

## **Town of Plymouth**

80 Main Street  
Terryville, CT 06786  
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## **Board of Finance**

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1. Call Meeting to Order - The Regular Meeting of the Board of Finance on Monday, February 28, 2011 was called to order at 7:00 p.m. by Chairman Ralph Zovich. Members in attendance: Pat Budnick, Vicky Carey, Peter Cook, Mike Drozdick and Ralph Zovich. Excused: Dan Murray. Also present: Dave Bertnagel, Director of Finance; Robin Gudczauskas, Recording Secretary.

2. Pledge of Allegiance

3. Review and Discussion of Proposed General Fund Budget for FY 2011-2012 – review of Revenues. Revenue Estimate sheets distributed and reviewed:

### General Property Taxes:

\*Current Property; levy Tax at current mill rate; approx \$55,000 increase over current budget based on growth in grand list at 30.85 mills.

\*Prior year tax levy, \$700,000; need to have further discussions to finalize number.

\*Interest and lien fees have \$300,000 budgeted to date and have collected \$141,121; need to have further discussion. Dave stated Ted Scheidel feels these numbers are attainable.

\*Supplemental motor vehicle year to date is \$153,053 (typo on sheet) and recommended \$175,000.

\*Pilot - Retirement community and housing authority are based on rents taken in, vacancy factors and to date collected \$11,144 and have one more quarter to go and assume they will reach \$15,000 and under budget

\*Pilot - Housing Authority do get one other payment in May and will be on target with recommended \$12,000

\*Pilot, telephone access – right of ways in Town of Plymouth, used to receive in March and although on grand list in October they no longer pay until July. Have \$50,000 budgeted and due to percentage taken will lower estimate to \$20,000 assuming we might not get anything or may get half and may have better number within the next 2-3 weeks. Discussion held.

### Charges for Services:

\*Recording fees last year lowered and in ballpark, volume picking up and suggest to \$55,000

\*Conveyance tax had budgeted \$60,000 and have \$29,000 to date and based on doubling bill, recommend \$100,000 and will have to have further discussion;

\*Vital statistic had request of \$500 and collect \$355 and recommend \$500;

\*Hunting and fishing same and we owe state a certain portion;

\*Miscellaneous Town Clerk; historic documents has to go into Preservation Fund and Farmland Preservation, designated and cannot change and need to delete two line items;

\*Planning & Zoning recommend \$6000;

\*Subdivision Hearings recommend \$3000;

\*Public Hearings almost made budget and go bit higher;

- \*ZBA estimate reviewed;
- \*Fire Marshal change to \$600 - discussion on plan review fee;
- \*Gun Permits are also the raffle/bazaar permits and will change to "Police Permits" and will change recommended to \$2500;
- \*Insurance reports, through Police Commission, looking at fees and may have slight increase but will revisit noting surrounding towns charge anywhere from \$2 to \$10 and service providing to the public; will ask the Police Commission to review and discuss.
- \*Parking tickets, some pay and some do not and Ordinance in place but no mechanism in place for that payment once put in tax collector's box; discussion held; change to \$100.
- \*Hancock Dam Patrol, good; federal government is recommending percentage cut in program.
- \*Public Works/Metal Reimb, going out to bid this spring and will revisit; recommend \$22,000 and BOF change to \$25,000
- \*Transfer Station fees, actual tonnage getting disposed and market down, based on 6 months is \$96,931 and recommend \$200,000
- \*Permits, good at \$10,000.
- \*Conservation Commission at \$1643 and recommend \$2000 with BOF up to \$2500
- \*Structural permits at \$50,000
- \*Electrical permits at \$5,000
- \*Demolition at \$260 and recommend \$600
- \*Plumbing permits at \$1760 now, recommend \$5000 and BOF lower to \$4000
- \*Heating permits year to date \$3900 and recommend \$4500; BOF up to \$5000
- \*Visiting Nurse line – delete
- \*Library fees currently \$2411 and recommend \$5000
- \*Recreation – programs year to date \$8500, recommend \$14,000 and will look at increasing
- \*Aircraft Registrations, currently \$90 and recommend \$450, will review and also state law on books with budget process to tax aircraft
- \*False alarms, currently \$175 and recommend \$1000; BOF lower to \$500
- \*Intertown Revenues, year to date \$8918 and -0- recommendation (was collecting from Thomaston for assessor salary and now here full time)
- \*Extra Duty Reimbursement, took off budget and recognizing \$5000 revenue and will review as may be able to increase
- \*EMD Training Reimbursement, year to date \$685 and recommend \$500.

Items to come back to will be highlighted for review at end of budget cycle.

Investment Earnings:

\*Investment Income, last year \$13,073; year to date revenues \$21,367 and recommend \$85,000 and have account earning 1.25%; discussion held and BOF change to \$60,000 and will revisit.

Other/Miscellaneous Revenue:

\*Judicial Refunds, year to date \$500 and recommend \$650 increase to \$750; fees from traffic tickets and we get 1% of what is paid which is not collected in town.

\*WPCA Reimbursements, year to date \$35,000 and recommend \$55,000; census change in insurances.

\*Miscellaneous, year to date \$624 and recommend \$10,000; bad check fees and BOF change to \$2000 and will revisit. Could also be other type of reimbursements.

State and Federal Grants:

- \*Pilot State Property, based on Governor recommendation and Mayor recommend \$12,220
- \*Elderly Freeze, \$3400 recommended by Mayor
- \*Circuit Breaker \$75000 recommended; State grant item and based on elderly population
- \*Veterans Grant, \$11,500 and no recommendation to reduce by Governor
- \*Manufacturers Pilot, lowered last year and Governor recommending elimination of program and have put to -0- with revenue loss
- \*Disability Exemption, \$1100, based on how many file for it; BOF to \$2000
- \*Civil Preparedness, state delayed reimbursement and will have \$7000 revenue in current year and recommend \$3500 based on per capita
- \*ECS Grant, stay the same is recommendation and Governor says will not cut
- \*Plymouth Center Project Income and drops off because project almost done; background given on financing through the state years ago and will receive for one more year.
- \*School Transportation, Mayor recommendation is lower than current and money moved to Excess Cost by governor last year; had budgeted \$367,000 and will get approx \$255,000 and will make up difference in excess cost this year. Next year will have issue as Governor recommending reduction
- \*Out Placement, Excess Cost – recommend \$475,000
- \*Boat Refunds, added in at last minute last year and budgeting zero as change in governor proposal; tax office may need to generate tax bills for this
- \*Pequot Pilot, casino money and formula driven
- \*Federal Pilot, receive in May and guaranteed
- \*Miscellaneous Grants, last year came out with new grant Video Competition trust grant having to do with tourism and prorated and also get money from Dial a Ride
- \*Federal stimulus (ARRA); account for \$530,000 will be in BOE reporting as a separate fund as it goes directly to them. We will receive a history on BOE grants.

Dave will build projection going to 2012-2013 as this budget is built.

Other Financing Sources:

- \*Cancellation of Prior Encumbrance
- \*Appropriation of Fund Balance, last year \$200,000; discussion held.
- \*Note Premiums
- \*Operating Transfers In, slight drop and will discuss further later in budget process.

Bottom line \$38,163,270 will adjust a bit but currently \$450,000 drop in revenue.

Dave Bertnagel noted concern on cuts to State Aid to municipalities; discussion held.

Public Hearing - Monday, April 11<sup>th</sup> is possibility for public hearing; discussion held. Thursday meeting, quorum not here so meeting cancelled for March 3<sup>rd</sup>.

State legislator and Senator invitation draft letter read into record by Ralph to Whit Betts and Jason Welch to attend a future BOF meeting. Ralph will print and mail.

Pat Budnick distributed newspaper article for review “School leaders want Malloy to keep funding”; discussion held.

#### 4. Public Comment

a. Melanie Church, 328 Main Street – a) look at BOE, statement in paper that Superintendent would not take raise for 3 years and things in contract and increases are added in even though used furlough days which are built in and if next year takes a raise will be higher than what appear to be and something to be looked at; realize you cannot tell him but you can cut budgets. Two days ago in the paper he is getting paid higher than Bristol with his benefits and have a major problem going on and how much more administrative staffs are being paid higher and asked that David get copies of last of 3 years contract. Chairman Zovich stated the Superintendent’s pay is put together by the BOE and no changes made to budget after BOE presentation and when meet on 24<sup>th</sup> that draft copy will be final copy. (b) Also watched BOE on tv and stated if any cuts to BOE that we would be fined by the state and she called, if below last year’s budget, and Jason could not find that. Chairman Zovich stated the Superintendent said with minimum expenditure requirement if you go below zero, cut below current level, the state can cut ECS. (c) If increase in students can we cut and Jason Welch said yes. Chairman Zovich stated our school district returned \$63,000 surplus and saved us a lot of money in their energy conservation. Number coming in with will have \$100,000 in it from the jobs program but has no other increases to their expenditures that would require a tax increase. (d) \$104,000 that they absolutely needed and in June gave us that amount back and \$63,000 you bring up but they increased their budget bottom line by \$104,000 and that was after second referendum.

#### 5. Adjournment

**MOTION:** To adjourn by Vicky Carey; second Peter Cook and the vote unanimous. Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Robin Gudeczauskas  
Recording Secretary