

**Town of Seymour ~ Board of Finance
MINUTES
Regular Meeting
Tuesday, February 25, 2020 at 7:00pm
Via Zoom Teleconference #896 4105 9682**

Members Present: Bettyann Peck, Kwame Dunbar, Richard Demko, Bill Sawicki, Beverly Kennedy, Jim Cretella, John Stelma; Grace Brangwynne, Paul Wetowitz (alternate)

Members Absent: Gary Popielasz (alternates)

Others Present: Malia McCool, Doug Thomas

Item #1 – Call Meeting to order

Chairman Bill Sawicki called the meeting to order at 7:28pm.

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 – February 25, 2020 Regular Meeting

Motion to approve Minutes from February 25, 2020 Regular Meeting

Motion: Richard Demko

Second: John Stelma

Vote: Yes: 7

No: 0

Abstain: 0

Item #6 – Comments from the First Selectman

None

Item #7 – Report from the Finance Director

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.
- Other concern's; Town buildings repairs and maintenance \$57,156 over expended, Fire Department buildings repairs and maintenance \$5,568 over expended, Police department boiler was replaced for 24,800. Overtime Town Building \$16,910 over expended and Town Buildings general supplies \$2,805 over expended. Fire abatements over budget 16,326.

- Projected over expended accounts are; Town Engineer 4,000, Town Buildings Regular wages \$25,200 and Trash hauling \$24,000.
- The Operations director will be transferring the Town Buildings improvement fund to the town buildings accounts. The line item has \$100,000. Other funding areas are the contingency fund of \$20,000, SRO funding \$37,500 and EDC salary line item of \$35,000 is not being expended.
- The Accounting Manager went out for surgery January 30, 2020 and will not be returning until May 15.

Software Update

- Registered with software, downloaded chart of accounts and vendors to the system. Trained in system setup, chart of accounts, user access management, security management, general ledger journal entry, and electronic document management system. Purchasing and electronic purchasing training is scheduled for week was completed
- We will put off the LIVE date until August 1st. Bill Sawicki said that we will be running dual systems from July 1st through November 1st. Doug confirmed.

Private Duty Collections

- Included with packet was detailed information. March 5th, we deposited \$60,000 and on November 14th we had a \$30,000. Bill Sawicki asked what we are owed as of today; Doug Thomas said he hasn't updated it recently so is not sure. He will get the information from Nadia. He believes it is around \$100,000. As of December 31, 2019, it was around \$162,000.
- Bill Sawicki asked Doug to provide a worksheet at our May Meeting showing the total monthly balance due as of July 1, 2019 and going (monthly) through April 30, 2020. This worksheet should have two columns – Total Amount Billed and Total Amount Collected.
- John Stelma asked if we could stipulate, for future invoices, that we must receive payment within a certain time frame (30 days, 60 days, 90 days, 6 months, etc.) Bill Sawicki said that this would be something that would need to go through the Board of Selectmen. He will check with Kurt about putting this on their agenda.

Item #8 – Transfers

None

Item #9 – New Business

None

Item #10 – Correspondence

Bill Sawicki said that he received an e-mail from the Tax Collector to Kurt Miller.

- April 2019 – Collections for the month \$189,000 – 98.17% - \$791,668 left to collect on \$43,864,000
- April 2020 – Collections for the month 97.83% - \$941,000 left for the year to collect on \$44,244,000

This is not great but not really bad either. We will see how things work out.

We do not know what actions, if any, have been taken regarding the tax payments due starting July 1st. Are they to be allowed to be collected quarterly? Not sure how many people have sent in applications.

Motion to adopt the 2020/2021 budget of \$58,084,616 from our April 22,2020 Budget Deliberations and Send to Town Budget Hearing

Motion: Richard Demko	Second: Kwame Dunbar
Vote: Yes: 7	No: 0 Abstain: 0

Motion to Move 2020/2021 Budget of \$58,084,616 and Mill Rate of 36 Mills to Town Budget Hearing on May 12, 2020 @ 7pm via Zoom Teleconference

Motion: Richard Demko Second: Kwame Dunbar

Vote: Yes: 7 No: 0 Abstain: 0

Richard Demko asked who will be collecting Public Comment for the Public Hearing?
Bill Sawicki said that the public comments will be e-mailed to Rory Burke or Kurt Miller e-mails and they will be getting those to us. This goes also for comments after the May 12th Public Hearing. They will be collected by Rory and Kurt and then we will read them into the minutes for the Public Hearing or May 26th Regular Monthly Board of Finance Meeting where we will formally FINALIZE the Budget for FY 2020/2021. The citizens will have plenty of time (5 weeks total) to comment on this budget before being finalized.

Bill Sawicki said that the Board of Finance may need to schedule an additional meeting after the Public Hearing and before the May 26th Regular Meeting depending on comments received.

Motion to adjourn
 Motion: Bettyann Peck
 Yes: 7 No: 0 Abstain: 0
 Second: Richard Demko

Meeting was adjourned at 7:42pm.

Submitted by:

Monica Dimon
Recording Secretary