

**Town of Seymour ~ Board of Finance
MINUTES
REGULAR Meeting
Tuesday, July 22, 2025 at 7:00pm
Norma Drummer Room – Seymour Town Hall**

COPY RECEIVED
DATE: 7/23/25
TIME: 2:44 PM
TOWN CLERK'S OFFICE

Members Present: Bettyann Peck, Jim Cretella, Richard Demko, Kristyn Haniewicz; Tracy Rappa (alternate)

Members Absent: Carol Mordowanec, Beverly Kennedy, Lucy McConologue; Tom Schutte (alternate)

Others Present: Jason Vieira, Monica Dimon, Anmarie Drugonis, Frank Gabianelli, Deputy Chief Michael Fappiano

Item #1 – Call Meeting to order

Chairman Richard Demko called the meeting to order at 7:00pm.

Item #2 – Pledge of Allegiance

Everyone saluted the Flag and recited the Pledge of Allegiance.

Item #3 – Seating of Alternates

Motion to seat Alternate Tracy Rappa

Motion: Kristyn Haniewicz

Second: Jim Cretella

Vote: Yes: 4 No: 0

Abstain: 0

Item #4 – Public Comment

None

Item #5 - Approval of Minutes – June 24, 2025 Regular Meeting

Motion to approve Minutes from June 24, 2025 Regular Meeting

Motion: Jim Cretella

Second: Kristyn Haniewicz

Vote: Yes: 5 No: 0

Abstain: 0

Item #6 - Comments from the First Selectwoman

First Selectwoman, Annmarie Drugonis, said that we are entering a new budget season, ending last years' very successfully. For this new Budget, we hope to have our Audit completed by the end of November. (FY 2025)

Item #7 – Comments from the Finance Director

- Jason Vieira said that last year's budget we had difficulty verifying the beginning balances because we did not have access to the prior years' work papers. We expect no such delays this year. We did complete the Audit – it has been filed. It is about 140 pages and can be found online. We expect a \$560,000 surplus from expenditures on the Town side; \$152,000 surplus from the Board of Education. (this is on Page 80 and 81 on the Audit document). We have a meeting tomorrow with the Auditor to go over last year and see where we can improve.
- FEMA – everything has been submitted; we are just waiting for reimbursement.
- ARPA – we are on target with spending this money.

- Private Duty – we received \$3,228.65 from August & September 2024 expenses. This should bring our collections down to about \$20,000.
- Jason did provide some of the findings from the Auditor. Last year we had 6 – this year we have 3. We have hired a new A/P – Accountant who will be starting at the end of next month. The Finance Department should be fully staffed.

Item #8 – Transfer Requests

These are transfers to reconcile the accounts for the 2024/2025 Budget

Town of Seymour Transfer Request

FY 2024-2025

DEPARTMENTAL TRANSFER REQUEST

Control #
Date

3
7/11/2025

DEPARTMENT:

Public Works

AUTHORIZED PERSON:

Frank Gablaneli

AMOUNT REQUESTED:

\$ 107,488.00

ACCOUNT NUMBERS

ACCOUNT NUMBERS

ACC. LINE ITEM TITLE	FROM	AMOUNT	TO	AMOUNT
Longevity	100.430.3110.670.290	\$ 1,532.00		
Salary Director			100.430.3110.670.101	\$ 829.00
Salary Foreman			100.430.3110.670.102	\$ 703.00
Salary Admin Assistant	100.430.3110.670.105	\$ 10,648.00		
Salary Drivers	100.430.3110.670.110	\$ 33,378.00		
Longevity	100.430.3110.670.290	\$ 2,065.00		
Salary Seasonal Employees	100.430.3110.670.116	\$ 25,000.00	100.430.3110.670.111	\$ 46,087.00
Overtime	100.430.3110.670.130	\$ 18,198.00		
Heavy Equipment Usage	100.430.3110.670.135	\$ 7,828.00		
Snow Overtime			100.430.3110.670.131	\$ 51,024.00
Trees	100.430.3110.670.424	\$ 8,845.00		
Professional Services Contracts			100.430.3110.670.350	\$ 2,600.00
Repairs and Maint.			100.430.3110.670.430	\$ 6,345.00

PLEASE GIVE DETAILED EXPLANATION (attach separate sheet if necessary) \$ 107,488.00

Motion to approve Control #3 (Department of Public Works) as presented above.

Motion: Jim Cretella

Second: Bettyann Peck

Vote: Yes: 5 No: 0

Abstain: 0

Town of Seymour Transfer Request

DEPARTMENTAL TRANSFER REQUEST

FY 2024-2025

Draft

Control #
Date

4
7/1/25

DEPARTMENT:

Public Works

Draft

AUTHORIZED PERSON:

\$ 70,880.00

AMOUNT REQUESTED:

ACCOUNT NUMBERS

ACCOUNT NUMBERS

ACC. LINE ITEM TITLE	FROM	AMOUNT	TO	AMOUNT
Overtime	100.430.3200.685.130	\$ 604.00		
Trees	100.430.3110.570.424	\$ 14,888.00		
Gasoline	100.430.3110.570.626	\$ 15,837.00		
vector control	100.430.3220.586.410	\$ 980.00		
Wood Grinding	100.430.3220.585.424	\$ 4,300.00		
Gasoline esc clause	100.430.3230.590.429	\$ 35,000.00		
Snow Plowing			100.430.3110.570.422	\$ 49,669.00
Transfer Station Operator			100.430.3200.585.110	\$ 19,630.00
Transfer Station Longevity			100.430.3200.585.290	\$ 350.00
transfer Station Repairs and Maint.			100.430.3200.585.430	\$ 1,679.00
		\$ 71,309.00		\$ 71,309.00

Motion to approve Control #4 (Department of Public Works) as presented above.

Motion: Bettyann Peck

Second: Kristyn Haniewicz

Vote: Yes: 5

No: 0

Abstain: 0

CONTROL # 5 – POLICE DEPARTMENT

Attached to this correspondence, please find the end of year budget transfers for the Police Department, totaling \$229,944.00. As you can see, the majority of the transfers cover the cost of overtime. Our overtime line hasn't been increased in several years, although salaries have increased with contractual raises. We also have to cover contractual time off to keep the agreed upon five officer minimum per shift.

We also were required to transfer money to cover the cost of an additional crossing guard (\$12,557) which was added for safety concerns at the intersection of Pearl and Maple. There was a major accident at that intersection in which the automated crossing signal was destroyed. The crossing guard has been well received by residents and pedestrians, and was put into the budget for this coming year.

The last two transfers covered a gap in the Chief's salary of \$481.00 and the longevity payments of \$3336.00

The total amount of the transfer is \$229994.00. Thank you for your consideration of this request.

Town of Seymour Transfer Request

FY 2024-2025

DEPARTMENTAL TRANSFER REQUEST

Control #
Date

6
7/8/2

DEPARTMENT:

Police

AUTHORIZED PERSON:

Chief Bucherati

AMOUNT REQUESTED:

\$ 228,994.00

ACCOUNT NUMBERS

ACCOUNT NUMBERS

ACC. LINE ITEM TITLE	FROM	AMOUNT	TO	AMOUNT
Salary Deputy Police Chief	100.410.2100.535.102	\$ 14,576.00		
Salary Student Resource Officer	100.410.2100.535.104	\$ 41,819.00		
Salary Clerks	100.410.2100.535.105	\$ 2,845.00		
Salary Uniformed Police	100.410.2100.535.110	\$ 54,939.00		
Salary Supers	100.410.2100.535.112	\$ 1,801.00		
Education/ Meetings/ Seminars	100.410.2100.535.350	\$ 88,917.00		
Other Purchased Services	100.410.2100.535.600	\$ 8,924.00		
Overtime			100.410.2100.535.130	\$ 213,620.00
Other Purchased Services	100.410.2100.535.600	\$ 481.00		
Salary Police Chief			100.410.2100.535.101	\$ 481.00
Other Purchased Services	100.410.2100.535.500	\$ 906.00		
General Supplies	100.410.2100.535.810	\$ 5,347.00		
Clothing	100.410.2100.535.815	\$ 1,550.00		
Machinery Equip Supply	100.410.2100.535.740	\$ 1,995.00		
Sick Pay	100.410.1550.535.135	\$ 2,759.00		
Salary Crossing Guards			100.410.2100.535.114	\$ 12,557.00
Sick pay	100.410.1550.535.135	\$ 3,338.00		
Longevity			100.410.2100.535.290	\$ 3,338.00
		<u>\$ 228,994.00</u>		<u>\$ 228,994.00</u>

Motion to approve Control #5 (Police Department) as presented above.

Motion: Bettyann Peck

Second: Jim Cretella

Vote: Yes: 5 No: 0

Abstain: 0

Item #9 – Reconciliation of Board of Education Expenses with Town Records as of 6/30/2025

The Board of Education is still doing their Year-End Adjustments. We will have the Final Report for next month's meeting.

Item #10 – New Business

None

Item #11 – Correspondence

None

Item #12 – Public Comment

None

Item #13 – Adjournment

Richard Demko adjourned the Meeting at 7:20pm

Submitted by:

Monica Dimon
Recording Secretary