

1. Call Meeting to Order – The Special Meeting of the **Town of Plymouth Board of Finance** was called to order on **Thursday, April 8, 2010 at 7:03 p.m.** in the Senior Lounge, Plymouth Town Hall. Members in attendance: Pat Budnick, Vicky Carey, Peter Cook, Mike Drozdick, Ralph Zovich. Also in attendance: David Bertnagel, Director of Finance. Excused absent: Dan Murray

2. Pledge of Allegiance

3. Review of Proposed General Fund Budget for FY 2010-2011 – Chairman Zovich noted the Mayor could not be in attendance but did ask that in reference to the second fire engine that if there is a concern it be forwarded to Chief Sekorski. Also car inventory; Dave Bertnagel gave overview on how police cars are taken off the road and used by department heads. There are currently six patrol cars, three used per shift and are rotated; most of the vehicles have 50,000 miles per year. Vicky gave background of how the fleet is maintained and how the 3/2/2 plan evolved and adopted by the BOF years ago noting the town is suppose to get rid of unused vehicles. Last year was a 3 car year and we cut the Chief to 2 which was agreed to. Discussion held on creating a limit for the number of excess vehicles once taken off the police line; Dave will create an inventory of current and former police vehicles for discussion at the next meeting including salvage value. Discussion held on reduction of lease payments; trade in values.

Review of Current and Proposed Revenues – Update given by Ted Scheidel, Administrative Assistant to the Mayor. Month end of revenues reviewed for March 31, 2010; ahead of last year. Need to make budget \$871,000 and ahead of collections. Comparison of last year to this year discussed. In Board of Finance Estimate column changing prior years taxes to \$700,000; Interest and Lien Fees to \$300,000 which increases the total taxes and levy's by \$40,000 to \$25,264,000. The bottom line increase of Grand Total Revenues. Discussion held on Tax Office support/coverage. Chairman Zovich noted current taxes is not fully collected and discussion on collection rate and reducing expenditures in proposed budget. Chairman Zovich stated the BOF would like Ted to invite Linda Hood to our May meeting to understand where she is coming from, what she needs and how she will achieve the \$1 million. Conveyance Tax line item for proposed budget changed to \$60,000; Town Clerk, \$25,000; Recording Fees, \$40,000; Hunting & Fishing Licenses, left the same; Vital Statistics, left the same; Miscellaneous Town Clerk, \$25,000; Historical Documents, \$2,000; Farmland Preservation, \$4,000; Zoning Permits, \$4,600; Planning & Zoning, \$6,000; Subdivision Hearings, \$3,000; Public Hearings, no change; Gun Permits, \$2,000; Hancock Dam Patrol, \$2,600; Scrap Metal is going back out to bid, \$21,500; Transfer Stations Permits, decreased to \$12,000; Library Fees, \$5,000; Recreation Programs, \$12,000; Extra Duty Reimbursement/Police, added \$5,000; WPCA Reimbursement, \$50,000; Misc/Property Sale line item. Income from investments is money invested in short term accounts, reviewed. Federal and State Grants, next week Dave Bertnagel will have update and transfer ECS grant; Outplacement Excess Costs is good. State and Federal Grants, Other Financing Sources, \$161,860. Expenditures reviewed and discussion held on mill rate proposed at .60. Review of Capital Outlay; credit shown on sale of fire truck of \$25,000; keep Debt Service at \$3.3 million; discussion on two outstanding projects of highway garage roof

and Eli Terry Middle School roof (this could have 72% reimbursement rate on \$500,000 cost). Discussion held on paying off debt service obligations. \$61,000 from debt service reserve into capital projects funds for roof project. Line item for Eli Terry Roof \$500,000; \$61,650 general fund contribution; Grant, \$149,000. Discussion on Capitals. In 2010-2011 Lease Payments, \$50,000 for fire truck for this year and proposed two years out. Review of number allocated to BOE; noting the BOF has moved \$37,000 worth of snowplowing into the town budget but did not cut that from the BOE budget; BOE has students moving back into district which will save according to their calculation; discussion held. Chairman Zovich reviewed his recommendation as a result of discussions with the Superintendent noting we cannot tell them what to do.

**MOTION:** Change the appropriation of fund balance \$200,000 for additional monies of \$38,140 to be included in the school budget to bring that up to \$320,290 for a line item total of \$23,412,586 by Peter Cook; second Vicky Carey. Discussion: Peter Cook stated he felt we cut too much from the school budget and need to support the project they are doing with stimulus money to bring kids back to the district. Ralph Zovich stated by increasing the BOE budget to \$320,290 that would be a 1.42% increase. Vote: Vicky Carey, yes; Mike Drozdick, yes; Pat Budnick, yes and the vote unanimous.

Dave Bernagel stated he would like to rename account for snowplowing under Public Works to BOE Snowplowing from Contract in amount of \$37,000; Board members in agreement. Chairman Zovich will update all input and numbers from tonight for a final draft to review at the regular meeting next Thursday. Total amount to be raised by current property taxes at 97% is \$24,482,440.

**MOTION:** The Board of Finance will present a budget at the Public Hearing of \$38,489,945 with corresponding balance and revenues that increase taxes by six tenths of a mill by Pat Budnick; second Mike Drozdick. Discussion: None. Vote: Peter Cook, yes; Pat Budnick, yes; Mike Drozdick, yes; Vicky Carey, yes. Motion passes unanimously.

#### 4. Public Comment

#### 5. Adjournment

**MOTION:** To adjourn by Peter Cook; second Mike Drozdick and the vote unanimous. Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Robin Gudeczauskas  
Recording Secretary