

**Town of Seymour  
Board of Finance**

**Minutes**

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

**Members Present:** Kristyn Hanewicz, Richard Demko, Heather McDaniel, Bill Sawicki, Beverly Kennedy; Kwame Dunbar

**Members Absent:** Jim Cretella, John Stelma; Gary Popielasz (alternate)

**Others Present:** Doug Thomas, Bettyann Peck, Veronika Jelenik (Voices)

**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 – Seating of Alternates**

None

**Item #4 – Public Comment**

None

**Item #5 – Approval of Minutes – October 22, 2019 Regular Meeting**

Motion to approve Minutes from October 22, 2019 Regular Meeting

Motion: Richard Demko

Second: Kristyn Hanewicz

Yes: 4

No: 0

Abstain: 1 (Heather McDaniel)

**Item #6 – Approval of Calendar of Meetings for 2020**

The Calendar of Meetings for Regular Board of Finance Meetings for 2020 is:

January 28, 2020	May 26, 2020	September 22, 2020
February 25, 2020	June 23, 2020	October 27, 2020
March 24, 2020	July 28, 2020	November 24, 2020
April 28, 2020	August 25, 2020	December 22, 2020

All Meetings are at 7pm in the Norma Drummer Room @ Seymour Town Hall

Motion to approve the Calendar of Meetings for 2020 as presented above

Motion: Beverly Kennedy

Second: Richard Demko

Yes: 5

No: 0

Abstain: 0



**Item #9 – Report from the Finance Director**

**Financial Reports**

The General Fund expenditure, revenue, special revenue and capital projects report for fiscal year 2019 are included in your packets.

The finance department received the Certificate of Achievement for Excellence in Financial Reporting for the 5<sup>th</sup> year in a row. The financial audit is ongoing. The auditors have finished their fieldwork and are working on the reports. We did apply for an extension for the audit. Some third parties are delaying paperwork. Bill Sawicki said to double check the date on the form. Make sure that the # on the form is a working fax # - confirm with Bill @ OPM. If you do send via regular mail, send via Return Receipt. This is due on Friday.

**Fiscal Year 2020**

Major area of concern is the retirement funding. The budget included a funding rate of 12.0% and 17.0% for general and Police wages respectively. Actual retirement funding is 13.73% and 20.24%. Budgeted general wage is \$3,525,283 and Police wages are \$3,636,917. The percentage difference is a budget deficit variance of \$60,987.39 general wages and \$117,836.11 police wages. During the budget process the BOF and First Selectman believed this increase could be challenged by the participating Town's. Our attorneys reviewed the case and informed the 1<sup>st</sup> Selectman that the Town would have to use the Merf rates. The Merf letter is attached outlining funding increases for the next five years. This is a possible \$100,000 deficit in the Merf line.

Bill Sawicki said that what they did is cut a deal with the state employee union to up what the state employee E's contribute to 5.5% as opposed to what it was. They also dropped the discount rate which is what our investments will earn from 8 to 7%. Eight % is egregiously high; so is 7%. They base the discount rate on the long-term treasury bills. Lowering the discount rate means more money has to be put in; raising the employee share AND the employer share. We need to make sure going through the budget that 21.8% in the next budget going up to almost 26% for police & fire and almost 19% for everyone else. For every dollar paid out, we will need to contribute 19 cents. We have not been successful in getting out of MERS. Not sure how the lawsuit from Thomaston has been or will be successful. If not, we will have to pay, not much we can do.

Doug Thomas said that we could do transfers early for some of the smaller departments. We could wait till later (maybe April or May) for Police, Public Works, Fire. There is enough money in there till then.

Other concern is the Town buildings repairs and maintenance. Sewer repairs are needed at 98 Bank street building and the boiler has been replaced at the Police station. Community center repairs are needed; elevator repairs, air conditioning and heating repairs, basement flooring repairs, roofing repairs and oil tank repairs. Oil tank has been drained and portable outside tank is being used, rented monthly.

The fiscal year 2021 budget summit has been scheduled for December 18 & 19.

**Fiscal Year 2019**

The fiscal year 2019 Town budget appears to have a surplus. The surplus is \$544,985. Revenue had a budget surplus of \$141,120 and expenditures had a surplus of \$403,865.

### **Software Update**

A kick off meeting has occurred. We are setting up times for training in January. We are in the process of implementing training and data conversion. Chart of accounts is being compiled and designed with the state chart accounts being mirrored. This is close to what we are using now.

Bill Sawicki said that the formatting of the monthly reports will be changing – more detailed. Bill also stressed that we should have AT LEAST 6 months parallel system. No matter what the software company says. Bill said if anyone is suggesting otherwise, have them call him.

Bill Sawicki said that Public Works has asked to purchase two smaller trucks instead of one large. This will come out of their budget. Not costing the Town any more money.

Heather McDaniel asked if we have looked into car insurance rates at all? Bill Sawicki said that we did have a discussion last year at the Budget Summit. These are the brokers that were at last year's summit. They will present a comparison detail.

Bill Sawicki asked if there was any movement with getting the new scale for Public Works. Doug said that there was some discussion. Bill asked Doug to please check with Tony and get this moving BEFORE the snow starts.

Bill Sawicki asked the response about the Energy Savings sheet. Doug Thomas said that the savings reflected on that sheet were through October of 2020. Bill Sawicki stated that if there was a shortage on that energy savings, and they missed their projections, that the company would be writing the Town a check for the difference.

Heather McDaniel asked what the status on the storage building Public Works was looking into at the old Buntings Express building. Doug Thomas said this deal fell through. Richard Demko said there is some discussion about getting an out-building put up on Public Works property.

Bill Sawicki asked if there has been any progress in getting the 98 Bank Street people moved up to the High School. Doug said no. Bill asked Doug to find out WHY. Doug said he would talk to Kurt. Bill said we need to follow up, so this does not stagnate. The Town and BOE would share the cost. The BOE has already set aside \$135,000 for this. There was some interest in purchasing the building. Bill stressed that we need to follow this thing through.

### **Item #10 - Transfers**

None

### **Item #11 – New Business**

None

### **Item #12 – Correspondence**

- Letter from DPW regarding Capital Truck Purchase:

Honorable Board of DPW:

As discussed during DPW Board meeting on September 9, 2019, line item 1-001-430-3110-570-740 "TRUCKS" in the amount of \$90,000.00 FY-18-19 general fund budget has been transferred to the capital budget FY-20 "PROJECTS & EQUIPMENT" in the same amount.

In previous budget cycles, said funding has been allocated for the purchase of 1 new 5500 mason dump body truck per-FY in an effort to replace aging fleet effectively delivering crucial services to our tax payers.

This funding is a key component with respect to the great progress DPW has made with day to day operations being Winter, Spring, summer & Fall.

We have assessed our current fleet. We have crews in need of vehicles to line and drag athletic fields, as the assigned truck currently in use is a 1985 model year. Additionally, a medium duty pick-up truck is needed for Mechanic to fuel equipment out in the field, also responsive to possible road-calls.

For FY-20, I am proposing the purchase of 2 new medium duty pick-up trucks with plow to follow the most current state bid list, not to exceed approved funding in budget.

Thank you for your consideration & support!

- Letter regarding New Legislation and Revised Forecast of CMERS Contribution Rate was included in packet.

Next Meeting is Monday, December 22, 2019 and will be Heather McDaniel and Kristyn Haniewicz last meeting. Bill Sawicki thanked Heather and Kristyn for a wonderful job!

**Item #13 – Adjournment**

Motion to adjourn

Motion: Heather McDaniel

Second: Richard Demko

Yes: 5

No: 0

Abstain: 0

Meeting was adjourned at 7:24pm.

Submitted by:

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