

Town of Seymour



4th Quarter 2014

Executive Summary

Introductory Note

This is the inaugural edition of the Town of Seymour's quarterly executive summary. Town department heads have been submitting quarterly reports since the beginning of 2013 to make certain that important information from each department is brought to the attention of the First Selectman. The standard format asks the department heads to set goals and evaluate their performance in the previous quarter to ensure that each department is constantly achieving and striving for improvement. It also allows for trends to be identified so that they can become involved in planning.

The process, because it is still relatively new, has been evolving and will see substantial changes in the near future. In order to provide more, relevant information for those interested. This document represents an attempt on behalf of the First Selectman's Office to condense the information provided in the quarterly reports into a more accessible format, a sort of quarterly FAQ from which overarching trends and highlights can be quickly identified.

As this is the first edition, I welcome suggestions for its improvement. Thank you for your consideration.



W. Kurt Miller
First Selectman

First Selectman's Office

October

- \$7,000+ raised at 2014 Pink Promenade for Seymour Pink
- Seymour Lumber building was demolished
- Paul Pawlak Sr. Bypass Channel and Park ribbon cutting
- Consolidation of Town and School System technology department

November

- Transition to automated garbage and recycling pickup began
- Seymour High School Athletic Field Committee began meeting
- Major work completed on Patton Avenue area roadwork

December

- Creation of Community Services Department
- Adoption of second portion of 10-Year Strategic Plan
- Seymour honored at CERC Celebrate CT Awards
- Seymour begins transition to Nutmeg Network

The final quarter of 2014 was a productive one for the Town of Seymour and the Office of the First Selectman. Long-term development projects were completed, municipal departments were restructured and several other projects and events that will raise the profile of Seymour, improve residents' quality of life and increase governmental efficiency came to fruition.

In the fall of 2013, the Town hired a contractor to perform a process known as chip sealing, which is designed to increase the longevity of roadways. Unfortunately, the process went awry and several streets in the Colony Road area experienced seepage issues that caused a variety of problems. In response, the Town Engineer formed a formal road plan to address the deterioration of roads throughout Town, the first phase of which involved address the issues in the Colony Road area. That work was completed in November but the contractors will be returning to address any concerns that residents in the area have.

Toward the end of October, successful collaboration between Seymour's Economic Development Director and First Selectman, the property owner and the State of Connecticut led to the successful demolition of the former Seymour Lumber structure. A commercial realtor has been hired and we hope to see development of this centrally-located parcel in the near future. Similarly, the long-awaited Paul Pawlak Bypass Channel and Park had its grand opening.

Attendees included the Pawlak family, Senator Blumenthal and Representative Rosa DeLauro. The first-of-its-kind park will remain closed to the public until spring 2015 as the contractor finishes detail work to State specifications.

The First Selectman has been working behind the scenes to improve Town government efficiency by consolidating and restructuring departments. This quarter, the school system's Technology Director, Rob Dyer, was brought in to begin addressing the technology infrastructure of Town buildings on a part-time basis. He will be recommending capital purchases to bring Town departments up-to-date and will be overseeing the transition to the Nutmeg Network, a high-speed municipal internet that will greatly increase municipal communication capacity. The Board of Selectman also approved the creation of the Community Services Department, which will encompass the Recreation and Elderly Services Departments and will assume responsibility for all community events and volunteer programs. It will be fully implemented in spring 2015.

In the beginning of October, the First Selectman's Office organized and held the Fifth Annual Pink Promenade. First Selectman Kurt Miller and about 15 other walkers donned high-heels and pink clothing and walked a mile through downtown Seymour to raise more than \$7,000 for Seymour Pink. Preparations are already underway for 2015's event and we hope to get increased participation from the community. In the beginning of November, Seymour transitioned to an automated garbage and recycling pickup system. In the first month alone, the Town saved \$13,000 and drastically increased recycling rates among residents. In December, Seymour was honored at the Connecticut Economic Resource Center's Celebrate CT Awards. The Town will begin working more closely with CERC to attract more development.

In 2013, the Board of Selectmen appointed a 10-Year Strategic Planning Committee, charged with creating a framework of progress for the Town. This quarter, the Selectmen approved the second portion of the plan, entitled Efficient & Effective local government. More information on the plan is available on the Town website. The Board of Selectmen also appointed the Seymour High School Athletic Field Committee, charged with executing the \$1.8 million State grant for a handicap-accessible athletic complex and artificial turf field at Seymour High School. Work is projected to begin in the spring of 2015 on this project.

Finance

- Completion of first-ever Comprehensive Annual Financial Report (CAFR) at recommendation of auditors.
- Completion of MuniCast financial forecasting setup
- Preparation for budget season

Projections

Revenues:	\$54,358,653	Budget:	\$54,391,274
Budget:	\$54,391,274	Expenditures:	\$54,295,146
Variance:	-\$32,621	Variance:	\$96,128
Revenue variance is due to lower than expected building fees and budgeted fund balance expenditures.		Expenditure variance is due to MSW & recycling contract savings, decreased Community Services Dept. trips and delayed rehiring of personnel.	
	Total Variance:		\$63,507

Building Enforcement

Fees Collected		Permits Issued	
October:	\$16,763	October:	124
November:	\$7,729	November:	44
December:	\$4,950	December:	44
Total:	\$29,442	Total:	212

Tax Collector

Taxes Collected	
October:	\$252,977.60
November:	\$314,450.65
December:	\$3,596,389.89
Total Taxes Collected:	\$4,163,818.14
Taxes Outstanding:	\$15,888,165.58
Collection Rate:	61.91%
Back Taxes Owed:	\$1,418,032.68
Collected Using Card:	\$98,317.03
Percent Using Card:	2.4%

Human Resources

- Clerks and Public Works Union contracts signed
- Began interviewing candidates for transition to Community Services Department
- Raised \$300 for Adopt-a-Family Christmas program for Valley United Way
- Department heads attended mandatory customer service seminar

Economic Development

- Secured and installed electric vehicle charging station for Paul Pawlak Sr. Bypass Channel & Park
- Secured land use approvals for development of 29 Maple Street
- Working with engineers on Phase 1 of Greenway trail, Selectmen having approved bonding
- New Adopt-a-Spot signs installed, awaiting sponsor signs
- Owner of Tri-Town Plaza hired a broker to market property
- Working with property owner for donation of 84 New Haven Avenue to Seymour Housing Authority
- Finished application for NVCOG Transit-Oriented Development grant

Fire Marshal

Current Projects

- 165 Pearl Street – addition of new apartment
- 26-28 Bank Street & 54 Wakeley Street – addressing code violations
- 45 Broad Street – addressing code violations
- 770 Derby Avenue – new construction
- 225 West Street – 2 renovations (Pub 67, Pizarro Pizza)

Inspections

New Construction:	19	Fire Code Complaints:	15
Initial Existing Buildings:	18	Detail Code Reviews:	8
Reinspections:	13	Detail Follow-up Activities:	4
Underground Tanks:	0	Burning Permits:	2
Blasting Complaints:	0		

Upcoming Projects

- 30 Great Hill Road – indoor sports complex
- 277 Bank Street – bar & pizza restaurant

Town Clerk

Dog Licenses:	771	Recording Income:	\$2450
Marriage Licenses:	13	Mail-in Ballots:	145
Vendor Licenses:	14		

- New Assistant Town Clerk, Lianna Staffieri
- Land Records available via website

Police Department

- New Patrolman – Patrick McCabe
- New School Resource Officer, Meredith Shook
- May 2015 – expected date for Community Police Officer
- Citizens’ Academy will be conducted in 1st quarter of 2015

School System

- SHS team placed 3rd in Electrathon Car Race at Lyme Rock Park on October 24
- Implemented “Let’s Talk” feedback tool, available on Town and Board of Education websites

Recreation

Programming

Youth basketball began
Youth karate
Yoga
Senior light exercise

Wizards School of Magic
Adult tennis clinic
Radio City Christmas Spectacular trip

Upcoming Programming (Potential)

Family Swim
US Sports Institute lacrosse & volleyball

Lego Camp
Mad Science summer camp