

1. Call Meeting to Order – The Special Meeting of the **Town of Plymouth Board of Finance** was called to order on **Thursday, May 27, 2010 at 7:01** in the Senior Lounge Plymouth Town Hall. Members in attendance: Pat Budnick, Vicky Carey, Peter Cook, Dan Murray, Ralph Zovich. Also in attendance: Dave Bertnagel, Director of Finance. Excused absent: Mike Drozdick.

2. Pledge of Allegiance

3. Discuss and take action on approved General Fund Budget for FY2010-11

a. Set tax rate at 30.85 mils (0.75 increase)

MOTION: To set the mil rate at 30.85 mils for the fiscal year July 1, 2010 through June 30, 2011 by Dan Murray; second Vicky Carey. Discussion: Ralph noted paper printed budget; copy of updated budget distributed and reviewed. Vote: Dan Murray, yes; Pat Budnick, yes; Vicky Carey, yes; Peter Cook, yes and the vote unanimous.

b. Implementation of cost savings plan starting July 1st – Chairman Zovich stated this item is for discussion purposes. In adopted budget the BOF needs to implement cost savings noting:

30 out of 40 cell phone contracts are to be cancelled; recommendation to offer cell phones to employees who have been using them, comes off town plan with July billing and they can set up own plan

reduced over time in Public Works Department

possibility of closing the Transfer Station one day per week which is tied into renegotiation of overtime

consolidation of checking accounts by Dave Bertnagel

reinvest cash income to maximize investment income

resetting fee structure (Dave Bertnagel noted in the past year departments have looked at fees, some increases, reviewed those of surrounding towns and stated some are tied into state statute. One thing is last year Vital Statistics, the state passed a bill and now fee is coming to the town; legislature may extend conveyance tax.) Discussion held and requested that fees be looked at again, such as Public Works charging for reviews of sub divisions, and Board be updated

adopt a fund balance policy – Draft to be presented at June meeting by Director of Finance. As policies are adopted by the BOF they need to be forwarded to the Council and part of our standard operations.

BOF requested Mrs. Hood and Mr. Scheidel be invited to the next meeting for projection on final collections and need from Mrs. Hood input on tax sale issue and how many more she plans on having this coming year.

Ted Scheidel had notified BOF that there was \$95,000 paid by Great Hill Properties after the first tax sale was noticed so it did not go to tax sale. We will find out how many on the tax sale list were actually sold and how many paid up.

Discussion held on the web site being maintained with listing of top 300 delinquents.

Inventory on vehicles is being completed and those not needed will be sold.

Discussion held on sale of Prospect Street School; Council approved; town will receive \$125,000; reviewed.

4. Finance Director's Report – Reviewed bond rating and expense and will be on agenda for June. Spending freeze has been issued for May and June. Any purchase order requests need approval of the Director of Finance.

5. Public Input

6. Board Member Comments

a. Ralph Zovich – conversation with Bill Bellotti noting salary analysis was given to the BOF and even though the BOF raised the Mayor's salary by \$1000, he is still the one of the lowest paid executives. Discussion held.

7. Adjournment

MOTION: To adjourn by Vicky Carey; second Pat Budnick and the vote unanimous. Meeting adjourned at 7:55 p.m.

Respectfully submitted,

Robin Gudeczauskas
Recording Secretary