

## **Town of Plymouth**

80 Main Street  
Terryville, CT 06786

<http://www.plymouthct.us>

## **Board of Finance**

Tel: (860) 585-4001

Fax: (860) 585-4015

1. Call Meeting to Order – The Regular Meeting of the Town of Plymouth Board of Finance was called to order on Thursday, January 20, 2011 at 7:0 p.m. in the Assembly Room, Plymouth Town Hall. Members in attendance: Pat Budnick (arrived 7:07 p.m.), Vicky Carey, Peter Cook, Mike Drozdick, Dan Murray, Ralph Zovich. Also present: Mayor Vin Festa; Robin Gudeczaskas, Recording Secretary; DiAnna Schenkel, Council Liaison; tony Lorenzetti. Noted that representatives from Blum Shapiro are absent.
2. Pledge of allegiance
3. Board of Education Update – Dr. Tony Distasio, Superintendent; Mike Santogatta, Business Manager; Tommy Meehan; Director of Pupil and Personnel. Mike noted they are half way through year with payroll, utilizes are fine; Special Ed in good shape; unemployment line item had money transferred and more will be sent in which is due to a few people last year that were long term substitutes for teachers on maternity leave and when year ended were not recalled to district and able to collect and can do so for approx 90 weeks. Dr. Distasio noted snow removal working well; they have one year left on contract for outside services. Tony Lorenzetti noted places need to be made to put snow, Dr. Distasio stated he talks with Jim Schultz 4 am in order to make call on school day. Repairs at new high school. Working on next years' budget with first presentation next Thursday at the BOE office, 6 p.m. Chairman Zovich read into record a memo from Dr. Distasio to the BOE and BOF regarding workshops and noted the next one Tuesday, Feb 8<sup>th</sup> and Feb 23<sup>rd</sup> if necessary. Also noted tentative March joint meeting in the community room to review the BOE budget; and April 14<sup>th</sup> tentative for public hearing. Dan Murray questioned substitute hired as employees; Dr. Distasio reviewed long terms are hired as employees as they are in for most of year otherwise we go through sub service for short term.
4. Approve Minutes
  - a. December 16, 2010

**MOTION:** To approve the Meeting Minutes of the December 16, 2010 meeting by Peter Cook; second Vicky Carey. Discussion: None. Vote: unanimous.
5. Mayor's Report – Water line, Burr Road/Harwinton Ave correspondence sent to State senator and representative and will not accommodate request for consideration or help as local problem; did talk to another person at state level who stated to move forward and send letter to OPM bonding to ask for consideration. Issue in dispute is cost of project; DEP feels initial report of \$525,000 and we are looking at over 1 million with potential for ledge to be blasted

out and whether water line can go over existing sewer line> May need to have as capital expenditure consideration and may consider as part of bonding proposal. Bonding issue vote is looking at March time. Discussion held. Mayor Festa reviewed information from COST (Council of Small Towns) conference stating unfunded mandate is biggest issue discussed; Locip funding was discussed and may be considered to be cut. Nutmeg Spice will do groundbreaking in March. Prospect Street School is back on market as the bank decided to hold off on that type of major project funding. Do have a few offers on the books for Main Street School and looking at those but it will not happen before the end of this fiscal year. Relayed verbal report from Ted Scheidel that Feb. 8 or 9 the BOF will have understanding on reports for money coming in in January. Sale through sealed bids on 7 pieces of property throughout town. Negotiation on contracts the first week of February and when dates confirmed notification will go out; consolidation, grandfathering and pension issue changes at state levels; Mr. Bellotti has rewritten all contracts with some being grandfathered. Distributed Comprehensive Financial Report on behalf of David Bertnagel and report on General Fund revenues. Council meeting in February and propose BOF to have joint meeting and have Blum Discussion held on auditor's delay and reason for absence tonight. Chairman Zovich stated next year they will come in to discuss draft and incorporate any last minute changes and still have in by Dec. 30<sup>th</sup>. Discussion held and Board feels no reason this wasn't finished sooner and stated they want finalized version by October. Vicky Carey stated in the past it was done and completed and approved in October to be printed for Election Day. Mayor Festa noted he has received wonderful reviews from school department on public works doing exceptional job and open dialogue between both; overall public works job during snow events has been very good.

6. Discuss and Take Action on Closing Of All Municipal Funds for FY 2009-10
  - a. Present Independent Auditor's Report by Representation of Blum Shapiro (Tabled)
  - b. Accept Independent Auditors Report with Comments or Corrections (if any)
  
7. Discuss and Take Action On Following Items In Current FY 2010-11 General Fund Budget:
  - a. Pro-forma Summary of Expenditures & Revenues as of 12/31/10 – distributed by Mayor Festa; Chairman Zovich noted correction on second column, page 1, "0" in fourth line supplemental and actual is 235,000 and we will have approx \$60,000 surplus in that line item; variance, third column reviewed. Investment earnings need to be watched. Grants, revenues usually come in at end of year. Expenditures, reviewed. Tony Lorenzetti distributed snow accounting, reviewed noting doing well in overtime budget through January 19<sup>th</sup>; contract services, reviewed. Tony stated the police department is working with them very well on calls regarding roads. Reviewed salt/sand spent \$111,206 and material is pretty much gone; have had delivered \$35,855 and ordered additional 300 tons and at end. Equipment recalibrated which helps stretch what gets put down. Current snow budget is still under budget but feel s we are 50% through the season. Chairman Zovich noted from accounting and Tony's numbers, he has about \$160,000-\$170,000. Chairman Zovich asked for clarification on proforma expenditures as transfer station appears to have \$505,000 left. Tony Lorenzetti stated bills come in arrears from Bristol Resource Recovery

and transfer station fees. Tony noted major issues for “other buildings”. Update on Dept 041 and capital outlay noting crack sealing was focused on; road report basically done from consultant with goal of pavement management and when things done based on quality of roads, estimated dollar amount for repairs, do nothing, crack sealing, mill and overlay, reconstruction and have asked to go on Council agenda to review. Seymour Road preliminary design done and estimates a bit higher and have made sure draining from all side streets are tied in, pre-sedimentation basins to protect lake Winfield. Bid opening for South Main Street, engineers estimate \$1.5 million and bid came in 59.8% of engineers estimate due to people want work and Schultz got low bid. Did ask consultant to get sewers for Seymour to one point due to blasting, etc; project briefly reviewed. Discussion on whether they have water lines in that area. Sidewalks on one side of street; raised median being considered to slow traffic. Chairman Zovich stated he wants town aid to roads money to be used for paving and not patching, guard rails etc. Discussion held. “Other town owned property” updated by Tony noting had furnace and sump pump at Prospect Street School and ground water problems there; old ambulance corp. building (Emergency Management Director center) had pipe burst. Pat Budnick stated BOE expenditures are \$104,000 short and \$22,892 should be an additional \$104k; Dave Bertnagel will be asked to verify.

- b. Status of Delinquent tax collections and updates to tax sale list – Chairman Zovich stated Ted submitted a short report (read into record) noting collections for January will be available at February meeting. 7 parcels are going to be put up for tax sale auction. 6 properties in late Feb. and one in early March and done by sealed bid. Mrs. Hood is retiring in April and if new person coming in will there be training or overlap. Mayor Festa stated appointment is through political process and belongs to Republican Party. Chairman Zovich stated Attorney Vitrano gave update on Structus noting Plymouth is owed \$377,000 in back taxes; liens and interest with total owed over \$2.5 million and decision made to allow bank to foreclose.
  - c. Recommended transfers between accounts, if req’d - nothing
8. Strategy and Issues for Upcoming FY 2011-12 Budget Preparation – Board member discussion item on approach, strategy, comments: reval coming up next year; looking for Mayor and Dave’s input; hopefully the state will not affect our bottom line. Chairman Zovich stated the \$530,000 from BOE from September jobs bill has been deferred till next year and all of that has been banked by the BOE for 2011-2012 and it was designed to hire and promote employment but a loophole that contractors also constitute employees. Extra \$60,000 came in in motor vehicle supplements for current year. Next meeting is February 24<sup>th</sup> at which time we will receive Mayor’s proposed budget for 2011-2012.
9. Finance Director’s Report – 2009 supplemental billing report dated 12/28 for \$223,000 submitted and need clarification from Dave.

10. Public Input – Melanie Church, 328 Main Street, last year’s budget and you can find cuts as extra person in town clerk’s office; custodian, we are down to one instead of having supervisor; look at different departments as they are figured in budget for this year and no one there. Learn to live within budget and not increase a budget but live with it. Chairman Zovich stated if the General Assembly cuts ECS formula we have no choice but to offset with tax increase. Also, reval has no impact on expenditures and will only adjust the mill rate. It takes place as of October 1<sup>st</sup> grand list and will impact July 2012.

11. Correspondence

12. Board Member Comments

- a. Dan Murray – extend job well done to Public Works Department as far exceeds other towns.
- b. Pat Budnick - has Governor Malloy asked for input from Board of Finance’s; Mayor Festa stated he is from anybody and everybody, his door is open morning, noon and night. Question and discussion held on compiling issues and sending off letter from BOF perspective.
- c. Chairman Zovich stated he would contact new state representative and senator to attend meeting.

13. Adjournment

**MOTION:** To adjourn by Vicky Carey; second by Dan Murray and the vote unanimous.  
Meeting adjourned at 8:47 p.m.

Respectfully submitted,

Robin Gudczauskas  
Recording Secretary