

## **Town of Plymouth**

80 Main Street  
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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 Thursday, March 29, 2012 at 7:00 p.m. in the Assembly Room, Plymouth Town Hall. Members in attendance: Pat Budnick, Vicky Carey, Peter Cook, Mike Drozdick, Dan Murray and Ralph Zovich. Also Dave Bertnagel, Director of Finance; Robin Gudeczaskas, Recording Secretary; DiAnna Schenkel, Council Liaison

2. Pledge of Allegiance

3. Review and Discuss Proposed General Fund Budget for FY 2012-2013 – Capital outlay of \$1,303,000 up \$18,000. Vicky stated Public Works is not getting any vehicles and are aware of that; LoCIP is down to only \$98,000; town aid is \$130,000 and both have decreased; OPM have calculations and we may get a few thousand more but now taking what had last year. Vehicle replacement is for Police Department for 2 vehicles or \$60,000. Defib replacements needed for vehicles of \$9,000.

Computer upgrades for town, \$100,000 – Dave gave overview of work to be done and will have a plan for next week. This will be per year for 7 years. This is town wide including town hall, libraries, police, fire, public works and ties into the school system.

Revaluation – this puts us in line for next year, onsite inspection or statistical; currently have \$70,000 marked toward next adding \$22,000 over next five years to pay for this.

Page replacement program cost was \$54,000 and we are in year 3

Engine 2 Replacement – feel need to defer one year

Air compressor – OSHA compliant

Fire Marshal, \$55,000 vehicle requested – narrative and explanation was when go to training a car is not available – recommending \$30,000; need to bring plan and type of vehicle to the BOF prior to buying and all costs inclusive; discussion held. Before April 23rd meeting need clarification on what plans to put in truck, type of vehicle and all details of all accessories within. Pattie DeHuff, questioned why the Administrative Assistant opens bids with David; Dave reviewed.

Town Aid Road over next several years \$2,575,000 and recommend \$450,000

Air Compressor being deleted from Public Works request

Chipper – during storm, current one is from 80's and does not have safety mechanisms in place; needs to be replaced – change to Replacement Chipper, \$42,500.

Sweeper – off list  
Colorado – off list

Maintenance Garage Door Replacement – in conjunction with energy conservation; losing heat through door and need blowers up on top through energy conservation with recommendation to put on new door.

Highway Garage – new (replaced) garage has dirt floors and will have concrete floor poured and will do own work, discussion held and Board would like to know from what line item it will be covered under. Discussion held. Highway Garage which is the white building has violations noted by the Building Inspector and Fire Marshal, letters distributed for review – ceiling caving in, cannot use bathroom in that building because roof has collapsed to venting pipe and water coming. Ralph stated question before the board is will we put in money to fix dilapidated concrete building or level and start from scratch and cheaper, more efficient and safer to start from scratch. Vicky stated just a roof is \$30,000; estimate to repair minor things inside of 100,000; violations that they are not going to be able to do, electrical boxes and wiring; Dave noted engineering estimate Tony received in 2009. Building contains such items as backhoe, generator, check in /check out, general repairs, storage, snow plows. Mike Drozdick questioned do we really need to replace and if we are is it function we want. Discussion held with input that we need equal to or better than what we currently have. Walls are unreinforced and not safe. DRAFT quote reviewed and discussed.

Town Hall Sign Replacement – similar to what high school has but during storms for emergency shelter and need to alert public with programmable signage.

Portable light system – request from Emergency Management and need this

Board of Finance, dam study – North Street dam in case we do need to put extra work and whether need plan of emergency, flood gate, controls – should be all dams but main focus is North Street – Vicky stated they all need work and studies done; when bond package passes then Lake Winfield and some others will be taken care of. Discussion held. Every year need something put in to keep going; pay for study which will tell us how much per year to put aside for contingency and can stay in capitals as it is an engineering analysis. Suggest to get Water Company personnel out to look at other dams in town and get recommendations on outside agencies to do reviews for estimates of future maintenance. Vicky reviewed original request of \$55,000 and will have follow up with Tony and Dave on dam maintenance, training and details in engineering study from CWC includes routine maintenance and instructions, cost of study from CWC.

Ralph noted short term financial leases – reviewed leases, financing and payoff. Unassigned reserved in Cap Projects reviewed; lease interest payments read into record saving \$30,000 in interest. \$425,000 for highway garage will be only financed project payment next year.

Columns reviewed: General Fund remains at \$650,000; Grant funded is \$130,000; LoCIP is \$98,000; proposing short term financing for the \$425,000 which means interest payment thru short term note; discussion held. Cap Project fund is where surplus for projects has been placed and currently approx \$700,000 in unassigned category of capital projects.

Police Department total inventory is 10 without canine

Final summary:

From Dave will get \$425,000 how many months financing and at what interest rate  
Public Works – \$37,000 in highway budget for contract snowplowing; 13 people in highway crew. Peter stated we need money and he wants to cut a head in public works; close to \$100,000 in overtime because they work 8.5 hours per day by contract. Need to find money somewhere and are not spending as much on roads as use to with same headcount. Discussion held. Dan stated snowplowing money should be left; to justify keeping or releasing an individual in public works is a separate issue. Dan stated there are money issues, personnel issues and functional issues. Whether staff is or is not under or over utilized this Board cannot make that determination. Discussion held. Ralph reviewed Contract Services for snow removal with \$18,000 left. Overtime of \$90,000 there is \$66,000 remaining. If we cut a department budget they would not be allowed to go over and this board has been diligent in determining needs of the departments, boards and commissions. We have \$384,000 revenue shortfall. Transfer Station overtime from \$36,000 to \$30,000.

Other Public Properties – adding line item for dam inspection and maintenance at \$3,000. Since closed PSS and shut down, taking \$3,000 from that line item with \$9,000 left and \$6,000 taken out for heat with net savings.

Street Signs, highway, 041 – Dave will get actual theft damage and replacement of street signs and need to know where money is going.

Highway headcount – cut for net savings of 45,500 – Dan Murray stated arbitrary count without knowing efficiencies and deficiencies and not in favor of cutting a head; Mike, reduce; Pat, wants breakdown of base pay and detail of figures, wait; Peter, if retirement use as attrition basis and defer decision and need headcount of department; Vicky, if retirement not hire but not in favor of staff reduction if no retirement.

Board of Education presentation – zero increase, presentation overview given; Peter gave overview of cafeteria \$50,000 reimbursement to the town for money we loaned over the years and line item now zero and should that \$50,000 be rebated to the town and cut bottom line by that amount. Current state law reviewed. Pat noted you can also take student enrollment into account. Discussion held.

**MOTION:** To accept the BOE budget as presented of \$22,996,115 by Dan Murray; second Vicky Carey. Discussion: Peter Cook stated he prefers to leave on table until we have full accounting of the overall budget. Chairman Zovich stated he and Vicky attended town hall meeting with Senator Welch and Representative Betts and they said it looks like the governor's budget will go through and we are in line to get \$106,000 additional to the town for shortfall.

Vote: Dan Murray, yes; Vicky Carey, yes; Peter Cook, yes; Pat Budnick, yes; Mike Drozdick, yes. Unanimous.

Chairman Zovich reviewed schedule for upcoming week noting Monday is public hearing for bond resolution starting at 6 p.m. and will cancel Monday's meeting; giving Dave his mark up to run off changes; will also cancel Thursday meeting due to Holy Thursday; following week of April 9<sup>th</sup> we will have all revisions to review and breakdown of debt service with summary of principal and interest. Mike Drozdick stated he had tour of Plymouth Library and dehumidifier is running due to storage of used books for book sale. Town Clerk has submitted letter to the BOF for review.

#### 4. Public Comment

a. Melanie Church, 328 Main Street, there is a word out and worried about bonus thing and it started with the Mayor's office on who got bonuses; would like to see more on that money that people questioning on 1.6 million and see clearer, money from projects paid off . Chairman Zovich stated unassigned reserved in capitals. Melanie Church, the one that has 1.6 million that projects have ended. Vicky Carey, that is Capital Non recurring. Melanie Church stated it was in the audit and she will bring it in. Also, suggestion personally she wants to see from now on money that is left over from money people vote on to spend on a project that is excess should go back to the general fund. Chairman Zovich stated it can't because you bond the money, explanation given and discussion held. Melanie Church, would like to see for some of the requests, does not believe in FRP for anything, believe it should be put out for bid and have basic thing and want sealed bids. Would like to see if people want things to come in with 3 bids; there is too much playing with money. Security cameras went to highest bidder and when it went out again nobody would bid; they first called people and asked for quotes. There is always an approximate and needs to be done in emergency and things are not going to bid. They use to be sealed and opened.

#### 5. Board Comments

#### 6. Adjournment

**MOTION:** To adjourn by Vicky Carey; second Pat Budnick and the vote unanimous.

Meeting adjourned at 10:00 p.m.

Respectfully submitted,

Robin Gudeczauskas  
Recording Secretary