

SEYMOUR SENIOR CENTER
20 PINE ST
SEYMOUR, CT., 064893

2015-1st Quarter

Department: Elderly Services/Senior Center Dates Covered: 1/1/15-3/31/15
Prepared by Lucy McConologue

Weather and snow has created many problems with programs at the Senior Center during the months of January, February and March. January's Casino trip was cancelled, rescheduled and cancelled. February's monthly casino trip was cancelled and not rescheduled. Monthly Lunch Bunch trip to Brookside was cancelled in January. When activities or trips are cancelled, I notify each individual by phone about the cancellation/reschedule and also post it on channel 3 and 8.

Weekly/Daily Activities provided at the Center includes Bingo, Cards, Mah Jong, Yoga, Zumba Gold, Lite Exercise and Band Jamming with our in-house member trio

Monthly In-House Share Lunch January & February cancelled due to snow. March was a sandwich month.

Senior Bus Usage include Doctor Appointments on Mondays, Shopping trips to ShopRite- Tuesday, Stop & Shop on Thursdays and various valley stores on Wednesday (ex. Job Lot, Big Y, Walmart, Dollar Store)

Bus also used for day Lunch Bunch in March to Brookside Inn.

Holiday Special Programs- St Patrick's Lucky Bingo Day

AARP Tax Assistance Program-Thursday mornings from 9:00-12:00 noon. Free Income Tax preparation for Seniors and community at large. Program started February 5th and is held on Thursday mornings from 9:00 – 12:00. Appointments only. We have filled all appointments through the April date and also extended the hours the week following a snowstorm in order to reschedule cancelled appointments.

Our Outreach Nurse has been providing blood pressure screening at the Center twice a month and also meets with any individual who wants to discuss health issues. I also have made referrals to her for home visits when I become aware of the needs of seniors who do not come to the Center.

Monthly Bulletin of activities is prepared and mailed out to members and copies are also sent to the Elderly Housing Complexes, Smithfield Gardens & Library. Copies are also faxed to all the newspapers.

Submitted by: Lucy McConologue

SEYMOUR PUBLIC LIBRARY

Quarter Report: March 31, 2015

Bibliomation circulation reports for December will not be tallied until the first week in January.

Department: Seymour Public Library

Prepared by: Suzanne Garvey

1. Department-specific update:

Budget Figures from July- February 28, 2015

Allocations	FY	YTD	Balance
Town	\$574,452.00	\$344,846.47	\$226,420.68
Encumbered		\$ 3,184.85	
Endowment	\$ 111,362.00	\$67,970.95	\$43,391.05

Operations YTD 7/1 to 2/28

Circulation Adults : 10,156

Children & YA: 5,434

Total- all items including magazines, DVDs, Audio, Adult, Children:

ILL

Borrow 1,055

Loan 600

Holdings the library owns: 82,408

Programs-Adult

Child

Days Open-

Computer Sessions- 2,831

Registered Borrowers - 10,063 (vastly reduced number from previous quarter is as a result of differences in tally through library accounts vs. consortium Bibliomation accounts and follows the Bibliomation policy of expired cards which the Library accounts did not take into consideration)

2. Budgetary Update- Library should be on target with spending

3. Accomplishments/recognition of department or members:

Review goals for the quarter: Did you meet your goals? What issues or obstacles did you come across? Are there any goals you could not meet?

In terms of meeting goals- I would say yes we are meeting them though there have been some road bumps along the way.

Cleaning- we are cleaning out the library. Roger has been a tremendous help. There is a lot of "stuff" outdated and in need of getting out of the library.

Weeding- we are weeding sections. Travel books from 2004 are easy to get rid of

Filling in

Lap Sits

Adult Programming

Issue resolution: Reflect on some things that may not have gone as projected and how you worked to resolve the issues.

Look ahead: What big projects, purchases or events are coming up for your department?

Applying for grants for the room downstairs. ST Library advises applying for an energy conservation grant after pictures that I sent them. Depending on what happens with CT State Budget- the capital grants to libraries for building projects may be reduced or eliminated in some cases. To get a grant a 2-5-10 year plan must be in place with each grant to show that the library plans improvements and is a good source of money spent. That will take some time to complete.

National Library week is April 12-18 so we are planning some raffles and give aways to bring people in.

We'd love! To purchase new chairs for the programming area! Patrons have complained of the cold metal in the "lack of comfort" of our current chairs. (Which were probably cutting edge when purchased in – by the looks- 1958).

Establish 3 goals for the upcoming quarter: Three things that will move your department forward or provide a better level of service or functionality to the Town or residents.

1.Redoing our Reference area- we'd like our reference department to be respected again. We did recently go through quickly to get out dates 2006 information out but need to upgrade in more ways.

2. Upgrading older/out of date books with new- same as above. This is a big project and centers on the non-fiction area.

3. More Adult Programming- now that it is nice weather- we have 10 in attendance downstairs for a showing of the "Theory of Everything". I asked all attendees to let me know what the experience was like and how we could improve upon it. The movies are great in that we can start them, monitor them occasionally, and show up at the end- but staff can be doing other things in meantime.

4. Finalizing plans for the Homebound delivery program- going over policies with the Board & Senior Center and having it ready to go. There is a lot to consider in

5. Better marketing-

2015 1st Quarter Report

Department: Recreation **Prepared by:** Missy Orosz

Department-specific update: Include information as you have in the past.

January 2015

Basketball League continues 7 days/nights per week
Youth Karate continue on Tuesday & Thursdays
Yoga Classes continue on Wednesday nights & Thursday Mornings
Senior Lite Exercise classes continues Thursday mornings
Boys Basketball Divisions were hosted by SHS Varsity Boys Basketball Team for a game
Girls Basketball Division were hosted by SHS Varsity Girls Basketball Team for a game
Provided practice slots for the three boys travel basketball teams
Advertised for summer lifeguards & swim Instructors
Applications made available for prospective summer playground staff
Family swim night program began on 1/28/15 and will run until mid May
Began to plan for summer playground program and changes in trips, activities & offerings

February 2014

Basketball League continues
Yoga Classes continue
Karate Classes continue
Senior Light Exercise continues
Provided practice slots for the three boys travel basketball teams
Sent out personal letters to summer playground staff from 2014 for their interest in 2015 season
Secured the Lego summer program, US Sports Institute Lacrosse, Multi Sports Camp & Little Squirts programs. Movie Making Camp will hopefully be a new offering too
Men's Over 30 Saturday morning basketball league begins.
Planning spring tennis lessons at French Park starting in May.
Two new basketball teams were formed to participate in the CT Hoopfest. One boys & girls team of 3rd & 4th graders.
Family swim night program continues.

March 2014

Basketball League regular season ends and March Madness Tournament Starts
Yoga classes continue
Karate classes continue
Advertise and continuing to recruit certified lifeguards for upcoming programming

Provided basketball practice slots for three boys travel teams
Senior Lite Exercise Classes continues
Summer Playground program dates finalized and flyer distributed to the schools
GJHLL used gym for team evaluations
Basketball League Championships for grades 3 through 8 were held at the Seymour Middle School Gym
5th annual Mrs. Jean Banks Food Drive Collection took place during play-offs and championship games
Kindergarten, 1st grade & 2nd grade basketball divisions held their jamborees
Young Men's 18-29 years old basketball nights began on Wednesdays and will continue through late spring
Met with Kurt Miller and Shaye Roscoe from Boys & Girls Club to work out sharing the Community Center building for summer programming.
Met with the PAACT program group to work on offering art enrichment programs

Budgetary update: Include an overview of your department's budget; list any major transfers, predictions for expenditures, etc.

The First selectman has handled previous budget. We have deferred to him again in this matter many times, but this year Missy Orosz had the opportunity to present her budget ideas and suggestions on how money is needed and can be used in the Recreation Department during the annual budget hearings with the Board of Finance.

Accomplishments/recognition of department or members: Did anyone in your department receive an award or recognition, a grant or attend a training session? List all positive aspects here.

Over 300 + children in grades 3 through 8 participated in our March Madness basketball tournament. The five division winners were: Junior Boys (Celtics), Junior Girls (Fever), Senior Girls (Shock), Senior Boys (Cavaliers) and Intermediate Boys (Bulls)



Town of Seymour
FINANCE DEPARTMENT

TOWN HALL
1 FIRST STREET, SEYMOUR, CONNECTICUT 06483

Town of Seymour
Finance Department
Quarterly Report – Period ending 12/31/2014

Department Specific Update

Attached are 2nd Quarter ended Revenue and Expenditure summaries for period ended December 31, 2015. 2nd Quarter Revenue and Expenditures reports appear to be within budget. The projected revenues are \$54,358,653 compared to a budget of \$54,391,274 for an unfavorable budget variance of \$32,621. The variance is due to interest and building fees trending below budget and budgeted use of fund balance of \$50,000. The projected expenditures are \$54,295,146 compared to a budget of \$54,391,274 for a favorable budget variance of \$96,128. Favorable budget is due to contract garbage savings and the Services to the Elderly and Recreation commission decreased number of trips and late rehiring of personal. Unfavorable budgets are Town Building's repairs and maintenance and health insurance trending over budget. The net favorable budget variance is \$63,507.

Accomplishments/Recognition of Department

Comprehensive Annual Financial Report finished filed with the State
Muni cast system for 10yr strategic planning committee – completed
Budget spreadsheet prepared for the 1st Selectman
Year end audit completed

Review Goals for the Quarter;

1. Prepare budget reports for the Board of Finance
2. Prepare financial system for upcoming year end
3. Continue to provide financials for the Muni cast system for 10yr strategic planning committee
4. Prepare budget schedules for the 1st Selectman

Issue Resolution:

None

Look-Ahead:

The department will continue with regular maintenance of reconciliations and regular monthly reports. Budget preparation is the main concern for this quarter. There is the preparation of the budget document and numerous reports and analyses for the budget. There is also the preparation of the

bonding of the 5.6 million bond issue for the roads project. Implementation of private duty police in special revenue, internal service fund for workers compensation, recording special revenue grants (Small cities grant \$500,000, Downtown Seymour grant \$375,000, Building Maintenance Fund \$335,000, Seymour Athletic Field grant \$2,000,000).

Establish 3 Goals for upcoming quarter:

1. Prepare budget reports for the Board of Finance
2. Maintain reconciliations for the general ledger system
3. Continue to provide financial reports for the Muni Cast system

TOWN OF SEYMOUR
 REVENUE PROJECTION - GENERAL FUND (BY INDIVIDUAL REVENUE LINE-ITEM)
 FYE 6/30/15

Line Item #	Title	6/30/2015 Adjusted Budget	Actual Through 3/31/2015	Estimated Actual 03/31/15 thru 6/30/15	Total Actual & Estimated for 6/30/2015	Over (Under) Budget	Explanation for Significant Variances
General Property Taxes							
311-0010-000-000	Property Tax	\$ 40,686,627	\$ 40,215,725	\$ 465,252	40,680,977	\$ (5,650)	
311-0011-000-000	Prior Year property tax	525,000	385,411	182,789	568,200	43,200	
311-0015-000-000	Pro-Rata Real Estate Tax	-	-	-	-	-	
311-0020-000-000	Supplemental Car Tax	315,000	397,534	23,118	420,652	105,652	
	Sub Total	41,526,627	40,998,670	671,159	41,669,829	143,202	
Property Taxes-Other Assessed Value							
312-0000-000-000	Real Estate Conveyance	130,000	55,095	37,085	92,180	(37,820)	Housing permits lower than budgeted.
	Sub Total	130,000	55,095	37,085	92,180	(37,820)	
Penalties/Interest on Del. Taxes							
319-0011-000-000	Property Tax Int. & Liens	350,000	270,688	120,993	391,681	41,681	
	Sub Total	350,000	270,688	120,993	391,681	41,681	
Licenses and Permits							
320-0010-000-000	Pistol Permits	7,000	5,740	1,000	6,740	(260)	
320-0020-000-000	Zoning & State Permits	-	-	-	-	-	
320-0025-000-000	Raffle Permits	30	10	-	10	(20)	
320-0030-000-000	Fire Marshall Permits and fees	3,500	950	1,000	1,950	(1,550)	
	Sub Total	10,530	6,700	2,000	8,700	(1,830)	
Nonbusiness Licenses and Permits							
322-0010-000-000	Dept. of Public Works	1,000	980	-	980	(20)	
322-0020-000-000	Parking Stickers	3,500	3,300	200	3,500	-	
322-0060-000-000	Dog Licenses	850	-	850	850	-	
	Sub Total	5,350	4,280	1,050	5,330	(20)	
Intergovernmental Revenues							
330-0010-000-000	Tuition	-	-	-	-	-	
	Sub Total	-	-	-	-	-	
State Government Grants							
334-0010-000-000	Transportation	115,051	-	115,051	115,051	-	
334-0012-000-000	Education Block Grant	10,072,953	5,036,476	5,012,476	10,048,952	(24,001)	
334-0014-000-000	Special Education Income	-	-	-	-	-	
334-0016-000-000	Education & Services	-	-	-	-	-	

334-0030-000-000	Regular Building Grants	-	-	-	-	-	-	-	-
334-0035-000-000	School Miscellaneous	-	-	-	-	-	-	-	-
	Sub Total	10,188,004	5,036,476	5,127,527	10,164,003	(24,001)			
	State Government Shared Revenues								
335-0010-000-000	Circuit Breaker Program	148,000	124,797	-	124,797	(23,203)			
335-0011-000-000	Judicial Fines	-	6,544	-	6,544	6,544			
335-0012-000-000	Disability Exemption PA	3,000	2,702	-	2,702	(298)			
335-0014-000-000	Hold Harmless Grant	264,455	264,455	-	264,455	-			
335-0016-000-000	State Provided Highway (Town Road Aid)	297,024	297,032	-	297,032	8			
335-0018-000-000	Boat Tax	-	-	-	-	-			
335-0019-000-000	Veterans Exemptions	18,000	18,155	-	18,155	155			
335-0022-000-000	Enterprise Zone Program	6,000	4,553	-	4,553	(1,447)			
335-0023-000-000	Dist of Telephone Tax	35,000	-	15,000	15,000	(20,000)			
335-0024-000-000	Manufacturers Exemption	50,194	-	-	-	(50,194)			
335-0030-000-000	Local Capital Projects	115,793	115,793	-	115,793	-			
335-0035-000-000	Mashantucket Pequot Fund	76,691	22,131	54,560	76,691	-			
	Sub Total	1,014,157	856,162	69,560	925,722	(88,435)			
	State Govt payments in lieu of taxes								
336-0010-000-000	Property tax loss	57,306	63,800	17,101	80,901	13,595			
336-0015-000-000	Pilot Program - Smith / Ray House	-	-	-	-	-			
	Sub Total	67,306	63,800	17,101	80,901	13,595			
	General Government								
341-0020-000-000	Town Clerk	130,000	99,403	31,179	130,582	582			
341-0030-000-000	Planning & Zoning	12,000	16,765	3,475	20,240	8,240			
341-0035-000-000	Zoning Board of Appeals	1,000	521	-	521	(479)			
341-0038-000-000	Inland Wetlands	1,000	38,375	580	38,955	37,955			
	Sub Total	144,000	155,064	35,234	190,298	46,298			
	Public Safety								
342-0020-000-000	Town Clerk Lic Fund	6,500	5,000	-	5,000	(1,500)			
342-0040-000-000	Building Inspector	130,000	64,914	27,380	92,294	(37,706)			
342-0045-000-000	Site Inspection Revenue	-	-	-	-	-			
	Sub Total	136,500	69,914	27,380	97,294	(39,206)			
	Sanitation								
344-0030-000-000	Transfer Station - Commercial	35,000	26,018	5,200	31,218	(3,782)			
344-0035-000-000	Residential Transfer Station	15,000	14,767	-	14,767	(233)			
	Sub Total	50,000	40,785	5,200	45,985	(4,015)			
	Health								
345-0050-000-000	Dog Wardens receipts	2,000	2,148	-	2,148	148			
	Sub Total	2,000	2,148	-	2,148	148			

Housing permits lower than budgeted.

Culture-Recreation						
347-0031-000-000	Seymour Recreation Programs	30,000	26,500	1,000	27,500	(2,500)
347-0031-000-000	Recreation program misc	38,000	22,565	12,525	35,090	(2,910)
347-0032-000-000	Senior Center Programs	35,000	6,848	5,450	12,298	(22,702)
347-0030-000-000	Membership dues	2,500	568	-	568	(1,932)
	Sub Total	<u>105,500</u>	<u>56,481</u>	<u>18,975</u>	<u>75,456</u>	<u>(30,044)</u>
Miscellaneous Revenues						
350-0005-000-000	Police Reports	-	-	-	-	-
350-0010-000-000	Miscellaneous	2,000	1,793	-	1,793	(207)
350-0015-000-000	Housing Authority	15,000	9,077	-	9,077	(5,923)
350-0020-000-000	Sale of surplus property	1,000	-	-	-	(1,000)
350-0025-000-000	Police Admin Fee	35,000	49,555	-	49,555	14,555
350-0030-000-000	Grants Admin Fees	-	-	-	-	-
350-0030-000-000	Unbudgeted income insurance	-	-	-	-	-
350-0100-000-000	Skate Park	-	975	-	975	975
350-0040-000-000	Valley Health Districts - Rent	-	-	-	-	-
350-0035-000-000	Miscellaneous	17,500	14,744	2,756	17,500	-
350-0100-000-000	Skate Park Land	-	246	-	246	246
	Sub Total	<u>70,500</u>	<u>76,390</u>	<u>2,756</u>	<u>79,146</u>	<u>8,646</u>
Fines						
351-0031-000-000	Ordinance fines	800	198	-	198	(602)
351-0030-000-000	Parking Fines	5,000	7,520	1,200	8,720	3,720
	Sub Total	<u>5,800</u>	<u>7,718</u>	<u>1,200</u>	<u>8,918</u>	<u>3,118</u>
Special Assessments						
355-0010-000-000	Sewer Assessments	355,000	126,098	196,208	322,306	(32,694)
355-0033-000-000	Oxford Payment	-	-	-	-	-
355-0020-000-000	Water Assessment	125,000	86,908	39,480	126,388	1,388
355-0025-000-000	Water Assessment Interest	45,000	4,857	4,950	9,807	(35,193)
	Sub Total	<u>525,000</u>	<u>217,863</u>	<u>240,638</u>	<u>458,501</u>	<u>(66,499)</u>
Investment Earnings						
361-0010-000-000	Interest General Fund	10,000	9,208	2,520	11,728	1,728
	Sub Total	<u>10,000</u>	<u>9,208</u>	<u>2,520</u>	<u>11,728</u>	<u>1,728</u>
Other Finance Sources						
362-0010-000-000	Other Finance Sources	81,077	-	-	-	(81,077)
362-0010-000-000	Capital Project Fund Reimbursement	-	-	-	-	-
	Sub Total	<u>81,077</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(81,077)</u>
390-0000-000-000	Revenue from fund balance	50,000	-	-	-	(50,000)
	Sub Total	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(50,000)</u>
	Grand Total All Town Revenues	<u>\$ 54,472,351</u>	<u>\$ 47,927,442</u>	<u>\$ 6,380,378</u>	<u>\$ 54,307,820</u>	<u>(164,531)</u>

TOWN OF SEYMOUR
EXPENSES PROJECTION - GENERAL FUND (BY DEPARTMENT)
FYE 6/30/15

Line Item #	Title	6/30/2015 Adjusted Budget	Actual Through 3/31/2015	Estimated Actual 03/31/15 thru 6/30/15	Total Actual & Estimated for 6/30/2015	Over (Under) Budget	Explanation for Significant Variances
	Planning & Zoning	23,190	20,765	2,425	23,190	(0)	
	Board of Finance	61,400	64,000	-	64,000	2,600	
	Town Meetings Public Hearings	4,200	436	3,000	3,436	(764)	
	Probate Court	13,000	13,000	-	13,000	-	
	Selectmen's Office	254,383	195,167	58,319	253,486	(897)	
	Economic Development	66,112	54,034	11,015	65,049	(1,063)	
	Economic Development Commission	3,000	700	750	1,450	(1,550)	
	Downtown Committee	9,840	8,490	-	8,490	(1,350)	
	Registrars of Voters	85,300	53,359	28,250	81,609	(3,691)	
	Finance Department	303,793	218,860	84,553	303,413	(380)	
	Tax Collector	160,923	120,615	40,308	160,923	(0)	
	Town Treasurer	5,200	3,900	1,300	5,200	-	
	Assessors Office	226,501	170,087	56,000	226,087	(414)	
	Board of Assessment Appeals	500	-	-	-	(500)	
	Town Counsel	220,000	207,565	12,430	219,995	(5)	
	Town Clerk	190,739	137,351	53,000	190,351	(388)	
	Printing & Legal Ads	15,000	8,480	5,540	14,020	(980)	
	Conservation Protection Agency	3,625	2,346	-	2,346	(1,279)	
	Inland/Wetlands	9,570	6,460	3,100	9,560	(10)	
	Board of Zoning Appeals	1,200	230	550	780	(420)	
	Town Planner	34,013	24,987	9,026	34,013	(0)	
	Town Computers / Data Processing	64,000	52,204	11,790	63,994	(6)	
	Town Buildings	355,303	327,236	28,000	355,236	(67)	Budget overage due to Sewer fee increase, overtime due to workers comp, building repairs and maintenance
	Town Engineer	73,300	73,165	-	73,165	(135)	Budget overage due to grant project engineering
	Blight Officer	8,700	7,091	1,000	8,091	(609)	
	Town Contributions	28,725	27,325	1,400	28,725	-	
	Personnel Benefits	-	-	-	-	-	
	Sick Pay	180,267	-	180,267	180,267	-	
	Health Insurance	2,424,327	1,970,998	453,329	2,424,327	0	
	Social Security	315,615	252,484	62,100	314,584	(1,031)	
	Retirement	907,208	606,045	290,110	896,155	(11,053)	
	Longevity	78,909	45,794	30,000	75,794	(3,115)	
	Town Insurance	1,462,063	1,329,381	232,000	1,561,381	99,318	
	General Government	\$ 7,589,906	\$ 6,002,557	\$ 1,659,562	\$ 7,662,119	72,212	
	Police Department	3,942,245	2,598,531	1,307,000	3,905,531	(36,714)	
	Communication Commission	202,599	189,631	12,950	202,581	(18)	
	Emergency Management	23,919	20,620	-	20,620	(3,299)	

EMS Commission	100	60	-	60	(40)
Seymour Ambulance	60,853	55,793	5,060	60,853	0
Valley Emergency Medical Services	30,000	30,000	-	30,000	-
Lake Authority	14,240	14,240	-	14,240	-
Fire Department	398,516	323,975	74,540	398,515	(1)
Water - Fire Hydrants	393,206	313,200	80,000	393,200	(6)
Fire Marshal	113,420	81,498	31,900	113,398	(22)
Office of Compliance	70,762	34,521	36,240	70,761	(1)
Public Safety	<u>5,249,860</u>	<u>3,662,089</u>	<u>1,547,690</u>	<u>5,209,759</u>	<u>(40,101)</u>
Highway Wages & Maintenance	1,810,922	1,533,766	367,156	1,900,922	90,000
Highway Materials	165,793	160,375	5,400	165,775	(18)
Street Lighting	165,000	148,790	16,200	164,990	(10)
Highways and Streets	<u>2,141,715</u>	<u>1,842,931</u>	<u>388,756</u>	<u>2,231,687</u>	<u>89,972</u>
Sanitation	94,796	70,505	24,000	94,505	(291)
Waste Collection	1,079,399	860,092	104,307	964,399	(115,000)
Sanitation	<u>1,174,195</u>	<u>930,597</u>	<u>128,307</u>	<u>1,058,904</u>	<u>(115,291)</u>
Valley Health Department	96,716	96,716	-	96,716	-
Dog Warden Canine Office	47,054	30,312	16,700	47,012	(42)
Town Health Contributions	12,607	12,607	-	12,607	-
Services to the Elderly	145,250	68,648	31,449	100,097	(45,153)
Health and Welfare	<u>301,627</u>	<u>208,283</u>	<u>48,149</u>	<u>256,432</u>	<u>(45,195)</u>
Recreation Commission	208,289	119,103	49,793	168,896	(39,393)
Culture & Arts Commission	20,600	16,238	-	16,238	(4,362)
Recreation Program Contributions	28,000	28,000	-	28,000	-
Parks	142,500	72,757	68,000	140,757	(1,743)
Library	340,735	246,891	93,844	340,735	0
Valley Council of Governments	10,454	10,454	-	10,454	-
Culture & Recreation	<u>750,578</u>	<u>493,443</u>	<u>211,637</u>	<u>705,080</u>	<u>(45,498)</u>
Board of Education	<u>31,730,447</u>	<u>23,026,676</u>	<u>8,703,771</u>	<u>31,730,447</u>	<u>(0)</u>
Principle	3,944,900	3,944,900	-	3,944,900	-
Interest	1,134,122	1,097,297	36,825	1,134,122	(0)
Debt Service	<u>5,079,022</u>	<u>5,042,197</u>	<u>36,825</u>	<u>5,079,022</u>	<u>(0)</u>
Senior Citizen Freeze	50,000	50,000	-	50,000	-
Town Capital	<u>250,000</u>	<u>250,000</u>	<u>-</u>	<u>250,000</u>	<u>-</u>
Town Contingency	<u>155,000</u>	<u>(3,300)</u>	<u>84,000</u>	<u>80,700</u>	<u>(74,300)</u>
Total Town Expenditures	<u>\$ 54,472,351</u>	<u>\$ 41,505,452</u>	<u>\$ 12,808,697</u>	<u>\$ 54,314,149</u>	<u>(158,202)</u>

Savings due to new garabage contract
Savings due to retired director and fewer trips than budgeted
Savings due to fewer entertainment venues than budgeted

Budget includes director assistant position, however position has been vacant since July 1



ZONING OFFICER REPORT

STARTING DATE 01/2015 ENDING DATE 03/2015

	Number of:
❖ New Construction	<u>0</u>
❖ Certificate of Occupancy	<u>1</u>
❖ Additions	<u>1</u>
❖ Garages/Detached	<u>0</u>
❖ Excavation	<u>0</u>
❖ Adult Living	<u>0</u>
❖ Decks	<u>0</u>
❖ Pools	<u>0</u>
❖ Sheds	<u>0</u>
❖ In-law	<u>0</u>
❖ Signs	<u>4</u>
❖ Portable Garages	<u>0</u>
❖ Demo	<u>0</u>
❖ Generator	<u>1</u>
❖ Signs Removed	<u>27</u>
❖ Temporary Signs	<u>6</u>
❖ Phone Messages	<u>69</u>

Bill Paecht, ZEO

1ST _____ Quarter Report 2015

Department: assessor

Prepared by: Joseph Kusiak

Department-specific update: Include information as you have in the past.

New construction. Map updates. Deed research. Personal property audits. Fielding taxpayer questions, manufacturing audits, revaluation

Budgetary update: Include an overview of your department's budget; list any major transfers, predictions for expenditures, etc. budget is typical year to year

Spending as per budget approved last year.

Accomplishments/recognition of department or members: Did anyone in your department receive an award or recognition, a grant or attend a training session? List all positive aspects here. Attended various meetings for legislative updates.

Review goals for the quarter: Did you meet your goals? What issues or obstacles did you come across? Are there any goals you could not meet? All goals met.

Issue resolution: Reflect on some things that may not have gone as projected and how you worked to resolve the issues. All went as planned.

Look ahead: What big projects, purchases or events are coming up for your department?

Revaluation of 2015.

Establish 3 goals for the upcoming quarter: Three things that will move your department forward or provide a better level of service or functionality to the Town or residents. To: 1. Create the grand list 2. Discover, list and value properties for equity 3. mapping



Town of Seymour
1 First Street • Seymour, Connecticut 06483

OFFICE OF TAX COLLECTOR

1ST QUARTERLY REPORT - 2015

DEPARTMENT: TAX COLLECTOR
PREPARED BY: DANA D. FLACH, C.C.M.C.

DATES COVERED: January 1, 2015 – March 31, 2015

DEPARTMENT SPECIFIC UPDATE:

JANUARY:

Payments were processed. Deposits made and balanced. Collected \$12,446,260.10 for January, including credit card payments.

Credit/Debit card & E-ck payments at counter and online. Collected \$118,014.14 for January.

TAXSERV (collection agency) payments received: \$4,118.48.

Collected 91.73%. Current taxes owed: \$3,449,424.54. Back taxes owed: \$1,361,838.51.

Maintained spreadsheet of deposit breakdown for Finance Office.

Motor Vehicle Take Offs were done on 1/6/15, 1/13/15 & 1/28/15 for payments received.

Maintained change of addresses for motor vehicles & new homeowners. Gave info to Assessor's.

Maintained additions or deletions of accounts from bank requests for the mortgages they service.

Refund requests reported to BOS and processed.

Final Demand Notices were issued.

Followed up on accounts that have payment arrangements.

Collector attended CCM Seminar on Customer Service for Municipal Personnel on January 21.

Collector & Assistant attended Supervisor & Town Hall employee meeting with HR.

Completed month end reports for Finance Director.

Filed 2015-2016 Budget with Town Clerk.

FEBRUARY:

Payments were processed. Deposits made and balanced. Collected \$2,107,936.44 for February, including credit card payments.

Credit/Debit card & E-ck payments at counter and online. Collected \$153,421.61 for February.

TAXSERV (collection agency) payments received: \$7,591.72.

Collected 96.59%. Current taxes owed: \$1,420,728.41. Back taxes owed: \$1,322,249.81.

Maintained spreadsheet of deposit breakdown for Finance Office.

Maintained spreadsheet for credit card collections.

Delinquent notices sent for Real Estate, Personal Property and Motor Vehicle.

Motor Vehicle Take Offs were done on 2/5/15, 2/17/15, 2/24/15 for payments received.

Motor Vehicle Put On's/Purge done on 2/10/15.

Maintained change of addresses for motor vehicles & new homeowners. Gave info to Assessor's.

Maintained additions or deletions of accounts from bank requests for the mortgages they service.

Refund requests reported to BOS and processed.

Demands were issued.

Real Estate Warrants were issued for Tax Sale.

Personal Property Warrants were issued.

Followed up on accounts that have payment arrangements.

Assistant & Collector attended Town Hall employee & Supervisor meeting with HR.

Completed month end reports for Finance Director.

Presented 2015-2016 Budget to BOS.

TELEPHONE: 203-888-0517
FAX: 203-881-3491 • WEBSITE: www.seymourct.org

MARCH:

Payments were processed. Deposits made and balanced. Collected \$382,281.10 for March, including credit card payments.

Credit/Debit card & E-ck payments at counter and online. Collected \$51,785.69 for March.

TAXSERV (collection agency) payments for March: \$4,354.28.

Collected 97.30%. Current taxes owed: \$1,123,614.14. Back taxes owed: \$1,170,384.56.

Maintained spreadsheet of deposit breakdown for Finance Office.

Maintained spreadsheet for credit card collections.

Delinquent notices sent for Real Estate, Personal Property, Motor Vehicles and Water Assessments.

Motor Vehicle Take Offs were done on 3/3/15, 3/10/15, 3/17/14, 3/24/15 & 3/31/15 for payments received.

Maintained change of addresses for motor vehicles & new homeowners. Gave info to Assessor's.

Maintained additions or deletions of accounts from bank requests for the mortgages they service.

Refund requests reported to BOS and processed.

Followed up on accounts that have payment arrangements.

Demands were sent for Personal Property.

Presented Suspense List to Board of Finance for approval.

Water Assessment bills were prepared and mailed for April collection.

Completed month end reports for Finance Director.

Completed Quarterly Department Summary.

BUDGETARY UPDATE: No overage in line items.

ACCOMPLISHMENTS / RECOGNITION OF DEPARTMENT MEMBERS: Collector & Assistant Collector attended CT Tax Conference for DMV CIVLS training 3/27/15.

REVIEW GOALS FOR THE QUARTER: January collections were good. Presented Budget for next fiscal year. Water Assessment bills were prepared and mailed for April collection.

ISSUE RESOLUTION: Increase collections.

LOOK AHEAD: Budget to be passed.

ESTABLISH 3 GOALS FOR UPCOMING QUARTER: Smooth budget process. Follow up with delinquent accounts. Prepare for next fiscal year.

GRAND RATEBOOK BALANCE SHEET REPORT
TOWN OF SEYMOUR
GRAND LIST YEAR 2013

Year: 1998 To 2013, Pay Date: 04/01/2015, Time: 04/01/2015 01:47:35 pm All
 Conditions: Recap By Year: No Recap By Dist: No Act/Susp: Active, Cycle: 00 To 00, Type: TOWN, Bill Type: 24 - CODE T (All)
 YEAR/TYPE ACTS BEGINNING BALANCE LAWFUL CORRECTIONS INC. DEC. COLLECTIBLE TAXES CURRENT SUSPENSE TAXES/BIINT PAID INTEREST PAID L+FEES PAID TOTAL PAID OVER PAID UNCOLLECTED TAXES

YR:	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	Prior Total	YR: 2013	Grand Total
135	150	141	145	162	191	221	235	242	265	449	965	9,771	25,217	1,859,861.62	25,476	63,765	
12,748.58	27,899.74	21,246.94	24,699.06	26,597.15	35,002.38	30,697.07	44,367.68	47,552.21	80,520.03	87,917.14	218,681.11	406,230.05	795,702.48	1,877,055.06	41,749,076.22	43,608,937.84	
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	-20,097.74	-8,648.87	1,877,055.06	51,258.78	98,676.48	
0.00	-131.44	-67.08	0.00	0.00	0.00	0.00	-117.39	-98.76	-431.11	-266.73	-365.14	409,828.22	810,774.40	1,877,055.06	-95,384.48	-125,608.74	
12,748.58	27,768.30	21,179.86	24,699.06	26,597.15	35,002.38	30,697.07	44,250.29	47,453.45	80,088.92	87,651.41	218,315.97	409,828.22	810,774.40	1,877,055.06	41,704,950.52	43,582,005.58	
0.00	0.00	0.00	-855.03	-856.49	-1,361.61	-1,674.79	-711.67	-635.77	-35,185.00	-19,470.61	-21,315.02	-4,058.99	-2,104.13	-89,733.45	-2,828.72	-92,562.17	
15.18	396.33	168.92	280.24	67.38	409.79	386.43	836.52	73.24	1,132.62	4,733.94	38,249.90	162,054.52	408,152.04	616,957.05	40,578,507.66	41,195,464.71	
0.00	-905.02	-599.32	-855.03	-856.49	-1,361.61	-1,674.79	-117.39	-98.76	-88.49	-91.86	-92.25	-825.67	-2,572.53	-3,886.95	-35,584.82	-39,471.77	
38.71	671.54	672.43	473.18	128.36	694.46	420.53	1,218.70	208.46	8,631.59	3,433.55	20,711.19	51,998.66	80,969.59	170,270.95	97,131.55	267,402.50	
1.00	121.31	5.00	100.33	30.51	107.03	59.01	0.00	0.00	0.00	0.00	0.00	0.00	-27.10	-36.75	-27.66	10,888.21	
54.89	1,189.18	846.35	853.75	226.25	1,211.28	865.97	2,176.08	341.07	9,888.14	8,321.07	59,620.28	215,641.96	492,659.80	793,896.07	40,679,859.35	41,473,755.42	
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-2.00	-2.00	-2.00	-4.00	
12,753.40	26,466.95	20,411.62	23,563.79	25,673.28	33,230.98	28,635.85	42,702.10	46,744.44	43,771.30	63,446.86	158,751.05	243,714.71	400,518.23	1,170,364.56	1,123,614.14	2,293,978.70	
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,613.58	-3,362.80	-15,119.94	-18,482.74	
400,518.23	1,189.18	846.35	853.75	226.25	1,211.28	865.97	2,176.08	341.07	9,888.14	8,321.07	59,620.28	215,641.96	492,659.80	793,896.07	40,679,859.35	41,473,755.42	
-1,613.58	-3,362.80	-15,119.94	-15,119.94	-15,119.94	-15,119.94	-15,119.94	-15,119.94	-15,119.94	-15,119.94	-15,119.94	-15,119.94	-15,119.94	-15,119.94	-15,119.94	-15,119.94	-15,119.94	
400,518.23	1,189.18	846.35	853.75	226.25	1,211.28	865.97	2,176.08	341.07	9,888.14	8,321.07	59,620.28	215,641.96	492,659.80	793,896.07	40,679,859.35	41,473,755.42	

First Quarter Report 2015 Inland Wetlands

January 5-Wrote permit letters for "Bungay Terr. Estates Subdivision Section Three" and "Phyllis Ann Acres Subdivisions".

Jan. 13- Signed off c/o new house lot #24 at #5 Stoney Creek Lane Chatfield Farms. Collected \$50 wetlands fee.

Jan. 13- received applications drawings SWMP for proposed project at 25-27 Progress Ave. from Basement Systems, Inc. Collected \$15,755 fees.

Jan. 13- received application drawings, SWMP for proposed project at 63 Silvermine Rd. from Basement Systems, Inc. Collected \$2315.50 fees.

Jan. 20- Met with Russell Blair Slickbar property owner 10-22 Beach Street over application for soils remediation project at property. Collected \$320.00 fees pending receipt of liability insurance certificate from contractor.

Feb. 2- issued permit to Russell Blair for soils remediation at 10-22 Beach Street-insurance certificate received.

March 5- attended "Code Compliance Meeting" 3-4 PM in Drummer Room.

March 10- Signed off on VEMS garage building 764 Derby Ave. per revised site plan on March 2, 2015. No impact.

March 10- Received wetlands application and SWMP from SHC Seymour Springs LLC for new apartment complex at 20 Spring Street. Collected Wetlands fee \$7,220.00 and SWMP fee \$7580.00-total fees \$14,800.00.

March 23- Signed off on 117 and 118 Sage Drive, planned development units Haynes Construction- no wetlands impact.

March 26-Sent "Notice of Violation" letter to James Brennan, 124 Bungay Road- dumping waste straw bedding from barns inside 100 foot review zone along Canfield Rd near stream.

March 26- Signed off new above ground pool 33 Charles Street, Amanda Perez owner. No impact.

March 26- Signed off addition 23 Kozey Lane, Dave Sciaraffa owner. No impact.

March 31- Reviewed site plans for 20 Spring Street project with abuttor at 36-40 Spring St.

March 31- Received FOI request from James Brennan 124 Bungay Rd.

Report compiled by Peter Jezierny, WEO

March 31, 2015

Town of Seymour
Human Resources Department
1st Quarter Report - 2015
Date: 3/31/15

Department: Human Resources

Prepared by: Michele Wasikowski, HR Mgr

Department-specific update: First Quarter 2015 the following items were accomplished:

- Hired new Director of Community Services – Mary McNelis that started on 3/25/15
- Most department supervisors and myself attended a free CCM seminar in January called “Customer Service for Municipal Personnel”
- Working on updating job classifications with the union
- Working on planning and holding 3rd Annual Employee Benefits Fair in May
- Put up updated Federal and State Labor Laws posters in all the municipal buildings
- Worked on several WC claims, serving as the main contact between the employee, Payroll and PMA
- Worked on several complicated employee relation issues
- Continue to host monthly manager and employee meetings
- Continue to provide employees with monthly employee newsletter

Budgetary update: No money spent in HR during 3rd quarter

Accomplishments/recognition of department or members: Attended a CCM Seminar called “Customer Service for Municipal Personnel” and the Annual CBIA HR Conference in Cromwell

Review goals for the quarter: Was unable to hold BHC seminar as we used all our free education for fiscal year. Will plan to hold one in July when we reset our 4 hours of free education time with them.

Issue resolution:

Look ahead: Open enrollment for the Town healthcare plan occurs during the 2nd quarter. This year we will offer a high deductible option.

Establish 3 goals for the upcoming quarter:

1. Work with Anthem and employees for open enrollment in May & June
2. Fill the Community Services Assistant position
3. Plan and hold 3rd Annual Employee Benefits Fair in Seymour Town Hall

SEYMOUR FIRE MARSHAL'S OFFICE

QUARTERLY REPORT FOR JANUARY TO MARCH 2014

DEPARTMENT UPDATE

Below is a brief summary of major work activities that the Seymour Fire Marshal's Office conducted during the months of January, February and March of 2014

NEW CONSTRUCTION

1. 165 Pearl Street – The addition of a single apartment is completed.
2. 26 – 28 Bank Street and 54 Wakely Street – The addressing of the major Code violations is a long term project. The owners and I have agreed to a long term plan with work starting in April 2015.
3. 45 Broad St. Congregational Church – This is a long term project to address major Code violations in the building. Good progress is being made by them. They have also submitted plans for the installation of a lift and fire rated enclosing the front stairway. The plans are being reviewed.
4. 770 Derby Avenue – This is a new construction project. This is presently a shell of a metal building. At this time, no plans have been submitted for tenant occupancy.
5. Pizzaro's Pizza, 225 West Street – This project is completed.
6. 67 Pub, 225 West Street – This present bar is expanding and adding a full kitchen. This project is completed. A significant amount of time was spent on this project.
7. Total Sports Academy, 30 Great Hill Road – This is an indoor baseball and basketball occupancy. They have taken existing storage occupancy, partially cleaned it out and have partially upgraded the building to eventually meet Code. There have been plan reviews, construction inspections, meetings and the witnessing of fire safety equipment testing. This is another long term project.
8. American Pie and Pub, 16 Klarides Village Drive – This is a new bar, stage and pizza place that will occupy most of the vacant CVS space. Plan reviews, meetings and construction inspections are on-going.
9. VEMS Garage, 764 Derby Ave – This is a new building that will house their emergency response vehicles. Plan reviews and meetings have occurred so far.
10. 16 Klarides Village Dr. basement - Plan reviews, meetings and site inspections have occurred to bring this space up to Code. The project is on-going.
11. 29 Maple Street, old Anna Lopresti School – Interior demolition has started. We are monitoring the project as some issues have come up that we had to assist with.

MISCELLANEOUS

1. Town Employee Safety Committee and Coordinator – I conducted our quarterly meeting, completed the minutes and sent them out and conducted multiple follow up activities. The

CPR/AED program was enhanced. Four more AEDs were placed and retraining was conducted for the necessary employees in 4 town buildings. I am following up with other safety committee related issues. Considerable time has been spent on these follow-up activities.

2. State's Blasting Regulations – I have been working with Representative Conroy and Senator Kane on proposed bills to update and modify the State's blasting regulations. I testified before the Legislative Public Safety Committee on the proposed bills. It was a great experience. I attempted to get support from certain Seymour property owners and local fire marshals. However, it appears that the 3 proposed bills are dead at this time.
3. Prepared and presented my proposed 2015-16 budget.

BLASTING ACTIVITIES

1. 600 Derby Ave, Haynes Quarry – Blasting activities at this site have temporary stopped.

ROUTINE INSPECTIONS

1. Inspections on existing and new construction buildings.
New Construction - 25 Initial Existing Buildings – 26 Re-inspections - 9

Underground Propane Tank inspection - 0

Please keep in mind that after every inspection, some type of a report is completed.

2. Blasting Complaints- 0 Fire Code complaints- 13 Meetings – 36

Detail Code Reviews – 3 Detail Follow-up Activities – 5 Burning Permits - 1

FIRE SAFETY TRAINING GIVEN

1. None

FIRE SAFETY TRAINING ATTENDED

1. I and DFM Willis attended a half day class on Fuel Gas Code at the Woodbridge Fire Department.
2. DFM Willis completed an on-line class on Giving Depositions.
3. DFM Willis attended a half day class on fire scene documentation.

As a reminder to the Selectman, by State Statue we have to maintain 90 hours of CEUs every 3 years or we lose our certification just like teachers and police officers.

FIRE AND INCIDENT INVESTIGATIONS

1. 26 Deforest St. Citizens Engine Co. fire house – This is an electrical fire. Damage occurred in multiple locations in the fire house. C.L. and P. was re-connecting the building's service to the main line when the incident occurred. This appears to be an accidental fire.
2. 11 Prospect Street, car fire – It cause is undetermined at this time. The point of origin is undetermined at this time.
3. 14-16 Clifton Avenue- This appears to be an accidental structure fire. It appears that a wood stove metal chimney separated and ignited wood framing. It point of origin appears to be in the chase enclosure of the metal chimney on the second floor.

As a note, each fire incident requires a detailed written report.

BUDGET UPDATE

1. I have requested and receive BOF approval for an internal transfer of \$400 into the cell phone account. This was due to a change from 2 Sprint low end phones to Verizon 2 smart phones.

ACCOMPLISHMENTS/RECOGNITION OF DEPARTMENT OR MEMBERS

1. I have nothing to report.

REVIEW OF GOALS FOR THE QUARTER

1. I have nothing to report.

ISSUE RESOLUTION

1. I have nothing to report on.

LOOK-AHEAD

1. 29 Maple Street, the old Anna Lopresti School – I anticipate the plans for the renovation of this building into apartments to be coming soon. This will be a large project. As usual, it will involve a long plan review, many meetings; many follow up activities, many Code reviews and many, many construction inspections and witnessing of many tests.

2. Columbus Avenue apartment building, Joe Migani – I anticipate the plans to be submitted within 2 months. This will involve a long plan review, meetings, follow-up activities and many construction inspections and the witnessing of many tests.

ESTABLISH 3 GOALS FOR UPCOMING QUARTER

1. I have nothing significant to establish at this time. We will continue to focus most of our limited inspection time on multiple family houses, apartment buildings, schools, public assemblies and other larger type buildings. This will leave more than 200 buildings with no planned inspection schedule due to inadequate paid staff.

Submitted by,

Paul Wetowitz
Seymour Fire Marshal
March 31 2015

2015 Quarterly Report

Department: Town Clerk's Office

Dates Covered: January 1, 2015 – March 31, 2015

Prepared by: Susan DeBarber, Elizabeth Conrad and Lianna Staffieri

Department Specific Update:

- We have issued 798 dog licenses to date.
- We have issued 16 marriage licenses in January, February and March.
- We issued 188 various hunting & fishing licenses this quarter.
- We recorded 891 sewer liens and releases.
- Our vitals income totaled \$3,634.00 this quarter.
- We are awaiting approval for the State Library Grant which will be used to further upgrade our land records.
- We are in the preliminary stages of preparations for the November 3, 2015 municipal election.

Budgetary Update:

- We have been staying within budget while moving our office forward.

Accomplishments / Recognition of Department or Members:

- We organized and created a system with burial and cremation certificates; making easier accessibility.
- Sue and Liz attended the New Haven County Town Clerk's meeting. They also attended the Litchfield County Town Clerk's meeting to take advantage of the opportunity to get more information from the Secretary of State Office with regard to Elections. Heather Augeri (Elections Attorney) was the guest speaker.
- We spent time weeding out old records according to the retention schedule.

Review Goals for the Quarter:

- We finalized our vital records for the year and confirmed receipts from residing towns with ease.
- We finalized our end of the year procedures for the land records.
- We began "house cleaning" in file cabinets and will continue to do so.

Issue Resolution:

- No issues at this time.

Look-Ahead:

- Sue and Liz will be attending the Spring Town Clerks Conference in April.
- Fishing licenses will be on the rise as opening day approaches on April 11, 2015.
- Dog license season starts in June.
- There will be an increase in volume of marriage licenses.

Establish 3 Goals for upcoming quarter:

- Get things in order and organized for dog licenses which will be sent out at the end of May/beginning of June.
- Get things in order and organized for the budget referendum, including absentees.
- Continue meeting deadlines with regard to upcoming November Municipal Election.

**BUILDING DEPARTMENT
QUARTERLY REPORT (JANUARY, FEBRUARY, MARCH, 2015)**

	ESTIMATED COST	FEEES	# OF PERMITS
BUILDING	590,581.00	7,550.00	36
COPY FEES		2.00	
EDUCATION FEES			
ELECTRIC	177,872.00	2,870.00	29
PLUMBING	89,600.00	1,867.00	25
HEATING/AC/TANKS	78,093.00	1,185.00	11
POOLS			
DEMOLITION	10,200.00	184.00	2
SIGNS	7,750.00	204.00	2
TOTAL	954,096.00	13,862.00	105

SUMMARY JANUARY, 2015

	ESTIMATED COST	FEES	# PER
BUILDING	291,463.00	3,630.00	17
FEES		2.00	
ELECTRIC	67,151.00	1,083.00	12
PLUMBING	46,800.00	931.00	12
HEATING	11,000.00	174.00	2
POOLS			
DEMO	2,000.00	55.00	1
SIGNS	7,000.00	149.00	1
TOTAL	425,414.00	6,024.00	45

SUMMARY FEBRUARY, 2015

	ESTMATED COST	FEEES	# PERM
BUILDING	254,918.00	3,263.00	14
FEEES		50.00	
ELECTRIC	97,262.00	1,410.00	12
PLUMBING	34,750.00	653.00	8
HEATING	22,287.00	317.00	3
SIGNS	750.00	55.00	1
TOTAL	409,967.00	5,748.00	38

SUMMARY MARCH, 2015

	ESTIMATED COST	FEEES	# PER
BUILDING	44,200.00	657.00	5
ELECTRIC	13,459.00	377.00	5
PLUMBING	8,050.00	283.00	5
HEATING	44,806.00	694.00	6
DEMO	10,000.00	129.00	1
TOTAL	120,515.00	2,140.00	22

TOWN OF SEYMOUR

Seymour Economic Development

1 First Street, Seymour, CT 06483

Phone: 203-463-3008 Fax: 203-881-5005

www.seymouredc.com

1st Quarterly Report 2015

Economic Development

1/1-3/31/15

Fred A. Messoro

Department Specific Update: no changes to staff

Budgetary Update: Budget is in good standing with levels consistent for year to date

Accomplishments /Recognition of Department or Members:

SOLD/CLOSED on the Sale of 29 Maple St., (Former LoPresti School Building)

Contract executed with Milone & MacBroom for Design of Phase 1 of the Greenway Trail and Linear Park

Review Goals for the Quarter: Three Goals for Quarter were achieved successfully.

Property known as former LoPresti School located at 29 Maple St was SOLD and closed on 2/13/15

Contract was EXECUTED with Milone and MacBroom for the Seymour Greenway Trail and Linear Park-Design Services Amendment Agreement with Milone & MacBroom. This project has been designated a State Project No. 124-170

On-going effort on working with property Owners / Representatives on projects to help offer assistance in filling vacancies in key parcels of Retail spaces and Redevelopment.

Issue Resolution: Finalized sponsor allocation and administration approvals for the Adopt a Spot Signs locations with install to commence once weather breaks.

Finalized outstanding issues of Sewer and Tax with Corporation Counsel to help facilitate the SALE closing for 29 Maple St.



A Small Town for Big Business

TOWN OF SEYMOUR

Seymour Economic Development

1 First Street, Seymour, CT 06483

Phone: 203-463-3008 Fax: 203-881-5005

www.seymouredc.com

Look Ahead: Work with HWCO and Seymour Lumber owner/Real Estate agents to help market sites for redevelopment including Tri-Town. Negotiate contract with Connecticut Economic Resource Center, (CERC) to develop an Economic Feasibility Study for Parcels that include:

Franklin St. behind Stop and Shop, former Seymour Lumber and Housatonic Wire Site and Derby Ave.

Establish 3 Goals for the upcoming quarter:

1. Negotiate contract with CERC for feasibility Study
2. Work with Vendor to have ADOPT a SPOT sponsor signs to be installed
3. Help develop Design plans for Phase 1 of the Seymour Greenway Trail and Linear Park with Milone & MacBroom



A Small Town for Big Business



Christine Syriac
Superintendent of Schools
csyriac@seymourschools.org

QUARTERLY REPORT

Department: Seymour Board of Education Dates Covered: 01/01/15-03/31/15

Prepared by: Christine Syriac

Department Specific Update: *Include information as you have in the past*

Budgetary Update: *Include an overview of your department's budget: list any major transfers, prediction for over expenditures, etc.*

Please see attached Monthly Trending Report

Accomplishments/Recognitions of Department or Members: *Did anyone in your department receive an award or recognition, a grant, or attend a training session? List all positive aspects here.*

01/05/15.

Recognitions

1. Congratulations to the 230 Chatfield-LoPresti students were recognized for their perfect attendance for the first marking period. Students who have perfect attendance each marking period will be receiving certificates, along with pencils which also acknowledge their excellent attendance
2. Congratulations to Bungay School students Camille Grandy, grade 4 and Gabriel Sand, grade 5 for their winning posters in the 2014 Fire Prevention Poster Contest for Seymour Elementary Schools. The winners will be given a ride to school on a fire truck on Wednesday, December 17. The runners-up are Ella Opotzner, Sofia Farmer, Katie Bruno and Sabryna Rogers. Congratulations to all the 4th and 5th graders for their incredible artwork

02/11/15.

Recognitions

1. Congratulations to Bungay School 5th grade students Sarah Webb, Alexa Tamburrino, Anthony Buono, Nektaria Karagiannis and Jacek Inglant and Chatfield-LoPresti 5th grade students Julianna Blanding, Constantine Lampronikos, Joseph Budnick, Jake Chacho, Jason Ouellette and Mikayla Zedek. They were chosen to attend The Connecticut Association of Schools Leadership Conference at the Naugatuck Valley Community College on Tuesday, January 13, 2015: The leadership conference teaches students leadership skills, how to be a team player, how to communicate your ideas and thoughts, and how to utilize the resources available to you to solve a problem.
2. Chatfield-LoPresti School Grade 5 students Jackson Hannon (Art) and Juliana Blanding (Music) and Bungay Grade 5 students Gabrielle Sand (Art) and Alexa Tamburrino (Music) are the Arts and Music Festival recipients. They will be honored with a ceremony at the Aqua Turf Club in Southington on February 24, 2015.

03/02/15.

Recognitions

1. Congratulations to Dante Criscio (Grade 8) who qualified to advance to the state level in the Math Counts competition on March 14, 2015. Dante ranked 15 out of 140 students.

Review Goals for the Quarter: Did you meet your goals? What issues obstacles did you come across?
Are there any goals you could not meet?

- Goal #1** Increase Student Achievement for All Students while Simultaneously Closing the Achievement Gap (In Progress)
This work is ongoing, teachers meet regularly:
a) ELA curriculum (grade 6)
b) Math curriculum (Implementing in grades K-5, grades 6-8 in revision)
c) District benchmark assessments – Measures of Academic Progress – implemented grades K-10 in reading and mathematics – Second administration occurred in January 2015
- Goal #2** Improve Public Trust, Commitment, and Confidence through Open, Honest Communication to Reduce Obstacles to Improving Student Achievement and District Success (In Progress)
Let's Talk! Communication Tool
Parent/Teacher Conferences/March
Parent/Teacher Conferences in November
Parent/Student Poetry Evening – Grade 3 Chatfield-LoPresti
Parent/Student Literacy Night – Bungay and Chatfield-LoPresti
Parent Math Support Evening Grade 2 – Bungay (ongoing)
Internet Safety Night for Parents
BOE Budget Presentation – March 25 at SHS
- Goal #3** Establish a Supportive, Positive, and Effective District Climate and Culture Focused on Improving Student Achievement through Continuous Improvement
a) Parent Outreach – Variety of Parent Evenings throughout district
b) Surveillance cameras in progress for SHS

Issue Resolution: *Reflect on some things that may not have gone as projected and how you worked to resolve the issue.*

The weather:

The Superintendent has worked with the Public Works throughout the winter season in regard to school cancellations, delays, early dismissals.

The turf field:

Conflict with scheduled graduation use of field in mid-June. Administration is looking to relocate graduation to another field at SHS, there will be the need to rent bleachers, and the cost is not budgeted.

Look-Ahead: *What big projects, purchase, or events are upcoming for your department?*

1. Second security grant received – will look to continue security upgrades
2. 2015-2016 school budget presentations to community groups

Establish 3 Goals for upcoming quarter. *Three things that will move your department forward or provide a better level of service or functionality to the town or residents.*

- Goal #1** Increase Student Achievement for All Students while Simultaneously Closing the Achievement Gap
- Goal #2** Improve Public Trust, Commitment, and Confidence through Open, Honest Communication to Reduce Obstacles to Improving Student Achievement and District Success
- Goal #3** Establish a Supportive, Positive, and Effective District Climate and Culture Focused on Improving Student Achievement through Continuous Improvement

Seymour Public Schools
Financial Management Summary
Year to date as of January 31st, 2015

Balance Sheet / Revenues/ Cash Flow

The Board of Education 2015-16 budget was submitted to the Town Clerk as required by Town Charter. The Board of Education books were tied in to the Town BOE control account as of Dec. 31st, 2014 and all adjusting entries have been posted.

Expenditures

The attached expenditure report includes the year to date activity as of January 31st, 2015. In addition, a check register outlining all checks issued January 1st, 2015 through January 31st, 2015 has been provided for review.

A/C 110 – 119 Certified Staff. Accounts are trending on budget through January. Based on current maternity and medical leave information, we are projecting that there will be a budget surplus of approx. \$50,000 in Certified Staff at year end.

A/C 120 – 140 Non Certified Staff. Accounts are generally trending on budget. Secretary negotiations have continued, with possible arbitration in the near future. Absent any significant overtime requirements due to further winter weather conditions, we are projecting that there will be a budget surplus of approx. \$41,000 in Non-Certified Staff at year end.

A/C 210 – 295 Employee Benefits. Most of the accounts are trending on budget. As noted previously, Workers Compensation expense will be substantially over budget at year end. We are currently working with the Town to establish an Internal Service Fund to handle both the current fiscal year and future fiscal year's Workers Compensation claims expense. Additional information will be provided as it becomes available.

A/C 411 - 450 Infrastructure Services. The accounts are trending on budget. A/C 431 Building Repair & Maintenance is currently over budget by \$93,263 but the line item includes blanket purchase orders. We will be closely monitoring this account and only performing emergency / safety related repairs until the Spring, 2015.

A/C 510 – 519 Transportation. Most of the accounts are trending on budget. A/C 517 Transportation Special Ed Non-Local is projected to be over budget at year end due to an unbudgeted increase in the number of out placed special needs students. We will be monitoring this line item throughout the year.

A/C 561 – 564 Tuition. There is a deficit in A/C 563 Tuition – Special Education Private Facilities because we have not yet received the Special Education Excess Cost Grant funds from the State. We receive these funds in February and May, so this account will show a variance through May, 2015. Based on current billings and enrollment, we are projecting that this line item will be over budget at year end by approx. \$135,000. We have recently been notified that a new student will be moving into Seymour with an established out-placement. This new cost will be quantified upon registration of the student and our year end projection will be updated.

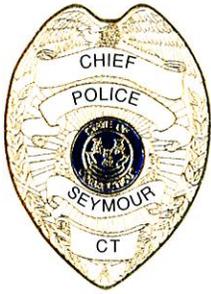
A/C 730 - 745 Equipment. As we have done in prior year's, we will be freezing A/C 745 Equipment - Technology until the Spring, 2015 to provide budgetary funds for possible negative budget variances identified in other accounts.

General: We have instituted a spending freeze in discretionary funds to help offset the negative budget variances noted above. A more accurate projection of year end expense levels can be accomplished after we get through the Winter months.

Seymour Public Schools
Financial Summary
YTS as of 1/31/2015

	Original		Adjusted			Remaining Balance	
	Budget	Transfers	Budget	Encumbered	Ytd Expended	\$	%
110 Administration	\$ 1,850,210	\$ -	\$ 1,850,210	\$ -	\$ 1,089,330	\$ 760,880	41.1%
111 Teachers - Regular Instruction	\$ 9,878,504	\$ -	\$ 9,878,504	\$ -	\$ 4,847,779	\$ 5,030,725	50.9%
112 Teachers - Special Ed Instruction	\$ 1,185,460	\$ -	\$ 1,185,460	\$ -	\$ 617,366	\$ 568,084	47.9%
113 Appendix E Non-Sport Stipend	\$ 104,815	\$ -	\$ 104,815	\$ -	\$ 57,404	\$ 47,411	45.2%
114 Teachers - Unified Arts Instruction	\$ 649,520	\$ -	\$ 649,520	\$ -	\$ 324,761	\$ 324,759	50.0%
115 Teachers - Guidance Services	\$ 729,505	\$ -	\$ 729,505	\$ -	\$ 338,274	\$ 391,231	53.8%
116 Teachers - Student Support Services	\$ 754,805	\$ -	\$ 754,805	\$ -	\$ 388,123	\$ 366,682	48.6%
117 Nursing Services	\$ 197,310	\$ -	\$ 197,310	\$ -	\$ 114,047	\$ 83,263	42.2%
118 Teachers - Library/Media Specialist	\$ 297,275	\$ -	\$ 297,275	\$ -	\$ 120,818	\$ 176,457	59.4%
119 Substitutes - Certified staff	\$ 206,500	\$ -	\$ 206,500	\$ -	\$ 133,607	\$ 72,893	35.3%
Sub total Certified Staff	\$ 15,853,894	\$ -	\$ 15,853,894	\$ -	\$ 8,031,609	\$ 7,822,385	48.3%
120 Custodial Services	\$ 1,133,990	\$ -	\$ 1,133,990	\$ -	\$ 666,815	\$ 467,175	41.2%
121 Monitor Paraprofessionals	\$ 19,790	\$ -	\$ 19,790	\$ -	\$ 8,718	\$ 11,072	55.9%
122 Clerical Paraprofessionals	\$ 305,858	\$ -	\$ 305,858	\$ -	\$ 166,038	\$ 139,820	45.7%
123 S/Ed Instructional Paraprofessional	\$ 654,310	\$ -	\$ 654,310	\$ -	\$ 381,281	\$ 273,029	41.7%
124 Reg. Ed. Instructional Paraprofess.	\$ 73,970	\$ -	\$ 73,970	\$ -	\$ 48,199	\$ 25,771	34.8%
125 Appendix E Sports Stipends	\$ 218,110	\$ -	\$ 218,110	\$ -	\$ 105,812	\$ 112,298	51.5%
126 Tutor Services	\$ 109,120	\$ -	\$ 109,120	\$ -	\$ 49,950	\$ 59,170	54.2%
127 Special Education Summer School	\$ 75,750	\$ -	\$ 75,750	\$ -	\$ 75,681	\$ 69	0.1%
128 Office / Secretarial Services	\$ 730,340	\$ -	\$ 730,340	\$ -	\$ 402,700	\$ 327,640	44.9%
129 Substitutes - Non Certified Staff	\$ 62,000	\$ -	\$ 62,000	\$ -	\$ 41,190	\$ 20,810	33.6%
130 Security Services	\$ 59,885	\$ -	\$ 59,885	\$ -	\$ 35,387	\$ 24,498	40.9%
140 Technical Services	\$ 210,895	\$ -	\$ 210,895	\$ -	\$ 140,795	\$ 70,100	33.2%
Sub total Non-Certified Staff	\$ 3,654,018	\$ -	\$ 3,654,018	\$ -	\$ 2,122,566	\$ 1,531,452	41.9%
210 Health Insurance	\$ 4,280,163	\$ -	\$ 4,280,163	\$ -	\$ 2,498,968	\$ 1,781,197	41.6%
211 Life Insurance	\$ 45,400	\$ -	\$ 45,400	\$ -	\$ 29,955	\$ 15,445	34.0%
220 S.S./Medicare	\$ 504,340	\$ -	\$ 504,340	\$ -	\$ 317,820	\$ 186,520	37.0%
230 Pension Contribution	\$ 408,040	\$ -	\$ 408,040	\$ -	\$ 265,800	\$ 142,240	34.9%
240 Tuition Reimbursement	\$ 43,000	\$ -	\$ 43,000	\$ -	\$ 17,700	\$ 25,300	58.8%
250 Unemployment Compensation	\$ 19,150	\$ -	\$ 19,150	\$ -	\$ 6,479	\$ 12,671	66.2%
260 Workers Compensation	\$ 127,500	\$ -	\$ 127,500	\$ -	\$ 241,136	\$ (113,636)	-89.1%
295 Retiree Benefits	\$ 127,058	\$ -	\$ 127,058	\$ -	\$ 117,868	\$ 9,190	7.2%
Sub total Employee Benefits	\$ 5,554,651	\$ -	\$ 5,554,651	\$ -	\$ 3,495,724	\$ 2,058,927	37.1%
320 Professional Educational Services	\$ 145,400	\$ -	\$ 145,400	\$ 91,911	\$ 65,098	\$ (11,610)	-8.0%
330 Other Professional Services	\$ 312,500	\$ -	\$ 312,500	\$ 39,166	\$ 178,406	\$ 94,928	30.4%
335 Professional/Curriculum Development	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ 18,651	\$ 41,349	68.9%
340 Technical Services	\$ 28,500	\$ -	\$ 28,500	\$ -	\$ 8,660	\$ 19,840	69.6%
Sub total Professional Services	\$ 546,400	\$ -	\$ 546,400	\$ 131,078	\$ 270,815	\$ 144,507	26.4%
411 Water & Sewer Fees	\$ 63,400	\$ -	\$ 63,400	\$ -	\$ 37,905	\$ 25,495	40.2%
424 Grounds Maintenance	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 70,587	\$ (20,587)	-41.2%
430 Building Contract Services	\$ 165,410	\$ -	\$ 165,410	\$ 33,230	\$ 104,261	\$ 27,919	10.9%
431 Building Repair & Maintenance	\$ 300,000	\$ -	\$ 300,000	\$ 57,061	\$ 336,202	\$ (93,263)	-31.1%
433 Equipment Repair & Maintenance	\$ 27,500	\$ -	\$ 27,500	\$ 6,598	\$ 18,408	\$ 4,498	16.4%
434 Equipment Contract Services	\$ 65,750	\$ -	\$ 65,750	\$ 29,640	\$ 56,159	\$ (20,050)	-30.5%
440 Equipment Lease / Rental	\$ 173,330	\$ -	\$ 173,330	\$ 48,152	\$ 123,208	\$ 1,970	1.1%
450 Technology Contract Services	\$ 147,120	\$ -	\$ 147,120	\$ 2,532	\$ 131,309	\$ 13,279	9.0%
Sub total Infrastructure Services	\$ 992,510	\$ -	\$ 992,510	\$ 177,211	\$ 876,038	\$ (60,739)	-6.1%

	Original		Adjusted		Remaining Balance		
	Budget	Transfers	Budget	Encumbered	Ytd Expended	\$	
510 Transportation - Regular	\$ 834,375	\$ -	\$ 834,375	\$ 320,583	\$ 515,840	\$ (2,048)	-0.2%
512 Transportation - Vo-Ag Schools	\$ 25,025	\$ -	\$ 25,025	\$ 12,335	\$ 12,690	\$ -	0.0%
516 Transportation - S/Ed Local	\$ 270,110	\$ -	\$ 270,110	\$ 105,750	\$ 164,360	\$ -	0.0%
517 Transportation - S/Ed Non Local	\$ 410,750	\$ -	\$ 410,750	\$ 163,041	\$ 303,293	\$ (55,584)	-13.5%
519 Transportation - Student Activity	\$ 54,500	\$ -	\$ 54,500	\$ 23,559	\$ 31,466	\$ (525)	-1.0%
Sub total Transportation Services	\$ 1,594,760	\$ -	\$ 1,594,760	\$ 625,268	\$ 1,027,549	\$ (58,157)	-3.6%
520 Property Insurance	\$ 79,909	\$ -	\$ 79,909	\$ -	\$ 79,909	\$ -	0.0%
521 Liability Insurance	\$ 90,779	\$ -	\$ 90,779	\$ -	\$ 90,779	\$ -	0.0%
529 Athletic Insurance	\$ 22,185	\$ -	\$ 22,185	\$ -	\$ 23,030	\$ (845)	-3.8%
Sub total Insurance	\$ 192,873	\$ -	\$ 192,873	\$ -	\$ 193,718	\$ (845)	-0.4%
530 Communications	\$ 125,595	\$ -	\$ 125,595	\$ -	\$ 84,778	\$ 40,817	32.5%
561 Tuition - Special Ed Public Schools	\$ 37,750	\$ -	\$ 37,750	\$ -	\$ 73,488	\$ (35,738)	-94.7%
562 Tuition - Regular Ed Public Schools	\$ 310,375	\$ -	\$ 310,375	\$ -	\$ 314,098	\$ (3,723)	-1.2%
563 Tuition - S/Ed Private Facilities	\$ 684,890	\$ -	\$ 684,890	\$ 977,216	\$ 669,974	\$ (982,300)	-147.7%
564 Tuition - Reg Ed. Private Facilities	\$ 2,500	\$ -	\$ 2,500	\$ 34,841	\$ 20,924	\$ (53,265)	-2130.6%
Sub total Tuition	\$ 1,015,515	\$ -	\$ 1,015,515	\$ 1,012,056	\$ 1,078,484	\$ (1,075,026)	-105.9%
580 Travel	\$ 30,150	\$ -	\$ 30,150	\$ -	\$ 23,842	\$ 6,308	20.9%
590 Adult Education Services	\$ 86,501	\$ -	\$ 86,501	\$ -	\$ 81,056	\$ 5,445	6.3%
610 Office Supplies	\$ 67,000	\$ -	\$ 67,000	\$ 2,542	\$ 39,153	\$ 25,305	37.8%
611 Instructional Supplies	\$ 216,000	\$ -	\$ 216,000	\$ 5,087	\$ 209,404	\$ 1,509	0.7%
612 Instructional Supplies-S/ED	\$ 12,900	\$ -	\$ 12,900	\$ 41	\$ 1,611	\$ 11,248	87.2%
613 Custodial Supplies	\$ 163,250	\$ -	\$ 163,250	\$ 24,958	\$ 123,000	\$ 15,292	9.4%
615 Technology Supplies	\$ 38,825	\$ -	\$ 38,825	\$ 2,205	\$ 24,925	\$ 11,495	29.8%
622 Electricity	\$ 600,600	\$ -	\$ 600,600	\$ -	\$ 370,565	\$ 230,035	38.3%
624 Heating Fuel	\$ 267,790	\$ -	\$ 267,790	\$ -	\$ 201,652	\$ 66,138	24.7%
625 Bus Fuel	\$ 159,015	\$ -	\$ 159,015	\$ -	\$ 168,374	\$ (9,359)	-5.9%
641 Textbooks & Curricular Materials	\$ 145,500	\$ -	\$ 145,500	\$ 5,189	\$ 51,231	\$ 89,079	61.2%
642 Library / Reference Materials	\$ 35,250	\$ -	\$ 35,250	\$ -	\$ 10,596	\$ 24,654	69.9%
645 Software - Instructional	\$ 7,500	\$ -	\$ 7,500	\$ -	\$ 3,129	\$ 4,371	58.3%
646 Software-Non Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
690 Athletic Supplies	\$ 50,500	\$ -	\$ 50,500	\$ 4,128	\$ 44,788	\$ 1,586	3.1%
Sub total Supplies	\$ 1,763,930	\$ -	\$ 1,763,930	\$ 44,150	\$ 1,248,427	\$ 471,353	26.7%
731 Equipment - Non Instructional	\$ 37,800	\$ -	\$ 37,800	\$ -	\$ 55,021	\$ (17,221)	-45.6%
745 Equipment - Technology	\$ 224,100	\$ -	\$ 224,100	\$ -	\$ 58,101	\$ 165,999	74.1%
Sub total Equipment	\$ 261,900	\$ -	\$ 261,900	\$ -	\$ 113,122	\$ 148,778	56.8%
810 Dues & Fees	\$ 38,000	\$ -	\$ 38,000	\$ -	\$ 35,303	\$ 2,697	7.1%
890 Conference/Seminars	\$ 19,750	\$ -	\$ 19,750	\$ -	\$ 5,117	\$ 14,633	74.1%
Total Expenditures	\$ 31,730,447	\$ -	\$ 31,730,447	\$ 1,989,783	\$ 18,580,147	\$ 11,052,537	34.8%



SEYMOUR POLICE DEPARTMENT

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MICHAEL E. METZLER
Chief of Police

1st Quarter Report

Seymour Police Department

Dates Covered: January 1, 2015-March 31, 2015

Prepared by: Chief Michael Metzler

Department Specific Update: During this quarter, the Board of Police Commissioners requested that the addition of a narcotics canine be conducted for possible consideration. Officer John Oczkowski was given the task of researching the issue and coming back with a cost analysis for review. Officer Oczkowski not only completed his task but was successful in obtaining a large donation for the new canine position. After presenting this information to the Board of Police Commissioners, a decision was rendered to post the position. After conducting interviews, it was the unanimous decision of the selection committee to select Officer John Oczkowski as the narcotics canine officer. His training will begin in May of this year and he and his partner will be available for patrol by July.

Budgetary Update: The budget is stable and due to the number of hours lost to injury and retirement, there should be enough funds remaining to purchase two vehicles from the present fiscal budget instead of from the 2015-16 fiscal budget. The income that has been generated this year has been way ahead of the projections and should be substantially higher than originally projected. The budget for the 2015-16 year has been presented for consideration.

Accomplishments/Recognition of Department or Members:

Officers from the Seymour Police Department attended the funerals of the two assassinated officers in New York City. These officers represented the Town of Seymour on their own time. Officer Kevin Miceli was recommended for the Seymour/Oxford Rotary award given out annually to a deserving first responder. The Department was involved in numerous narcotics investigations during this quarter. One involved the seizure of over \$100,000 and over 50 bags of heroin. This investigation was conducted with the Statewide Narcotics Task Force. Commander Rinaldi was instrumental in sending two police patches to an officer from Missouri who was shot in the line of duty. Officer Tomasella has been doing a great job as the Student Resource Officer for the schools and will be attending specialized training as soon as it becomes available.

Review Goals for the Quarter: The department established several goals that were manpower generated. One such goal was to re-establish the Community Officer. This goal will be attained in the next quarter, but the selection will be made in the next few weeks. The IT officer was never intended to be a "stand alone" position, but rather a special assignment based upon needs and scheduling. Officer John Harkins has been working with the Board of Education and Hunt Computer Designs to address our technology needs. In addition, a grant was presented

to purchased (IPads) for every officer to facilitate communication at scenes. As for the camera issues, the department is working with both the Communications Commission and the Board of Education to integrate the systems. It is our hope to have these issues up and running before the 2015-16 school year gets started. The Duty Manual is going to the Board of Commissioners at the March meeting for approval.

Issue Resolution:

As stated in the last quarterly report, body cameras are being reviewed for consideration. There are many problematic issues with these cameras and we are waiting for a final disposition on what the financial and regulatory impacts will be before making a final decision. The retirements of Sergeant Richard Gittings, Officer David Duke and Officer Sergio Desiderato were finalized. The Seymour Police Department extends their wishes for good health and happiness during their retirement and to thank them for their years of service. The final issue that was resolved was the Union contract that was signed on March 16, 2015.

Look-Ahead:

The new canine officer will be training in May and should start his active deployment by the end of the upcoming quarter. The following officers were selected to be Field Training Officers (Sgt. Steve Prajer, Officer Meredith Shook, Officer P.J. Phouangphiarith, Officer Jonathan Martin and Officer Dedrick Wilcox). They will be attending specialized training for this function in April at the Seymour Police Department where the department will be conducting a regional class for FTO officers. As stated earlier, the selection of the Community Officer will be made during the next quarter. The four candidates will be completing their academy training and starting the Field Training in May. Sergeant Stephen Prajer has been selected to attend an advanced training session in Tennessee for upper supervision. This course will be a conducted in the third quarter and is approximately ten weeks long.

Establish (3) Goals for Upcoming Quarter:

The three goals for the 1st quarter will be as follows:

1. To fill the present vacancies:
 - a. Community Policing Officer- selection next quarter with a start in late July.
 - b. IT officer- a more definitive schedule to be determined.
2. Work to finalize the following:
 - a. Simulcast Radio-working with the Communications System
 - b. Outside cameras (surveillance)-coordinating with Board of Ed.
 - c. Integrate present cameras with the school system-See above.
 - d. Selection of payment process for new portables
3. Evaluate current technology and make necessary recommendations for upgrades.