

Town of Seymour
Board of Finance

MINUTES

Budget Deliberations
Monday, March 11, 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: None

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.

Bill Sawicki asked for a moment of silence in honor of Karen Stanek, member of the Board of Selectmen, who passed away this past weekend.

Item #3 – Public Comment

None

Item #4 – Deliberation & Discussion of 2018/2019 Budget

Discussion of the 2018/2019 budget:

- Board of Finance – form subcommittee to review bids for the auditor like before – 4/15 is the cutoff date for receiving bids; by 5/31 we must notify the state who our auditor is. At the May meeting we will select an auditor. **Go with \$64,000.**
- Selectman's Office
 - **The HR Director's salary is \$75,000 – are we sharing with Ansonia? The BOE? Is there any Revenue expected? It will be a town position that will assist the BoE in certain aspects of their operation. There is no revenue expected.**
 - **FS Assistant (1) – budgeted for 92,873, now is 60,660. Is the 92,873 for more than one person? If so, how much for each? \$92,873 was for 2 positions in the current budget. That has been broken down into individual line items. Each position and it's salary are now listed to make it easier to understand who is getting paid what.**
 - **Emergency Volunteer Abatements – was 65,000 now is zero. Is this number somewhere else? Yes, the amount has been moved to Contingency.**
- Economic Development Department – Salary of the director was cut . Budget is less than last year.
- Registrar of Voters – asked for additional \$20,000 for two extra people @ the polls per state mandate.
 - **Confirm that the additional 20,000 is because of state mandates. The difference from last year is only 3,500. The number is 20,000 more than departmental request. Amount reduced in my budget due to the perceived need for less coverage. No primaries are expected and**

referendums have been dramatically reduced. Last muni cycle in 2017, the cost was only \$16,750.

- Finance Department – just go with the departmental numbers – only 151 more.
- Tax Collector – small increase – go with the departmental numbers – only 2,500 more.
- Town Treasurer – no change – John Fedor
- Assessor's Office – for revaluation – 1st Selectman budget = 0, Departmental = 20,000
 - When are the revaluation dates? There is 15,000 in Capital Non-Recurring \$15,000 has been moved to town capital non-recurring budget. Revaluation will be for the October 2019 Grandlist.
 - Remove the 2,000 for Equipment from the department request
- Assessment Appeals – no change
- Town Counsel – no change
- Town Clerk – use the First Selectman's number – they did not take into account that Lianna is starting off at a lower number (step) than Susan. Correct, the contract has her at 90% of salary in year one and 95% of salary in year two.
- Printing & Legal Ads – no change
- Town Planner – no replacement yet for Bob Looker – replacement will come in at a lower number
- Town Computers/Data Processing
 - What is the "Annual Support" line item for? It is the salary cost we pay to the BoE for Rob Dyer and the Help Desk person.
- Town Operations – Buildings – the overtime is the biggest difference. Last year budgeted 5,000, spent 30,000 so far, 1st Selectman's budget is 5,000
 - Can we get a breakdown of the overtime requested – why 25,000? This was for over time needs like snow shoveling and other weekend work that might come up. The line has been overextended this year due to staffing issues and the need for extra work to get caught up. I don't believe the full \$25,000 is necessary.
- Town Buildings Utilities – Credits from Johnson Controls – if this budget is not met but goes over, the two choices are: they do more projects; they cut us a check for the difference. We have budgeted 246,925.
- Town Engineer – no change
- Town Contributions – Miscellaneous – no change
- Town Contributions – Health – no change
- Town Contributions – Recreation
 - Why does the Land Trust need 5,000 for fireworks? Why are they not meeting their fundraising goals? They are not meeting their fundraising goals. The event was cancelled this year because of it.
 - Boys & Girls Club – what does it cost to participate? Should we increase them half of what they want? Cost is \$75/wk for member; \$150/wk (includes transportation) for non-member; PLUS k-7 = \$125/mo, 8-8th Grade = \$75/mo; PLUS \$10 Registration Fee This is a donation the town makes to the BGC. It is something we have done for years. Money helps to offset overall costs. Well over 100 Seymour kids use the club on average each day. All four Valley towns make this donation but in varying amounts.
 - TEAM – what does this cover? 1,921 people were served on Meals on Wheels; they also do help with oil & heating. What is the increase for? Use the department request number.
 - Pumpkin Festival – what does the contribution of 10,500 cover? I believe the numbers for Team and the Pumpkin Festival were accidentally inverted. Team should be \$10,500 which is a donation to help offset costs. Again, this is something that all four valley towns have done

for many years. The \$5,000 for the Pumpkin Festival is something we have done the last two years to help offset the cost of police private duty.

- Police Department – 1st Selectman budget took out one officers salary; and took out the additional 30,000 requested for overtime;
 - **Why did 1st selectman budget decrease education by 33,706?** Removal of the recruit training cost. (\$20,400) Since we are budgeted for full staff, we would not hire a new officer unless we had one leave. Cost of the new recruit would come out of the salary line of the office that is being replaced. Overtime training (\$13,306) was reduced to the correct calculation. The budget requested used a simple average, not a weighted average.
 - For CARS – should we fund the 90,000 for two cars (the rest is tires, lights, etc.) ? The 1st Selectman budget was 23,478 – this doesn't even cover the tires, lights, etc.. **We should fund just ONE car – make the department request 78,356 – use this number.** Up to you.... I expect we will have a surplus in the PD budget this year that would allow us to purchase the 2 cars.
- Communications Commission – New tower was in the \$20,464.
- Emergency Management – no change
- EMS Oversight Commission – no change
- Seymour Ambulance – no change
- Valley Emergency Medical Service – no change
- Lake Authority – they patrol along the Housatonic River on Route 34 – all towns assessed
- Fire Department
 - Chief's Salary – remove.
 - Building Repairs & Maintenance – remove from operating budget – the 10,000 for the repair of the floor at Great Hill Hose from the sewer line will be covered by the town.
 - Machinery & Equipment – 41,114 is one installment on the radios; we will leave this here in the operating budget for now, but this number is also included in the Capital Plan. Number is included in the capital plan and does not need to be left in the budget
- Water – Fire Hydrants – leave the number as is.
- Fire Marshal – use the 1st Selectman's budgets for the salaries – same "step" issue
 - Please confirm that the 55,337 and 65,670 are the correct numbers for the salaries. And that they are lower due to the step decrease. Correct salaries based on contract and steps for new Fire Marshal and new Ast. Fire Marshal
- Office of Building Compliance – share responsibility with Town Engineer, Brian Nesteriak
 - \$1,200 addition for the Zoning Enforcement Officer (for mileage & telephone)
 - \$1,200 addition for the Inland/Wetland Officer (for mileage & telephone)
 - Bill Sawicki asked to add 2,400 to the travel line item.
- Highway Wages & Maintenance – removed the clerk position <47,757>
 - We can use the 1st Selectman's numbers for Overtime Snow Plowing & Snow Plowing Materials because if we need more, we will transfer from Contingency.
 - F550 Truck Purchase – leave in the 90,000 because it is not in the Capital Plan (***Please check this because it IS in the Capital Non-Recurring budget***) \$90,000 is in Capital Non-Recurring budget
 - ADD 10,000 to Trees budget (budget would be 85,000)
 - Where is the proposed building rental (on Skokorat Street) cost line item? Should be around 1,500/month. Is this included in another line item? Bill Sawicki said that we should create a separate line item for this and transfer anything in other lines to this. Not budgeted as we are unable to come to an agreement with the land owner.
- Highway Materials – USE DEPARTMENTAL REQUEST

- Street lighting – increase was due to the contract signed was different because this was a better plan.
- Sanitation/Transfer Station
 - Please explain the recycling revenues: 18/19 budget = 12,000; collected 22,709; projected actual = 18,000; 1st Selectman budget = 12,000
- Waste Collection
 - When does the recycling contract come up for renewal? June 30, 2021
- Valley Health Department – no change
- Dog Warden Canine Office – no change

Item #5– Adjournment

Meeting was adjourned at 8:25pm.

Submitted by:

Monica Dimon
Recording Secretary