

Town of Seymour  
Board of Finance

Minutes

COPY RECEIVED  
DATE: 3/21/18  
TIME: 8:00 AM  
TOWN CLERK'S OFFICE

Budget Deliberations  
Monday, March 19, 2018 at 7:00pm  
Norma Drummer Room, Seymour Town Hall

**Members Present:** Jim Cretella, Richard Demko, Kristyn Hanewicz, Beverly Kennedy, Gary Popielasz (alternate), Bill Sawicki, and John Stelma

**Members Absent:** Heather McDaniel

**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 – Deliberation & Discussion of 2018/2019 Budget**

Discussion of 2018/2019 Budget:

- Bill Sawicki said that he had a meeting with Kurt Miller about budget
- Town Buildings – bids will be opened on Thursday – for renovations at the Town Hall, Library and Police Department. Library has a grant for \$112,000; Eversource credit will be about \$125,000 (due to lighting changes); \$1.5million from bonding; the town will need to fund the difference. This work needs to be done right from the beginning. 28 people picked up specs.
- BOE – special ed classroom could save us by educating some of our 8-10 special ed students here. Also, maybe could take in students from other towns (for extra revenue).
- Bill Sawicki suggested that the town could maybe kick in \$45,000 to help cover more staffing for this cause. In anticipation of bringing in students from other towns. We could put it in contingency. Bill asked **Doug to add line item in the First Selectman's Office for "BOE Contingency" for \$1.00 so we can transfer the money there if we do end up needing the expense.** Beverly Kennedy suggested that this is not a necessity now.
- We added additional \$5,000 in contingency for Emergency Shelter Supplies.
- BOARD of FINANCE: change the budget for auditing charges to \$61,700
- SELECTMAN's OFFICE: the change in Human Resources line item is because the position changed from part time to full time. Doug – please change the number of regular employees to 2. (Floater position and Rory)
- REGISTRAR of VOTERS: regarding the \$8,500 cut from "election staffing" by First Selectman's budget – we can always transfer the money to them from fund balance if needed. Leave the cut.
- ASSESSORS OFFICE: use the First Selectman's budget (with cuts)

- TOWN CLERK: use First Selectman's budget. Cut is due to retirement of Town Clerk. **Doug will change "regular employees" line to 1 employee.** Department has 2 employees.
- TOWN OPERATIONS – BUILDINGS: **Doug will find out what the decreases in the salary items are for in the First Selectman's budget.**
- POLICE DEPARTMENT: **Doug will change the amount for "Machinery & Equipment – Cars" to be \$38,000 – make it enough for at least one car.**
- EMERGENCY MANAGEMENT: **Doug will add line item for \$1 for "emergency shelter supplies" in case money from contingency needs to be transferred there.**
- FIRE DEPARTMENT: We will go with the First Selectman's budget. If the additional money is needed, it can always be transferred from fund balance.
- FIRE MARSHAL: We will go with the First Selectman's budget.
- OFFICE of BUILDING COMPLIANCE: **Doug will find out whose salary is listed under "regular employee" and "per diem employee – inspector".**
- PUBLIC WORKS: \$53,917 decrease is due to workers comp people; **Doug will leave in the \$25,000 taken out on the First Selectman's budget for "Trees".** All agreed to leave this in.
- WASTE COLLECTION: **Doug will find out when our contract for recycling is up. 2020?**
- LIBRARY: use the First Selectman's budget.
- TOWN CAPITAL: Rich Demko suggested **increasing the budget amount for the "Mill Rate Stabilization Fund" to \$300,000. All were in favor. Doug will make the change.**
- REVENUES – ECS GRANT: Doug will use the \$9,525,000
- **Doug will ask Dee for a list of grants applied for**
- **Doug will ask for a copy of the WPCA budget**
- **Doug will change the tax collection rate to 98.5%**
- **Doug will make sure that the "State Government Shared Revenues" and "Other State Funding" lines have the same description.**
- McGladrey's recommendation is to transfer \$2 million to the "Self-Insurance Reserve Fund" and \$2 million to the Capital-Non-Recurring from the Fund Balance. Needs to happen before June.

**Item #5– Adjournment**

Meeting was adjourned at 8:12pm.

Submitted by:

**Monica Dimon**  
**Recording Secretary**