

1. Call Meeting to Order – The Regular Meeting of the **Town of Plymouth Board of Finance** was called to order at **7:00 p.m. on Monday, March 15, 2010** in the Assembly Room, Plymouth Town Hall. Members in attendance: Pat Budnick, Vicky Carey, Peter Cook, Mike Drozdick, Dan Murray. Also in attendance: David Bertnagel, Director of Finance; Robin Gudczaskas, Recording Secretary; Marty Sandshaw, Council. Excused absent: Mayor Festa, Ralph Zovich.

2. Pledge of Allegiance

3. Approve Minutes

- a. Minutes of January 21, 2010
- b. Minutes of February 4, 2010
- c. Minutes of February 18, 2010
- d. Minutes of February 22, 2010
- e. Minutes of February 25, 2010
- f. Minutes of March 1, 2010
- g. Minutes of March 4, 2010

MOTION: To accept the Minutes of January 21, 2010; February 4, 2010; February 18, 2010; February 22, 2010; February 25, 2010; March 1, 2010; March 4, 2010 as presented by Dan Murray; second Pat Budnick. Discussion: none. Vote: unanimous.

4. Review of Proposed General Fund Budget for FY 2010-11

Parks & Recreation – Mike Drozdick

Director salary; F/T salaries 3% increase per contract, 2 full time employees
Seasonal wages is part time for one and collectively for programs; have approximately \$50,000-60,000 in revolving account, programs have surcharge which they use to replace equipment and pay for programs
Overtime, reduction based on actual
Longevity, consistent with prior years; 525 expended and why recommending 425; need to increase to \$525
Contract Services – for instructors and Lake Winfield abatements and DEP mandates; \$13,382 spent last year and year before \$13,500; web based program
Advertising, \$685 as have not spent anything; was used for advertising hours at Lake Winfield; most programs are now on web and cut to \$300
Conferences & Memberships, \$490 consistent – Directors memberships in CT Recreation & Parks Association, etc.
Memorial Day – zero out
Office Supplies, \$700 and have not used anything this year; reduce to \$400
Repairs & Maintenance, \$1500 – small equipment repairs, weed whackers, lawnmowers.
Supplies, \$13,500 – have not spent much on that – for camp and programs and that will come out at end of year; currently at \$4,658
Equipment, \$7800 – mats, helmets, shirts; currently at \$1500; down to \$7500
Excursions- goes to revolving account
Rentals, \$1950 – rent loader to spread material around Lake Winfield – Dave to follow up. Discussion held to use mini excavator. Zero out
School rentals – taken out
Electricity – lights at Main Street School and Lake Winfield aerators, Veterans

Memorial park lighting. Peter noted last year to use that field had to pay a fee for lights, \$500 for practice. Currently at \$400 per month. Gerry Bourbonniere, from understanding, prior to last year BOE never charged teams to play at MSS; last year Parks & Recreation Commission started charging people to turn the lights on and made it affordable. Rec will not run aerators or fountain at Lake Winfield. Dave to check and Board would like detail on revolving account. Melanie Church, 328 Main Street, question, (a) seems to me that revolving account set up for Parks and Rec when had recreation; getting fees for gymnastics and if this is for turning on electricity and paying over and above should that money be in there or to the town. Dave, last year the town recognized \$10,000 of income from Parks and Recreation who give us a certain fee of that; will review and may need for line items for program revenue. (b) Isn't that the BOF to figure out how much they will take of that. Discussion held on new programs trying to start.

Telephone, \$500 – phone use to have at Lake Winfield in the building for the alarm; zero spent to date. Zero out.

Water, \$750 – water at MSS day camp

Health & Social Services – Mike Drozdick

Salary, commission secretary, Human Services Commission, \$2000

Public Health, 061 – Mike Drozdick

Full time wages, \$51,500; current salary \$50,000 and raise to \$51,500

Overtime, 300 – for call backs and contractual

Contract Services, grant match, \$200, for clinics offered

Office supplies, \$200 for forms in particular office

Dues & Fees, \$1500 – based upon organizations and fees; Pat requested itemization

Phone is being paid for by BOE

Medical Director, 062 & 063 – Mike Drozdick

Salary, Dr. Scappaticci, \$8900

Podiatry Clinic, \$1150

Contractual Service, \$57,300 – TAHD per capita we pay; Vicky Carey, when started it was \$10,000 and we got rid of sanitarian and are we better off hiring town sanitarian vs. staying with TAHD; Dave we still need to belong to regional health, reviewed Charter and State and fees would need to be paid. Discussion held. Dave will get annual report.

Hepatitis B Vaccine, \$1250

Ambulance Corps, 065 – Dave Bertnagel stated he and the Mayor attended a meeting and the town is responsible for the building; last year issue with electricity, heat and water. They have been good this year with electricity.

Repairs & Supplies

Water, still a concern and presently over budget

Telephone, addressed and taken under consideration and have 3 phone lines which will be consolidated to two

CMED Assessment – communication mandate

Board would like an audit report on them. Dave will get it.

North Central Regional Mental Health – Per capita regional agency who provides services in our region for mental health issues that people cannot pay for and subsidized by the State of CT

Elderly Transportation – Dave stated Ted Scheidel took over a few years ago; pay monthly on usage for transportation, subcontracted to Cooks for Dial a Ride; partially subsidized by grant; billing is 2 months in arrears and on target with expenditure.

Land Use – Khara Dodds, Director of Community and Economic Development. In EDC includes marketing of business park and business retention and recruitment in town. Also search for grants and apply for grants and administer programs. As part of EDC hired Craig Stevenson for \$30,000 contract and he administers services and instrumental in business retention, recruitment and marketing despite economic conditions. Peter Cook, is this \$30,000 to market business park and is that what his job is; Khara, it is more encompassing. He does a lot with the business park and not only marketing but helping existing businesses in the park and throughout the town; works with businesses interested in coming into town. Marty Sandshaw, was on EDC as a commissioner prior to town council, now liaison to EDC and Craig was not hired just to market land in the park but encompassed economic development and interacts with prospective businesses and what they can get from the State EDC. He meets with businesses who want to do business in town, reports monthly, maintains website on marketing the town, very instrumental and there is a link from town website to Plymouthtime.com. Meets with business monthly to find out what we can do to attract business in town and not just trying to sell land in park and reports to EDC. Melanie Church, seems other thing is doesn't he get some money from the industrial park in order to market, the state gives x amount of dollars for that and he started to get people in when questioned on what we're getting for the bang for the buck. Vicky Carey, few years ago did not seem aggressive to bring new business to town and we did have questions years ago and the minute questioned he came around and seemed to show businesses the park, tour of town and now he has slacked off again and not seeing anything being done. Iseli's abandoned and nobody over there and does not know marketing available and other businesses empty. Is he really doing anything? Khara Dodds, he is, in regard to Iseli's he reported last month there is interested buyer and it is tough economically and seeing all over. We've had a lot of interest; have lots in park with deposit but those parties are having trouble with financing. Working with current companies and even though not seeing influx he is giving existing businesses assistance to grow and bring more jobs. Marty Sandshaw, also acts as facilitator of the industrial park and electricity problems and he acted as

facilitator between residents of park, utilities company, EDC and mayor. Peter, for commission the question is how to restructure or do in such a way to get some kind of bonus to bring someone in and can you restructure pay scale for sense of what buying; if he is helping people do stuff and if goal to market and sell lots, etc. Can we incentivize? Dan Murray, he is outside service, question if look at 5 years at \$30,000, have we as a town been satisfied with \$150,000 outlay to continue down this road in the same fashion. Easy to say what he does and great to provide service to people who come in for guidance and information but have we had a lot of development in town, it is easy to say only \$30,000 and working hard, all for growth and new business and our reputation is we are not business friendly. Khara stated she has heard similar sentiments in dealing with commission who regulate development but beyond what he does. Dan, do you continue to invest in program yielded x which nobody knows what x is. Do we look at what expectations are and have they been met. Vicky, we were not sure if needed new marketing person, someone less expensive and know economic times are hard but no progress in this town in a long time and we need business brought back in. Can he make a few suggestions to bring business back. Marty Sandshaw, Craig was instrumental in bring Modelcraft to town who relocated from Thomaston into old Altair Avenue building and is doing phenomenal and icon for the town; he is happy to be here. Do not think EDC has done enough to say this is what we have done and they have done an awful lot in past 3-4 years to bring businesses in and prior to recession we were on verge of booming and we still are as we come out of recession and will be in a very good position. The commission should give a report on what has and has not been accomplished. Discussion held. Khara, understand what you are saying and to make incentive driven and have not looked at enough to be a good idea or not and should not close the door to other things he has done and need to watch how complicated you make it. Melanie Church, believe if you check back and he was hired specifically for the industrial park to get the industrial park filled so we could get monies from there back in plus pay state off and we have certain amount in and that was to be primary job and when not doing it and when put in question and he was selling in Bristol and Terryville was left in wings and getting nothing and when called upon is when he started Town of Plymouth and how branched off in to other things. Khara can see that in record and when changed or evolved and in the past the services have been more inclusive and he helped us get grants we have now. Melanie Church, one other thing I think grants he got was for waterwheel and grant money in there to pay for that. The waterwheel hired him to come in and get grant. Contract is on fiscal year. Discussion held. We need to give objectives and during next year need to decide if he reached those goals; Khara will look into action plan. Pat Budnick, if we are not business friendly than someone needs to fix that.

Capital Expenditures will be distributed next week.

We will not have executive sessions as the Mayor could not be here and will be on Monday.

Dave has reviewed utility accounts and consolidated; discussion held. Dave noted there are adequate funds to keep transfer station open as is the remainder of the year.

Discussion held. Two line items one for dump and one for transfer station. Lead Parks Maintenance person has in contract to fill in for head custodian who retired; we have janitor on second shift; reviewed. Dave has listing of positions, vacant, open, salary savings, benefits and will have ready to address.

5. Executive Session For The Purpose Of Contract Negotiations Regarding Real Estate Transactions And Negotiations Regarding Union Contract Issues

6. To Take Action, If Any, From Executive Session

7. Public Comment

a. Melanie Church, 328 Main Street, one thing, David under Plymouth Volunteer Fire Dept. electricity and reason under is because they have switch to turn on and off to make go green; Dave that is Opticon and a non charging item and this is physical turning the light yellow, green, red.

8. Adjournment

MOTION: To adjourn by Peter Cook; second Pat Budnick and the vote unanimous. Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Robin Gudeczauskas
Recording Secretary