has done.

Motion to agree to the spending freeze put in place by the First Selectman, due to the uncertainty with the State budget situation.

Motion: Jim Cretella

Yes: 7

No: 0

Second: Richard Demko

Abstain: 0

**Item #10 – Correspondence**

Audit Engagement Letter – already discussed

**Item #11– Adjournment**

Motion to adjourn

Motion: Heather McDaniel

Yes: 7

No: 0

Second: Richard Demko

Abstain: 0

Meeting was adjourned at 7:28pm.

Submitted by:

**Monica Dimon**

**Recording Secretary**