

Town of Seymour
Board of Finance

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Minutes

Regular Meeting
Tuesday, February 26, 2019 at 7:00pm
Norma Drummer Room, Seymour Town Hall

Members Present: Jim Cretella, Richard Demko, Kristyn Hanewicz, Beverly Kennedy, Bill Sawicki, John Stelma; Kwame Dunbar (alternate)

Members Absent: Heather McDaniel; Gary Popielasz (alternate)

Others Present: Doug Thomas, Tom Eighme, Rob Dyer, Tony Caserta

Item #1 – Call Meeting to order

Chairman Bill Sawicki called the meeting to order at 7:03pm.

Item #2 – Pledge of Allegiance

Everyone saluted the Flag and recited the Pledge of Allegiance.

Item #3 – Seating of Alternates

Motion to seat Kwame Dunbar as alternate

Motion: Richard Demko Second: John Stelma
Yes: 6 No: 0 Abstain: 0

Item #4 – Public Comment

None

Item #5 – Approval of Minutes - January 22, 2019 Regular Meeting

Motion to approve Minutes from January 22, 2019 Regular Meeting

Motion: Richard Demko Second: Beverly Kennedy
Yes: 7 No: 0 Abstain: 0

Item #6 – Borrowing & Appropriation from the Board of Education

Rob Dyer discussed/presented the Smartboard and Switch Replacement Projects:

Touch Panel Project – Smartboard Replacement

Each classroom in grades K-8 have Smartboards in them at the front of the room. These boards are interactive and collaborative. They allow the teacher to annotate and work over or alongside whatever is currently displayed on the teacher's computer screen. These boards are approaching 8-10 years of age and thus coming to the end of their useful life. They have become an integral part of instruction and must be replaced. We

put together a RFP and solicited bids to replace these SmartBoards with current technology back in January and received bids from four different vendors pitching three different products. We asked for a demo of each product and placed the demo units in a teacher's classroom asking them to "put it through the paces" so we could be confident in our choice. The pricing that we got back from the winning bidder was very aggressive and even included a 7 year warranty on all boards. The financing cost to go through the company that won the bid is substantial (roughly 12%). If we were able to secure financing through the Town we would save 80-90 thousand dollars in financing costs. These savings could then be used in conjunction with USF E-Rate funds to fund our Switch Replacement project detailed below. The BOE would reimburse the town out of our existing operating budget over a period of five years.

This is a phenomenal deal – the price per unit is very low and they are giving us a 7-year warranty which is unusual. The total cost would be \$287,000. If we finance through the town, the interest rate would drop down to 1-2%. The transaction would go through the Capital Project Account Fund. The company we would purchase these through is CBS Xerox. It is a good company that many other school systems have used. They have also offered to extend the pricing to any other town departments that would like to purchase boards for their department. The company would recycle the old ones, or we could see if other town departments could use.

Switch Replacement Project

Most of our switches are approaching 8 years of age, some of them are older. The typical lifecycle of a network switch (devices used to connect computers, printers, wifi access points together) is around 10 years maximum. E-rate is a federal program that not only offers steep discounts on hardware, but funding as well. Each district is required to fund a portion based on the free/reduced lunch population in their district. Seymour for example is responsible for 40% of the total cost while E-Rate picks up the other 60%. Any funds that we do not use this year will be forfeited and there is no news yet on whether or not these items will be funded next year. As we always do, any equipment that is not end of life will be re-used in other town departments. The total cost of this project is \$212,973.00 of which Seymour would be responsible for \$85,189.20 (40%).

The one catch with E-rate funding is that the school district CANNOT finance their portion. It must be paid up front and in whole.

**RESOLUTION RECOMMENDING AN APPROPRIATION AND BOND
AUTHORIZATION OF \$495,000 FOR THE PURCHASE AND INSTALLATION OF
INTERACTIVE TOUCH PANELS AND RELATED EQUIPMENT FOR THE
SEYMOUR PUBLIC SCHOOLS AND UPGRADES AND RENOVATIONS TO
VARIOUS TOWN BUILDINGS**

RESOLVED, that the Board of Finance recommends that the Town of Seymour (the "Town") appropriate \$495,000 for the purchase and installation of interactive touch panels and related equipment for the Seymour Public Schools and upgrades and renovations to various Town buildings (the "Projects"). The appropriation may be expended for equipment, materials, demolition costs, installation costs, design and construction costs, window replacements, sewer repairs, boiler repairs, site improvements, professional fees, legal fees and other costs related to the Projects. The Board of Selectmen may reduce the scope of the Projects if funds are insufficient to complete the entire Projects, and the entire appropriation may be spent on the reduced Projects.

FURTHER RESOLVED, that the Board of Finance recommends that the Town finance the Projects by issuing the Town's bonds, notes, temporary notes or other obligations in an amount not to exceed \$495,000 or so much thereof as may be necessary after deducting grants to be received for the Projects.

Motion to approve the above Resolution:

Motion: Richard Demko

Second: Jim Cretella

Yes: 7

No: 0

Abstain: 0

Item #7 - Comments from the First Selectman

None

Item #8 – Report from the Finance Director

- Audit is done and filed with the state. They would like to present to the Board of Finance at our March meeting. Bill Sawicki asked Doug Thomas to get the specs for the audit to him.
- The office renovations are mostly complete; just need to get some new blinds.
- Tax Collector/Assessor Issue – of the 6 properties identified, 2 have been resolved. For the other 4 the assessor says he needs to have documentation from the owner that they are out of business.
- A new HR Director has been hired. He will start mid-April to early-May.

Item #9 –Transfer Requests

None

Item #10 – New Business

- Bill Sawicki asked Doug Thomas to cancel the Deliberations Meeting for tomorrow, February 27, 2019 due to impending weather.
- Bill also asked Doug to re-schedule the following departments for Budget Deliberations for Monday March 4, 2019 if possible and advise all members: Registrar of Voters, Culture & Arts, Parks & Public Works.

Item #11 – Correspondence

None

Item #12– Adjournment

Motion to adjourn

Motion: Kristyn Hanewicz

Second: John Stelma

Yes: 7

No: 0

Abstain: 0

Meeting was adjourned at 7:28pm.

Submitted by:

Monica Dimon
Recording Secretary