



Town of Seymour
FINANCE DEPARTMENT

TOWN HALL
1 FIRST STREET, SEYMOUR, CONNECTICUT 06483

Town of Seymour
Finance Department
Quarterly Report – Period ending 03/31/2016

Department Specific Update

Fiscal Year 2016

Attached are 3rd Quarter ended Revenue and Expenditure summaries for period ended March 31, 2016. 3rd Quarter Revenue and Expenditures reports appear to be within budget.

The finance department completed budget documents for the Board of Finance. The budget documents have been filed for the budget hearing, Town meeting and 1st referendum. The budget passed on the 1st referendum. The budget is being implemented into the Town financial software. Finance department help complete the Official Statement for the upcoming bonding and refunding. Finance director presented a rating presentation along with the 1st Selectman, Director of Operations and Town' Financial Advisors. The S&P rating analyst were impressed with all of management's road plans, strategic planning, operations planning and financial planning and policies and procedures. However, the analyst did have concerns with the Town's demographic statistics, mainly the per capita income. S&P would like to see this number higher for an AAA municipality.

The Town is trending to a small surplus. The revenues are trending over budget by \$65,917. The expenditures are trending under budget by \$48,903. Projection statements are attached.

Accomplishments/Recognition of Department

Budget document completed.
Official Statement completed.

Review Goals for the Quarter;

1. Budget completed and passed.
2. Management comments implemented.
3. ACA compliance finished.

Issue Resolution:

None

Look-Ahead:

The department will continue with regular maintenance of reconciliations and regular monthly reports. Year end closing will start with completing transfers for accounts under budget. Bank reconciliations for completed for all bank accounts. Prepare year end schedules. Implement budget into financial system.

Establish 3 Goals for upcoming quarter:

1. Budget implemented into financial software.
2. Complete bonding, note renewal, and refunding.
3. Preparation for year end closing.

TOWN OF SEYMOUR
 REVENUE PROJECTION - GENERAL FUND (BY INDIVIDUAL REVENUE LINE-ITEM)
 FYE 6/30/16

Line Item #	Title	6/30/2016		Actual		Estimated		Total		Over (Under) Budget	Explanation for Significant Variances
		Adjusted Budget	Actual Through 5/1/2016	Actual Through 5/1/2016	Actual 05/1/16 thru 6/30/16	Actual & Estimated for 6/30/2016	Actual & Estimated for 6/30/2016				
General Property Taxes											
311-0010-000-000	Property Tax	\$ 41,786,050	\$ 41,387,852	\$ 364,707	\$ 41,752,659	\$ (33,391)					
311-0011-000-000	Prior Year property tax	525,000	598,205	59,165	657,370	132,370					
311-0015-000-000	Pro-Rata Real Estate Tax	-	-	-	-	-					
311-0020-000-000	Supplemental Car Tax	425,000	397,508	17,069	414,577	(10,423)					
	Sub Total	42,736,050	42,383,665	440,941	42,824,606	88,556					
Property Taxes-Other Assessed Value											
312-0000-000-000	Real Estate Conveyanc	100,000	86,102	39,000	125,102	25,102					
	Sub Total	100,000	86,102	39,000	125,102	25,102					
Penalties/Interest on Del. Taxes											
319-0011-000-000	Property Tax Int & Liens	350,000	419,312	52,269	471,581	121,581					
	Sub Total	350,000	419,312	52,269	471,581	121,581					
Licenses and Permits											
320-0010-000-000	Pistol Permits	7,000	11,470	-	11,470	4,470					
320-0020-000-000	Zoning & State Permits	-	100	-	100	100					
320-0025-000-000	Raffle Permits	30	30	-	30	-					
320-0030-000-000	Fire Marshall Permits and fees	2,000	4,157	-	4,157	2,157					
	Sub Total	9,030	15,757	-	15,757	6,727					
Nonbusiness Licenses and Permits											
322-0010-000-000	Dept. of Public Works	1,000	2,436	-	2,436	1,436					
322-0020-000-000	Parking Stickers	3,500	3,295	-	3,295	(205)					
322-0060-000-000	Dog Licenses	850	-	-	-	(850)					
	Sub Total	5,350	5,731	-	5,731	381					
Intergovernmental Revenues											
330-0010-000-000	Tuition	-	-	-	-	-					
	Sub Total	-	-	-	-	-					
State Government Grants											
334-0010-000-000	Transportation	121,777	-	121,777	121,777	-					
334-0012-000-000	Education Block Grant	10,072,953	5,089,794	4,930,159	10,019,953	(53,000)					State budget cutbacks
334-0014-000-000	Special Education Income	-	-	-	-	-					
334-0016-000-000	Education & Services	-	-	-	-	-					
334-0030-000-000	Regular Building Grants	-	-	-	-	-					

347-0031-000-000	Seymour Recreation Programs	35,000	89,142	20,000	109,142	74,142
347-0031-000-000	Recreation program misc	30,000	(60)	7,500	7,440	(22,560)
347-0032-000-000	Senior Center Programs	5,500	21,082	10,000	31,082	25,582
347-0030-000-000	Membership dues	30,000	788	-	788	(29,212)
	Sub Total	100,500	110,952	37,500	148,452	47,952
	Miscellaneous Revenues					
350-0005-000-000	Police Reports	750	1,555	250	1,805	1,055
350-0010-000-000	Miscellaneous	5,000	5,470	1,300	6,770	1,770
350-0015-000-000	Housing Authority	-	-	-	-	-
350-0020-000-000	Sale of surplus property	-	3,500	-	3,500	3,500
350-0025-000-000	Police Admin Fee	35,000	20,483	16,500	36,983	1,983
	Grants Admin Fees	-	-	-	-	-
350-0030-000-000	Unbudgeted income insurance	-	3,000	-	3,000	3,000
350-0100-000-000	Skate Park	-	-	-	-	-
350-0040-000-000	Valley Health Districts - Rent	17,500	15,313	2,187	17,500	(0)
350-0035-000-000	Miscellaneous	-	-	-	-	-
350-0100-000-000	Skate Park Land	300	-	-	-	(300)
	Sub Total	58,550	49,321	20,237	69,558	11,008
	Fines					
351-0031-000-000	Ordinance fines	100	3,099	-	3,099	2,999
351-0030-000-000	Parking Fines	5,000	5,730	-	5,730	730
	Sub Total	5,100	8,829	-	8,829	3,729
	Special Assessments					
355-0010-000-000	Sewer Assessments	295,000	231,904	75,251	307,155	12,155
355-0033-000-000	Oxford Payment	-	-	-	-	-
355-0020-000-000	Water Assessment	100,000	108,826	24,986	133,812	33,812
355-0025-000-000	Water Assessment Interest	8,000	5,286	-	5,286	(2,734)
	Sub Total	403,000	345,996	100,237	446,233	43,233
	Investment Earnings					
361-0010-000-000	Interest General Fund	12,000	12,720	2,000	14,720	2,720
	Sub Total	12,000	12,720	2,000	14,720	2,720
	Other Finance Sources					
362-0010-000-000	Other Finance Sources	-	-	-	-	-
362-0010-000-000	Capital Project Fund Reimbursement	225,000	225,000	-	225,000	-
	Sub Total	225,000	225,000	-	225,000	-
390-0000-000-000	Revenue from fund balance	275,000	-	-	-	(275,000)
	Sub Total	275,000	-	-	-	(275,000)
	Grand Total All Town Revenues	\$ 58,846,702	\$ 49,794,644	\$ 6,117,975	\$ 55,912,619	\$ 65,917

TOWN OF SEYMOUR
EXPENSES PROJECTION - GENERAL FUND (BY DEPARTMENT)
FYE 6/30/16

Line Item #	Title	6/30/2016		Actual Through 5/1/2016	Estimated Actual 05/1/16 thru 6/30/16	Total		Over (Under) Budget	Explanation for Significant Variances
		Adjusted Budget	Budget			Actual & Estimated for 6/30/2016	Budget		
	Planning & Zoning	22,740		17,627	5,000	22,627		(113)	
	Board of Finance	67,900		67,200	700	67,900		(0)	
	Town Meetings Public Hearings	4,200		1,713	1,000	2,713		(1,487)	
	Probate Court	13,000		13,000	-	13,000		-	
	Selectmen's Office	230,930		191,104	46,000	237,104		6,174	
	Economic Development	67,080		56,817	7,750	64,567		(2,513)	
	Downtown Committee	8,000		988	-	988		(7,013)	
	Registrars of Voters	12,275		10,315	-	10,315		(1,960)	
	Finance Department	85,300		54,225	6,249	60,474		(24,826)	
	Tax Collector	249,635		214,014	43,401	257,415		7,780	
	Town Treasurer	160,855		126,224	37,131	163,355		2,500	
	Assessors Office	5,200		4,300	900	5,200		-	
	Board of Assessment Appeals	194,315		167,798	34,717	202,515		8,200	
	Town Counsel	150		260	-	260		110	
	Town Clerk	330,000		247,424	82,000	329,424		(576)	
	Printing & Legal Ads	202,632		165,153	41,829	206,982		4,350	
	Conservation Protection Agency	15,000		9,441	5,000	14,441		(559)	
	Inland/Wetlands	4,695		746	-	746		(3,949)	
	Board of Zoning Appeals	9,570		5,969	3,000	8,969		(601)	
	Town Planner	800		490	-	490		(310)	
	Town Computers / Data Processing	36,218		25,726	5,335	31,061		(5,157)	
	Town Buildings	70,000		60,495	9,500	69,995		(5)	
	Town Engineer	510,256		409,980	128,276	538,256		28,000	
	Blight Officer	99,307		81,518	17,750	99,268		(39)	
	Town Contributions	8,700		7,040	1,660	8,700		0	
	Personnel Benefits	28,725		25,575	3,150	28,725		-	
	Sick Pay	-		-	-	-		-	
	Health Insurance	191,083		-	191,083	191,083		(0)	
	Social Security	2,056,454		1,772,689	255,765	2,028,454		(28,000)	
	Retirement	330,435		275,283	55,152	330,435		(0)	
	Longevity	884,770		682,950	201,800	884,750		(20)	
	Town Insurance	84,952		60,940	24,000	84,940		(12)	
	General Government	1,589,056		1,494,246	94,810	1,589,056		0	
	Police Department	7,574,233		6,251,249	1,302,958	7,554,207		(20,026)	
	Communication Commission	4,111,141		3,098,276	1,012,860	4,111,136		(4)	
	Emergency Management	203,599		190,832	12,750	203,582		(17)	
	Emergency Management	25,669		24,956	700	25,656		(13)	

EMMS Commission	200	100	-	100	(100)
Seymour Ambulance	61,343	60,929	-	60,929	(414)
Valley Emergency Medical Services	30,900	30,900	-	30,900	-
Lake Authority	15,000	15,000	-	15,000	-
Fire Department	400,411	319,543	80,868	400,411	-
Water - Fire Hydrants	376,200	376,200	23,000	399,200	23,000
Fire Marshal	123,989	96,779	27,200	123,979	(10)
Office of Compliance	100,150	77,646	22,500	100,146	(4)
Public Safety	5,448,602	4,291,162	1,179,878	5,471,040	22,439
Highway Wages & Maintenance	1,885,265	1,593,315	327,950	1,921,265	36,000
Highway Materials	365,793	180,170	185,623	365,793	0
Street Lighting	170,000	168,348	26,000	194,348	24,348
Highways and Streets	2,421,058	1,941,833	539,573	2,481,406	60,348
Sanitation	99,020	81,453	17,500	98,953	(67)
Waste Collection	980,886	851,708	128,835	980,543	(343)
Sanitation	1,079,906	933,161	146,335	1,079,496	(410)
Valley Health Department	99,426	99,426	-	99,426	-
Dog Warden Canine Office	47,654	31,066	16,500	47,566	(88)
Town Health Contributions	12,610	12,607	-	12,607	(3)
Services to the Elderly	142,082	103,886	33,000	136,886	(5,196)
Health and Welfare	301,772	246,985	49,500	296,485	(5,287)
Recreation Commission	213,517	181,483	30,000	211,483	(2,034)
Culture & Arts Commission	20,600	16,598	2,500	19,098	(1,502)
Recreation Program Contributions	34,500	34,500	-	34,500	-
Parks	144,700	95,552	49,100	144,652	(48)
Library	352,493	297,139	55,350	352,489	(4)
Valley Council of Governments	6,804	6,804	-	6,804	-
Culture & Recreation	772,614	632,076	136,950	769,026	(3,589)
Board of Education	32,580,447	26,017,063	6,563,384	32,580,447	0
Principle	4,215,000	4,010,000	205,000	4,215,000	-
Interest	1,277,070	1,270,409	6,661	1,277,070	(0)
Debt Service	5,492,070	5,280,409	211,661	5,492,070	(0)
Senior Citizen Freeze	50,000	50,000	-	50,000	-
Town Capital	100,000	-	20,000	20,000	(80,000)
Town Contingency	26,000	3,622	-	3,622	(22,378)
Total Town Expenditures	\$ 55,846,702	\$ 45,647,560	\$ 10,150,239	\$ 55,797,799	(48,903)

Vacuum truck purchase on hold

1st Quarterly Report 2016

Economic Development

1/1-3/31/16

Fred A. Messore

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: Semi-Design Submission to CTDOT for Greenway Phase 1

Review Goals for the Quarter: Three Goals for Quarter have progressed successfully.

Draft Copy of Economic feasibility Study for Seymour Parcels including: (1) 15 Franklin St and 38 Rimmon Road (behind Stop & Shop) (2) 79-101 Bank St and 109 River St (Former Seymour Lumber and Housatonic Wire Site) and (3) 600-842 Derby Avenue (stretch of parcels) with CERC (Ct Economic Resource Center) was be completed in 1stQ of 2016. Final Report is expected for Q2

Change of Name for Silvermine Industrial Park is possible

Semi-Design Plans for Greenway Phase 1 were submitted to CONNDOT for Review /Approval. Plans have been presented to Seymour Wetlands for review and approval which is expected in April. Construction Bids should be ready to go out if plans are approved in July 2016



TOWN OF SEYMOUR

Seymour Economic Development

1 First Street, Seymour, CT 06483

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

www.seymouredc.com

Issue Resolution: Worked with Mike Joyce (Milone and MacBroom) to have Semi-Design Plans of Phase 1 Greenway Trail submitted to CTDOT

Contacted and met with John Namnoun, General Manager, from Circuit Breaker Sales (CBS) NE, Inc. to discuss the retaining wall failure along parking lot located along Rail line off Main St.

Steve Marti submitted a complaint regarding a blocked EVCS by a non-electric vehicle. I contacted the SPD Administration to discuss providing new ordinance to Traffic Commission and possible placing signage designating parking for EVCS before a ticket could be issued

Downtown Parking Lot Signs for Lot 4 and 5 have been designed and were installed

Look Ahead: Continue to Work with Joanna Rogalski, Planner from NVCOG and Planning and Zoning Department, to develop the Town of Seymour Plan of Conservation and Development.

Establish 3 Goals for the upcoming quarter:

1. Economic Feasibility Study developed with CERC for Seymour Parcels should be completed
2. Work with the EDC to develop budget and projects for next Fiscal Year
3. Send Bid out 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: 01/01/16-03/31/16

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.*

02/01/16

A. Recognitions

1. Congratulations to the winners of the Geography Bee at Seymour Middle School! Third Place: Novrus Shehaj, Runner Up: Nick Valverde, and Champion Jack Crocamo!
2. Congratulations to Bungay School students Zoie Kempf (4th Grade) and Madelynn Orosz (5th Grade) who were recognized for their fire prevention posters by winning separate rides to school in a fire truck with their fathers on Monday, January 25, 2016. Seymour Fire Marshall Paul Wetowicz presented each student with a certificate upon arrival at Chatfield-LoPresti School

03/07/16

A. Recognitions

1. Congratulations to Aidan Vrlík (Percussion), Evan Webb (Percussion), Ryan Rees (Clarinet), James Rafferty (Clarinet), Clara Behnen (Euphonium), and Justin Fabozzi (Trumpet) who have been accepted to the UConn "First Chair" Band Festival on Saturday, February 27, 2016. This is the third year that Seymour High School has participated in this event
2. Congratulations to the Seymour High School Debate team who brought home trophies from the CDA tournament at Daniel Hand High School on February 6, 2016. Ejona Gjata and Hannah Delallo won 2nd place team in the Varsity Team, and Ejona Gjata won third place speaker in the Varsity Division. Alec Guerra-Hurd won 2nd place team with as a mixed team. SHS Debate team members who are going to states are: Ejona Gjata, Hannah Delallo, Alec Guerra-Hurd, Sam Katrenya, Grace Brangwyanne, and Max Barlett

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.*

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 writing curriculum (grade K-5)
- b) Social Studies (grades 6-8 in revision to develop State model)

- c) District benchmark assessments – Measures of Academic Progress – implemented grades K-10 in reading and mathematics – Second assessment in January.
- d) NEASC evaluation completed at Seymour High School March 13-16, 2016

Goal #2 Improve Public Trust, Commitment, and Confidence through Open, Honest Communication to Reduce Obstacles to Improving Student Achievement and

- Budget Presentation to the BOE in January 2016 – the superintendent presented a budget with an increase of .82%.
- Conducted an extensive enrollment study and decreased staffing based on enrollment needs
- 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) Work with recreation department to share facilities...summer camp program will now be at Bungay elementary school, increased use of pool by the recreation department
- c)

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

Budget proposal...presented a very responsible low budget...concerned about potential increases in special education costs not reflected in current budget and impact to programs if budget is reduced further.

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

1. Budget approval...once final amount known can finalize planning for 2016-2017 school year

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



FINANCE COMMITTEE AGENDA

March 7, 2016

Seymour Middle School

Library Media Center

7:00 p.m.

I. CALL TO ORDER

- A. Pledge of Allegiance

II. PUBLIC COMMENT

III. REPORTS AND INFORMATION

- A. Information and Recommended Action

- 1. Financial Management Summary ending February 26, 2016

MOTION: to recommend to the full Board the approval of the Financial Management Summary ending February 26, 2016 as presented

- B. Reports

- 1. Chairman's Report
 - 2. Superintendent's Report

IV. PUBLIC COMMENT

V. ADJOURNMENT

cc: Jim Garofolo
Kristen Harmeling
Jay Hatfield
Jennifer Magri
Yashu Putorti
Allison Sobieski
Fred Stanek
Ed Strumello

Christine Syriac
Vonda Tencza
Rick Belden

Seymour Public Schools
Financial Management Summary
Year to date as of February 26, 2016

General Comments

BOE budget was presented to the Board of Finance. The BOE Business Office assisted the First Selectman's office in preparing an employee census for solicitation of health insurance proposals (anticipated proposals to be available in march). Preparations continue for the Secretary arbitration hearings scheduled for March.

Expenditures

The attached expenditure report includes the year to date activity as of February 26, 2016. In addition, a check register outlining all checks issued during February, 2016 has been provided for review.

A/C 110 – 119 Certified Staff. Accounts are generally tracking on budget. A/C 119 Substitutes is showing increased activity due to maternity / medical leaves at start of school year. These costs are partially offset by savings in salary accounts for teachers utilizing unpaid FMLA leave.

A/C 120 – 140 Non Certified Staff. Accounts are generally tracking on budget. A/C 128 Office / Secretarial is trending lower than budgeted due to an unpaid medical leave and an unfilled position at start of school year. In addition, a retroactive pay increase (not yet paid to Secretaries) is included in the budget as the Secretary contract is now moving to arbitration (scheduled for March 2016).

A/C 210 – 295 Employee Benefits. Accounts are tracking on budget. A/C 250 Unemployment Compensation is over budget by \$4,949 and the deficit will increase during March. A former employee is collecting unemployment and is tentatively scheduled to finish collecting benefits in March.

A/C 320 - 340 Professional Services. A/C 330 Other Professional Services will be closely monitored as we have been continuing contract activity (mediation / arbitration) for the Secretary contract. The Secretaries are scheduled for additional arbitration in March, 2016. Arbitration costs were not budgeted in this account for 2015-16.

A/C 411 - 450 Infrastructure Services. The financial report includes various blanket purchase orders in the encumbrance column for estimated services to be performed during the year. We have been effectively limiting A/C 431 Building Repair and Maintenance expenditures and A/C 433 Equipment Repair and Maintenance to only safety / emergency repairs. We will revisit the budgeted project list in the Spring, 2016 if funds are still available in these line items. A/C Technology - Contract Services is over budget by \$14,769 as the NWEA software (previously paid through grant funds) was not included in the 2014-15 LEA line item budget.

A/C 510 – 519 Transportation. We will be closely monitoring special education transportation, as these accounts are highly variable throughout the year. Our initial billing for non-local special education transportation indicates that A/C 517 will be over budget at year end by approx. \$64,547 (net of estimated Excess Cost reimbursement payments). This amount is subject to change as students enter / leave the school district or change their outplacement location.

A/C 520 - 529 Insurance. Student Athletic Insurance coverage (A/C 529) is over budget. This type of insurance showed an increase throughout the State. We will be reviewing our coverage limits for next year to see if we can reduce the cost.

A/C 561 – 564 Tuition. The overall number of students in A/C 563 changed from 18 to 17 effective Jan. 1, 2016 as a student graduated from their outplacement program. We have one student being out-placed in March and this would increase our overall number of students back to the budgeted level of 18. We will continue to monitor the account and will have a better idea of the total year expenditure level after we receive our first Excess Cost Grant payment in April.

A/C 610 - 690. Discretionary line items (i.e. 611,612,641,642) have been frozen for several months to ensure overall budget integrity (only required operational items have been purchased e.g copier paper). Electricity costs are trending slightly higher than budget and will be monitored. Heating costs are trending on budget at this time.

A/C 730 - 745 Equipment. We purchased some required technology per our technology plan during the Summer, 2015. We will also be incurring some costs for the Phase 2 Security Project in the March, 2016 timeframe when the project is completed (approx. \$65,000 LEA cost, with balance of \$106,000 covered by a State Grant). As we have done in prior year's, we have frozen A/C 731 Equipment - Non Instructional and A/C 745 Equipment - Technology until the Spring, 2016 to provide budgetary funds for possible unanticipated negative budget variances in other accounts. We have received notification that the 2nd round of Technology funds will be awarded and we will be receiving \$49,000 in this fiscal year.

Seymour Public Schools
Financial Summary
As of Feb. 26, 2016

	<u>Orig. Budget</u>	<u>Transfers</u>	<u>Adj. Budget</u>	<u>Encumbered</u>	<u>Ytd Expended</u>	<u>Remaining Balance</u>	
						<u>Balance</u>	<u>%Exp</u>
110 Administration	\$1,858,515	\$0	\$1,858,515	\$0	\$1,221,411	\$637,104	34.3%
111 Teachers - Regular Instruction	\$10,001,079	\$0	\$10,001,079	\$0	\$5,271,226	\$4,729,853	47.3%
112 Teachers - Special Ed Instruction	\$1,269,363	\$0	\$1,269,363	\$0	\$676,937	\$592,426	46.7%
113 Appendix E Non-Sport Stipend	\$108,606	\$0	\$108,606	\$0	\$57,749	\$50,857	46.8%
114 Teachers - Unified Arts Instruction	\$670,142	\$0	\$670,142	\$0	\$341,625	\$328,517	49.0%
115 Teachers - Guidance Services	\$745,318	\$0	\$745,318	\$0	\$419,832	\$325,487	43.7%
116 Teachers - Student Support Services	\$785,830	\$0	\$785,830	\$0	\$369,620	\$416,210	53.0%
117 Nursing Services	\$202,150	\$0	\$202,150	\$0	\$127,678	\$74,472	36.8%
118 Teachers - Library/Media Specialist	\$229,847	\$0	\$229,847	\$0	\$134,253	\$95,594	41.6%
119 Substitutes - Certified staff	\$206,500	\$0	\$206,500	\$0	\$137,783	\$68,717	33.3%
Sub total Certified Staff	<u>\$16,077,350</u>	<u>\$0</u>	<u>\$16,077,350</u>	<u>\$0</u>	<u>\$8,758,113</u>	<u>\$7,319,237</u>	<u>45.5%</u>
120 Custodial Services	\$1,154,732	\$0	\$1,154,732	\$0	\$700,356	\$454,376	39.3%
121 Monitor Paraprofessionals	\$31,449	\$0	\$31,449	\$0	\$15,039	\$16,410	52.2%
122 Clerical Paraprofessionals	\$305,660	\$0	\$305,660	\$0	\$177,364	\$128,296	42.0%
123 S/Ed Instructional Paraprofessional	\$801,679	\$0	\$801,679	\$0	\$469,891	\$331,788	41.4%
124 Reg. Ed. Instructional Paraprofess.	\$55,194	\$0	\$55,194	\$0	\$41,724	\$13,470	24.4%
125 Apendix E Sports Stipends	\$221,027	\$0	\$221,027	\$0	\$109,159	\$111,868	50.6%
126 Tutor Services	\$95,200	\$0	\$95,200	\$0	\$56,344	\$38,856	40.8%
127 Special Education Summer School	\$75,750	\$0	\$75,750	\$0	\$77,438	(\$1,688)	-2.2%
128 Office / Secretarial Services	\$751,791	\$0	\$751,791	\$0	\$409,803	\$341,988	45.5%
129 Substitutes - Non Certified Staff	\$72,000	\$0	\$72,000	\$0	\$37,394	\$34,606	48.1%
130 Security Services	\$61,385	\$0	\$61,385	\$0	\$39,063	\$22,322	36.4%
140 Technical Services	\$218,735	\$0	\$218,735	\$0	\$112,757	\$105,978	48.5%
Sub total Non-Certified Staff	<u>\$3,844,602</u>	<u>\$0</u>	<u>\$3,844,602</u>	<u>\$0</u>	<u>\$2,246,333</u>	<u>\$1,598,269</u>	<u>41.6%</u>
210 Health Insurance	\$4,362,440	\$0	\$4,362,440	\$0	\$2,842,014	\$1,520,426	34.9%
211 Life Insurance	\$48,325	\$0	\$48,325	\$0	\$30,940	\$17,385	36.0%
220 S.S./Medicare	\$529,340	\$0	\$529,340	\$0	\$342,493	\$186,847	35.3%
230 Pension Contribution	\$427,040	\$0	\$427,040	\$0	\$255,935	\$171,105	40.1%
240 Tuition Reimbursement	\$43,000	\$0	\$43,000	\$0	\$14,406	\$28,594	66.5%
250 Unemployment Compensation	\$10,150	\$0	\$10,150	\$0	\$15,099	(\$4,949)	-48.8%
260 Workers Compensation	\$150,500	\$0	\$150,500	\$0	\$150,500	\$0	0.0%
295 Retiree Benefits	\$162,311	\$0	\$162,311	\$0	\$150,485	\$11,826	7.3%
Sub total Employee Benefits	<u>\$5,733,106</u>	<u>\$0</u>	<u>\$5,733,106</u>	<u>\$0</u>	<u>\$3,801,872</u>	<u>\$1,931,234</u>	<u>33.7%</u>
320 Professional Educational Services	\$181,500	\$0	\$181,500	\$109,082	\$66,386	\$6,032	3.3%
330 Other Professional Services	\$342,500	\$0	\$342,500	\$24,707	\$219,634	\$98,159	28.7%
335 Professional/Curriculum Development	\$60,000	\$0	\$60,000	\$4,300	\$13,146	\$42,554	70.9%
340 Technical Services	\$7,000	\$0	\$7,000	\$0	\$0	\$7,000	100.0%
Sub total Professional Services	<u>\$591,000</u>	<u>\$0</u>	<u>\$591,000</u>	<u>\$138,089</u>	<u>\$299,165</u>	<u>\$153,745</u>	<u>26.0%</u>
411 Water & Sewer Fees	\$63,400	\$0	\$63,400	\$0	\$31,873	\$31,527	49.7%
424 Grounds Maintenance	\$60,000	\$0	\$60,000	\$10,950	\$16,805	\$32,245	53.7%
430 Building Contract Services	\$153,500	\$0	\$153,500	\$46,344	\$103,920	\$3,236	2.1%
431 Building Repair & Maintenance	\$300,000	\$0	\$300,000	\$40,209	\$258,703	\$1,088	0.4%
433 Equipment Repair & Maintenance	\$27,500	\$0	\$27,500	\$2,783	\$28,176	(\$3,459)	-12.6%
434 Equipment Contract Services	\$73,250	\$0	\$73,250	\$11,331	\$59,959	\$1,959	2.7%
440 Equipment Lease / Rental	\$173,330	\$0	\$173,330	\$46,044	\$104,078	\$23,208	13.4%
450 Technology Contract Services	\$139,000	\$0	\$139,000	\$0	\$153,769	(\$14,769)	-10.6%
Sub total Infrastructure Services	<u>\$989,980</u>	<u>\$0</u>	<u>\$989,980</u>	<u>\$157,661</u>	<u>\$757,283</u>	<u>\$75,036</u>	<u>7.6%</u>

	<u>Orig. Budget</u>	<u>Transfers</u>	<u>Adj. Budget</u>	<u>Encumbered</u>	<u>Ytd Expended</u>	<u>Remaining Balance</u>	
						<u>Balance</u>	<u>%Exp</u>
510 Transportation - Regular	\$849,915	\$0	\$849,915	\$324,142	\$525,729	\$44	0.0%
512 Transportation - Vo-Ag Schools	\$25,025	\$0	\$25,025	\$14,339	\$10,686	\$0	0.0%
516 Transportation - S/Ed Local	\$276,835	\$0	\$276,835	\$101,732	\$164,306	\$10,797	3.9%
517 Transportation - S/Ed Non Local	\$434,180	\$0	\$434,180	\$264,935	\$268,593	(\$99,347)	-22.9%
519 Transportation - Student Activity	\$54,500	\$0	\$54,500	\$18,107	\$36,223	\$170	0.3%
Sub total Transportation Services	\$1,640,455	\$0	\$1,640,455	\$723,255	\$1,005,537	(\$88,336)	-5.4%
520 Property Insurance	\$83,905	\$0	\$83,905	\$0	\$83,044	\$861	1.0%
521 Liability Insurance	\$95,320	\$0	\$95,320	\$0	\$95,320	\$0	0.0%
529 Athletic Insurance	\$23,295	\$0	\$23,295	\$0	\$31,208	(\$7,913)	-34.0%
Sub total Insurance	\$202,520	\$0	\$202,520	\$0	\$209,572	(\$7,052)	-3.5%
530 Communications	\$129,770	\$0	\$129,770	\$20,251	\$81,902	\$27,617	21.3%
561 Tuition - Special Ed Public Schools	\$32,298	\$0	\$32,298	\$0	\$49,922	(\$17,624)	-54.6%
562 Tuition - Regular Ed. Public Schools	\$328,480	\$0	\$328,480	\$0	\$337,742	(\$9,262)	-2.8%
563 Tuition - S/Ed Private Facilities	\$782,353	\$0	\$782,353	\$863,958	\$803,102	(\$884,707)	-113.1%
564 Tuition - Reg Ed. Private Facilities	\$13,097	\$0	\$13,097	\$0	\$0	\$13,097	100.0%
Sub total Tuition	\$1,156,228	\$0	\$1,156,228	\$863,958	\$1,190,765	(\$898,496)	-77.7%
580 Travel	\$30,150	\$0	\$30,150	\$0	\$13,073	\$17,077	56.6%
590 Adult Education Services	\$87,851	\$0	\$87,851	\$0	\$91,999	(\$4,148)	-4.7%
610 Office Supplies	\$67,000	\$0	\$67,000	\$4,855	\$40,624	\$21,521	32.1%
611 Instructional Supplies	\$216,000	\$0	\$216,000	\$26,402	\$163,429	\$26,169	12.1%
612 Instructional Supplies-S/ED	\$12,900	\$0	\$12,900	\$262	\$6,745	\$5,894	45.7%
613 Custodial Supplies	\$163,250	\$0	\$163,250	\$40,303	\$73,656	\$49,291	30.2%
615 Technology Supplies	\$38,625	\$0	\$38,625	\$14,832	\$17,179	\$6,614	17.1%
622 Electricity	\$660,050	\$0	\$660,050	\$0	\$392,527	\$267,523	40.5%
624 Heating Fuel	\$249,810	\$0	\$249,810	\$0	\$115,427	\$134,383	53.8%
625 Bus Fuel	\$130,400	\$0	\$130,400	\$0	\$130,156	\$244	0.2%
641 Textbooks & Curricular Materials	\$145,500	\$0	\$145,500	\$2,730	\$125,063	\$17,707	12.2%
642 Library / Reference Materials	\$35,250	\$0	\$35,250	\$0	\$10,040	\$25,210	71.5%
645 Software - Instructional	\$7,500	\$0	\$7,500	\$0	\$0	\$7,500	100.0%
690 Athletic Supplies	\$50,500	\$0	\$50,500	\$732	\$31,705	\$18,063	35.8%
Sub total Supplies	\$1,776,785	\$0	\$1,776,785	\$90,115	\$1,106,551	\$580,118	32.6%
730 Equipment - Instructional	\$0	\$0	\$0	\$2,373	(\$2,373)	\$0	-100.0%
731 Equipment - Non Instructional	\$37,800	\$0	\$37,800	\$1,038	\$22,269	\$14,493	38.3%
745 Equipment - Technology	\$224,100	\$0	\$224,100	\$0	\$82,370	\$141,730	63.2%
Sub total Equipment	\$261,900	\$0	\$261,900	\$3,411	\$102,266	\$156,223	59.6%
810 Dues & Fees	\$42,000	\$0	\$42,000	\$1,555	\$40,261	\$184	0.4%
890 Conference/Seminars	\$16,750	\$0	\$16,750	\$425	\$11,191	\$5,134	30.7%
Total Expenditures	\$32,580,447	\$0	\$32,580,447	\$1,998,721	\$19,715,884	\$10,865,843	33.4%

Check Register by Date Range by Fund

Seymour Public Schools 2015-16

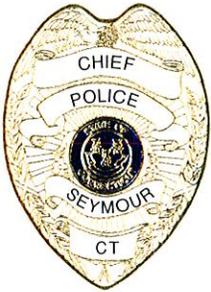
2/1/2016 through 2/25/2016

Fund 01

<u>Vendor</u>	<u>Check Date</u>	<u>Check #</u>	<u>Amount</u>	<u>Comments</u>
<u>Payroll Account</u>				
AFLAC	2/1/2016	40245	\$342.51	
AFLAC	2/16/2016	40265	\$342.51	
Ameriprise Financial Services	2/1/2016	40246	\$325.00	
Ameriprise Financial Services	2/16/2016	40266	\$525.00	
Anthem Blue Cross & Blue Shield	2/4/2016	40262	\$40,572.74	Health Insurance - Payroll Deduction
Anthony Ramos	2/3/2016	40261	\$132.17	
AXA Equitable Life Insurance Co	2/1/2016	40247	\$13,842.00	Tax Sheltered Annuity - Payroll Deduction
AXA Equitable Life Insurance Co	2/16/2016	40267	\$13,842.00	Tax Sheltered Annuity - Payroll Deduction
Blakeley Cole	2/9/2016	40264	\$92.46	
Citistreet Retirement	2/1/2016	40248	\$12,195.33	Tax Sheltered Annuity - Payroll Deduction
Citistreet Retirement	2/16/2016	40268	\$12,195.33	Tax Sheltered Annuity - Payroll Deduction
CSEA Inc. (SEC)	2/1/2016	40249	\$416.00	
Housatonic Teachers Fed. C.U.	2/1/2016	40250	\$21,407.50	Credit Union - Payroll Deduction
Housatonic Teachers Fed. C.U.	2/16/2016	40269	\$21,407.50	Credit Union - Payroll Deduction
Laurel Morris	2/19/2016	40278	\$294.07	
Liberty Bank	2/1/2016	40251	\$9,970.95	Health Savings Account - Payroll Deduction
Liberty Bank	2/16/2016	40270	\$9,870.94	Health Savings Account - Payroll Deduction
LOCAL 1303 COUNCIL #025	2/1/2016	40252	\$644.00	
MetLife Insurance Company USA	2/1/2016	40253	\$2,955.00	
MetLife Insurance Company USA	2/16/2016	40271	\$2,955.00	
Oppenheimer Funds Distributor	2/1/2016	40254	\$1,800.00	
Oppenheimer Funds Distributor	2/16/2016	40272	\$1,800.00	
Prudential	2/1/2016	40255	\$330.00	
Prudential	2/16/2016	40273	\$330.00	
Robert Tkacz	2/9/2016	40263	\$648.48	
Seymour Administrator's Assoc.	2/1/2016	40256	\$500.00	
Seymour BOE FSA Account	2/1/2016	40257	\$985.56	
Seymour BOE FSA Account	2/16/2016	40274	\$985.56	
Seymour Education Association	2/1/2016	40258	\$7,769.50	Union Dues - Payroll Deduction
Seymour Education Association	2/16/2016	40275	\$7,728.50	Union Dues - Payroll Deduction
State of Connecticut - MERF	2/17/2016	40277	\$6,490.15	MERF Pension - Payroll Deduction
UPSEU	2/1/2016	40259	\$1,802.11	
Valley United Way	2/1/2016	40260	\$162.66	
Valley United Way	2/16/2016	40276	\$162.66	
<u>Accounts Payable</u>				
Administrator, Unemployment Comp.	2/12/2016	749965	\$2,347.71	
Advanced Copy Technologies	2/12/2016	749966	\$4,503.12	Copier Rental / Maintenance
Advanced Copy Technologies	2/12/2016	749967	\$9,883.06	Copier Rental / Maintenance
Advanced Copy Technologies	2/12/2016	749968	\$168.34	Copier Rental / Maintenance
Advanced Power Services, LLC	2/23/2016	749991	\$2,660.00	
Airgas National Carbonation	2/12/2016	749969	\$358.55	
Airgas USA, LLC	2/12/2016	749970	\$227.12	
Alexanders Hardware	2/23/2016	749992	\$1,336.32	
Alicia Fitzgerald	2/4/2016	749947	\$988.02	
All-Star Transportation	2/4/2016	749936	\$12,310.89	Bus Services

All-Star Transportation	2/4/2016	749959	\$98,587.94	Bus Services
All-Star Transportation	2/12/2016	749971	\$11,036.98	Bus Services
All-Star Transportation	2/12/2016	749972	\$755.81	Bus Services
All-Star Transportation	2/23/2016	749993	\$4,200.00	Bus Services
Anthem Blue Cross & Blue Shield	2/4/2016	749937	\$15,009.15	Health Insurance
Anthem Blue Cross & Blue Shield	2/4/2016	749964	\$273,743.81	Health Insurance
Anthem Blue Cross & Blue Shield	2/12/2016	749973	\$9,193.28	Health Insurance
Anthem Life	2/4/2016	749938	\$3,974.96	
Aquarion Water Co. of CT	2/4/2016	749939	\$3,269.08	
Blanchette Sporting Goods, Inc	2/23/2016	749994	\$547.00	
Calvert Safe & Lock LTD.	2/23/2016	749995	\$4,466.53	
CBS Xerox	2/4/2016	749940	\$3,606.00	
CBS Xerox	2/4/2016	749960	\$2,063.00	
Christine Syriac	2/23/2016	750026	\$699.00	
CISCO Systems Capital Crp	2/4/2016	749941	\$3,418.71	
CIT	2/12/2016	749974	\$5,653.59	Copier Rental / Maintenance
ComTech21	2/4/2016	749942	\$3,940.05	
Conrod Plumbing and Fire Protection	2/23/2016	749996	\$1,571.00	
Constellation NewEnergy, Inc.	2/4/2016	749944	\$28,021.44	Electricity - Generation
Constellation NewEnergy, Inc.	2/12/2016	749975	\$59,030.43	Electricity - Generation
Controlled Air, Inc.	2/23/2016	749997	\$4,845.37	
Craig Rossetti	2/4/2016	749951	\$100.00	
David Olechna	2/23/2016	750013	\$1,731.00	
Derby Glass	2/12/2016	749976	\$924.00	
Eastern Micro-Graphics, Inc.	2/12/2016	749977	\$372.00	
Edu-Safe LLC	2/23/2016	749998	\$209.00	
Eversource	2/4/2016	749945	\$13,625.62	Electricity / Gas
Eversource	2/4/2016	749946	\$29,788.00	Electricity / Gas
Eversource	2/4/2016	749961	\$13,498.70	Electricity / Gas
Eversource	2/4/2016	749962	\$30,063.33	Electricity / Gas
Farmington Valley Equipment Inc.	2/23/2016	749999	\$2,995.43	
Filter Sales & Service	2/23/2016	750000	\$2,365.39	
Flow Tech, Inc	2/12/2016	749978	\$429.00	
Foundry Music Company	2/23/2016	750001	\$537.88	
Frontier	2/4/2016	749948	\$610.13	
Frontier	2/4/2016	749963	\$380.25	
Fuss & O'Neill	2/23/2016	750002	\$722.50	
Gina Kindt	2/4/2016	749949	\$900.00	
Grainger	2/23/2016	750004	\$132.63	
Hillyard-RoVic	2/23/2016	750005	\$690.18	
Hocon Industrial Gas	2/12/2016	749979	\$7.50	
Hocon Industrial Gas	2/12/2016	749980	\$7.50	
Hocon Industrial Gas	2/12/2016	749981	\$77.32	
Industrial Consulting	2/23/2016	750007	\$412.50	
Ingrid Conlan	2/4/2016	749943	\$100.00	
Integrity Piano Service	2/12/2016	749982	\$135.00	
I-T-S	2/23/2016	750006	\$1,639.50	
J.P. Maguire Associates	2/23/2016	750008	\$506.25	
Jachimowski Construction Co.	2/12/2016	749983	\$4,600.00	
Jeff Appliance and Vacuums	2/23/2016	750009	\$89.95	
Kainen, Escalera & McHale, P.C.	2/12/2016	749984	\$6,452.66	Legal Fees
Kelley Garofalo	2/23/2016	750003	\$600.00	
Kirk Products Company	2/23/2016	750010	\$35.00	
Master Security Systems, Inc.	2/23/2016	750011	\$283.41	

Metro Swim Shop	2/12/2016	749985	\$202.50	
Michael Horton Associates	2/23/2016	750012	\$875.00	
Nick Lifrieri	2/4/2016	749950	\$65.00	
Pitney Bowes	2/23/2016	750014	\$696.00	
Purchase Power	2/23/2016	750015	\$59.38	
Purchase Power	2/23/2016	750016	\$1,758.95	
Regional School District 14	2/12/2016	749987	\$81,873.60	Tuition - Nonnewaug High School
Seymour Board of Education FSA Accour	2/23/2016	750017	\$823.00	
Seymour High School	2/4/2016	749952	\$67.31	
Seymour High School	2/23/2016	750018	\$14,924.79	Reimbursement - Athletics
Seymour Middle School	2/4/2016	749953	\$31.98	
Seymour Power Equipment	2/23/2016	750019	\$301.25	
Seymour School Lunch Program	2/23/2016	750020	\$22.70	
Shipman & Goodwin LLP	2/23/2016	750021	\$1,535.00	
Signet Education	2/12/2016	749988	\$1,668.75	
Sound Advice	2/23/2016	750022	\$870.00	
State of Connecticut - MERF	2/17/2016	749990	\$32,825.76	MERF Pension expense
SYNCB/Amazon	2/23/2016	750023	\$218.71	
SYNCB/Amazon	2/23/2016	750024	\$13.97	
SYNCB/Amazon	2/23/2016	750025	\$48.50	
Tara Yusko	2/4/2016	749958	\$78.84	
The New York Times	2/12/2016	749986	\$56.00	
Thyssen Krupp Elevator	2/23/2016	750027	\$2,829.91	
Treasurer State of CT	2/4/2016	749954	\$44.25	
Treasurer State of CT	2/23/2016	750028	\$29.50	
U.S. Bank Equipment Finance	2/23/2016	750029	\$1,074.88	
Verizon Wireless	2/4/2016	749955	\$1,063.38	
W. J. Electric LLC	2/4/2016	749956	\$2,687.21	
Winter Bros Hauling of CT	2/4/2016	749957	\$459.89	
Yale Termite & Pest Elimination Corp	2/12/2016	749989	\$2,985.00	



SEYMOUR POLICE DEPARTMENT

11 Franklin Street
Seymour, Connecticut 06483-2891
Telephone (203) 881-7602
Fax (203) 881-7635

MICHAEL E. METZLER
Chief of Police

1ST Quarter Report

Seymour Police Department

Dates Covered: January 1, 2016-March 31, 2016

Prepared by: Chief Michael Metzler

Department Specific Update:

The department's Canine Unit has successfully completed the mandatory training and started performing their functions during this quarter. Both Officer John Oczkowski/Sage and Officer Matthew Butler/Rex have been tremendous assets to the Town of Seymour and have already had successful tracks and seizures in a short period of time. The department is moving forward with the planning for both the Citizen's Academy and the newly formulated Community Outreach Program (A program designed specifically for the members of the Seymour Senior Center).

Budgetary Update:

This year has been extraordinary on the income side of the budget. We have already surpassed our projected numbers by over \$25,000. The operating budget is in great shape and areas where over expenditures were a usual concern are significantly better than expected. The Department has always prided itself in its financial responsibility.

Accomplishments/Recognition of Department or Members:

As stated earlier, the canine units have been outstanding and in fact tracked an armed robbery suspect in Shelton where the perpetrator was apprehended and the firearm recovered, located two hikers who were lost on Water Company property in Ansonia at night. The Student Resource Officer has expanded his programs in the schools and has been a big "hit" with the students and staff. The Community Officer has put a lot of time and effort in assisting the downtown business owners with a myriad of issues. Detective NiHill conducted a very difficult investigation into an embezzlement that led to the arrest of a local priest for larceny.

Review Goals for the Quarter:

The goals for the past quarter included the completion of the accreditation process. The State of Connecticut made some significant changes in the process and we have amended our completion date to address these enhancements. The Simulcast System was delayed at the finance level and was recently approved to go forward. The estimated completion date is late June or early July of this year. The final goal was to evaluate our present equipment and establish a replacement plan that was attainable. A high-end surveillance camera was purchased for the detective bureau and personnel are being familiarized with that piece of equipment. The department initiated the process of replacing our present firearms and will purchase these weapons through our Seizure Funds, at no cost to the Town.

Issue Resolution:

A couple of issues arose regarding water leakage and flooring in the station. The Town is working closely with the police department to address these issues. As stated earlier, both the Simulcast System and Accreditation process are on the fast track for possible completion by the end of the upcoming quarter. The 911 enhancements were completed and the system was completed and on line on March 16, 2016, providing the Town with state of the art updates for responding to 911 emergency calls.

Look-Ahead:

New training mandates are being developed by the State of Connecticut that could adversely impact our operating budget. These are centered on mental health concerns and opiate overdoses. We are evaluating the DWI enhancement programs for possible inclusion in the fall. The State of Connecticut has taken all of the stipend funds away from the Statewide Narcotics Task Force and that could impact our involvement with that Unit in the foreseeable future. The Community Outreach and Citizen's Academy are already going forward and we are looking at additional programs to augment our Community Policing endeavors. Finally, the Regional Incident Management Team is planning an exercise for late May of this year that will test the response capabilities of the Town's Emergency Response Teams.

Establish (3) Goals for Upcoming Quarter:

The three goals for the 2nd quarter will be as follows:

1. Successfully complete the updated accreditation process.
2. To finalize the Simulcast Communications System.
3. Evaluate our Block Watch program and work with the schools to provide additional programs through our collaborative efforts with both Student Resource Officers.

2nd Quarter Report
January 2016-March 2016

Department: Fire Department

Prepared by: Chief John Cronin

Department-specific update:

The new recording secretary hired for board meetings has begun and appears to be working out just fine.

We have applied for a Fire Act Grant for new SCBA units for \$505,000.00. This may or may not be awarded anytime in the next year and will require a 5% fund match on our part.

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

We are approaching a critical point in the budget with regards to repairs of equipment. We are proceeding methodically and repairing or replacing items by priority. I expect that we will transfer money from other line items to repairs and maintenance account shortly. There is no expectation that we will not use all budgeted funds and that several repairs to apparatus and buildings will need to wait until next fiscal year.

The budget process for FY 2016-2017 has been completed and we are awaiting the town referendum.

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.

Firefighter Steve Culmo was nominated and recognized as volunteer of the year with the Valley Chamber of Commerce and attended a dinner for that honor.

Incident response for the quarter (Jan 1-March 31):

We responded to 127 total calls for the quarter with the break down as follows:

22	Fires
	• 1 fatal fire on Bungay Rd on March 30 th
1	Hazmat
29	MVA/EMS
13	Hazardous Conditions
8	Service Calls
26	Good Intent Calls
27	False Alarms
1	Weather Related Incident

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?

The dive team has been using the high school pool one Monday night each month.

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?

We need to obtain access to a better boat ramp along the Housatonic River. Options will be explored in the near future. A dock for the season would also be an option to improve our response to the river. We will attempt to work with the owner of the Lakehouse Restaurant to improve the boat ramp for our access. This is still being evaluated.

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.

Continue to repair and upgrade apparatus and equipment.

Improve training throughout the department.

Establish a training building in town.



Seymour Community Services

20 Pine Street
Seymour, CT 06483
Telephone 203-888-0406 Fax 203-881-5026

1st Quarter Report – 2016

April 7, 2016

Department: Community Services

Prepared By: Mary McNelis, Director of Community Services

Department Specific Update: 1st Quarter 2016 the following items were accomplished:

- Re-established Commission on Aging Meetings
- Met with Team to review potential Adult Day Care Program
- Rolled out New Playground Program & Middle School Field Trip Program
- Voices Advertisement (see attached – Proof - NOT FOR DISTRIBUTION)
- Continued to implement policies and procedures for departments
- Sunday Transportation to church

Budgetary Update: Transfer of \$2500 from Salary Associate Director Line 1-001-450-5110-520-102 to 1-001-450-5110-620-500 may need to take place next month Transfer will cover contractors in the absence of the Part Time Program Manager Position this past fall.

On Line Registration Stats 01/01/2016 to 03/31/2016

Type		
Number of Accounts Created Res/NonRes	163	49
Number of Members Created Res/NonRes	339	68
Number of Registrations Res/NonRes	627	172
Total Income	\$26,275.00	
Number of Refunds/Amount	31	-\$1,552.34
Number of Credits Issued/Amount	20	-\$661.00
Number of Activities		44
Number of Outside Organizations "Renting" Facility		15
Number of Senior Memberships Created		108
Total Number of Senior Memberships		219



Seymour Community Services

20 Pine Street
Seymour, CT 06483
Telephone 203-888-0406 Fax 203-881-5026

Quarter 1 Programs & Activities

- AARP Drivers Course – 3 Participants
- Lunch Bunch – 3 events – 31 Participants
- Bingo – approximately 420 Participants (12 weeks)
- 3 -Casino Trips – 139 Participants
- Say Goodnight To Gracie Musical – 6 Participants
- St. Patrick's Day Luncheon – 36 Participants
- CT. Flower Show – 8 Participants
- Chair Yoga -57 Participants
- Hatha Yoga – Participants
- Karate – 16 Participants
- Qigong -56 Participants
- Snow Tubing – 7 Participants
- Open Swim – 31 Families
- Swim Lessons 64 participants
- UConn Woman's Basketball – 12 Participants
- Girls Travel Basketball – 9 Participants
- High School Basketball – 15 Participants
- Men's Over 30 League – 45 Participants

Classes Canceled due to low enrollment:

- Speed and Agility Program
- Amazing Acrylic Painting 1-2-3
- Branson Show Extravaganza
- Dodgeball League
- UConn Men's Basketball – canceled due to weather

Spring/Summer Programs: See Attached Voices Advertisement

Seymour Community Services

2016 Spring/Summer Programs

Seymour Community Services, home of our Recreation and Elderly Services Departments, is pleased to present our 2016 Spring and Summer Programming. We provide an array of opportunities for you to connect to your community. Our staff is committed to providing community resources, outstanding educational, physical and recreational opportunities for the whole family. Over the coming months we will continue to expand activities, so check in with us frequently.

Day and Overnight Trips

STORMVILLE ANTIQUE SHOW & FLEA MARKET
Join us as we travel to Stormville to see the Metis play against the Yankees. Receive a complimentary lunch. Depart: 9:30 am
Date: Saturday, July 28th
Cost: \$5.00

METS VS NATIONALS
Join us as we travel by motor coach to Citi Field to see the Mets play against the Yankees. Receive a complimentary lunch. Depart: 9:30 am
Date: Sunday, July 20th
Cost: \$76.00

STEAM TRAIN & RIVERBOAT EXCURSION
Enjoy lunch aboard restored 1920's Pullman dining cars as you travel on the Hudson River. Depart: 9:30 am
Date: Thursday, July 21st
Cost: \$55

REFLECTIONS OF ITALY
Reflections of Italy is a collection of high top hats with themes of Italy. Depart: 9:30 am
Date: Thursday, July 21st
Cost: \$55

9/11 NYC MEMORIAL & MUSEUM TRIP
Take a tour of the 9/11 Memorial Museum and the memorial that has the names of each person who died on 9/11. Depart: 9:30 am
Date: Wednesday, September 14th
Cost: \$99

LAS VEGAS TRIP
Currently accepting names for a September or October trip to Las Vegas. Minimum of 10 people. Depart: 9:30 am
Date: Sunday, July 20th
Cost: \$150

WESTCHESTER DINNER THEATRE
Join us for a fun evening of dinner and theatre. Depart: 9:30 am
Date: Saturday, July 23rd
Cost: \$62.00

RADIO CITY MUSICAL HALL CHRISTMAS SPECTACULAR
Join us for our annual trip to NYC to see the 2016 Radio City Christmas Spectacular. Depart: 9:30 am
Date: Saturday, November 13th
Cost: \$93.00

MONTHLY CASINO TRIPS
Join us for a fun evening of dinner and theatre. Depart: 9:30 am
Date: Saturday, November 13th
Cost: \$93.00

LUNCH BUNCH
Each month we venture out to a local restaurant, enjoying great food and friends. Price is limited to \$10 per person. Depart: 11:30 am
Date: Wednesday, June 28th
Cost: \$10.00

TO REGISTER FOR A PROGRAM OR ACTIVITY:
Visit www.seymourcommunityservices.com
Call 203-888-0400 Monday - Thursday 8:00 a.m.-5:30 p.m.

This advertisement is brought to you by these community-minded businesses. They deserve your support.

RIPWAL ASSOCIATES REAL ESTATE
Rosalee Averill Realtor
203-888-1330 ext: 220
277 Main St. #101 Westport, CT 06880

Lizzie's Corner
29 Bank St. (corner of 1st & Bank) Seymour
203-888-1030
77 Main St. Seymour, CT 06880

AW OFFICE OF KAREN A. FISHER, LLC
77 Main St., Seymour, CT 06880
203-888-0191

Voices The Newspaper

Fritz's A Family Bar
Providing you with the best of Seymour
72 OXFORD ST. OXFORD
203-888-9004
Sun, 7am-2am • Mon & Tues, 5:30am-2am
Wed, 5am-3am

ALLEN'S
145 Bank St., Rt. 67 Seymour, CT 06883
203-888-5105
www.askallens.com

DIVERSIFIED HOME IMPROVEMENTS
105-571-8787

Allen's Family Bar
145 Bank St., Rt. 67 Seymour, CT 06883
203-888-5105

Allen's Family Bar
145 Bank St., Rt. 67 Seymour, CT 06883
203-888-5105

Adult Programs

CHAIR YOGA
Chair Yoga is suitable for all ages. Recommended for 57+ year olds. Space is limited, register today.
Date: April 28th-29th
Location: Seymour Community Center
Cost: \$5.00 / per class

HATHA YOGA
Hatha Yoga uses bodily postures, breathing techniques, and meditation with the goal of bringing about a sound, healthy body and a clear, peaceful mind.
Date: Thursdays
Location: Seymour Community Center
Cost: \$15 per class, 6 week session discounts available

IGONGS
Igo Chi is a form of gentle exercise composed of movements that are repeated a number of times, often stretching the body, increasing fluid movement and building awareness of how the body moves.
Date: Thursdays
Location: Seymour Community Center
Cost: \$10 / per class

TENNIS (18 AND OVER)
This program provides participants with basic stroke development and correct movement on the court will be stressed.
Date: Saturdays, April 23rd - May 21st
Location: French Memorial Park
Cost: \$17 / Residents/ \$62 / Non-Residents

TENNIS (65+)
This class is for seniors who are presently playing tennis or those who have been away from playing tennis for some time.
Date: Saturdays, April 23rd - May 21st
Location: French Memorial Park
Cost: \$17 / Residents/ \$62 / Non-Residents

GOLF LEAGUE
Enjoy a challenging 6,000 yard, par 71 golf course. This is a 9 hole golf league which covers a round of golf, cart fee and range balls.
Date: Saturdays, April - October
Location: Seymour Country Club
Cost: \$5 / registration fee

OPEN SWIM
Each Wednesday and Thursday evening Seymour High School pool will be open for free swim, exercise and fun. Children must be accompanied by an adult.
Date: October 28, 2015 - June 1, 2016
Location: Seymour High School
Cost: \$25 fee paid each week at course

ADULT OPEN SWIM/WATER EXERCISE
Use open water for water aerobics. Morning hours 8:00 am - 9:00 am. Drop-in and no advance reservations available. Based on demand water exercise class may be offered.
Date: Saturdays 9:00 am - 9:45 am
Location: Seymour High School
Non-Res. \$25
Resident \$30
Senior \$35

KARATE
Classes are taught by Master Dean Meier, a certified fifth-degree master instructor under Grandmaster Charles Ferraro in the Tang Soo Do Mui Kuk Hwan Association. Ages 6 and up.
Date: Saturdays, April 23rd - May 21st
Location: Seymour Community Center
Cost: \$70 / Month Residents/ \$75 / Non-Residents

TENNIS PEE WEE (GRADES K-1)
Classes will be on the fundamentals, hand-eye coordination, basic strokes and movement on the court will be covered.
Date: Saturdays April 23rd - May 21st
Location: French Memorial Park
Cost: \$77 / Residents/ \$82 / Non-Residents

TENNIS NOVICE (GRADES 2-3)
Emphasis will be placed on basic stroke development involving fundamentals for using the correct grip and swings, proper footwork and correct movement on court.
Date: Saturdays, April 23rd - May 21st
Location: French Memorial Park
Cost: \$77 / Residents/ \$82 / Non-Residents

TENNIS JUNIORS (GRADES 4-8)
Students will learn basic strokes and fundamentals. Correct movement on the court will be stressed. Classes will be tailored to the grade level and ability of each student.
Date: Saturdays, April 23rd - May 21st
Location: French Memorial Park
Cost: \$77 / Residents/ \$82 / Non-Residents

COMPETITIVE TRAINING HIGH SCHOOL (AGES 14-21)
Designed specifically for high school age students. Singles & doubles strategy.
Date: Saturdays, April 23rd - May 21st
Location: French Memorial Park
Cost: \$77 / Residents/ \$82 / Non-Residents

SWIM LESSONS - SESSION II
Help your child swim this summer. Parent/Child, Pre-School and Beginner through Advanced Classes available. 30 minute lessons take place on Saturdays, 8 week session.
Date: June 4th - July 30th
Location: Seymour High School
Cost: \$80 / Residents

Children's Vacation Programs

APRIL VACATION CAMP - LEGO PRE-ENGINEERING
Activities include building a car, a boat, a house, a robot, a plane, a helicopter. Recommended for 5-7 year olds. Space is limited, register today.
Date: April 28th-29th
Location: Seymour Community Center
Cost: \$30 / Residents \$40 / Non-Residents

APRIL VACATION CAMP - LEGO ENGINEERING FUNDAMENTALS
Activities include building a car, a boat, a house, a robot, a plane, a helicopter. Recommended for 8-10 year olds. Space is limited, register today.
Date: April 28th-29th
Location: Seymour Community Center
Cost: \$30 / Residents \$40 / Non-Residents

APRIL VACATION CAMP - TOM O'BRIEN'S MAGIC WORKSHOP & COMEDY SHOW
Children will enjoy magic show and a workshop where they will learn several magic tricks. All students will receive their own magic kit & a magic wand! Recommended for children in grades K-4. Space is limited, register today.
Date: July 10th - 11th
Location: Seymour Community Center
Cost: \$30 / Residents \$40 / Non-Residents

APRIL VACATION CAMP - IT ADVENTURES INDOOR ROPE COURSE
Middle School Students will experience the Adventure Rope Course. Zip Lines, and Free Fall! Children in 5th-8th grade are eligible. Space is limited. Register today.
Date: July 10th - 11th
Location: Seymour Community Center
Cost: \$35 / Residents

SUMMER PLAYGROUND PROGRAM
Seymour's summer playground program will take place at Bungey School this year. There will be a mixture of supervised free play & scheduled group activities. Age appropriate activities in the areas of art, music, science, and physical education. Open from 9:00 am - 3:00 pm.
Date: June 20th - August 13th
Location: Bungey School
Cost: \$150 / 5/1 - \$175 / After 5/1/16 \$300 / After 6/1

SUMMER MIDDLE SCHOOL FIELD TRIP PROGRAM
Looking for a fun and exciting summer program for your middle school child? Three days a week of fun activities and field trips. This is a fun introduction to Seymour Community Center.
Date: June 20th - August 13th
Location: Seymour Community Center
Cost: \$130 / Residents, \$140 / Non Residents

SUMMER PROGRAMS - BY COMPUTER EXPLORERS
Explorers are a series of technology classes designed to facilitate STEM (Science, Technology, Engineering, Arts & Mathematics) education. This is a fun introduction to Seymour Community Center.
Date: June 20th - August 13th
Location: Seymour Community Center
Cost: \$130 / Residents, \$140 / Non Residents

TECHSTARS COMPUTER PROGRAMMER - CODING IN MINICRAFT
Students will learn a range of coding concepts like loops, functions and conditionals using JAVA to create a game. This is a fun introduction to Seymour Community Center.
Date: June 20th - August 13th
Location: Seymour Community Center
Cost: \$130 / Residents, \$140 / Non Residents

ANIMATION MOVIE MAKERS
Working in teams, students do it all from story creation to making the characters with clay and building sets. This is a fun introduction to Seymour Community Center.
Date: June 20th - August 13th
Location: Seymour Community Center
Cost: \$130 / Residents, \$140 / Non Residents

MINI-CRAFT PLAY AND LEARN
Students will learn a range of coding concepts like loops, functions and conditionals using JAVA to create a game. This is a fun introduction to Seymour Community Center.
Date: June 20th - August 13th
Location: Seymour Community Center
Cost: \$130 / Residents, \$140 / Non Residents

MINICRAFT POWER USERS
This camp is for the experienced Minecraft user who is interested in a vanilla minecraft world with custom maps, mods, and more. This is a fun introduction to Seymour Community Center.
Date: June 20th - August 13th
Location: Seymour Community Center
Cost: \$130 / Residents, \$140 / Non Residents

THEATRE IN A BOX
Students will perform a musical based on Anne K. Professional Teaching Artist. Alex Cobb will rehearse and perform a musical based on Anne K. Professional Teaching Artist. Alex Cobb will rehearse and perform a musical based on Anne K. Professional Teaching Artist. Alex Cobb will rehearse and perform a musical based on Anne K. Professional Teaching Artist.
Date: June 20th - August 13th
Location: Seymour Community Center
Cost: \$130 / Residents, \$140 / Non Residents

JUMP BUNCH - LET THE GAMES BEGIN!
Celebrate the Summer 2016 Olympic games! Your young Olympian will start the week with a torch run & a flag parade, all accompanied by Olympic theme music. Competitors will be introduced to a variety of Olympic sports. This is a fun introduction to Seymour Community Center.
Date: July 10th - 11th
Location: Seymour Community Center
Cost: \$55 / 3-5 yrs olds

JUMP BUNCH - 3-2-1 BLAST OFF!
Join us for tons of fun this week! Blast off with us to a world of games and activities. This is a fun introduction to Seymour Community Center.
Date: August 1-5
Location: Seymour Community Center
Cost: \$55 / 3-5 yrs olds

WILDCATS BASKETBALL
Camps will receive a solid foundation in basketball fundamentals, taking into account both age & skill level. Emphasis will be placed on developing sportsmanship & self-esteem.
Date: June 13th - June 17th
Location: Seymour Middle School
Cost: \$95 / per child

BASKETBALL SKILLS & DRILLS CLINIC
This clinic is for girls and boys through 8th grade. This clinic is designed to improve basketball skills and provide a fun and exciting program. This is a fun introduction to Seymour Community Center.
Date: June 13th - June 17th
Location: Seymour Middle School
Cost: \$95 / per child

HAYNES
For All Your Building Supply Needs!
203-886-3327
Call or visit www.haynes.com
for all other locations!

ARMED and READY
ALARMS SYSTEMS, INC.
OFFICE 203-881-1986
Toll Free 1-877-404-1986
(1-877-476-6135)
www.armedandready.com

BOYS & GIRLS
Scoutmaster
203-888-5760
www.boysofseymour.com

Andrew J. Plank, LLC
100 Bank Street, Suite 200A
Seymour, CT 06883
Tel: 203-888-2906
Fax: 203-888-5760
Email: andrew@andrewplank.com

Allen's Family Bar
145 Bank St., Rt. 67 Seymour, CT 06883
203-888-5105

DIVERSIFIED HOME IMPROVEMENTS
105-571-8787

Fritz's A Family Bar
Providing you with the best of Seymour
72 OXFORD ST. OXFORD
203-888-9004
Sun, 7am-2am • Mon & Tues, 5:30am-2am
Wed, 5am-3am

Lizzie's Corner
29 Bank St. (corner of 1st & Bank) Seymour
203-888-1030
77 Main St. Seymour, CT 06880
203-888-0191

AW OFFICE OF KAREN A. FISHER, LLC
77 Main St., Seymour, CT 06880
203-888-0191

Voices The Newspaper

RIPWAL ASSOCIATES REAL ESTATE
Rosalee Averill Realtor
203-888-1330 ext: 220
277 Main St. #101 Westport, CT 06880

Voices Interactive

Miller-Vard Funeral Home
203-886-3327
380 Bank St. (Rt. 67) Seymour, CT 06880

Haynes
203-886-3327
Call or visit www.haynes.com
for all other locations!

Armed and Ready
ALARMS SYSTEMS, INC.
OFFICE 203-881-1986
Toll Free 1-877-404-1986
(1-877-476-6135)
www.armedandready.com

Boys & Girls
Scoutmaster
203-888-5760
www.boysofseymour.com

Andrew J. Plank, LLC
100 Bank Street, Suite 200A
Seymour, CT 06883
Tel: 203-888-2906
Fax: 203-888-5760
Email: andrew@andrewplank.com

Diversified Home Improvements
105-571-8787

Fritz's A Family Bar
Providing you with the best of Seymour
72 OXFORD ST. OXFORD
203-888-9004
Sun, 7am-2am • Mon & Tues, 5:30am-2am
Wed, 5am-3am

Lizzie's Corner
29 Bank St. (corner of 1st & Bank) Seymour
203-888-1030
77 Main St. Seymour, CT 06880
203-888-0191

AW Office of Karen A. Fisher, LLC
77 Main St., Seymour, CT 06880
203-888-0191

Voices The Newspaper

Ripwal Associates Real Estate
Rosalee Averill Realtor
203-888-1330 ext: 220
277 Main St. #101 Westport, CT 06880

Voices Interactive

Miller-Vard Funeral Home
203-886-3327
380 Bank St. (Rt. 67) Seymour, CT 06880

Haynes
203-886-3327
Call or visit www.haynes.com
for all other locations!

Armed and Ready
ALARMS SYSTEMS, INC.
OFFICE 203-881-1986
Toll Free 1-877-404-1986
(1-877-476-6135)
www.armedandready.com

Boys & Girls
Scoutmaster
203-888-5760
www.boysofseymour.com

Andrew J. Plank, LLC
100 Bank Street, Suite 200A
Seymour, CT 06883
Tel: 203-888-2906
Fax: 203-888-5760
Email: andrew@andrewplank.com

Diversified Home Improvements
105-571-8787

Fritz's A Family Bar
Providing you with the best of Seymour
72 OXFORD ST. OXFORD
203-888-9004
Sun, 7am-2am • Mon & Tues, 5:30am-2am
Wed, 5am-3am

Lizzie's Corner
29 Bank St. (corner of 1st & Bank) Seymour
203-888-1030
77 Main St. Seymour, CT 06880
203-888-0191

AW Office of Karen A. Fisher, LLC
77 Main St., Seymour, CT 06880
203-888-0191

Voices The Newspaper

Ripwal Associates Real Estate
Rosalee Averill Realtor
203-888-1330 ext: 220
277 Main St. #101 Westport, CT 06880

Voices Interactive

Miller-Vard Funeral Home
203-886-3327
380 Bank St. (Rt. 67) Seymour, CT 06880

Haynes
203-886-3327
Call or visit www.haynes.com
for all other locations!

Armed and Ready
ALARMS SYSTEMS, INC.
OFFICE 203-881-1986
Toll Free 1-877-404-1986
(1-877-476-6135)
www.armedandready.com

Boys & Girls
Scoutmaster
203-888-5760
www.boysofseymour.com

Andrew J. Plank, LLC
100 Bank Street, Suite 200A
Seymour, CT 06883
Tel: 203-888-2906
Fax: 203-888-5760
Email: andrew@andrewplank.com

Diversified Home Improvements
105-571-8787

Fritz's A Family Bar
Providing you with the best of Seymour
72 OXFORD ST. OXFORD
203-888-9004
Sun, 7am-2am • Mon & Tues, 5:30am-2am
Wed, 5am-3am

Lizzie's Corner
29 Bank St. (corner of 1st & Bank) Seymour
203-888-1030
77 Main St. Seymour, CT 06880
203-888-0191

AW Office of Karen A. Fisher, LLC
77 Main St., Seymour, CT 06880
203-888-0191

Voices The Newspaper

Ripwal Associates Real Estate
Rosalee Averill Realtor
203-888-1330 ext: 220
277 Main St. #101 Westport, CT 06880

Voices Interactive

Miller-Vard Funeral Home
203-886-3327
380 Bank St. (Rt. 67) Seymour, CT 06880

Haynes
203-886-3327
Call or visit www.haynes.com
for all other locations!

Armed and Ready
ALARMS SYSTEMS, INC.
OFFICE 203-881-1986
Toll Free 1-877-404-1986
(1-877-476-6135)
www.armedandready.com

Boys & Girls
Scoutmaster
203-888-5760
www.boysofseymour.com

Andrew J. Plank, LLC
100 Bank Street, Suite 200A
Seymour, CT 06883
Tel: 203-888-2906
Fax: 203-888-5760
Email: andrew@andrewplank.com

Diversified Home Improvements
105-571-8787

Fritz's A Family Bar
Providing you with the best of Seymour
72 OXFORD ST. OXFORD
203-888-9004
Sun, 7am-2am • Mon & Tues, 5:30am-2am
Wed, 5am-3am

Lizzie's Corner
29 Bank St. (corner of 1st & Bank) Seymour
203-888-1030
77 Main St. Seymour, CT 06880
203-888-0191

AW Office of Karen A. Fisher, LLC
77 Main St., Seymour, CT 06880
203-888-0191

Voices The Newspaper

Ripwal Associates Real Estate
Rosalee Averill Realtor
203-888-1330 ext: 220
277 Main St. #101 Westport, CT 06880

Voices Interactive

Miller-Vard Funeral Home
203-886-3327
380 Bank St. (Rt. 67) Seymour, CT 06880

Haynes
203-886-3327
Call or visit www.haynes.com
for all other locations!

Armed and Ready
ALARMS SYSTEMS, INC.
OFFICE 203-881-1986
Toll Free 1-877-404-1986
(1-877-476-6135)
www.armedandready.com

Boys & Girls
Scoutmaster
203-888-5760
www.boysofseymour.com

Andrew J. Plank, LLC
100 Bank Street, Suite 200A
Seymour, CT 06883
Tel: 203-888-2906
Fax: 203-888-5760
Email: andrew@andrewplank.com

Diversified Home Improvements
105-571-8787

Fritz's A Family Bar
Providing you with the best of Seymour
72 OXFORD ST. OXFORD
203-888-9004
Sun, 7am-2am • Mon & Tues, 5:30am-2am
Wed, 5am-3am

Lizzie's Corner
29 Bank St. (corner of 1st & Bank) Seymour
203-888-1030
77 Main St. Seymour, CT 06880
203-888-0191

AW Office of Karen A. Fisher, LLC
77 Main St., Seymour, CT 06880
203-888-0191

Voices The Newspaper

Ripwal Associates Real Estate
Rosalee Averill Realtor
203-888-1330 ext: 220
277 Main St. #1

SEYMOUR PUBLIC LIBRARY

Quarterly Report: March 30, 2016

*Reflects current Town of Seymour Finance Department March 06, 2016 Expense report
Bibliomation circulation reports for March will not be tallied until the first week in April.*

Department: Seymour Public Library

Prepared by: Suzanne Garvey 3/23/2016

1. Department-specific update:

Town Budget Figures from – March 6, 2016

Endowment Figures to February 29, 2016

Allocations	FY	YTD	Balance
Town	\$541,411.90	\$349,895.87	\$183,636.03
Encumbered		\$7,830.00	
Endowment	\$116,662.00	\$63,525.18	\$53,291.54

Operations 3 months

YTD 12/1 to 2/29- Bibliomation tallies March available first wk APR.

Circulation Adults: 5,387

Children & YA: 4,880

Total- all items including magazines, DVDs, Audio, Adult, Children: 15,969

ILL

Borrow 1061

Loan 578

Holdings the library owns: 81,443

Programs-Adult 160 @ 9 programs

Child -99 @ 9 programs

Days Open- 59

Computer Sessions- 1,215

Registered Borrowers - 6,955

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

3. Accomplishments/recognition of department or members:

Lisa Omlor, Rebecca Troop, and Suzanne Garvey had a training day at the library on Monday, February 29.

Bibliomation liaison Peter Lanese ran the training day from 8:30 am to 5:30 pm. Training was on troubleshooting issues for the library computers and more specifically how to fix situations when network fails or when Bibliomation fails and how to enable again. While we did pay for the training- it does mean that our rates when Bibliomation does come to fix an issue will be discounted.

LSTA grant is in full swing. Memoir and first in the Art classes are completed and now there are 2 more sessions to go. Patrons have been really thrilled. It has taken a lot of time because of the surveys etc.- but it has been worth it. I would say at least 10 patrons have hunted me down to tell me how much this has meant to them.

Governor Malloy's Budget reductions and possibly more important the choices from the CT State Library have disrupted many of the services CT libraries were used to. In the ST of CT- any valid library card from a library in CT allows the patron to check out books at any town library in CT. Connecticut also insured that patrons could return library books to any library and that library would be responsible through ST c-cars for getting books back to home library for the patron. Because of alluded to issues c-car will not do a pick up until April 4 meaning books are piling up that need to be returned to other libraries. When they start with pick ups- drops will not be as frequent. Also, our items are piling up at other locations waiting for delivery service to begin again.

This has completely disrupted the ST inter library loan services. SPL staff have been very good about calling other libraries to see if they have items so that patrons- if willing- can go pick up items they desire there instead of waiting for the service to continue. Some staff that live next to other town libraries have been dropping off their items and picking up our items on the way in or home from work.

And because of the flu and other illnesses running around- all staff have been great about making sure the library has coverage even when sometimes 2 are sick at a time.

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 goals- We are meeting goals. Though many of them are ongoing.

1. We are still weeding the library from clutter and out dated materials. But we are making headway so we are seeing improvement. The YA space is still not available and that may take second place to a Quiet Area in the library.
2. Cleaning- up the database and circulation files. On going but progress
3. Transferring documents from the file system to 3 ring binders. On going but progress
Above 3 ongoing for a while.
4. We were able to just purchase 5 new computers at a reduced rate that Rob Dyer really helped with. He was present to essentially bargain down a price with Bibliomation and brought their quoted prices of 950.00 down to 650.00. Network was worked on and improved a bit. Some of new equipment was installed but there may be other issues underlying as well.
5. We are still working on tightening positions. As they are Union positions- that may take some time.

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

This quarter has been relatively placid. Things did not go well with the Finance Board- but I'm going to have to assume there is more need in town. It is disappointing as we were essentially cut 4500.00 from our normal budget. The page line was reduced and we were asked to cut 2500 out of the budget as well. Since the other line items are salaries/medical and electricity and Bibliomation and some in technology equipment it was difficult. Since roughly 3600 patrons walk through our doors each

month (we have only had the people counter since December 2015) it is disappointing to not see some progress and to see a cut instead. But- at the same time- we have to be able to prove our worth which statistics usually work toward.

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

I am in hopes that we may be eligible for the grants I spoke to Dee Caruso about. Upgrading our story room downstairs would be fantastic as would be getting more money for adult programming. If either grant came through that would be incredibly helpful.

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. Offer some nice adult programs and plan a good summer of programs.
2. Prepare for National Library Week and passport program for libraries- we are participating this year.
3. Continue with clean up.

Library Director's Report December 2015

Building Maintenance: Rain has stayed out the library so there have been no new leaks. The roof repair appears to be done but we understand that there may still be some tweaks until workmen are completely ready to leave.

Computers: We need to expand the amount of computers in the library. This has been an ongoing concern but now that we are looking to repair the network and have the wires cleaned up and labeled it is something to consider. We have 6 public computers at this point and as patrons "check" them out for 2 hours at a time- we have had issues with patrons that are waiting. We do the best we can and sometimes loan out the laptop- but that is a 2011 and the frequent updates and issues with that cause more patron angst than anything.

Programming has been great. Ann and Rebecca have seen that the kids have a nice holiday with stories and festivities. We had the 57th Birthday at the library that went very well. 91 patrons came to our Sunday, December 6th program with Deirdre McMorro and Paul Pender- traditional Irish Fiddler and Music. I wrote about that in November's report since that was compiled in December and it was fresh in my mind.

Matthew Haggerty- our Eagle Scout project- was approved on his part so he is going to proceed with the Sign for the Library.

As pertains to our new people counter. It has an arrow and figure to denote entrance and an arrow and figure to denote egress so the amounts should be stable.

Computer use: 468 uses **Patrons:** 3,869

Approval Staff Materials:

\$3,017.00 total for December

Prepared by Suzanne Garvey
1/10/2016

Seymour Public Library Director's Report January 2016 *Compiled February 11, 2016*

Library Scheduled Finance Board Meeting- Wednesday, February 24, 2016 @ 7:00PM

Library Phone- After the snow storm of Friday, February 5 our phone service went out. That is the Avaya service. This seems to be an issue with their PC voice messaging cards which are plugged into the system downstairs. With the cards plugged in- we get a default voice message as if the library never set any personal information up and there is no ring tone in the building. With the cards pulled out, the phone lines ring so we can answer but there is no night re-cording that indicates closing and opening hours. We are looking to see if we can connect an answering machine to it temporarily when we leave at night. The Avaya system dates back to 2002 and the messaging cards are not readily available any longer.

Rob Dyer and Tony Caserta believe that the Library will be upgraded with a phone system from the town sometime after July 2016 so I am working with them to find a solution until then.

Building Maintenance: everything is holding steady at the moment. No issues to report.

Computer Network- Bill Jarvis did receive the parts and cleaned up the network. There are some splitters still in the building and ultimately when we have the funds- it would be beneficial to run separate lines to each computer.

Programs: Ann has been doing fine with her programs- Adult programming has run a couple of movies and the memoir class will start in February.

New Chairs Gift from the Friends: The Friends of the Seymour Public Library purchased 50 chairs for us from Costco. Roger Foster, our maintenance person and I picked them up and they are very new and clean looking. The Library is extremely grateful for this boon. And it is all from the volunteer efforts of the Friends group and their dedicated book sales and book and bake sales.

New Room Capacity: I asked our Fire Marshal to come to the library to measure the programming room to determine the room capacity. After the measurement it was determined that instead of the 90 capacity sign that was in existence, our capacity is now up to 175 with chairs. The new chairs really help us out in this area. There are only a few programs- all Ann's- that could bring in more than 100 people- but in the past, we have had to monitor the area. The new capacity means that we will most likely not ever be in jeopardy of violation.

With our new people counter we had 4,115 people visit the library in January. There were 404 uses of the public computer.

Projected Spending- February 2016

Adult: Non Fiction and Fiction=\$3000.00

Juvenile & YA= \$1395.00

DVDs: \$ 417.00

Totals: \$4812.00

Prepared by Suzanne Garvey 2/11/2016

Seymour Public Library Director's Report February 2016 *Compiled March 2, 2016*

Library Closings: Saturday, January 23-snow-library opened at 10 and closed at 11am
Friday, February 5-snow- entire day closed
Tuesday, February 23-sleet/snow- closed at 5:30PM

Library Phone- The phones have been going out occasionally since the last month report. A battery associated with the phones is part of the problem but any power outage at the library seems to know the service out. Rob Dyer has been monitoring the situation. He has come up each time that the phones have gone out.

Building Maintenance: everything is holding steady at the moment. No issues to report.

Computer Network: The quote from Bibliomation came back for 625.00 for Dell Computer monitors specifically. I sent that Quote to Rob Dyer to be approved. I believe he will check to see how that price stacks up to his distributors. With Bibliomation I am not sure how long that quote will be available.

Programs: Ann has been running the Family Place programs geared for ages 2-5 year olds and is getting a good response. Adult programming is in phase 2 Memoir writing of 4 of our LSTA grant and that has been positive.

Grants: I asked for 2 grants from the Valley Community Foundation and Matthies Foundation. We are going for a \$3,000 grant to upgrade our downstairs Storytime room with new furnishings, cushions, musical instruments, etc. And we are asking for \$3,000.00 to improve adult programming and allow more musical events like the one we had in December. Deirdre Caruso is the official grant writer for the town and will be our liaison.

Training: Lisa Omlor- Assistant Head, Rebecca Troop- Children's/Technical Librarian, and I had 8 hours of training on the Bibliomation system and their software on Monday, February 29, 2016. This training will allow us to troubleshoot if the system goes down and does make us eligible for a reduced Tech Services rate when they do have to travel to the library for an issue. Peter Lanese came to the library for the training from 8:30AM straight through to 5:15PM.

With our new people counter we had 3,589 people visit the library in February. There were 343 uses of the public computer.

Projected Spending- February 2016
Adult: Non Fiction and Fiction=\$3000.00
Juvenile & YA= \$1395.00
DVDs: \$ 417.00
Totals: \$4812.00

Prepared by Suzanne Garvey 3/5/2016

Town of Seymour
Human Resources Department
4th Quarter Report - 2016
Date: 3/31/16

Department: Human Resources

Prepared by: Michele Wasikowski, HR Mgr

Department-specific update: First Quarter 2016 the following items were accomplished:

- Recruited and hired new PW Director (Tony DePrimo)
- Gathered data to complete the OSHA logs for all Town buildings/Depts (All were hung up as required by law)
- Assisted Seymour Ambulance Corp with recruiting and interviewing candidates for their new per-diem position
- Administered and followed-up with managers on Employee Performance Appraisals
- Worked on several of short-term disability cases – serving as the point person with Anthem, the employee and payroll to make sure all the paperwork was completed correctly and handed in timely
- Hosted monthly manager and employee meetings
- Provided employees with monthly employee newsletters

Budgetary update: CBIA 2016 HR Conference

Accomplishments/recognition of department or members: Attended CBIA 2016 Human Resources Conference in March, which will provide credit for my SPHR recertification.

Review goals for the quarter: My goals from last quarter were either meet or near completion.

Issue resolution: Due to our current contract with HR Consulting Group we cannot make a switch of payroll companies until January 2017. We will hold off presenting bids to BOS until the fall so the BOE can do some more evaluating of the two companies we are considering switching to.

Look ahead: During the first quarter of 2016 HR will send out an Employee Satisfaction Survey as it has been over a year since the last one was done. HR will organize the yearly employee benefits fair, which will take place in May. HR will organize and administer open enrollment for healthcare.

Establish 3 goals for the upcoming quarter:

1. Distribute Employee Satisfaction Survey for employee feedback on the work environment
2. Organize and administer Healthcare open enrollment in conjunction with Anthem & Lockton
3. Organize annual employee benefits fair



Town of Seymour
1 First Street • Seymour, Connecticut 06483

OFFICE OF TAX COLLECTOR

1ST QUARTERLY REPORT - 2016

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

DATES COVERED: January 1, 2016 – March 31, 2016

DEPARTMENT SPECIFIC UPDATE:

JANUARY:

Payments were processed. Deposits made and balanced. Collected \$13,489,508.74 for January, including credit card payments.

Credit/Debit card & E-ck payments at counter and online. Collected \$185,300.25 for January.

TAXSERV (collection agency) payments for January: \$9,809.47.

Collected 93.36%. Current taxes owed: \$2,832,711.34. Back taxes owed: \$1,249,982.86.

Maintained spreadsheet of deposit breakdown for Finance Office.

Motor Vehicle Take Offs were done on 1/6, 1/11, 1/14, 1/19, 1/21, 1/25 & 1/28/16 for payments received.

Working with new DMV CIVLS program.

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.

Completed month end reports for Finance Director.

Filed 2016-2017 Budget with Town Clerk.

FRBRUARY:

Payments were processed. Deposits made and balanced. Collected \$1,805,943.24 for February, including credit card payments.

Credit/Debit card & E-ck payments at counter and online. Collected \$121,236.44 for February.

TAXSERV (collection agency) payments for February: \$4,668.19.

Collected 96.75%. Current taxes owed: \$1,388,476.44. Back taxes owed: \$1,050,594.60.

Maintained spreadsheet of deposit breakdown for Finance Office.

Maintained spreadsheet for credit card collections.

Motor Vehicle Take Offs were done on 2/1, 2/4, 2/22, 2/18 & 2/25/16 for payments received.

Working with new DMV CIVLS program.

Delinquent Statements sent for Real Estate, Personal Property & Water Assessment.

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.

Completed month end reports for Finance Director.

Presented 2016-2017 Budget to BOF.

TELEPHONE: 203-888-0517

FAX: 203 881-3401 • WEBSITE: www.seymourct.org

MARCH:

Payments were processed. Deposits made and balanced. Collected \$395,543.01 as of 03/31/16 for March, including credit card payments.

Credit/Debit card & E-ck payments at counter and online. Collected \$46,856.88 as of 03/31/16 for March.

TAXSERV (collection agency) payments for March: \$7,564.49.

Collected 97.53 % as of 3/31/16 . Current taxes owed: \$1,054,122.91 . Back taxes owed: \$961,615.66 .

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, 3/7, 3/10/, 3/15, 3/17, 3/22, 3/23, 3/29 & 3/31/16 for payments received. Put on file was done on 3/1/16.

Delinquent Statements sent for Real Estate, Personal Property, Motor Vehicle & Water Assessment.

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.

Water Assessment Bills were put on & sent.

Suspense List was presented to Board of Finance & approved.

Completed month end reports for Finance Director.

Completed Quarterly Department Summary.

BUDGETARY UPDATE: No overage in line items.

ACCOMPLISHMENTS / RECOGNITION OF DEPARTMENT MEMBERS: Tax Collector attended CCM Seminar on Nuts & Bolts of Being a Supervisor on 3/8/16.

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 2014

Year: 2014 To 2014, Pay Date: 03/31/2016, Time: 03/31/2016 09:52:42 am All

Conditions: Recap By Year: Yes Recap By Dist: No Act/Susp: Active, Cycle: 00 To 00, Type: TOWN, Bill Type: 24 - CODE T (All)

YEAR/TYPER ACTS BEGINNING BALANCE INC. DEC. COLLECTABLE CURRENT TAXES/BINT INTEREST L+FEES TOTAL OVER UNCOLLECTED TAXES

RE 6,418 36,585,288.98 9,865.37 -9,792.71 36,585,361.64 0.00 35,938,103.54 52,848.60 36.00 36,010,988.14 -9.49 627,258.10

PP 816 2,012,719.20 694.61 -167,112.69 1,846,301.12 ***REFUND*** -41,036.67 0.00 0.00 1,750,964.37 -3.00 98,522.40

MV 15,709 3,826,773.16 23,922.46 -68,762.89 3,781,932.73 ***REFUND*** -3,955.13 0.00 0.00 3,590,841.92 -1,412.78 236,805.42

MVS 2,572 479,720.64 3,041.45 -7,286.53 475,475.56 ***REFUND*** -15,932.47 -75.05 0.00 386,358.52 -477.53 91,536.99

YR: 2014 25,515 42,904,501.98 37,523.89 -252,954.82 42,689,071.05 ***REFUND*** -1,823.58 41,633,124.56 101,735.18 4,293.21 -1,902.80 1,054,122.91

Grand Total 25,515 42,904,501.98 37,523.89 -252,954.82 42,689,071.05 ***REFUND*** -1,823.58 41,633,124.56 101,735.18 4,293.21 -1,902.80 1,054,122.91

REFUND -61,080.88 -75.05 0.00 -61,080.88 -75.05 0.00

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

41,739,152.95 -1,902.80 1,054,122.91 97.53%

**BUILDING DEPARTMENT
QUARTERLY REPORT (JANUARY, FEBRUARY, MARCH, 2016)**

	ESTIMATED COST	FEES	# OF PERMITS
BUILDING	7,630,587.00	67,229.00	53
FEES		100.00	
ELECTRIC	1,127,910.00	12,886.00	41
PLUMBING	789,598.00	8,694.00	24
HEATING/AC/TANKS	1,050,645.00	11,967.00	32
POOLS	27,900.00	348.00	2
DEMOLITION	10,000.00	129.00	1
SIGNS	-	-	-
TOTAL	10,636,640.00	101,353.00	153

SUMMARY JANUARY, 2016

	ESTIMATED COST	FEEES	# PER
BUILDING	139,588.00	1,947.00	14
ELECTRIC	55,728.00	913.26	11
PLUMBING	37,090.00	591.00	6
HEATING	80,853.00	1,345.00	14
TOTAL	313,259.00	4,796.26	45

SUMMARY FEBRUARY, 2016

	ESTIMATED COST	FEEES	# PERMS
BUILDING	148,672.00	2,036.00	12
FEEES		100.00	
ELECTRIC	55,083.00	844.00	8
PLUMBING	33,558.00	582.00	6
HEATING	55,576.00	765.00	7
DEMO	10,000.00	129.00	1
TOTAL	302,889.00	4,456.00	34

SUMMARY MARCH, 2016

	ESTIMATED COST	FEES	# PER
BUILDING	7,342,327.00	63,246.00	27
ELECTRIC	1,017,099.00	11,128.76	22
PLUMBING	718,950.00	7,521.00	12
HEATING	914,216.00	9,857.00	11
POOLS	27,900.00	348.00	2
TOTAL	10,020,492.00	92,100.76	74

SEYMOUR FIRE MARSHAL'S OFFICE

QUARTERLY REPORT FOR JANUARY TO MARCH 2016

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 2016

NEW CONSTRUCTION

1. 29 Maple Street, old Anna Lopresti School – This project is on-going. Many construction activities are being performed to turn this into an apartment building. We continue to perform construction inspections.
2. 50 Cogwheel Lane, Basement Systems – This new building project is on-going and is moving along nicely.
3. 38 Columbus Avenue - The construction of this 5 story apartment building has begun.
4. Silvermine Road, Allen's plumbing – A plan review was conducted for a proposed installation of two 30,000 gallon bulk storage propane tanks at this site.
5. 33 Progress Avenue, Basement System – A plan review was conducted on this 73,000 square foot office, training center and vehicle parking building.
6. 600 Derby Avenue, Haynes Construction – A plan review was done on a proposal to turn the old cement plant building into a retail store.

MISCELLANEOUS

1. I conducted some safety committee work and follow up. This included meetings and follow up activities.
2. "After the Fire" Presentation – DFM Willis was able to obtain 2 grants totaling \$4,000 to run a presentation at the High School for junior and senior students and a public presentation at the Middle School open to the general public. The presentations were a huge success.
3. Intern - The Office has an intern from Masuk High School who continues to do 2 hours a week in the Office. This is part of his curriculum for graduation.
4. Fire truck rides were given to the winners of the third and fourth grade fire prevention poster contest.
5. Time was spent conducting inspections, ordering parts and bringing up to date the A.E.D.s that are in the Safety Committee's charge.

BLASTING ACTIVITIES

None occurred during this time period.

ROUTINE INSPECTIONS

1. Inspections on existing and new construction buildings.
New Construction - 9 Initial Existing Buildings – 36 Re-inspections -17

Underground Propane Tank inspection – 3

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

2. Blasting Permits- 0 Fire Code complaints- 5 Meetings – 32

Detail Code Reviews – 4 Detail Follow-up Activities – 0 Burning Permits - 0

FIRE SAFETY TRAINING GIVEN

1. Fire extinguisher training for Daddio's Auto Parts.
2. "After the Fire" presentation" program was given for the juniors and seniors at the High School and at the Middle School for the general public. This involves 2 ex-college students who were severely burned and multiple other students perished in this arson fire. It was paid for by \$4,000 in grant money the Office obtained from The Katherine Mathis Foundation and FM Global.
3. DFM Willis gave a live radio presentation on the Valley Independent Navel Gazing Pod cast on fire safety.
4. Assisted Oxford Fire Department with fire extinguisher training.

FIRE SAFETY TRAINING ATTENDED

1. DFM Tim Willis and I attended a day class on the fire abatement procedures.
2. DFM Willis attended a half day seminar on fire scene documentation.
3. DFM Willis attended a half day seminar on Kitchen Hood inspections and a table top exercise for Emergency Management.
4. DFM Willis attended a ½ day on Fair inspections.
5. DFM Willis attended a 2 ½ day on Arson Investigation.
6. DFM Willis attended a ½ day on Interviewing Techniques.
7. DFM Willis attended a one day on Supervisory Training Techniques.

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. Clinton Road car fire – This investigation remains open. No recent time has been spent on this arson fire.

2. 26 Union Street, hoarding – This was a fire department rescue of a male who collapsed on the second floor and EMS requested rescue. Due to significant hoarding, the patient had to be rescued out the second floor window. The Office conducted an inspection and notification on the house to any future responsible person.
3. 9 Bungay Road, structure fire and shooting – The Office conducted an investigation on the cause and origin of this fire. Multiple local and State Agencies were called in and assisted us.

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

BUDGET UPDATE

1. Time was spent preparing and presenting the Office's proposed budget to the BOF.

ACCOMPLISHMENTS/RECOGNITION OF DEPARTMENT OR MEMBERS

1. DFM Willis continues to do a superior job.

REVIEW OF GOALS FOR THE QUARTER

1. I have nothing to report.

ISSUE RESOLUTION

1. I have nothing to report on.

LOOK-AHEAD

1. I have nothing significant to report.

ESTABLISH 3 GOALS FOR UPCOMING QUARTER

1. I have nothing significant to establish at this time. We will continue to focus most of our 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 staffing.

Submitted by,

Paul Wetowitz
Seymour Fire Marshal
March 31 2016

2016 Quarterly Report

Department: Town Clerk's Office

Dates Covered: January 1, 2016 – March 31, 2016

Prepared by: Susan DeBarber, Elizabeth Conrad and Lianna McMurray

Department Specific Update:

- We have issued 834 dog licenses to date.
- We have issued 13 marriage licenses in January, February and March.
- We have issued 195 various hunting & fishing licenses this quarter.
- We recorded 797 sewer liens and releases.
- Our vitals income totaled \$4,356.00 this quarter.
- We are in the preliminary stages of preparations for the Primary in August and the Presidential Election on November 8, 2016.
- We are preparing for the Presidential Preference Primary on April 26, 2016.

Budgetary Update:

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

Accomplishments / Recognition of Department or Members:

- We have easily transitioned into the new electronic way of processing birth records.
- Averaging over 300 copies per month from online recording access.

Review Goals for the Quarter:

- We met our goal of bringing our images and indexes back to equal each other on the computers. They now can be searched back to September 6, 1974.
- Finalized our vital records for the year and confirmed receipt from residing towns.
- Finalized end of year procedures for land records.

Issue Resolution:

- No issues at this time.

Look-Ahead:

- We will be preparing for the Presidential Preference Primary and the Referendums.
- We will be preparing for a busy season issuing marriage licenses, hunting and fishing licenses.
- We will be sending out dog license renewals at the end of May.
- Susan and Liz will be attending the Town Clerk Conference in April.

Establish 3 Goals for upcoming quarter:

- Cross training with different areas in the office.
- Expecting a smooth transition into the new Election Management System.
- Understanding the State Statute regarding Justice of the Peace. Major parties have one timeline and the Unaffiliates have another.

ASSESSOR'S OFFICE
QUARTERLY REPORT
1/01/2016 – 3/31/2016

DEPARTMENT SPECIFIC UPDATES:

Finalized revaluation figures with Vision Government Solutions.

Prepared and filed 2015 Grand List. List includes 6,388 Real Estate parcels, 830 Personal Property accounts, and 15,258 vehicles.

Increase notices sent to all Personal Property accounts.

Distributed and received Board of Assessment Appeals petitions.

Joe prepared informational packets for Board of Assessment Appeals members in regards to appeals received.

Letters mailed to residents currently on the Elderly or Disabled Homeowners Programs.

Processing Homeowners applications received.

Monthly processing of property transfers.

Joe continues to inspect properties that are new construction or have had building permits issued.

Various State reports completed and sent to Office of Policy and Management.

ACCOMPLISHMENTS/RECOGNITION OF DEPARTMENT OR MEMBERS:

Joe attended monthly meeting of the New Haven County Assessors Association where many issues of interest are discussed.

BUDGETARY UPDATE:

Working within the approved budget without issues.

REVIEW GOALS FOR THE QUARTER:

All goals met.

ISSUE RESOLUTIONS:

No issues.

OCTOBER 1, 2015 GRAND LIST TOTALS

TAXABLE	ACCTS	GROSS AM.	REIMB. EXEMPT	NON-REIMB. EXEMPT	TOTAL NET ASSMT.
Real Estate	6388	1,033,430,980	734,630	4,133,750	1,028,562,600
Personal Prop.	830	76,562,360	3,840	21,873,550	54,684,970
Motor Vehicles	15258	113,386,440	24,240	652,620	112,709,580
Total		1,223,379,780	762,710	26,659,920	1,195,957,150
EXEMPT					
Real Estate	229	81,271,920			81,271,920
REAL ESTATE BREAKDOWN					
Regular Homeowners	6180	1,006,244,270	217,630	2,787,750	1,003,238,890
Homeowners	208	27,186,710	517,000	1,346,000	25,323,710
Total	6388	1,033,430,980	734,630	4,133,750	1,028,562,600