

**Town of Seymour  
Board of Finance**

**Minutes**

**Regular Meeting  
Tuesday, November 28, 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:** 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 – Public Comment**

None

**Item #4 – Approval of Minutes—October 24, 2017 Regular Meeting**

Motion to approve Minutes from October 24, 2017 Regular Meeting

Motion: Zani Imetovski

Second: Richard Demko

Yes: 6

No: 0

Abstain: 1 (John Stelma)

**Item #5 – Comments from the First Selectman**

None

**Item #6 – Comments from the Finance Director**

- Audit is almost done; they are working on the report
  - a few notes on Library and Private Duty – will include some new procedures
  - \$750,000 surplus from last year
  - ADP – working on getting automatic entries
- Doug Thomas passed out Summary of State Budget cuts
- We will get about \$700,000 from restructuring of bonds; LoCIP grants \$213,763
- Total cuts from state is \$1,848,734 (detailed on backup sheet)
- Bill Sawicki asked Doug Thomas to find out from the Board of Education what they are planning to do to cut (revise) their budget in light of the cuts by the state. Bill needs to hear from someone on this. It is not right that the Town (side) of the budget should take the hit. Bill said he would be willing to meet with the First Selectman and Superintendent and Finance Director to discuss this.
- Bill Sawicki asked Doug Thomas to provide him with an excel sheet on the restructuring of the debt service. Doug can send to all information on the Standard & Poors meeting.

- Richard Demko asked if we would be using Fund Balance for the deficit. Bill Sawicki advised doing that as an absolute last choice. We don't want to risk dropping our bond rating. It wouldn't look good if we just went to Fund Balance as our first action.
- The First Selectman has asked for a 10% cut from all departments on current year budgets.

#### Item #7 - Transfer Requests

None

#### Item #8 – Charter Revision Update

- Bill Sawicki said he had made some notes for revisions on the charter.
- If anyone has any revisions, they should please bring them to the December meeting. Bill asked that we put the section # at the top of the page.
- Some of the ideas include:
  - doing away with the Town Meeting to approve the budget – the elected officials should be responsible for the budget; the Town Meeting/Referendum is fine for smaller towns, but Seymour has grown
  - voting on the budget as a whole (not separating Board of Education for a separate vote)
  - raising the limit on transfers requiring vote from \$50,000 to \$100,000
  - having the WPCA not oversee the water rate
- The Charter Revision Committee will invite departments to one meeting to discuss their recommendations; Bill Sawicki said that he may call a special meeting to discuss the Board of Finance recommendations to the committee so that we can present to them as a package of ideas.

#### Item #9 – Approval of 2018 Meeting Dates

The meeting dates (all @ 7pm, Norma Drummer Room, Town Hall) for the Board of Finance for 2018 are as follows:

January 23, 2018	February 27, 2018	March 27, 2018
April 24, 2018	May 22, 2018	June 26, 2018
July 24, 2018	August 28, 2018	September 25, 2018
October 23, 2018	November 27, 2018	December 26, 2018

Motion to approve these dates

Motion: Heather McDaniel

Second: Jim Cretella

Yes: 7

No: 0

Abstain: 0

#### Item #10 – New Business

- Bill Sawicki asked Doug Thomas if he could put together a schedule of meetings for the Budget Deliberations beginning on the first Monday in February and continuing every Monday and Wednesday through the last week in March. (excepting Presidents Day holiday)

Schedule for Budget Deliberations 2018:

February 5, 7, 12, 14, 21, 26, 28

March 5, 7, 12, 14, 19, 21, 26, 28

Motion to approve these dates for the Budget Deliberations in 2018

Motion: John Stelma

Second: Beverly Kennedy

Yes: 7

No: 0

Abstain: 0

- Bill Sawicki asked Doug Thomas to schedule the Police Department for the first meeting and the Board of Education for the second meeting. Also, that Public Works/Parks Department be scheduled for the 4<sup>th</sup> meeting. Doug will schedule the other departments.

**Item #11 – Correspondence**

None

**Item #12– Adjournment**

Motion to adjourn

Motion: Zani Imetovski

Yes: 7

Second: Heather McDaniel

No: 0

Abstain: 0

Meeting was adjourned at 8:00pm.

Submitted by:

***Monica Dimon***

***Recording Secretary***