

Town of Plymouth

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Board of Finance

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1. Call Meeting to Order – The Regular Meeting of the Town of Plymouth Board of Finance was called to order on Monday, March 14, 2011 at 7:03 p.m. by Chairman Ralph Zovich in the Assembly Room. Members in attendance: Pat Budnick, Peter Cook, Dan Murray, Ralph Zovich. Excused: Vicky Carey, Mike Drozdick. Also present: Mayor Vincent Festa; Dave Bertnagel, Director of Finance and Robin Gudczauskas, Recording Secretary.

2. Pledge of Allegiance

3. Review and Discussion of Proposed General Fund Budget for FY 2011-2012 – Chairman Zovich gave overview of work done to date for Pat Budnick. Discussion on union personnel salary raises and non union raises and how handled. Dave Bertnagel distributed Fire Marshal section of budget noting Secretary is \$100 per week or \$5200 with increase of \$1700, Board recommends \$4,000; Fire Marshal salary at \$45,000; Training \$1,000; Fire Code Manual, annual update and now decrease of \$390.

Police Department – Chief is coming in next Monday, 3/21/11. Ralph noted no increase since 2009 budget; increase in Sergeant salary line item; part timer in 2009 at \$19,000; then \$10,000 and now penciled in at \$10,000 and Dave Bertnagel noted scheduling issues with part timers who are not working scheduled shifts and recommending eliminating positions as they are costing the town more money for training and 43% of salary is for training; part timers in union and do get uniform allowance. 2009 spent \$7100 in seniority pay, up to \$7700 and now down to \$6500 with footnote read into record. Service contracts were \$6000 in 2009; then \$5500 and now up to \$7000, footnote read into record. Pat Budnick noted no new positions; Ralph Zovich noted there is proposal for animal control/canine and will discuss with the Chief; Dan Murray questioned footnote stating increase of position of \$56,800 with Dave Bertnagel stating animal control/police officer is one position, canine is another position which is in negotiations and needs Council approval. Capital expenditure and plan to replace Crown Vics and in narrative replacement of two cruisers which are in capitals.

Emergency Management, Tony Orsini, submitting same request as last year; this past year the center has been activated several times. We do get reimbursed by State of CT with \$5000 grant per year.

Animal Control – Dave stated several town have been looked at for pound; this has 2 part timers who are on call.

Communications, Dept 35 – zero increase across the board.

Fire Department – came in with same budget and only area of concern for Dave is the Physicals line item and looking with carrier who covers physicals. Secretary line item brought in line with rates for all recording secretaries.

Terryville Headquarters – Dave last year not a good history and now a better handle; minor increase. Discussion held on collective bidding with BOE on commodities. Plymouth Station, up \$1000; Dave noted based on encumbrance and will come back to that. \$200 telephone per month; relay for computer network (connects stations to dispatch) which needs to be looked.

Ambulance Corps – request for financial statements and Dave has sent reminder and reviewed updated information. CMED Assessment up \$350; heat has been addressed and electric heat; water up \$400 and waiting information.

Public Works – updated detail distributed

Facilities, 026 – custodians, lead custodian and staff is custodian on second shift with night shift differential; discussion held noting overtime costs due to weekend storms. \$41,270 head custodian from \$47,381; responsibilities of custodial staff is perimeter and interior of building.

Snow Removal, 040 – keeping the same; asked for \$5000 increase in o/t and increase in sand/salt; employee safety committee was moved to Human Resources line item

Highway Department – broken out in detail

Other Public Buildings – may be an issue due to repairs, water and responsible for VNA building (Wilcox house) and Prospect Street School. Ralph questioned proposal to referendum is it a recommendation to knock down Wilcox house with discussion to demolish building and be done with costs; civil defense, old ems building. \$1200 increase. Zero out Facilities Manager. Mayor Festa gave update on work that is outsourced and what needs to be done in house; discussion held. Question on equipment audit for what we have, what is functional. Melanie Church stated 5 years ago Richards did it because public works said it was too much to do and she does not remember hearing them ask those last four years for help.

Highway, 041, over time and snow removal, 040, overtime totals \$146,000 and highway portion is regulated by contract; superintendent salary and how much does he get paid and needs to know why o/t every week; base is \$68,000 and why does he have to open transfer station each week. Discussion held on discretionary overtime being cut.

Wages overtime and need highway detail sheet from Tony. Need information on contract services and road repair. Discussion held on snow removal costs and projections.

Ralph noted total transfer station budget is down; permit (determined by the State) and tonnage down. Discussion held on Overtime; one contracted person and one is rotating and also supervisory for 4 hour blocks.

Pat Budnick asked that it be relayed the overtime being paid for employees coming to our meeting.

Cemeteries, 095 – West Street, \$1000 increase; fiduciary responsibility to three cemeteries all operating under trust agreements and Plymouth or West Street and reduced last year \$1000 but because of trust not earning enough they cannot pay for upkeep and increase to bring in line. \$2000 does that include labor and material; Dave stated we cut a check to Hillside or specifically to trust fund and they spend; St. Matthews and Allentown is only one we cut paycheck to Keith Golnik and also pay in kind for Hillside cemetery. Add \$300 worth of dirt for Keith for cemeteries. Mayor Festa stated this particular issue, cemeteries, needs research done; St. Matthews does not belong to us and owned out of Hartford who sends us a check each year for \$2000 and question why only

paying \$2000 if we are in need of more money and researching how this was set up; also Allentown which is oldest cemetery and also have cemetery off South Main and we need to look at this to see if losing money. Dave will make inquiry on this and ask them to increase it.

Ralph, Thursday is a regular meeting with a full agenda including bond resolution, public works budget with follow up; next Monday, Police Chief and Library. One week from Thursday is the BOE.

Dave distributed BOE proposed budget.

4. Public Comment

a. Melanie Church, 328 Main Street, public works is asking for another person in highway; Dave stated still same one asked for and was eliminated. Break down there are four people on Saturday getting paid time and a half for summer plus Jimmy Schultz so 5 in summer and 3 in winter and what brings up the overtime.

5. Board Member Comments

6. Adjournment

MOTION: To adjourn by Dan Murray; second Pat Budnick and the vote unanimous Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Robin Gudeczauskas
Recording Secretary