

**Board of Finance
Regular Meeting
Thursday, December 20, 2007
Norma Drummer Room
7:00 P.M.**

Members Present: Michele Pavlik, Bill Paecht, Trish Danka, Jim Simpson, Nancy Onofrio, Pete Jezierny, Kurt Miller (alternate)

Members Absent: Al Yagovane

Others Present: Frank Loda, Doug Thomas, Tony Caserta

Call meeting to order

Meeting called to order @ 7:04 p.m.

Pledge of Allegiance

Led by Trish Danka

Seating of Alternates

Motion to seat Republican Alternate Kurt Miller.

Motion: Pete Jezierny

Vote: 6-Yes

0-No

Second: Bill Paecht

0-Abstain

0-Disqualify

Motion Carries.

Public Comment

None

First Selectman Comment:

Not Present.

Transfers

None at this time.

Correspondence

Trish passed the letter received from Town Counsel in regards to his findings and recommendations on the topic of Seating of Alternates at BOF meetings. (Attachment to minutes).

Michele questioned if decisions could be made on a case by case basis in the event of her absence from a meeting versus appointing one person to be seated at any meeting she would miss. Trish recommended members contact the alternate of their choice by phone to be present at the meeting so that the alternate could be seated as well as notifying the chairman ahead of time.

Approval of Minutes:

Trish updated members that minutes will reflect from this point forward if a member is tardy to a meeting by noting the time of arrival next to his or her name. It helps to explain things better in cases of motions. Jim stated in other meetings the Chairman would start off by announcing the members who were present.

Motion to approve minutes for September 25, 2007 contingent on changes.

Motion: Michele Pavlik

Second: Kurt Miller

Vote: 5-Yes

0-No

2-Abstain(N.O/P.J.)

0-Disqualify

Motion Carries.

Motion to approve minutes for October 23, 2007 contingent on changes.

Motion: Bill Paecht
Vote: 5-Yes 0-No 2-Abstain (N.O/P.J.) 0-Disqualify
Second: Michele Pavlik
Motion Carries.

Motion to approve minutes of November 27, 2007 minutes with the corrected spelling of Pete Jezierny's name.

Motion: Bill Paecht
Vote: 4-Yes 0-No 3-Abstain (N.O/P.J./K.M.) 0-Disqualify
Second: Michele Pavlik
Motion Carries.

Financial Reports:

Doug reported that the audit is virtually done and there appears to be a surplus of \$500,000.00. There were a few comments on the management letter. Kurt questioned what was on the report and Doug stated it was material weaknesses with Purchase Orders where one department was taking out purchase orders after items were purchased not before. The only repeat item on the management letter was WPCA impact fees are not being tracked. The finance office is working on correcting this issue.

Doug reported that the last 2 storms cost approximately \$6,000.00 in OT costs for plowing. On the DPW side 80% of the repairs and maintenance line item has been spent and a transfer of funds will most likely be needed.

Doug reported to Trish that the budget letters were sent out to all departments / commissions as requested.

Trish requested that in January all members receive a copy of the encumbrance account report. Trish also requested that Doug look into the BOE quarterly report and have that available for January meeting.

Kurt questioned what the surplus was driven by on the audit and Doug stated the 3 main reasons were tuition payments and the New Haven Copper revenue the town received.

Michele questioned funding of 2 new positions that are to be created and where funding would come from and Doug reported that this was from an increase in revenue from the Mashenpequot funds received from the State and that when that check is received it will show as an overage on the financial reports. Michele questioned if the positions could even be funded as they were not part of the original approved budget.

Other Business

1. BOF positions:

Nomination for Chairperson:

Motion to nominate Trish Danka as Chairperson for BOF. Hearing none other Nominations closed.

Motion: Bill Paecht
Vote: 6-Yes 0-No 1-Abstain (T.D) 0-Disqualify
Second: Pete Jezierny
Motion Carries.

Motion to approve Trish Danka as Chairperson of BOF.

Motion: Bill Paecht
Vote: 6-Yes 0-No 1-Abstain (T.D) 0-Disqualify
Second: Jim Simpson
Motion Carries.

Nominations for Vice Chairperson:

Motion to nominate Bill Paecht for Vice Chairperson of BOF.

Motion: Pete Jezierny
Vote: 6-Yes 0-No 1-Abstain (B.P.) 0-Disqualify
Second: Kurt Miller
Motion Carries.

Motion to nominate Michele Pavlik for Vice Chairperson of BOF. Hearing no second, nominations for Vice Chairperson was closed.

Motion to approve Bill Paecht as Vice Chairperson.

Motion: Kurt Miller
Vote: 6-Yes 0-No 1-Abstain (B.P.) 0-Disqualify
Motion Carries. Second: Pete Jezierny

Nominations for Secretary:

Motion to nominate Michele Pavlik as Secretary of BOF.

Motion: Trish Danka
Vote: 6-Yes 0-No 1-Abstain (M.P.) 0-Disqualify
Motion Carries. Second: Kurt Miller

Motion to approve Michele Pavlik as Secretary to BOF.

Motion: Kurt Miller
Vote: 6-Yes 0-No 1-Abstain (M.P.) 0-Disqualify
Motion Carries. Second: Bill Paecht

2. Conflict of Interest Forms Signed by all members

Trish reported that in everyone's packets was the packet for Code of Ethics that need to be signed. All members signed and handed in. They will be filed with the Town Clerks office. Alternates will be emailed and asked to sign and return by the 1st week of January.

3. Discuss finding and recommendations regarding seating of alternates

Trish explained to members that she contacted both the State Elections Enforcement Commission and the Secretary of State in regards to the issue of seating of alternates. Both stated in an email that this was beyond their jurisdiction. Both Michele and Trish confirmed via telephone with Art Champagne from the Secretary of the State that Town Counsel is the official interpreter of town charters while the Secretary of the state has jurisdiction for interpretation of Connecticut General Statutes. Jurisdiction over alternate members of boards of finance implemented via town charters is reserved for town counsel to interpret, and the BOF is obliged to follow town counsel's instruction.

Trish read into record a letter from Town Counsel George Temple in regards to his formal opinion concerning appointments of alternates. A copy of the letter will be attached and filed with the minutes.

Michele stated that she felt as though the letter heavily leans toward representing a political party holding control. She stated that Town Counsel represents the entire Town of Seymour and that she felt that the letter held many political undertones. All members should be equally represented.

Michele appreciated that Town Counsel sent the letter but felt that it was too politically motivated. Trish stated that her opinion is if any member is going to be absent they be allowed to pick who will sit in their absence. Trish also stated she has no intention of supporting not having a meeting due to lack of Republican control and does not want the board to get hung up on this topic.

Kurt suggested that all members get a copy of the Charter sent to them.

Motion to Adjourn @ 8:04 p.m.

Motion: Pete Jezierny
Vote: 7-Yes 0-No 0-Abstain 0-Disqualify
Motion Carries. Second: Bill Paecht

Christine Battis
Recording Secretary