

Town of Seymour  
Board of Finance

COPY RECEIVED  
DATE: 3/14/2019  
TIME: 11:30AM  
TOWN CLERK'S OFFICE

MINUTES

Budget Deliberations  
Wednesday, March 13, 2019 at 7:00pm  
Norma Drummer Room – Seymour Town Hall

**Members Present:** Richard Demko, Kristyn Hanewicz, Bill Sawicki, John Stelma; Kwame Dunbar (alternate)

**Members Absent:** Jim Cretella, Beverly Kennedy, Heather McDaniel; Gary Popielasz (alternate)

**Others Present:** None

**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 – Public Comment**

None

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

Discussion of the 2018/2019 budget:

- Community Services
  - Ask Kurt if we can ask the Board of Selectmen about increasing the Administrative Assistant from part-time to full-time? We cannot approve this salary increase.
  - What is the \$4,800 for on-line registration for?
  - Where is the revenue for the ads for the newsletter?
  - Where is the breakdown for the revenues?
  - Adjust the 22,000 departmental request to 11,800 (4,800+7,000). The 17,200 for the newsletter is now in the Capital Non-Recurring line.
- Culture & Arts – fine as is
- Parks – Use the departmental request figures for all lines.
- Library
  - Have they asked the Board of Selectmen for the 30,278 for the part-time people? We cannot approve additional salary.
- NVCOG – fine as is
- Personnel Benefits – Sick Pay & Health Insurance – currently in negotiation with Anthem – they are now around 18-19% increase. Hopefully they can get it down to around 12-15% increase. We have a bad loss situation. There are about \$250,000 in payments still owed people. They are paying out more than anticipated, Leave it alone for now.

- Social Security – function of payroll
  - For the Highway & Streets line – why is the departmental request 7,861 higher than the First Selectman’s budget? What is this difference?
  - For the Library line – is the 2,316 for the expected new part-timers?
- Retirement – the state plan has increased a lot; MERS increased to 7% (not social security people); Social Security 4.25%
  - Please confirm the increase in the Police Department (line #530-230) to 159,824 OVER the First Selectmen’s budget. For now assume the First Selectman’s #.
  - Please confirm the increase in the Public Works Department line to 43,134 OVER the First Selectman’s budget. For now assume the First Selectman’s #.
- Longevity – fine as is
- Town Insurance – fine as is
- Capital/Non-Recurring –
  - Why is the Mill-Rate Stabilization Plan only at \$45,000?
- Contingency
  - Is the 5,000 for Community Service Labor the money they asked for in their budget as the increase from part-time to full-time for the Administrative Assistant? If so, we should take that out of their budget.
- Bond Purchase and Interest Accounts
  - For the line items for “2015 Road Bonds” and “2016 B – GOB” there is no corresponding Principle amount for the Interest entry. Why? Please check all these accounts to ensure that there is an entry for both Principle and Interest for each account.
- Board of Education – they are asking for 195,108 over the First Selectman’s budget.
  - Where is the line item for Turf Replacement (50,000)? Was this supposed to be in Capital?
  - What is this difference of 195,108? For now we will go with the departmental budget.
- Revenues – Property Tax is usually a plug #
  - Under the “Real Estate Conveyance Revenue” – the Projected Actual = 148,714 where does this number come from?
  - Why are we budgeting 10,000 for Pistol Permits? Neither last years nor the current YTD is near this.
  - Tuition Revenue – why is this not in the First Selectman’s number?
  - Mashantucket Pequot Fund – where is the Projected Actual number coming from?
  - For the Pilot Program – 18/19 = 0, YTD Actual = 5,727, Projected Actual = 5,727, First Selectman = 0. Where are these numbers coming from? Is the Pilot Program dead for this coming year?
  - WPCA Liens – will we get lien fees?
  - Building Inspector – for 18/19 = 150,000, YTD Actual = 183,213, Projected Actual = 187,203, First Selectman = 150,000. Why are these numbers different? We should leave this number. Does the 150,000 shown have to do with the Tri-Town Plaza project?
  - Culture & Recreation – Project Actual = 15,000, but First Selectman has 34,000. Is this too high?
  - Boys & Girls Club Rent – are we missing something here? Why does the First Selectman’s budget have nothing here?
  - Capital Project Reimbursement for 300,000 – where does this number come from? Are there any bonds for projects being closed out?
  - For Police Admin Fee – 60,000 should be enough now that we do not have a project on-going like Rimmon Street. Use the First Selectman’s Budget.

**DOUG: PLEASE MAKE THE FOLLOWING CHANGES TO THE REPORTS.....**

- 1. Please change the column heading "Difference Department Request VS First Selectman Budget" to be "Board of Finance Budget"**
- 2. Please add page numbers in the footer line on the budget.**
- 3. Please explain what the Projected Actual column is and where these numbers come from.**

**Item #5-- Adjournment**

Meeting was adjourned at 8:10pm.

Submitted by:

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

