

Town of Plymouth

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Board of Finance

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1. Call Meeting to Order – Chairman Ralph Zovich called the Regular Meeting of the Town of Plymouth Board of Finance to order on Monday, March 19, 2012 at 7:00 p.m. in the Assembly Room, Plymouth Town Hall. Members in attendance: Pat Budnick, Vicky Carey, Peter Cook, Mike Drozdick, Ralph Zovich. Also present: Dave Bertnagel, Director of Finance; Robin Gudeczauskas, Recording Secretary. Excused absent: Dan Murray.

2. Pledge of Allegiance

3. Review and Discuss Proposed General Fund Budget for FY 2012-2013 – Chairman Zovich asked the Board to revisit Section 04, Town Clerk as Mrs. Rockwell is in attendance. Barbara Rockwell stated (a) she was under impression she was not getting a raise this year and read minutes and appears she is getting approx. ±\$700 and had requested \$50,000 in her original budget; Chairman Zovich stated the budget is tentative until the Board does the final draft and now penciled in for \$47,750 from \$47,005. (b) read minutes from March 5 & 8 and noticed that the tax collector is receiving a stipend toward passing test for certification; question is she has never gotten anything for being certified, taken tests and passed year after year and why can you give one department head an increase because they passed a test; she became certified 4 years and it has had no bearing on who she is or to get a bit for salary. (c) her office, she is nice with customers, keeps it clean and that was brought that up as another reason why the tax collector is so great; procured items for office at no cost; scrounged in probate office when allowed to get in vault and got more shelving which she would have had to pay thousands of dollars for; her vault is now set for many years to come. (d) This is first time in 3 years she received a raise; still behind from percentage had to pay on insurance or pension and is currently taking home less than 4 years ago. Chairman Zovich asked on history, first elected in 1999 and into third term; 1999-2000 or 2001 what the salary was? He stated all non union supervisory positions have not had pay raise for past two years; noting the BOF was under no obligation to adjust any non union supervisory salaries and if there were to be any adjustments it would be at discretion and would not have to be the same; no adjustments were made in this current fiscal year but they did cut the Tax Collectors salary by \$6500 and argument back then was that a new person, untrained, had not gone through election cycle, was just coming into job and should not start at top of salary and salary set at \$40,000. She did get reelected and passed first certification test and is collecting back taxes that were not gone after. (e) how it works as if the Tax Collector released or licensed anyone it then goes to the Town Clerk to do releasing and brings her additional work. Discussion held. Peter Cook stated when the Board cut the salary to \$40,000; it was not about passing a class but adjustment because he felt that salary should not have gone down to \$40,000; Chairman Zovich stated setting salary for non union supervisory salary is at the discretion of the BOF and need objective criteria to do this. Bill Bellotti is working on a performance review and hope that it will be

implemented in the coming year. Peter Cook noted those things Barbara stated she has done and they should be documented as this Board did not know about and one of the things said when justified going to \$47,750 was while what was requested and if the Mayor thinks she should get \$48,750 we have nothing to object to. Chairman Zovich asked Mrs. Rockwell to prepare a document for the Board's review on major improvements to her office, attach a copy of her original budget request and we will take it up at the next meeting. (f) other issue, you don't give non union raises only when you want. She is making about \$20,000 less than any other department head and the Board needs to look at the magnitude of her job. Discussion held on criticism against clerk's office is why did it take 2.5 years to get charter changes done. Barbara stated there is no excuse why it did not happen. The Council went through and changed more things also and felt to send out and get it back and then to send out for more changes, she waited to save money. All revisions are up to date and have them and latest revisions on town page. She is waiting for Council and others to bring their books in for the updates.

Human Services Commission – 60
No changes

Public Health – 61
Office supplies nothing spent so far; they had \$200 and requested \$650. Approved \$200

Medical Director 062 & 63
TAHD – increase of \$1105
Hepatitis B going down \$500; covers police officers and offered to new employees

Ambulance Corp 065
Profit & Loss statement distributed, reviewed and discussed. Would like to know what is included in Capital Outlay; liabilities. The Town is responsible for the building.
Electricity is \$1000 less than requested
Noted Receivables are not booked; report is net cash
Discussion held on exceeding heat and water budget

North Central Regional Mental Health – 66
No changes

Elderly Transportation – 67
Transportation requested at \$45,000; year to date under budget.
Dave had recommended \$45,000 due to ridership and requirement to provide elderly 12 months per year and subcontract out. Currently have commitment of funds for \$45,000

Terryville Public Library – 70
Mike stated overall doing very well in holding the line
Part Time Salaries – trying to go from 36 to 38 because of filling in; \$70,135 and where they should be; change to \$68,500
Librarian salary was frozen the past two years and question wage/salary adjustment
Full time salary at same level and question wage/salary adjustment

Heat, 040 - \$11,000.

Dave stated heat, electricity and telephone adjustments will be made

Plymouth Library – 71

Letter dated February 15, 2012 submitted with budget noting reduction in hours of operation; electricity bill went up due to dehumidifier in basement for book preservation noting budget expended in 6 months for this line item; Mike to visit library.

Requesting additional \$700

Discussion held

Parks & Recreation – 80

Director – part of supervisor union

Seasonal wages – Dave concerned and discuss bringing back to last year's level or \$18,500

Overtime - \$750

Rentals \$1650 increase is for porta potty

Supplies - \$4400 year to date and all costs come in spring; cut to \$12,000

Revolving Revenue account – Dave built programs in fund; programs have netted \$2700; discussion held

Next Monday will be Land Use and Cemeteries.

This Thursday is Board of Education

Dave distributed Board of Education Special Grants which are not part of the regular budget and above and beyond what the Town gives them. Reviewed and discussed.

4. Public Comment – n/a

5. Board Member Comments

a. Ralph noted on Tuesday March 27th there is a town hall meeting with Senator Welch and Representative Betts.

6. Adjournment

MOTION: To adjourn by Vicky Carey; second Mike Drozdick and the vote unanimous.

Meeting adjourned at 9 p.m.

Respectfully submitted,

Robin Gudeczauskas

Recording Secretary