

Town of Plymouth

80 Main Street, Terryville, CT 06786

www.plymouthct.us

Board of Finance

Telephone: 860-585-4001

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1. **Call Meeting to Order:** Jim Kilduff, Chairman called the scheduled May 11, 2020 Board of Finance meeting to order at 7:00 p.m. Zoom Meeting online- Meeting ID: 416 918 410. Members in attendance: Victoria Carey-Vice Chairman, Eugene Croce, Barbara Rockwell, Elizabeth Wollenberg, and Dave Sekorski. Also present: Ann Marie Rheault - Director of Finance, and Briana Brumaghim, Director of Parks & Recreation
2. **Pledge of Allegiance:** Jim Kilduff, Chairman led the group and audience in the Pledge of Allegiance.
3. **Approval of Minutes - None**
4. **General Fund revenues/expenditures review: Pass thru of budget, finalize and adjust Revenues/Expenditures and approve totals.**

Review of Capitals

Board of Finance members discussed and reviewed the Town of Plymouth Fiscal Year July 1, 2020-June 30, 2021 – Mayor’s Proposed Budget Draft Revised April 7, 2020, for discussion purposes – DRAFT/WORKING COPY* can be viewed in its entirety at the Plymouth, CT Town Hall and on the Town of Plymouth’s website.

NOTE: MILL RATE CALCULATION IS FOR REFERENCE ONLY. THE FINAL MILL RATE HAS NOT BEEN DETERMINED BY THE BOARD OF FINANCE AND WILL NOT BE FINAL UNTIL AFTER APPROVAL BY THE TOWN COUNCIL.

Account Description	FY 2021 BOF Recommended
Board of Finance /Restoration of Fund Balance	(100,000)
Board of Finance/ Reserve for Contingency	66,000
Land Use/ Regular Employees	39,638
Employee Benefits/Retirement Contributions - Defined Benefit	700,000

Vicky Carey made a motion, seconded by Barbara Rockwell to remove the service contracts line item amount of \$26,000.

- Vicky Carey - Yes
- Beth Wollenberg -Yes
- Barbara Rockwell - Yes
- Dave Sekorski - No
- Eugene Croce - No

Motion passes three to two


 TOWN CLERK
 2020 MAY 21 PM 1:17
 PLYMOUTH, CT
 TOWN CLERK'S OFFICE
 80 MAIN STREET
 TERRYVILLE, CT 06786

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Police/Service Contracts	50,000
Communications/Unemployment	40,000
Fire Department/Regular Employees	53,004

Ann Marie Rheault stated the total increase in these two line items would be \$6,000.

Jim Kilduff stated the Fire Department gave a nice presentation – very thorough - showed comparisons and briefly elaborated.

Jim Kilduff stated support employees and we want the best people working for us, considering present freeze, uncertain times, and briefly elaborated.

Ann Marie Rheault stated for each of these line items there is already a 1.5% increase in their pay rate.

Beth Wollenberg confirmed the increase in hours 2 hours for Fire Marshall’s office and 2 hours for Fire Department.

Vicky Carey stated I would leave it for right now already has two extra hours which would be helpful for now. When looking at these items - I am not looking at people – I am looking at the job and what the position entails.

Beth Wollenberg stated I would like to see what they requested the 4 hours.

Beth Wollenberg made a motion, seconded Dave Sekorski to accept the Fire Department’s request for an additional 4 hours for the Adm. Asst.

Motion passed unanimously

Vicky Carey questioned the impact.

Ann Marie Rheault stated \$17,523

Fire Marshalls/Adm. Asst. –20 hours additional 2 hours	17,523
Highway/Longevity	1,950
Town Hall/Overtime –custodian 4 hours	6,000

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Ann Marie Rheault stated re. FEMA reimbursement – guidelines/terms of reimbursement for overtime costs – unsure of what is included and/the length of time which will be determined by the Federal government and briefly elaborated.

Eugene Croce stated anticipating some reimbursement.

Ann Marie Rheault stated allowable costs, not sure when the reimbursement period will end and the specific Federal Government guidelines will be and briefly elaborated.

Ann Marie Rheault suggested the overtime line item amount \$5-6,000 to just at least cover some portion of expenditures that may not be reimbursed from the federal government.

Vicky Carey made a motion, seconded by Eugene Croce put overtime at \$5,000.

Motion passed unanimously

Ann Marie Rheault confirmed Highway regular employees \$325,000

Eugene made a motion, seconded by Dave Sekorski for Human Services to have a General Office Supplies line item of \$250.

Motion passed unanimously

Human Services/General Office Supplies	250
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Briana Brumaghim stated it is detrimental to moral if you have someone with more experience make the same amount as a new employee or someone with less experience and briefly elaborated.

Ann Marie Rheault clarified this is for the part-time seasonal for the park's side (line item) which is for the maintenance of the town, not the recreation related to Summer Camp.

Dave Sekorski made a motion, seconded by Eugene Croce to increase part-time seasonal employees to \$20,000.

Motion passed unanimously

Parks/part-time seasonal employees	43,000
Parks /Grounds maintenance	4,000

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Jim Kilduff stated the commissions should determine and have written agreement in reference to handling issues, should not be adding line items without knowing agreement if any, safety paramount and briefly elaborated.

Briana Brumaghim, Director of Parks & Recreation stated after research found state statute that tree wardens do not have jurisdiction over trees and public park facilities that is under the jurisdiction and management of a park commission.

Briana Brumaghim stated not aware of any prior agreement between Public Works and the Parks and Recreation Commission.

Vicky Carey questioned if they have received an estimate.

Briana Brumaghim stated understanding prior was Public Works was to handle this.

Dave Sekorski stated we don't even know how much to add.

Briana Brumaghim stated tree work is dependent on the size, and location of the tree.

Eugene Croce stated given the fact that we don't know what's going on with prior agreements. I agree that there is a need, but I don't know how we can add money to this line item without knowing what the prior agreement was.

Vicky Carey stated an additional appropriation- a one-time appropriation to their budget, but for now, we don't even know how much it's going to cost to remove the trees, no estimate to base a decision on, cannot be done right now – need to do budget right.

Parks/General Office Supplies	500
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Ann Marie Rheault stated changes would be made to reflect recreation revenue to cover recreation expenditures and briefly elaborated.

Briana Brumaghim stated The Park and Recreation Commission has a special meeting scheduled for this Wednesday to address whether or not we will proceed with any summer recreation programs, whether that's the camp or any other summer recreation program under the guidelines issued by the Office of Early childhood and briefly elaborated.

Eugene Croce confirmed that in effect, the number is zero. Due to all of the expenses that increase revenues are going to increase and briefly elaborated.

Eugene Croce made a motion, seconded by Barbara Rockwell to increase those line items part-time seasonal-rec. \$43,000, Sports Officials \$5,000, Rental of Land and Building \$10,000 Motion passed unanimously.

Motion passed unanimously

Capital Projects – FY 2020-2021

Jim Kilduff stated the Board of Education has made allowances for the basketball hoops in its budget so that 8,750 under capitals - they're covering their part of it.

Dave Sekorski stated re. Napco Bridge - concerned with time parameters and losing an opportunity.

Vicky Carey stated there is a three to five-year project for Napco bridge (design and engineering) and briefly elaborated.

Vicky Carey made a motion, seconded by Eugene Croce to make Contingency to \$66,000 and Communications Unemployment Compensation \$40,000.

Motion passed unanimously

Ann Marie Rheault confirmed no proposed changes to Capital Projects.

Confirmed by members.

Beth Wollenberg confirmed that the Basketball hoop number is for half.

Ann Marie Rheault confirmed this.

Eugene Croce made a motion, seconded by Barbara Rockwell to bring forth to the Town Council for approval for fiscal year 2020-21 a proposed budget of \$41,913,913.

Motion passed unanimously.

Jim Kilduff stated the next meeting will be the Tri-Board meeting on Monday, May 18, 2020.

5. Correspondence

None

6. Public Comment

Melanie Church, 128 Main Street, Terryville, CT – check charter for tree responsibility, cost of bonding, \$30,000 excess of building of school (over budget), and sewer department (employee wages).

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Ann Marie Rheault stated June 30 of 2020 - Fraud tip line will go through CCM -(3 individuals) outside of the Management, will be noted throughout town hall, and on the website as to how the reporting will take place.

7. Board Member's Comments

Vicky Carey - None

Barbara Rockwell - None

Elizabeth Wollenberg - None

Dave Sekorski -Nice Job!

Eugene Croce - None

8. Adjournment

There being no further business of the Board of Finance, a motion was made by Vicky Carey, seconded by Dave Sekorski to adjourn at 9:02 p.m. This motion was approved unanimously.

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas
Recording Secretary