BUILDING DEPARTMENT
QUARTERLY REPORT (APRIL, MAY, JUNE, 2013)

	ESTIMATED COST	FEES	#PERMITS
BUILDING	883,989.00	9,370.00	66
REINSPECTION FEES	-	-	
EDUCATION FEES	-	-	
ELECTRIC	213,854.00	3,354.00	46
PLUMBING	49,100.00	815.00	12
HEATING/AC/TANKS	203,654.00	3,752.00	35
POOLS	68,824.00	865.00	6
DEMOLITION	1,000.00	34.00	1
SIGNS	1,800.00	45.00	1
TOTAL	**1,422,221.00**	**18,235.00**	**167**

NO SINGLE FAMILY HOMES

SUMMARY APRIL, 2013

	ESTIMATED COST	FEES	# PERMITS
BULIDING	403,062.00	3,647.94	25
ELECTRICAL	101,058.00	1,271.82	13
PLUMBING	5,100.00	157.00	4
HEATING	71,801.00	1,229.00	17
POOL	59,000.00	679.00	3
DEMO	1,000.00	34.00	1
SIGN	1,800.00	45.00	1
TOTAL	**642,821.00**	**7,063.76**	**64**

SUMMARY MAY, 2013

	ESTIMATED COST	FEES	# PERMITS
BUILDING	205,732.00	2,595.00	19
ELECTRICAL	71,651.00	1,237.00	18
PLUMBING	38,500.00	548.00	6
HEATING	55,300.00	804.00	9
POOLS	2,200.00	55.00	1
TOTAL	**373,383.00**	**5,239.00**	**53**

SUMMARY JUNE, 2013

	ESTIMATED COST	FEES	# PERMITS
BUILDING	275,195.00	3,128.00	22
ELECTRICAL	41,145.00	845.00	15
PLUMBING	5,500.00	110.00	2
HEATING	76,553.00	1,719.00	9
POOL	7,624.00	131.00	2
TOTAL	**406,017.00**	**5,933.00**	**50**

SEYMOUR SENIOR CENTER
20 PINE ST
SEYMOUR, CT., 06483

2013 - 2ND QUARTERLY REPORT

Department: Senior Center Dates Covered: 4/1/13-6/30/13

Prepared by: Lucy McConologue

The Center continued to provide the following weekly activities during the months of April, May and June. Bingo, Free Zumba class, Free Lite Exercise Class, Yoga, Mah Jong, and "Jamming with some elder musicians" Pinochle and Poker. Monthly Casino trip is still a favorite. A two session fall prevention program was held by Griffin Hospital Parish Nurses. I have added a "Lunch Bunch" monthly activity visiting different restaurants for lunch using out Senior Bus. AARP held a 55 Drivers Program May 20th. Took the seniors on a 3 day trip to Atlantic City May 6-7-8. The Senior Bus continues its weekly scheduled shopping trips and doctor appointments for Seymour Senior residents at no cost to the rider. Residents must call in advance for pick-up.

The Center started mailing out the monthly bulletin to members during the month of May & June. Money was appropriated to continue mailings during the 2013-2014 FY.

I co-hosted with Shady Knoll a Caregivers Seminar at the Senior Center May 16th from 5:30 – 7:00 p.m. The Seminar was open to all seniors in the valley. Attorney Karen Fisher was guest speaker giving an overview on Elder Law. Other agencies participating included Shelton Senior Center and TEAM, Inc. I continue to serve on the Valley Elder Abuse Response Team. We are in the process of looking at awareness programs we can present to Senior Centers and Senior Housing complexes in the valley. I also attended the Sexual Harassment Training Session held by the Town of Seymour and other Supervisors training sessions held by our HR person.

Budget for the 2012-2013 FY closed out with no over expenditures or line item transfers. The Activity/Trip account brought in a $758 profit for the year. $891.00 was collected and deposited in Town account for dues from January 2013 to present.

2013 Quarterly Report

Department: Town Clerk's Office **Dates Covered:** April 1, 2013 – June 30, 2013

Prepared by: Susan DeBarber, Elizabeth Conrad and Lianna Staffieri

Budgetary Update:

- We recorded 500 WPCA Liens and 116 Releases. After much discussion it was agreed that WPCA would reimburse our department $6.00 per document. The total came to $3,696.00 to date. This fee would cover the amount we pay to our record management company for each document.
- Our budget for printing and binding is $34,000.00. This consumes a significant chunk from it.

Accomplishments / Recognition of Department or Members:

- Susan DeBarber attended the Town Clerk's Spring Conference and the New Haven County Town Clerk's meeting.
- Elizabeth Conrad and Lianna Staffieri attended an F.O.I. workshop.
- Lianna Staffieri took her second module (out of 5) (Vital Statistics) to meet the credentials for the Town Clerk Certification Exam.
- We have been working with the Secretary of State's Office, Elections Enforcement, and the Town Chairmen with regards to the upcoming election and meeting all the necessary deadlines in preparation of all offices to be filled for the November Election.
- We are making sure we adhere to the election laws.
- We invited the President of the New Haven County Town Clerks, Stephanie Ciareglia, Woodbridge Town Clerk, to visit our office. We prepared for her visit by creating a list of questions.
    - This gave us a stronger understanding of things in our office.
    - This helped us look at different approaches.
    - She answered all of our questions and gave us a lot of information that will be useful in our office.

Review Goals for the Quarter:

- We have added software to give us a database for our vitals and military discharges.
- We are currently inputting recent vital records as well as older military discharges into our software.
- Our goal is to get all of the vital records and military discharges on computer.
- We are totally up to date on Real Estate Recordings on Land Records.
- We are returning documents the day after they are recorded.

Issue Resolution:

- No issues have arisen at this time.

Look-Ahead:

- We plan to get a new desk and to continue to revamp the office's outward appearance.
- We plan on collaborating with other Town Clerks in the area regarding elections and upcoming legislation changes.
- We will continue to take advantage of all educational opportunities which will help update our office.

Establish 3 Goals for upcoming quarter:

- Due to upcoming changes in legislation regarding land records, we will need to update our software. We will be collaborating with other towns along with our software company.
- By staying in touch with our fellow Town Clerks, and building a relationship with State agencies, this will better prepare us to handle the challenges in the legislation changes ahead.
- We are considering new election software. We have invited a representative from the State's Election Division to give us a demonstration.

Inland Wetlands Second Quarter Report 4/1/13 to 6/30/13

April 2- Received a walk-in complaint from Sam Mirlis regarding his neighbor at 28 Moss Ave cutting trees in the wetlands. Also received a phone complaint from another neighbor. Will investigate on April 3.

April 4- Investigated the tree cutting and found one tree cut and removed from the bank of the watercourse behind 28 Moss Ave. Wrtoe a ticket for $100 fine to owner Kevin Dokla, sent by certified mail on Monday April 8, 2013.

April 9- Site meeting at Haynes Derby Ave. facility to review a site plan for a new settling pond. Nafis&Young and Zoning Enforcement Officer also in attendance. Drawings will be sent for review.

April 11- Signed off on in-ground swimming pool at 79 Brookfield.

April 16- Met with Kevin Dokla and his lawyer in the office regarding the fine for tree cutting. Fine of $100 paid by check uncontested.

April 16- Met with John Fanotto regarding people parking their cars on his Lakeview Ave property. No Inland Wetland violations were found during site visit.

April 17- Noticed evidence of dirt bike operation on the east side of the crossing on Bridlepath Lane-erosion control matting torn up, grass worn away.

April 22- Prepared for and attended Inland Wetland's Commission meeting at 7:30 PM.

April 25- Signed off on addition to home at 31 Patrick Drive-no wetlands impact. Signed off on c/o new house Rolling Hills, 9 Fox Run, lot #59. No wetlands.

April 25- Signed off new house c/o Rolling Hills, 19 Hidden Meadow, lot #37. Collected $50 wetlands fee.

May 7- Mailed DEEP Inland Wetland Commissioner's training forms to all members of the Commission and to the new Alternate.

May 9- Signed off on new shed at 15 Ross Drive.

May 13- Signed off on c/o new house at 9 Nickelmine Drive. No wetlands.

May 14- Met with Don Smith in office on proposed site plan for new skate park.

May 15- Investigated complaint of filling of a stream behind 764 Derby Ave. Landscaper piped an intermittent stream and then backfilled the pipe. Contacted listing Realtor and told him of the violation. He will have the pipe removed and the stream restored.

May 21- Signed off on replacement garage 22 Highland Ave. Signed off on new deck at 16 Tracey Terr.

May 21- Signed off c/o new house 9 Nickelmine Dr., lot #38, collected $50 wetlands fee. Work began on stream repair 764 Derby Ave.

May 30- Signed off on c/o new house 16 Hidden Meadow, Rolling Hills.

June 4- Checked 28 Moss Ave for sign of survey work that was proposed. No evidence of survey being done.

June 11- Signed off on improvements to retaining wall and slope as approved by Commission at Legion Pool Land Trust building area.

June 11- Application received from Don Smith for new Skate Park-set to June 24 Inland Wetlands Commission meeting.

June 11- Signed off new above ground pool 9 Summit Drive-no wetlands.

June 11- Signed off replacement deck at 45 North Mead Farm Road-no wetlands.

June 11- Signed off c/o new house, lot #36, Rolling Hills, 17 Hidden Meadow. Collected $50 wetland's fee.

June 11- Signed off new house c/o lot #35, Rolling Hills, 15 Hidden Meadow, collected $50 wetland's fee.

June 13- Received application for removal of wood deck on Legion Pool from Don Smith for the Land Trust. Added to June 24 Wetlands agenda.

June 17- Notified by First Selectman's office of persons driving FWD jeeps in wetlands behind Sochrin's Pond. Investigated report with police and Park Dept. Chairman. Two vehicles stuck in mud, environmental damages, drivers arrested for trespass, further fines under study.

June 18- Signed off on replacement garage at 3 Jefferson St. on existing foundation. Signed off on new shed at 1 Davis Road-no wetlands impact.

June 24- Met with Eric Swift N&YE to discuss tree removal needed for repair of clogged sewer main under Naugatuck River corner Main and Broad.

June 25- Signed off on new above ground swimming pool at 7 Red Oak Lane. No wetlands.

June 26—Attend meeting on proposed development on Roosevelt Drive with Town Planner, Zoning Enforcement Officer, Building Dept, Fire Marshal.

June 27-

NOTE: Again in the Second Quarter I worked an additional 12 ¾ hours outside the allotted 4 hours/week for inspections. The additional hours have been unpaid. During the First Quarter, I worked 10 ¾ hours additional unpaid. So far for the first half of 2013, I have worked 23 ½ hours unpaid.

Peter Jezierny, Wetlands Enforcement Officer.

June 27, 2013

ZONING OFFICER REPORT

Starting Date 04/01/13Ending date 06/27/13

New Construction 0

Certificate of Occupancy 10

Addition/ 1

Garages Detached 2

Excavation 0

Adult living 0

Decks 5

Pools 4

Sheds 5

In-law

Signs 0

Portable garages 0

Demo 0

Generator 9

Removed signs 160

Sight review 26

Temp signs 11 permits

Phone messages 67 (after office hours)

Bill Paecht ZEO

TOWN OF SEYMOUR

Seymour Economic Development
1 First Street, Seymour, CT 06483
Phone: 203-463-3008 Fax: 203-881-5005
www.seymouredc.com

2nd Quarterly Report 2013

Economic Development

4/1/13 – 6/30/13

Fred A. Messore

Department Specific Update: no changes to staff

Budgetary Update: Budget is in good standing with levels consistent for year to date with $9,880 balance from professional services account being encumbered to the Greenway Trail for additional contract fees.

Accomplishments /Recognition of Department or Members: Henny Penny was approved by Planning and Zoning on April 11th. Currently they are working on their last due diligence with CTDOT prior to being able to officially close on the sale of the property.

Coordinated "Bus Stop" signs to be installed on Main St by the Train Station on May 22nd.

Notice to Proceed on the Tingue Dam Project was May 14th and should last 300 calendar days with contract, Mastrobattisto, Inc.

American Pie Restaurant and Pub was approved in May by Planning and Zoning to take 4,300 sf of the former CVS space in Klarides Villlage Plaza.

Facilitated a meeting with Mark Pandolfi (GM, Valley Transit District), Lucy McConologue (Senior Center), David Keyser (Seymour Housing Authority), Denise Durrschmidt (Residential Services Coordinator / Smith Fields Gardens), First Selectman Miller and I to discuss utilizing the VTD more for our all residents.

Seymour was awarded a $10k from the Preservation of Place Grant from the CT Main St. Milone and MacBroom will be consultant and the contract was executed on May 29th.

Worked with Vendors to remove unsightly magazine stands in our Downtown area around the Train Station and Post Office

TOWN OF SEYMOUR

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Review Goals for the Quarter: Continue to work with the Development Team for Tkacz family to help bring a proposal to purchase to the Town and work to have the building demolished. Work with the buyers of 2-4 Main St to have the closing occur once the CTDOT review and permit has been approved which my office is assisting with. We have had delay issues with the vendor (We Can Do It) of the DECD Signage Grant. Signage will be manufactured and installed no later than July 11th per vendor. The Town completed the appraisal of with LoPresti School and now will be developing an RFP for Developers to go out during the summer. Working with Tri-Town property owner and staff to attract a tenant for the vacancy.

Issue Resolution: In Speaking with the Realtor for the Seymour Lumber Property, cost of a possible retaining wall along Route 67 could have jeopardized this project and made it unfeasible to proceed, so I facilitated a meeting with CT DOT's Soil and Foundations personal and toured of the property with a developer to review current conditions and consider recommendations. From that meeting I was told they are working to finalize a contract to purchase.

Look Ahead: installation of "Welcome to Seymour" Signs and "Adopt a Spot". Continue to work with the Seymour Lumber Owners to have buildings taken down and or Property under contract.

Establish 3 Goals for the upcoming quarter:

1. Have the "Welcome to Seymour Signs" installed.
2. Complete the Conceptual Green way Trail Master Plan
3. Work with Zoning to create a Planned Development District (PDD)

SEYMOUR FIRE MARSHAL'S OFFICE
QUARTERLY REPORT FOR APRIL TO JUNE 2013

DEPARTMENT UPDATE

Below is a brief summary of major work activities that the Seymour Fire Marshal's Office conducted during the months of April, May and June of 2013

NEW CONSTRUCTION

1. 172 North Street, shopping plaza – Multiple plan reviews have been conducted and a construction permit approved for a new Chinese restaurant.
2. 82 Main Street – We are monitoring the construction progress of this future apartment and commercial building. C.O. inspections have not started yet but I anticipate they should begin shortly. We are waiting for the owner to contact us when he is completed with the project.
3. 59 West Street, Seymour Historical Society – The new fire alarm and detection system and emergency lights has been installed. The systems have been inspected, tested and approved by this Office.
4. Seybridge Plaza, 37 New Haven Road – We are monitoring the construction activities for this small addition. It is not completed yet.
5. 42 Silvermine Road, Thule Company – After many plan reviews, construction inspections, and the witnessing testing of equipment, this project is completed.
6. West Church Street and Ryder Avenue, Aquarian Water Company Pump Station – An upgrade of the pump station is in progress. This includes new water pumps, controllers and a generator. This project is almost completed.
7. 18 Old Town Road, second floor office – We have not yet been contacted by the owner to complete this project. I anticipate future inspections and witnessing the testing of fire and life safety equipment.
8. 20 Pine Street, lower level Boys and Girls Club – The Office has spent considerable time working with an engineer on addressing the Code issues regarding the potential occupancy of the lower level by the Boys and Girls Club.
9. 15 Franklin Street, Haynes Company – The Office did a plan review, several inspections and meetings regarding Haynes moving their stone cutting operation from Deep River Ct. into the old wire company at the end if Franklin Street. Inside work had begun. Other Haynes operations may move into this building in the future. This is just in the discussion stage at this time.
10. 165 Pearl Street – The Office did a plan review and some initial inspections for the adding of an apartment in one of the buildings in this apartment complex.

MISCELLANOUS

1. School Security - The Office continues to work with the School Security Committee to ensure that any modifications did not violate the State's Fire and Life Safety Code.

2. 169 Main Street, Strand Theater and Knights of Columbus – Regarding the Walnut Hill Church occupancy, progress have been temporarily completed regarding potential Fire Code issues.

BLASTING ACTIVITIES

1. 600 Derby Ave, Haynes Quarry – Blasting activities has begun in earnest. Some complaints are starting to be received.

ROUTINE INSPECTIONS

1. Inspections on existing and new construction buildings.
   New Construction - 10 Initial Existing Buildings – 13 Re-inspections - 18
   We have begun to inspect all churches in Town.

2. Blasting Complaints- 3 Fire Code complaints- 0

FIRE SAFETY TRAINING GIVEN

1. DFM Willis and volunteer Fire Inspector J. Cronin attended "Take a Stand Day" with Seymour at Oxford High School. Using the Fire Extinguisher Training Simulator we received thru a Katherine Mathews Grant, they taught over 200 students how to use a fire extinguisher. Great Job.

FIRE SAFETY TRAINING ATTENDED

1. I, DFM Willis and several other volunteer Office members attended multiple in-service training classes around the State. This includes such subjects as Kids and Explosives given by the ATF, Advance Fire Investigations, Fire Investigations and its relationship to Fire Code Issues, Passive Fire Protection Features and Fire Safety Code NFPA 1, all of these given by the State Fire Engineering Division of the State Fire Marshal's Office.

   As a reminder to the Selectman, by State Statue we have to maintain a certain number of CEUs of we loose our certification just like teachers and police officers.

FIRE AND INCIDENT INVESTIGATIONS

1. 3 Jefferson Road garage fire - This appears to be an accidental fire. The point of origin is along the exterior left side of the garage. Substantial fire damage was done to the exterior surface and to equipment stored along its exterior side. The cause appears to be ash from a camp fire being placed in a bag before being totally extinguished.

2. Previous 40 Chamberlain Road fire – The Office is again working with the State Fire Marshal's office on this previous fire. Some new information became known to us and we were conducting follow up activities. This was time consuming. It is still on-going.
3. 49 North Meade Farm Road – Basement structure fire. This is an accidental fire involving a dehumidifier and sump pump set up. It appears that an electrical malfunction in one of the appliances caused both to melt with significant heat. Very significant soot damage in the basement. Significant odor damage in the upper floors.

   In all cases an extensive and detail report had to be completed. In each case several copies of the reports and photographs were sent out to the requested insurance companies and owners.

4. 13 Franklin Street, Stop and Shop – A refrigeration compressor overheated and its Freon leaked in the rear mezzanine. This is an accidental incidence in which there was actually no fire. However, due to the Freon vapor release in the building, strong measures were taken to protect the public and the building's contents. The State DEEP and Valley Health Departments were requested and responded to assist and take their appropriate actions. The building remained evacuated for several hours.
5. The Office continues to work with the family on hoarding issue on Walnut Street. Progress has been made in making the house safer for the elderly person that lives there.
6. Rosko Street – The Office completed its investigation regarding juvenile fire setting activities. Multiple parents and juveniles were interviewed. Again these activities took significant time. No further action is being taken by this Office at this time.
7. I had to testify in the civil trail regarding the Housatonic Wire Company fire 109 River Street. I was on the stand for about 15 to 20 minutes. DFM Willis did not have to testify. The leading investigator from the State Fire Marshal Office also testified. This was held in Derby Superior Court. I spent considerable time preparing for the testimony.
8. Attended and participated in the State's Emergency Management Drill at the Police Department.

COMMENTS

Due to the end of the fiscal year, I and DFM Willis took a lot of our remaining paid time off during the months of May and June.

BUDGET UPDATE

1. With the passing of the budget and the funds to replace DFM Willis vehicle intact, he is proceeding forward to obtain the necessary information and cost to obtain the new vehicle.
2. There will be an over expenditure in the fire hydrant budget. I would estimate thousands of dollars. This has been occurring for many years. There are many reasons for this. Several reasons include the following:
   a. Their costs to us work on the calendar year not our fiscal year.

b. They have costs increases during that year that take effect during different times of the year.
c. Any new installation of water mains and fire hydrants result in cost increases during the year.
d. While every January they send us their costs estimate to us, they include percentage increases in which they only give ranges. They have to wait for State approval on any of their cost increase requests.
e. Normally the finance office requests additional money after the end of the budget year to cover these unanticipated costs over runs.

ACCOMPLISHMENTS/RECOGNITION OF DEPARTMENT OR MEMBERS

1. Update – The Valley New Haven Foundation has denied our request for grant money for two large battery operated lights for investigations. The purpose was to relieve a fire department truck from scene lighting standby if the investigation scene is not large.

REVIEW OF GOALS FOR THE QUARTER

1. See below under "Establish 3 Goals for the Upcoming Quarter."

ISSUE RESOLUTION

1. I have nothing to report on.

LOOK-AHEAD

1. I have nothing to report on.

ESTABLISH 3 GOALS FOR UPCOMING QUARTER

1. INCOMPLETE – Due to the manpower shortage in the Public Works Department, this has not occurred yet. I have made multiple requests to DPW.
   We are presently working on rearranging the Office. The purpose is to have a better functioning arrangement of desks, filing cabinets, shelves, materials and office equipment within the Office. The Office also has the Blight Office in it. I anticipate the removal of 2 large building and site plan cabinets by DPW. Once that occurs, DFM Willis and the Blight Officer Michael Marganski will be re-arranging their office area.
2. INCOMPLETE – Due to everyone's schedule, this has been impractical to arrange yet. It is difficult to get the volunteers all together at night due to their very different schedules. I will

continue to attempt to schedule the meeting.
I anticipate conducting an office meeting with my 5 volunteers and paid deputy fire marshal to discuss the volunteer's activity level in an attempt to figure out how to increase their involvement in the Office. This may involve some necessary resources from the Town.

3. INCOMPLETE – Due to everyone's schedule, this has been impractical to begin yet. I will continue to attempt to begin this project.
I am planning to go to certain streets and pass out the 200 plus smoke detectors that the Office obtained last year. These smoke detectors are only for residents that have a financial or physical hardship living in single family houses. These are not for apartment buildings or multiple family homes under 3 units. This would involve going door to door.

Submitted by,

Paul Wetowitz
Seymour Fire Marshal
June 26 2013

2nd QUARTERLY REPORT - 2013

DEPARTMENT: TAX COLLECTOR DATES COVERED: April 1, 2013 – June 30, 2013
PREPARED BY: DANA D. FLACH, C.C.M.C.

DEPARTMENT SPECIFIC UPDATE:

APRIL:
Payments were processed. Deposits made and balanced. Collected $336,846.98 for April.
Maintained spreadsheet of deposit breakdown for Finance Office.
Motor Vehicle Take Offs were done on 4/2/13, 4/9/13, 4/16/13, 4/23/13 & 4/30/13 for payments received.
Maintained change of addresses for motor vehicles & new homeowners. Gave info to Assessor's.
Maintained additions or deletions of accounts from bank requests for the mortgages they service.
Refund requests reported to BOS and processed.
Sent out "FINAL" demands for payment to taxpayers who did not respond to previous demands.
Continued working and training with Assistant.
Assistant attended Quality Data System training on April 10, 2103.
Collector attended Quality Data System training on April 25, 2013.
Collector attended Budget Hearing on April 10 and Town Meeting for Budget April 30, 2013.
211 Liens placed on 2011 Grand List for Real Estate accounts on April 30, 2013.
Completed month end reports for Finance Director.

MAY:
Payments were processed. Deposits made and balanced. Collected $290,147.38 for May.
Maintained spreadsheet of deposit breakdown for Finance Office.
Delinquent notices sent for Real Estate, Personal Property and Motor Vehicles.
Motor Vehicle Take Offs were done on 5/7/13, 5/14/13, 5/22/13 & 5/28/13 for payments received.
Maintained change of addresses for motor vehicles & new homeowners. Gave info to Assessor's.
Maintained additions or deletions of accounts from bank requests for the mortgages they service.
Refund requests reported to BOS and processed.
Demands and Final Demands were issued.
Followed up on accounts that have payment arrangements.
Completed and discussed 30 day (April 25, 2013) probationary review and job description with Assistant and HR.
Collector attended New Haven County Tax Meeting on 5/1/13.
Collector attended CT Tax Road Show in Thomaston on 5/8/13.
Collector attended Spring CT Tax Meeting in Southington on 5/16/13.
Completed and discussed 60 day (May 25, 2013) probationary review and job description with Assistant and HR.
Completed month end reports for Finance Director.

JUNE:
Payments were processed. Deposits made and balanced. Collected $138,858.08 as of 6/20/13 for June.
Maintained spreadsheet of deposit breakdown for Finance Office.
Delinquent notices sent for Real Estate, Personal Property and Motor Vehicles.
Reviewed Real Estate and Motor Vehicle delinquent accounts for future demands.
Motor Vehicle Take Offs were done on 6/4/13, 6/11/13, 6/18/13, 6/25/13 for payments received.
Maintained change of addresses for motor vehicles & new homeowners. Gave info to Assessor's.
Maintained additions or deletions of accounts from bank requests for the mortgages they service.
Refund requests reported to BOS and processed.
Followed up on accounts that have payment arrangements.
Assistant & Collector attended Town Hall Employee & Supervisor meeting with HR.
Attended BOF meeting requesting inline budget transfer for upcoming postage.
Completed month end reports for Finance Director.
Completed and discussed 90 day (June 25, 2013) probationary review and job description with Assistant and HR.
Received bills 6/21/13. Pulled and prepared necessary bills prior to mailing.
Completed Quarterly Department Summary.

BUDGETARY UPDATE: No overage in line items.

ACCOMPLISHMENTS / RECOGNITION OF DEPARTMENT MEMBERS: Collector and Assistant attended Quality Data System training. Collector attended New Haven County meeting - received CEU Certification of 1.5 hours – Delinquent Enforcement. Collector attended Road Show – received CEU Certification of 1.5 hours – Billing, Collection & Reporting, 1.5 hours – Enforcement, 1 hour – Statutory/Legislative, .5 hour Office Management/Ancillary Professional Development.

REVIEW GOALS FOR THE QUARTER: Assistant Tax Collector is transitioning well. ACH and Credit Card contracts have been signed. Preparing for July.

ISSUE RESOULTION:

LOOK AHEAD: Have on line payment history made available to taxpayers.

ESTABLISH 3 GOALS FOR UPCOMING QUARTER: Have smooth July collection period. Finalize ACH and Credit Card payment process. Set up and train for Accurint program for searching of delinquent taxpayers.

MICHAEL E. METZLER
Chief of Police

SEYMOUR POLICE DEPARTMENT

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

2nd *Quarterly Report*

Seymour Police Department **Dates Covered: April 1, 2013-June 30, 2013**
Prepared by: Chief Michael Metzler

Department Specific Update: The department continues to struggle to maintain minimum staffing with the number of vacancies that were allowed to be left open and the number of injuries that have been sustained by the overworked and physically stressed officers who are forced to work too many hours to maintain minimum coverage as stipulated by the labor agreement. Sergeant Robert Rinaldi was placed into the Acting Lieutenant's position for 90 working days and was a tremendous asset in assisting the understaffed administration. But, due to the number of openings that we are experiencing in patrol, the position had to be put on hold to address the shortages in that division. This issue has also impacted the detective division as they too have been hit by these shortages and have not back-filled the two openings in their bureau. The Board of Police Commissioners have worked diligently over the past several months to address the shortages and have given conditional offers of employment to five people in the past couple of months. Two are certified officers looking to transfer to Seymour and both should be on their own by July 1st. Three others are scheduled for the police academies in the summer and we expect them to complete all of their training by early April 2014. There are five officers currently out on injury/sick leave and their status for potential return is not available at this time.

Budgetary Update: As stated above, overtime has been extensive for our community, but hopefully it will be in check by April of 2014 with the new hires. Due to budget cuts and manpower, the assignment of any officer to the schools, community policing or statewide task forces is on hold. With 25% of the department's manpower not being available, we have been fortunate to be able to provide the services that have been given to date. The 2013-14 budget is also underfunded and the Captain's position, which is put undue stress on the department was slashed to half during budget cuts and this failure continues to hamper the growth within the department. Funding should be restored to the position and it should be filled immediately. The Town has addressed a major problem with the purchase of a quality UPS system to address all of the department's needs.

Accomplishments/Recognition of Department or Members:
Three officers were acknowledged for outstanding service. All three: Officer Matthew Butler, Officer Joseph Matusovich, and Officer Anthony Renaldi, were praised by a citizen for their handling of a suspicious activity complaint at 4:45am in April. The professionalism and compassion: were duly noted by the citizen and letters have been placed in their personnel files. In addition, the first Webster Bank armed robbery was solved and an arrest made in the case. Additional arrests are pending. The same bank was robbed again and the detective bureau has formulated probable cause to seek arrest warrants for two other individuals in that case. The bureau has developed a strong working relationship with the FBI and the

State's Attorney's office in both these cases and is a testament to what teamwork can accomplish.

Review Goals for the Quarter: It is unrealistic to try to set goals for the department. This department is grossly under-funded and is unable to provide specialized services. The loss of the Community Officer, Narcotics Task Force Officer, School Resource Officer, Emergency Services Unit, two Detectives and several patrol officers has deeply impacted every aspect of what we were doing. At this point we are trying to provide whatever services we can, but that is almost impossible without funding and manpower. We are hoping to finalize the Second-In-Command position in the near future. As stated earlier, an Acting Lieutenant position was established to take some of the workload that has been placed upon the administration with the vacancy at the Captain's position, but that too had to be curtailed due to additional cuts. The plan is to have Sergeant Rinaldi and Sergeant Stephen Prajer in that position for 90 working days so that they can be evaluated for future consideration and assist the Chief and Lieutenant with the myriad of tasks required to provide the best services to the community that it is willing to fund for. Additional promotions that are being projected will be a major boost for morale as the officers will be able to realize opportunities for advancement within the department, those include the two Detective openings and possibly Sergeants , when the administrative posts are filled. The filling of the Community Policing assignment, an officer being assigned to a Federal Task Force, the installation of the School Resource Officer and the Emergency Services Unit being re-established will also provide opportunities for the department to return to the level of services that we were providing and at the same time enhance the training and experience of the personnel. In addition, the Byrne Grant package has finally arrived and both projects are moving forward with completion dates for around July 1st. These two initiatives will greatly enhance our investigative techniques and procedures and be a tremendous asset to the investigative process.

Issue Resolution:

The department has finally made the necessary steps to bring the staffing up to a workable level. The hiring of a retired detective from the Naugatuck Police Department and a Field Training specialist from the New Haven Police Department will greatly enhance the department's capabilities. In addition, the three other recruits will provide additional benefits. Two of the recruits are fluent in Spanish and will be a tremendous asset to our community. All of the recent hires are quality selections and I thank the Board of Police Commissioners for making them. The Board is also presently involved in the Detective selection process and hopefully we will be in a position to promote two officers in the near future.

Look-Ahead:

The department still has only one goal at this time and that is to get the manpower back to a "functional" level where we can provide the services that are citizens not only need, but also deserve. With the manpower restored, a major portion of any perceived shortcomings will be exposed for what they really were. The men and women of the Seymour Police Department are a proud group and try to provide the best services they can, but without the resources it becomes a task. With the above-stated in Issue Resolution being properly addressed, the citizens of Seymour will see their "quality of life" improve.

Purchases in the upcoming year that are being requested include upgrading our radar units, replacing all the portable radios that are now over 10 years old, replace the heavy duty shredder that was purchased in 1996, have the facility painted as nothing has been done since 2001, the parking area expanded, a storage/garage constructed for the ESU Command Post, and the re-establishment of the ESU. Further down the road, the department will be requesting the replacement of all ballistic vests for the personnel.

Establish (3) Goals for Upcoming Quarter:

The goals have been clearly established above. The finalization of the Second-In-Command would be extremely beneficial to the department. The Duty Manual: should be completed by the end of the 2nd Quarter or at the latest in the 3rd Quarter. The Byrne Grant will be finalized and the two projects should be up and running by the end of the next quarter. We are planning to purchase two Utility Interceptors for the department with unspent funds from the present fiscal year. We also want to get the ESU up and running during the next quarter and if possible, place officers into the specialized areas discussed above.

2ND QTR *Quarterly Report*

(Please enter down put on your letterhead if you have it)

Department: ASSESSOR **Dates Covered:** 4/1/13 - 6/30/13

Prepared By: JOSEPH E. KUSIAK

Department Specific Update: *Include information as you have in the past* - NEW CONSTRUCTION FIELD WORK. MAP UPDATES. DEED RESEARCH. PERSONAL PROPERTY AUDITS. TYPICAL LAWSUITS.

Budgetary Update: *Include an overview of your department's budget; list any major transfers, prediction for over expenditures, etc.* BUDGET IS TYPICALLY THE SAME FROM YEAR TO YEAR.

Accomplishments / Recognition of Department or Members: *Did anyone in your department receive an award or recognition, a grant, or attend a training session? List all positive aspects here.* ATTENDED VARIOUS COUNTY MEETINGS. ATTENDED UCONN FOR ASSESSMENT TRAINING AND VARIOUS LEGISLATIVE UPDATES.

Review Goals for the Quarter: *Did you meet your goals? What issues or obstacles did you come across? Are there any goals you could not meet?* ALL GOALS MET.

Issue Resolution: *Reflect on some things that may not have gone as projected and how you worked to resolve the issues.* ALL WENT AS PLANNED.

Look-Ahead: *What big projects, purchases, or events are upcoming for your department?* REVALUATION OF 2015.

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.* TO DISTRIBUTE THE BURDEN. BY 1) PERSONAL PROPERTY AUDITS 2) FIELD WORK 3) KEEPING OUR DEPARTMENT UPDATED BY VARIOUS SEMINARS, MEETINGS + WORKSHOPS.

Seymour Public Schools

Christine Syriac
Superintendent of Schools
csyriac@seymourschools.org

Nancy Snopkowski
Associate Superintendent
nsnopkowski@seymourschools.org

Richard Belden
Assistant Superintendent,
Finance and Operations
rbelden@seymourschools.org

QUARTERLY REPORT

Department: Seymour Board of Education Dates Covered: 04/01/13-06/30/13

Prepared by: Christine Syriac

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

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

Please see attached Monthly Trending Report

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

04/01/13 - Recognitions

1. March is Board of Education Appreciation month and we would like to recognize the members of our board for their time and dedication to our school district.

05/06/13 - Recognitions

1. Presentation of certificates to the Spring Citizens Academy members.
2. Congratulations to Bungay Elementary School on their very successful effort to raise funds for the Lymphomas Research Foundation. They were able to donate $500.00.

06/03/13 – Recognitions

1. 2013 Distinguished Alumnus of Seymour High School
   Richard Knoll
2. Retiring Staff Members (Pin Presentation)
   Pat Sabatini
   Lynn Warecke
3. 25 Years of Service (Pin Presentation)
   Joanne DelPrete
   Sara Morgatto
   Darlene O'Callaghan
   Winnie Scarpa
   Linda Souza
   Holly Zuraw
4. John J. Gallagher Memorial Athletic Award
   Paul Sponheimer

5. Vincentena Kobasa Excellence in Teaching Award

Allison Cunningham
Elaine Roche

6. Thomas J. Petruny Memorial Education and Environment Award
   Melanie Danka
7. David A. Brumer Excellence in Education Award
   Rich Kearns
8. Recognition of Board of Education Student Representatives
   Katherine Acquavella
   Monica Mordowanec
9. 2013-2014 Teacher of the Year
   Joan McCasland
10. CABE Student Leadership Award
    Michael Conlan
    Monica Mordowanec
11. Top 10 Students – Class of 2013
    Jessica Alves
    Krista Pereira
    Diana Yu
    Sarah Valenti
    Michael Espinell
    Ross Barreiro
    Jeanette Zygmunt
    Brittany Ignace
    Matthew Stevens
    Caitlin Syrell
12. NATIONAL HONOR SOCIETY – June 5, 2013
    New Members Inducted: 28
    Two Year Certificates: 24
    Three Year Pins: 22
    Total: 74
13. HIGH SCHOOL HONOR ROLL BREAKFAST- May 28, 2013
    Grade 12: 25 students
    Grade 11: 29 students
    Grade 10: 23 students
    Grade 9:32 students
14. MIDDLE SCHOOL EVENING OF HONORS – June 5, 2013
    Grade 6:108 students
    Grade 7: 99 students
    Grade 8: 86 students
15. Mr. Hatfield acknowledged Alex Steinbrick's participation in the Walk for Hearing which was held on June 8, 2013
16. Mr. Hatfield said he was able to attend the Senior Awards Night at the high school where $83,000 in scholarships were awarded to the class of 2013.
17. Mr. Hatfield thanked all the staff and students who volunteered at the Founder's Day event on Sunday, June 2, 2013.

06/17/13 - Recognitions

1. Congratulations to John Murphy, 2009 graduate of Seymour High School, who was drafted by the New York Yankees in the sixth round of the Major League Baseball's First-Year Player Draft
2. Congratulations to the Seymour Middle School Lady Cougars Softball team who finished the 2013 softball season undefeated. This is their second undefeated season and their second consecutive JNVL Softball Championship

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)** **a) Work on ELA curriculum (progressing)** **b) Math curriculum – 1st meeting**
Goal #2	**Improve Public Trust, Commitment, and Confidence through Open, Honest Communication to Reduce Obstacles to Improving Student Achievement and District Success (In Progress)** **Listen and Learn (11/14/12-CLS, 11/26/12-SMS, 12/04/12-BS, 12/10/12-SHS, 12/11/12-CLS)**
Goal #3	**Establish a Supportive, Positive, and Effective District Climate and Culture Focused on Improving Student Achievement through Continuous Improvement** **a) Citizens Academy (11/14/12, 12/5/12, 12/13/12, 1/3/13, 1/9/13)**

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

The recent tragedy in Newtown has us collaboratively reassessing our safety/security measures.

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

1. **Planning budget for 2013-14**
2. **Possible recommendations from Vulnerability Risk Assessments**

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

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

Seymour Public Schools
Financial Management Summary
Year to date as of April 30th, 2013

Balance Sheet / Revenues/ Cash Flow
No significant items to report.

Expenditures
The attached expenditure report includes the year to date activity for the fiscal year ending April 30th, 2013. In addition, a check register outlining all checks issued during April, 2013 has been provided for review.

A/C 110 – 119 Certified Staff. The Certified staff accounts are tracking on budget at this time, with positive year to date variances in several of the accounts. We will be preparing a year end projection in May for these accounts.

A/C 120 – 140 Non Certified Staff. The Non-Certified staff accounts are tracking on budget at this time. Custodial costs will be slightly over budget at year end due to overtime related to winter storm activity. As noted in prior reports, A/C 129 Substitutes - Non Certified Staff will be over budget at year end, but will be offset by the positive variance in A/ C124 Reg. Ed. Paraprofessionals.

A/C 210 – 295 Employee Benefits. All accounts are trending as budgeted. Unemployment Compensation has started to trend downwards compared to previous months. Workers Compensation remains on target, and the pending outstanding claim is still not resolved. The Board position was initially upheld and the employee is appealing the decision.

A/C 320 - 340 Professional Services. These accounts continue to remain on target compared to budget, with some activity scheduled to increase in A/C 330 as we begin to incur legal fees for our secretary and custodian contract negotiations.

A/C 411 – 450 Infrastructure Services. The utilization of blanket purchase orders for ongoing services performed throughout the year skews the tracking of remaining dollars, but the accounts are being managed in a conservative manner. A/C 431 Building Repair & Maintenance is projected to be over budget at year end, and we are currently only performing required safety and emergency repairs to minimize the overage in this account.

A/C 510 – 519 Transportation. We will be closely monitoring special education transportation, as these accounts are highly variable throughout the year. The current encumbrance amounts reflect required transportation services for contracted out placed students.

A/C 520 - 529 Insurance. A transfer will be required for A/C 520 Property Insurance, as the account will be over budget by $12,375. The final construction and contents costs were prepared by our insurance broker for the Chatfield LoPresti School and a revised property insurance premium was billed to us.

A/C 561 – 564 Tuition. The tuition accounts continue to be monitored closely. As noted above, our initial special education excess cost grant has reduced the negative budget variance in A/C 563. We anticipate receiving approx. $175,000 in remaining excess cost funds in late May, which will leave a projected deficit of approx. $48,000 at year end.

A/C 590 Adult Education Services. The initial billing from Valley Regional Adult Education reflects a lower amount of State Adult Education Grant Funding than budgeted. We have verified that the grant amount received from the state of Connecticut is the final amount, so we will have a negative budget variance in this account at year end.

A/C 625 Bus Fuel. The account is $10,863 over budget. We had to provide delivery of bus fuel to All Star Transportation prior to the start of our contract period with East River Energy (September 1). We have prepaid for our 41,000 gallon commitment of bus fuel to All Star. We will have some bus fuel available from this commitment at June 30th, which we will carry over to next fiscal year to satisfy the August, 2013 delivery requirement for All Star.

General: We have released frozen discretionary funds to complete the procurement of budgeted curricular and instructional supplies, and are currently preparing an RFP to utilize the remaining technology funds in A/C 745.

Seymour Public Schools
Financial Management Summary
Year to Date as of April 30, 2013

	Original Budget	Transfers	Adj. Budget	Encumbered	Ytd Expended	Remaining Balance $	Remaining Balance %
110 Administration	$1,765,420	$0	$1,765,420	$0	$1,424,654	$340,766	19.3%
111 Teachers - Regular Instruction	$9,312,843	$0	$9,312,843	$0	$6,318,892	$2,993,951	32.1%
112 Teachers - Special Ed Instruction	$1,125,889	$0	$1,125,889	$0	$823,934	$301,955	26.8%
113 Appendix E Non-Sport Stipend	$93,947	$0	$93,947	$0	$65,910	$28,037	29.8%
114 Teachers - Unified Arts Instruction	$648,763	$0	$648,763	$0	$415,042	$233,721	36.0%
115 Teachers - Guidance Services	$652,272	$0	$652,272	$0	$462,131	$190,141	29.2%
116 Teachers - Student Support Services	$691,335	$0	$691,335	$0	$426,079	$265,256	38.4%
117 Nursing Services	$177,554	$0	$177,554	$0	$129,626	$47,928	27.0%
118 Teachers - Library/Media Specialist	$319,411	$0	$319,411	$0	$185,657	$133,754	41.9%
119 Substitutes - Certified staff	$206,500	$0	$206,500	$0	$169,716	$36,784	17.8%
Sub total Certified Staff	$14,993,934	$0	$14,993,934	$0	$10,421,641	$4,572,293	30.5%
120 Custodial Services	$1,105,567	$0	$1,105,567	$0	$825,966	$279,601	25.3%
122 Clerical Paraprofessionals	$342,558	$0	$342,558	$0	$244,603	$97,955	28.6%
123 S/Ed Instructional Paraprofessional	$558,820	$0	$558,820	$0	$420,851	$137,969	24.7%
124 Reg. Ed. Instructional Paraprofess.	$131,652	$0	$131,652	$0	$23,972	$107,680	81.8%
125 Apendix E Sports Stipends	$195,006	$0	$195,006	$0	$156,210	$38,796	19.9%
126 Tutor Services	$95,080	$0	$95,080	$0	$77,522	$17,558	18.5%
127 Special Education Summer School	$58,350	$0	$58,350	$0	$50,224	$8,126	13.9%
128 Office / Secretarial Services	$705,835	$0	$705,835	$0	$553,603	$152,232	21.6%
129 Substitutes - Non Certified Staff	$38,500	$0	$38,500	$0	$56,293	($17,793)	-46.2%
130 Security Services	$57,000	$0	$57,000	$0	$46,636	$10,364	18.2%
140 Technical Services	$205,815	$0	$205,815	$0	$152,563	$53,252	25.9%
Sub total Non-Certified Staff	$3,494,183	$0	$3,494,183	$0	$2,608,444	$885,739	25.3%
210 Health Insurance	$4,261,788	$0	$4,261,788	$0	$3,847,872	$413,916	9.7%
211 Life Insurance	$61,100	$0	$61,100	$0	$54,165	$6,936	11.4%
220 S.S./Medicare	$440,465	$0	$440,465	$0	$409,142	$31,323	7.1%
230 Pension Contribution	$387,921	$0	$387,921	$0	$314,807	$73,114	18.8%
240 Tuition Reimbursement	$33,000	$0	$33,000	$0	$25,241	$7,759	23.5%
250 Unemployment Compensation	$50,600	$0	$50,600	$0	$21,728	$28,872	57.1%
260 Workers Compensation	$95,000	$0	$95,000	$0	$51,186	$43,814	46.1%
295 Retiree Benefits	$364,332	$0	$364,332	$0	$323,705	$40,627	11.2%
Sub total Employee Benefits	$5,694,206	$0	$5,694,206	$0	$5,047,846	$646,360	11.4%
320 Professional Educational Services	$167,700	$0	$167,700	$61,488	$82,170	$24,042	14.3%
330 Other Professional Services	$315,000	$0	$315,000	$10,350	$224,751	$79,899	25.4%
335 Professional/Curriculum Development	$60,000	$0	$60,000	$8,292	$21,493	$30,215	50.4%
340 Technical Services	$42,500	$0	$42,500	$23,715	$24,683	($5,898)	-13.9%
Sub total Professional Services	$585,200	$0	$585,200	$103,845	$353,097	$128,258	21.9%
411 Water & Sewer Fees	$66,900	$0	$66,900	$0	$48,830	$18,070	27.0%
424 Grounds Maintenance	$46,000	$0	$46,000	$3,351	$52,071	($9,421)	-20.5%
430 Building Contract Services	$179,575	$0	$179,575	$34,084	$120,783	$24,708	13.8%
431 Building Repair & Maintenance	$268,750	$0	$268,750	$58,837	$276,517	($66,604)	-24.8%
433 Equipment Repair & Maintenance	$27,500	$0	$27,500	$9,379	$26,716	($8,595)	-31.3%
434 Equipment Contract Services	$72,000	$0	$72,000	$11,661	$59,762	$577	0.8%
440 Equipment Lease / Rental	$116,575	$44,100	$160,675	$18,138	$121,166	$21,370	13.3%
450 Technology Contract Services	$158,000	$0	$158,000	$23,261	$139,249	($4,510)	-2.9%
Sub total Infrastructure Services	$935,300	$44,100	$979,400	$158,711	$845,094	($24,405)	-2.5%

	Original Budget	Transfers	Adj. Budget	Encumbered	Ytd Expended	Remaining Balance $	Remaining Balance %
510 Transportation - Regular	$764,320	$0	$764,320	$104,552	$650,782	$8,986	1.2%
512 Transportation - Vo-Ag Schools	$24,431	$0	$24,431	$8,571	$15,860	$0	0.0%
516 Transportation - S/Ed Local	$268,903	$0	$268,903	$78,237	$199,046	($18,380)	-7.1%
517 Transportation - S/Ed Non Local	$266,776	$0	$266,776	$98,613	$205,937	($35,674)	-13.4%
519 Transportation - Student Activity	$54,500	$0	$54,500	$16,098	$40,215	($1,813)	-3.3%
Sub total Transportation Services	$1,368,930	$0	$1,368,930	$303,970	$1,111,840	($46,880)	-3.4%
520 Property Insurance	$57,087	$0	$57,087	$0	$69,462	($12,375)	-21.7%
521 Liability Insurance	$83,052	$0	$83,052	$0	$83,052	$0	0.0%
529 Athletic Insurance	$19,900	$0	$19,900	$0	$19,900	$0	0.0%
Sub total Insurance	$160,039	$0	$160,039	$0	$172,414	($12,375)	-7.7%
530 Communications	$122,595	$0	$122,595	$7,006	$116,634	($45)	0.0%
561 Tuition - Special Ed Public Schools	$19,750	$0	$19,750	$0	$23,062	($3,312)	-16.8%
562 Tuition - Regular EdPublic Schools	$256,700	$0	$256,700	$0	$252,560	$4,140	1.6%
563 Tuition - S/Ed Private Facilities	$563,689	$0	$563,689	$228,951	$559,753	($223,015)	-39.6%
564 Tuition - RegEd. Private Facilities	$15,000	$0	$15,000	$2,560	$1,440	$11,000	73.3%
Sub total Tuition	$855,139	$0	$855,139	$229,511	$836,815	($211,187)	-24.7%
580 Travel	$28,500	$0	$28,500	$0	$21,913	$6,587	23.1%
590 Adult Education Services	$86,765	$0	$86,765	$0	$91,824	($5,059)	-5.8%
610 Office Supplies	$67,000	$0	$67,000	$12,122	$56,711	($1,833)	-2.7%
611 Instructional Supplies	$237,000	$0	$237,000	$43,507	$118,928	$74,565	31.5%
612 Instructional Supplies-S/ED	$12,900	$0	$12,900	$2,498	$2,987	$7,436	57.6%
613 Custodial Supplies	$135,750	$0	$135,750	$28,178	$139,752	($32,180)	-23.7%
615 Technology Supplies	$38,625	$0	$38,625	$11,784	$32,267	($5,426)	-14.0%
622 Electricity	$559,595	$0	$559,595	$0	$448,376	$111,219	19.9%
624 Heating Fuel	$271,416	$0	$271,416	$0	$210,378	$61,038	22.5%
625 Bus Fuel	$128,449	$0	$128,449	$0	$139,312	($10,863)	-8.5%
641 Textbooks & Curricular Materials	$154,500	$0	$154,500	$0	$73,524	$80,976	52.4%
642 Library / Reference Materials	$35,250	$0	$35,250	$2,665	$4,540	$28,045	79.6%
645 Software - Instructional	$20,000	$0	$20,000	$3,000	$4,905	$12,095	60.5%
646 Software-Non Instructional	$7,500	$0	$7,500	$0	$258	$7,242	96.6%
690 Athletic Supplies	$44,500	$0	$44,500	$1,681	$47,722	($4,904)	-11.0%
Sub total Supplies	$1,712,485	$0	$1,712,485	$105,436	$1,279,639	$327,411	19.1%
731 Equipment - Non Instructional	$37,800	$0	$37,800	$4,147	$48,002	($14,349)	-38.0%
745 Equipment - Technology	$268,200	($44,100)	$224,100	$1,129	$40,428	$182,543	81.5%
Sub total Equipment	$306,000	($44,100)	$261,900	$5,276	$88,431	$168,193	64.2%
810 Dues & Fees	$38,000	$0	$38,000	$219	$35,815	$1,966	5.2%
890 Conference/Seminars	$16,760	$0	$16,760	$380	$12,579	$3,781	22.6%
Total Expenditures	$30,398,026	$0	$30,398,026	$914,384	$23,043,026	$6,440,636	21.2%

Check Register by Date Range

Seymour Public Schools 2012-2013

Checks from 4/1/2013 through 4/30/2013

Vendor	Check Date	Check #	Amount	Comments
Payroll Account				
Ameriprise Financial Services	4/1/2013	32646	$425.00	
AFLAC	4/8/2013	32659	$68.11	
AFLAC	4/30/2013	32671	$232.45	
Ameriprise Financial Services	4/8/2013	32660	$425.00	
Ameriprise Financial Services	4/30/2013	32672	$425.00	
Anthem Blue Cross & Blue Shield	4/15/2013	32670	$33,816.66	Health Insurance - employee payroll deduction
AXA Equitable Life Insurance Co	4/1/2013	32647	$8,862.00	Tax Sheltered Annuity - employe payroll deduction
AXA Equitable Life Insurance Co	4/8/2013	32661	$8,862.00	
AXA Equitable Life Insurance Co	4/30/2013	32673	$8,762.00	
Citistreet Retirement	4/1/2013	32648	$12,165.99	Tax Sheltered Annuity - employe payroll deduction
Citistreet Retirement	4/8/2013	32662	$12,165.99	
Citistreet Retirement	4/30/2013	32674	$12,165.99	
CSEA Inc. (SEC)	4/1/2013	32649	$416.00	
CSEA Inc. (SEC)	4/30/2013	32675	$416.00	
CSEA, INC. (Para)	4/1/2013	32650	$1,594.57	
CSEA, INC. (Para)	4/30/2013	32676	$1,627.90	
Housatonic Teachers Fed. C.U.	4/1/2013	32651	$24,994.00	Credit Union - employee payroll deduction
Housatonic Teachers Fed. C.U.	4/8/2013	32663	$24,994.00	
Housatonic Teachers Fed. C.U.	4/30/2013	32677	$24,791.00	
Kelly LePage	4/30/2013	32665	$609.98	
LOCAL 1303 COUNCIL #4	4/1/2013	32652	$604.00	
LOCAL 1303 COUNCIL #4	4/30/2013	32678	$604.00	
Metlife	4/1/2013	32653	$3,246.66	Tax Sheltered Annuity - employe payroll deduction
Metlife	4/8/2013	32664	$3,246.66	
Metlife	4/30/2013	32679	$3,246.66	
Oppenheimer Funds Distributor	4/1/2013	32654	$2,343.88	
Oppenheimer Funds Distributor	4/8/2013	32665	$2,343.88	
Oppenheimer Funds Distributor	4/30/2013	32680	$2,343.88	
Seymour Administrator's Assoc.	4/1/2013	32655	$450.00	
Seymour Administrator's Assoc.	4/30/2013	32681	$450.00	
Seymour Board of Education FSA Account	4/1/2013	32656	$2,661.67	
Seymour Board of Education FSA Account	4/8/2013	32666	$2,661.67	
Seymour Board of Education FSA Account	4/30/2013	32682	$2,661.67	
Seymour Education Association	4/1/2013	32657	$7,713.90	Teacher Union Dues - employee payroll deduction
Seymour Education Association	4/8/2013	32667	$7,767.20	
Seymour Education Association	4/30/2013	32683	$7,779.50	
State of Connecticut - MERF	4/9/2013	32669	$5,943.73	Pension - employee payroll deduction
Valley United Way	4/1/2013	32658	$169.17	
Valley United Way	4/8/2013	32668	$169.17	
Valley United Way	4/30/2013	32684	$169.17	
			$234,394.13	
A/P Account				
Ahold Financial Services	4/2/2013	738406	$38.12	
A & B Mechanical, LLC	4/5/2013	738424	$4,073.41	HVAC / Plumbing Repairs & Maintenance
A & B Mechanical, LLC	4/5/2013	738425	$2,074.34	

A & B Mechanical, LLC	4/5/2013	738426	$1,948.44	
A & B Mechanical, LLC	4/5/2013	738427	$4,672.55	
Access Transportation Solutions	4/17/2013	738495	$220.00	
Access Transportation Solutions	4/17/2013	738496	$2,200.00	
ACES	4/17/2013	738497	$5,992.57	Outplaced tuition / OT & PT Services / Behaviorist Services
ACES	4/17/2013	738498	$15,710.52	
ACES	4/17/2013	738499	$22.19	
ACES	4/17/2013	738500	$10,629.01	
ACES	4/17/2013	738501	$5,136.70	
ACES	4/17/2013	738502	$5,136.70	
ACES	4/17/2013	738503	$5,136.70	
ACES	4/17/2013	738504	$9,678.90	
ACES	4/17/2013	738505	$9,678.90	
ACES	4/17/2013	738506	$11,175.40	
ACES	4/17/2013	738507	$11,175.40	
Achievement Products	4/11/2013	738447	$41.26	
Administrator, Unemployment	4/11/2013	738448	$1,736.00	
Advanced Copy Technologies	4/18/2013	738535	$5,397.92	Copier maintenance
Advanced Copy Technologies	4/18/2013	738536	$4,695.88	Copier maintenance
Airgas, Inc.	4/16/2013	738493	$195.00	
Airgas, Inc.	4/16/2013	738494	$250.16	
Alexanders Hardware	4/11/2013	738449	$179.76	
All Day Lighting LLC	4/2/2013	738407	$107.93	
All-Star Transportation	4/2/2013	738408	$200.00	
All-Star Transportation	4/2/2013	738409	$450.00	
All-Star Transportation	4/2/2013	738410	$150.00	
All-Star Transportation	4/2/2013	738411	$150.00	
All-Star Transportation	4/2/2013	738412	$1,100.00	
All-Star Transportation	4/5/2013	738428	$85,626.45	Bus transportation services
All-Star Transportation	4/17/2013	738508	$1,000.00	
All-Star Transportation	4/17/2013	738509	$1,518.52	
Amazon	4/17/2013	738510	$86.95	
American School for the Deaf	4/17/2013	738511	$1,053.00	Out placed tuition / services
American School for the Deaf	4/17/2013	738512	$7,993.20	
American School for the Deaf	4/17/2013	738513	$7,993.20	
American School for the Deaf	4/17/2013	738514	$7,993.20	
American School for the Deaf	4/17/2013	738515	$396.00	
Angelique McAuliffe	4/2/2013	738417	$750.00	
Anthem Blue Cross & Blue Shield	4/11/2013	738450	$77,079.53	Health insurance premium
Anthem Blue Cross & Blue Shield	4/11/2013	738451	$793.48	
Anthem Blue Cross & Blue Shield	4/15/2013	738464	$278,698.78	
Anthem Blue Cross & Blue Shield	4/15/2013	738465	$67,604.65	
Anton Bibleka|	4/22/2013	738548	$236.00	
Aquarion Water Co. of CT	4/5/2013	738429	$149.88	
Aquarion Water Co. of CT	4/5/2013	738430	$317.32	
Aquarion Water Co. of CT	4/18/2013	738537	$7,504.87	Water service
AT&T	4/5/2013	738431	$170.26	
AT&T	4/5/2013	738432	$92.38	
AT&T	4/18/2013	738538	$258.96	
Athletica Inc	4/11/2013	738452	$1,660.78	
Atlas Pen & Pencil Corp	4/15/2013	738466	$217.95	
Blanchette Sporting Goods, Inc	4/5/2013	738433	$200.00	

Blanchette Sporting Goods, Inc	4/15/2013	738467	$2,474.00	
Boston Mutual Life Insurance Co.-G	4/2/2013	738413	$4,925.50	
Calvert Safe & Lock LTD.	4/15/2013	738468	$1,007.90	
Calvert Safe & Lock LTD.	4/15/2013	738469	$7,358.44	Door & lock repair and maintenance
Chatfield-Lopresti School	4/5/2013	738434	$64.99	
Chatfield-Lopresti School	4/11/2013	738454	$184.80	
Childrens Center of Hamden	4/17/2013	738516	$3,568.80	Outplaced student tuition
Childrens Center of Hamden	4/17/2013	738517	$5,046.30	
Childrens Center of Hamden	4/17/2013	738518	$3,384.20	
CIT	4/18/2013	738539	$5,380.26	Final payment - old copier rental
ComTech21	4/5/2013	738435	$4,170.23	Copier rental - new copiers
ComTech21	4/18/2013	738540	$4,196.34	Copier rental - new copiers
Connecticut Junior Republic	4/17/2013	738519	$4,597.40	Outplaced student tuition
Connecticut Junior Republic	4/17/2013	738520	$2,988.31	
Connecticut Junior Republic	4/17/2013	738521	$4,137.66	
Connecticut Light & Power	4/5/2013	738436	$19,604.13	Electricity - distribution
Connecticut Light & Power	4/18/2013	738541	$22,773.79	
Connecticut Restaurant Service, Inc.	4/15/2013	738470	$623.50	
Connecticut Restaurant Service, Inc.	4/15/2013	738471	$180.00	
Connecticut Restaurant Service, Inc.	4/15/2013	738472	$1,012.53	
Constellation NewEnergy, Inc.	4/5/2013	738437	$18,231.27	Electricity - generation
Constellation NewEnergy, Inc.	4/18/2013	738542	$12,415.50	
D G Home Improvement	4/11/2013	738455	$3,225.00	
Daddio's Auto Parts, Inc.	4/2/2013	738415	$19.07	
Devereux-Massachusetts	4/17/2013	738522	$7,776.66	Outplaced student tuition
Devereux-Massachusetts	4/17/2013	738523	$7,776.66	
Devereux-Massachusetts	4/17/2013	738524	$1,261.08	
Foundation School	4/17/2013	738525	$18,000.00	Outplaced student tuition
Foundation School	4/18/2013	738543	$18,000.00	
Frontline Technologies	4/11/2013	738456	$5,500.00	Attendance / substitute software program
Hen of the Woods	4/2/2013	738416	$198.50	
Industrial Consulting	4/5/2013	738439	$976.35	
Industrial Consulting	4/15/2013	738474	$105.45	
Industrial Consulting	4/22/2013	738549	$425.95	
Integrity Piano Service	4/15/2013	738475	$516.00	
Jeehyun Kim	4/11/2013	738457	$260.00	
Joanne Wlacek	4/5/2013	738444	$100.00	
Josiens Inc.	4/5/2013	738440	$7.88	
Kainen, Escalera & McHale, P.C.	4/15/2013	738476	$1,125.00	
Kainen, Escalera & McHale, P.C.	4/15/2013	738477	$742.50	
Mail Finance	4/5/2013	738441	$70.49	
Michelle Proto	4/2/2013	738421	$750.00	
Microsoft Corporation	4/15/2013	738478	$195.00	
Microsoft Corporation	4/15/2013	738479	$250.16	
National Assoc. of School Nurses	4/2/2013	738418	$104.50	
New Haven Public Schools	4/17/2013	738526	$3,912.75	
Noelle Oberdick	4/2/2013	738419	$750.00	
Pamela Gagliardi	4/5/2013	738438	$47.98	
Patricia Boyle	4/2/2013	738414	$76.80	
Patricia Boyle	4/25/2013	738552	$46.02	
Patrick Schito	4/22/2013	738550	$100.00	
Poland Springs	4/18/2013	738544	$267.87	

Purchase Power	4/15/2013	738480	$2,600.00	
Quality Environmental	4/11/2013	738458	$650.80	
Quality Environmental	4/11/2013	738459	$600.00	
Really Good Stuff	4/15/2013	738481	$50.83	
Really Good Stuff	4/15/2013	738482	$451.69	
RICOH USA, Inc.	4/15/2013	738483	$4,402.00	Final payment - old copier maintenance
RICOH USA, Inc.	4/18/2013	738545	$2,962.77	Final payment - old copier maintenance
Riddell/All American Sports Corp	4/15/2013	738484	$462.97	
Roberta J. Pratt	4/2/2013	738420	$906.00	
School Datebooks, Inc	4/2/2013	738422	$719.55	
School Specialty	4/11/2013	738460	$2,685.06	
School Specialty	4/15/2013	738485	$481.83	
School Specialty	4/15/2013	738486	$2,229.48	
Seymour Police Department	4/5/2013	738442	$1,064.56	
Seymour WPCA	4/18/2013	738546	$8,159.75	Sewer Use fees
Specialized Ed of CT, Inc.	4/17/2013	738527	$8,232.00	Outplaced student tuition
Specialized Ed of CT, Inc.	4/17/2013	738528	$4,404.60	
Specialized Ed of CT, Inc.	4/17/2013	738529	$7,849.28	
St. Vincent's Special Needs Services	4/17/2013	738530	$7,654.17	Outplaced student tuition
St. Vincent's Special Needs Services	4/17/2013	738531	$7,654.17	
St. Vincent's Special Needs Services	4/17/2013	738532	$7,654.17	
State of Connecticut - MERF	4/9/2013	738446	$31,145.17	Pension - employer contribution
Suburban Propane	4/15/2013	738487	$15.88	
Sweetwater	4/11/2013	738461	$1,844.62	
Tennant	4/5/2013	738443	$2,603.02	
The Business Network Group, LLC	4/11/2013	738463	$3,694.02	
TotalFunds by Hasler	4/22/2013	738551	$1,500.00	
Treasurer State of CT	4/15/2013	738488	$82.50	
Trisha Hazzard	4/15/2013	738473	$750.00	
Unemployment Tax Management	4/11/2013	738462	$535.00	
Verizon Wireless	4/2/2013	738423	$235.85	
W.B. Mason Co., Inc.	4/15/2013	738489	$452.57	
W.B. Mason Co., Inc.	4/15/2013	738490	$493.25	
W.B. Mason Co., Inc.	4/15/2013	738491	$324.97	
W.B. Mason Co., Inc.	4/15/2013	738492	$70.14	
Wheeler Clinic, Inc	4/17/2013	738533	$839.25	
Wheeler Clinic, Inc	4/17/2013	738534	$5,315.25	Outplaced student tuition
Woodwind & Brasswind	4/11/2013	738493	$74.97	
Yankee Gas	4/5/2013	738445	$26,923.11	Natural gas service
Yankee Gas	4/18/2013	738547	$23,139.38	
			$1,044,005.89	

Seymour Public Schools
2013-14 Board of Education Budget
Road Map - Referendum #3 Proposed Budget

6/11/13

	FTE	$		
Total "Level services" Increase		$511,593	1.70%	
Proposed New Positions / Programs / Adjustments				
A/C 111 Teacher - Middle School	1.00	$63,834		Class size reductions
A/C 111 Teacher - Middle School	1.00	$63,834		Class size reductions
A/C 113 Additional Clubs - High School / Middle School		$5,000		Provide additional extracurricular activities
A/C 121 Monitor Paraprofessionals (BS & CLS)	2.00	$18,564		4 P/T positions (2 at Bungay & 2 at Chatfield LoPresti)
A/C 125 Cross Country (MS)		$2,388		New sports program at Middle School
A/C 510 Transportation (HS & MS)		$50,746		Add'l bus (inc. HS & MS late bus / out of district busing)
Sub-total New Positions / Programs / Adjustments	4.00	$204,366	0.67%	
Total BOE Approved 2013-14 Budget Increase		$715,959	2.37%	
Current 2012-13 budget		$30,398,026		
Total BOE Approved 2013-14 Budget		$31,113,985		
Board of Finance Adjustment - Referendum #1		($61,500)	-0.20%	GTL ($16,000) and health insurance ($45,500) reduction
Board of Finance Referendum #1 Recommendation		$31,052,485	2.17%	Defeated at Referendum
Proposed Adjustments Post Referendum #3:				
A/C 220 Increase in SS / Medicare		$34,190		Adjust budget calculation model to reflect correct valuation
A/C 520 Increase in Property Insurance		$19,248		Final renewal from H.D. Segur (new CLS valuation included).
A/C 562 Increase in Regular Education - Public Tuition		$26,221		Higher than projected # of students for ECA and Six to Six Magnet
A/C 613 Custodial Supplies		$14,000		Adjust to reflect higher cost of green cleaning products (required by State Statute).
A/C 624 Increase in Heating Fuel		$43,125		Price locked in slightly higher than budgeted / natural gas pricing trending slightly higher
A/C 625 Increase in Bus Fuel		$6,688		Price locked in slightly higher than budgeted / additional gallons
A/C 111 Decrease in Reg. Ed. Teachers - MS	(1.00)	($48,300)		Eliminate proposed STEM teacher at Middle School
A/C 210 Reduction in Health Insurance		($158,514)		HSA Plan participation during open enrollment higher than budgeted
A/C 521 Reduction in Liability Insurance		($3,755)		Final renewal from H.D. Segur
A/C 590 Decrease in Adult Education - Local Contribution		($6,529)		Final commitment from State of Connecticut & Valley Adult Ed.
A/C 622 Reduction in Electricity		($35,875)		Projected utilization lowered upon review of 2012-13 actual usage
Sub Total Revisions	(1.00)	($109,501)	-0.36%	
Approved Board of Education Budget - Referendum #3	3.00	$30,942,984	1.79%	
Approved $ Increase to Board of Education Budget		$544,958		

Abbreviations:
FTE = Full Time Equivalent.
P/T = Part Time
F/T = Full Time

Seymour Public Works Department
721 Derby Avenue
Seymour, Connecticut 06483
Tel. (203) 735-5838
Fax (203) 734-5713

Dennis G. Rozum
Director

July 2, 2013

To: Board of Selectman

From: Dennis Rozum, Public Works Director

Re: Second Quarterly Report 2013

The Second quarter of 2013 was extremely busy as all the parks were opening and grounds maintenance was a priority. With three crew employees retiring, manpower was adjusted to repair and maintain the parks, especially baseball and softball fields. A professional analysis of the infields was done to indicate what needed to be corrected on each infield. The major infield work will be performed on French Park in August 2013 when the field will be closed for a 2-3 weeks period.

Although with reallocating personnel into parks, we were able to complete a major drainage project on Housatonic Terrace, which required new basins, piping, asphalt and curbing.

A great deal of pot hole repairs were done throughout the quarter utilizing cold patch until asphalt plants were opened. When plants opened many intersections were asphalted, again potholes and some curbing work was completed as the February blizzard left a lot of damage.

We will be scheduling approximately 250-300 basins to be vacuumed during July and August 2013. Also, being scheduled will be a street sweeping program with detail of streets and areas to be posted on the Town web site.

The Public Works Department is searching for a used bucket truck to replace the existing vehicle,as the engine and body is unrepairable. Once the bucket truck is purchased, we will begin a tree trimming program.

With a second mechanic on board, our fleet is shaping up. We have serviced and repairs to catch up on, however most major repairs are completed.

Transfers have been submitted to the Finance Department to cover negative balances due to the February blizzard, which included snow plowing materials, snow plowing overtime and tree removal.

The goals for the Public Works Department for the third quarter will be playground repairs and maintenance, catch basin cleaning, tree trimming, road sweeping, catch basin repairs and road repairs.

Regards,

Dennis Rozum

Seymour Recreation Department 2nd Quarterly Report 7/1/13 (mmo 7/2/13)

April 2013

Zumba Classes begin
Family Swim Program ends 4/24
Pre-School Craft Classes continues
Pre-School Sports Mania continues
Youth Chess Class continues
Youth Karate continues
Yoga Class continues
Senior Light Exercise Class continues
Cougar's Den Youth Center Dance on 4/5
Tuscany Trip successful 4/16-4/25
Seymour High School Cheerleaders practice Tuesday/Thursday afterschool in Rec Gym
Continue to accept staff applications for summer playground positions
Advertised for summer lifeguards and swim instructors
Men over 30 Basketball Nights concluded
Distribution of 1600 summer playground registration flyers to Seymour public schools, library, Town Hall
Evening playground sign-ups occurred on 4/2, 4/8 & 4/9
Hurricanes Drum Corp weekend use

May 2013

Zumba Class continues
Youth Chess Class finishes (resumes in late Fall)
Yoga Class continues
Karate Class continues
Senior Light Exercise continues
Pre-school Sports Class continues
Pre-School Craft Class ended 5/1 (resumes in late September)
Cougar's Den Youth Center Dance on 5/24
Hurricanes Drum Corp weekend use
Advertised annual Lake George & Saratoga Trip for August
Potential summer playground staff interviews begin

June 2013

Yoga Classes finished (restarts in Fall)
Karate Classes continue
Pre-School Sports Mania finished (resumes in late September)
Zumba Classes finish (may resume in Fall)
Advertised Broadway show "Newsies"
Flyers distributed for summer youth sports clinics in Basketball & Tennis by Seymour High School Varsity Coaching staff members
Cougar's Den Youth Center Dance on 6/7
Playground Counselors were officially hired by Rec Commission
Staff Training in CPR, First Aid, CPR & Blood Borne Pathogens for Playground staff was held on 6/19/13