

Town of Seymour
Board of Finance

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TOWN CLERK'S OFFICE

Minutes

Budget Deliberations
Wednesday, February 11, 2019 at 7:00pm
Norma Drummer Room – Seymour Town Hall

Members Present: Jim Cretella, Richard Demko, Kristyn Hanewicz, Beverly Kennedy, Bill Sawicki, and John Stelma

Members Absent: Heather McDaniel; Kwame Dunbar (alternate), Gary Popielasz (alternate)

Others Present: Veronica Hoffman, Timm Willis, Dana Flach, 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 Assessor's Office Budget by Assessor Joe Kuziak:

- Salaries are per contract.
- Revaluation went from \$30k to \$20k
- Meetings went from \$140 to \$200
- Have new Assistant Assessor has not gone for training upped to \$1,200 so she can go to UCONN for training
- #355 Fees & Dues – New Haven Colony went up \$10
- #500 – Contracted Services – copier lease down to \$1,260; camera system went up to \$6,015
Cloud Hosting \$7,000 Tony Caserta & I.T. Department recommended that.
- Personal Property Audits – we receive as much as \$80,000
- Quality Software – cloud hosting mandatory \$432 additional
- I.T. - \$3,000 same as last year – he was told to leave there
- Camera Upgrades \$10,000 for two years (this is second year)
- Clothing Allowance – new in the budget \$300 – shoes in case need to visit sites
- Books & Periodicals – books needed for valuations
- Equipment/Capital – same as last year
- **DOUG** – please check with Rob Dyer & Tony Caserta to see that the \$3,000 and the \$7,000 Computer Capital is not included in the I.T. Budget – we do not want duplication.

Discussion of **Town Clerk's Budget** by Acting Town Clerk Veronica Hoffman:

- Same as last year except for Salaries; Director went up due to contract; regular employees salaries went down \$31,354.20 because went from two employees down to one.

Discussion of **Fire Marshal's Budget** by Deputy Fire Marshal Timm Willis:

- Salaries are per contract; not using the Stipend line. Overtime is same at \$2,400.
- Education went up \$200 due to the increase in seminar cost.
- Repairs & Maintenance – up \$200 – the Fire Marshal's vehicle is 11 years old.
- General Supplies – up \$200
- Clothing – up \$200 – new employee and Timm.
- Books & Periodicals – not a code cycle year – so we are saving about \$1,000 here.
- Equipment – up \$200
- Hydrants – Seymour has two public utilities: Aquarion & Regional Water Authority – last year was 5% increase – will not know the exact number until beginning of March or April (last year was about \$19,500) – **DOUG** – where did the \$405,527 number come from in Kurt's budget. He will find out before our final deliberations.
- New Deputy Fire Marshal time line – 1st week in March go through applicants; 3rd week in March interview final candidates – April 8th Fire Commission – April 16th Board of Selectman – May 1st start date; this budget includes the new position.
- Capital – same rotation as Fire Department for radios; cost is about \$4,400 – looking for two. This information has been provided to First Selectman. Right now, no increase for software. Next year will need to replace the Fire Marshal vehicle; next year will look into the software – could be \$10k - \$15k.
- Without salaries, this budget is just a \$40 increase.

Discussion of **Tax Collector's Budget** by Tax Collector Dana Flach:

- Salaries are per contract
- Education stayed same
- Other Purchased Service – increase from Quality contract additional \$762; increase in copier cost \$1,500; Phoenix is the bridge to Finance Department additional \$500; Real estate and other tax bills went up; remaining increase is for Corporate Mailing for stuffing, folding, & barcoding of Tax Bills & Delinquent Statements.
- Communications & Travel stayed same
- General Supplies increased due to postage increase
- Systems are backed up every day to PD server.
- We are ahead in collections from last year. Currently @ 96.44%.
- 2016 & 2017 Demands sent out – have collected a lot from these. Noticed to Lien in March. Have received offers to sell liens. Bill and Dana are both against this.
- Total back taxes are about \$370,000 for 2016 and back.
- The Suspense List will be large this year. **DOUG** – can you meet with the Tax Collector and the Assessor to resolve their dispute. Many "Out of Business" people – the Assessor says that he won't take them off the rolls, he says they need to come to him. But Dana cannot collect if they say they are out of business. Doug will let the Board know at the February meeting. This needs to be resolved. These accounts should not be put on suspense.

Item #5– Adjournment

Meeting was adjourned at 7:35pm.

Submitted by:

Monica Dimon
Recording Secretary