

Town of Plymouth

80 Main Street, Terryville, CT 06786
www.plymouthct.us

Board of Finance

Telephone: 860-585-4002
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, March 14, 2013 at 7:01 p.m. by Chairman Ralph Zovich in the Senior Lounge, Plymouth Town Hall. Members in attendance: Pat Budnick, Vicky Carey, Peter Cook, Mike Drozdick, Dan Murray, Ralph Zovich. Also present: Mayor Vincent Festa; Dave Bertnagel, Director of Finance; Robin Gudeczauskas, Recording Secretary.

2. Pledge of Allegiance

3. Review and Discuss Proposed General Fund Budget for FY 2013-2014 – Chairman Zovich clarified protocol stating Pat is taking or reviewing Public Safety for Police Department, Fire Department, Ambulance and any adjustments she has are by general consensus and can flag objections and come back in second go around; if no agreement will put to motion and vote.

Fire Marshal 031

Secretary, \$180 increase

Fire Marshal salary, to date 19,222.55; Dave gave update on part time fire marshal resignations; Mr. Doback is looking at changes and presenting to Fire Board to make office more efficient. Will put this line item to \$45,000; line item 004. Organizational chart included with budget reviewed and discussed.

Investigative equipment down to \$400 because only spent approx. \$129 year to date

Protective clothing – Fire Marshal needs new gear and will be taken care of this year.

Firehouse software will go through capitals

Peter Cook questioned hourly rate budgeted for; 2 people left and 2 may come in and will we bring them in at outgoing hourly rate or bring in at lower hourly rate. Dave noted in past there was not a range but flat rate from one to another; this will be discussed with Human Resources Manager. Fire Board hires but Town/Board of Finance sets salary. Fire Marshal Doback will be invited to meeting.

Police Department

Chief salary has stayed

Sergeant salary, notes \$5,000 includes upgrades of patrol officers if need to substitute for officers and should be broken out to its' own line item, Dave will have as Code Change; otherwise salaries do tie in.

Clothing allowance – should be \$21,250 which is contractual in nature; additional monies encompasses anything they need to replace during the year and is under clothing; also covers if someone new comes in; to date have spent \$21,043.26. Will put line item in at \$22,000.

Cleaning is contractual in nature

Repairs & supplies reduce from \$12,000 to \$8,000

Investigative supplies from \$5,000 to \$4,000
Dog handler, \$48,500 and to bring up to 56779; contractual 34,581 increase in salaries and 1.95% average for police union contract
Overtime, bring down to \$80,000; currently at \$74,264 and in good shape and from that some FEMA reimbursement and some back from BOE for DARE. Reduce overtime from \$100,000 to \$80,000. Ralph noted managerial issue and need to make sure they understand intention of BOF and invited to come to a meeting. Pat stated will be at 25 officers with this addition and in 2010 had 26 and 2008 had 32 positions. Dave will rerun numbers. Dan stated based at current expenditure and left, average out we will use \$100,000 this year. Dave noted we do not have other person on board yet but position/slot individual will go in is where o/t is occurring; there is ad for certified officers.
Education, \$23,000 and notice several people have none and what is this; Dave stated contractual item and depends on type of degree there is stipend; goes into wages.
Longevity is contractual

Emergency Management

Director, 57% increase; doing a fine job and have had a lot of emergencies and has brought it to the next level; narratives reviewed. Recommending 10% increase or \$300. Flat stipend quarterly. Dave noted corresponding revenue account in intergovernmental, and get 50% back for any expenses we spend; if we give \$300 raise we get \$150 back from government. Increase \$700 or 21% to \$4,000. Discussion held with Mayor Festa giving overview on work he does. Agree to go to \$4000 and Dave will increase revenue to this number.
Equipment - repeater will be in capitals

Animal control

Dog Pound expense will go down \$1000
Decrease overall in budget of 35%
Dave reviewed how this works with Wolcott who has one animal control officer and on weekends we will take those calls and we get free use of their dog pound.

Communications

Secretary up \$200 and needed
Discussion on part time and full time; 1st and 2nd shift have second person; increase part time staffing years ago to fill in and emergency medical dispatch requirements reviewed. Basically monies afford people on 1st and 2nd shift and to cut do disservice. Staffing levels with turnover of full time they are bringing on more part time but need training; have 6 full time in budget and still have 6 vacancies per week to fill with part time; union requirements as dispatchers need to work 5 consecutive days. Discussion held. Part time salary to \$65,000; if mix of part time to full time changes we can transfer from one line item to another.
Seniority pay – contractual with two employees
Training – need to do transfer this year due to new employees brought on board
Discussion held on laws/rules requiring regionalization for dispatch center; availability of grant money; time frame to change operation

Fire Department

Secretary – actual spending is \$25 this year; this position was being charged to the Mayor's secretary line item and employee needs to be charged to this cost center; \$1500 is correct amount

Expenses – down to \$200

Pressurized Tank Repair to \$2000

Ladder truck testing repairs – Dave spoke with Chief Sekorski and tower truck purchased in 1996, 17 years old and requires testing

Fresh Air Maintenance – air packs; annual cost \$11,400; safety thing that has to be done per OSHA

Asst chief expenses – stipend – recommending bring to \$4500

Fire Department

Headquarters

Heat, year to date \$7645; oil heat; discuss have natural gas if runs by and cost to convert; will leave at \$6900.

Dan questioned janitor salaries in all three stations; Dave stated each firehouse has own person and stipend, reviewed. Line item is ok for all three.

Telephone – at \$2831 now; Dave to look at; looking at alternatives to get rid of these lines with our I.T. person and feel should be left at \$2470

Plymouth Station

Heat and electricity – \$3,000 for electricity and \$4600 for heat and should be good

Fall Mountain

Heat - \$5500 good

Electricity from \$4500 to \$3500

Chairman Zovich noted public comment was made on purchase of Ford Expedition and this is used by Detectives and prior to purchase, had trailer for investigative equipment; got rid of trailer and purchased Expedition for utility purpose for cargo space.

Misunderstanding that when we switched from Crown Vics to Interceptors we did that for fuel and not primary reason; switched as Crown Vics were discontinued; also we only budgeted money for vehicles and we do not specify vehicles, or how to be equipped and not our place. Primary driving factor in deciding is not fuel economy but functionality for needs of department and as long as stay within budget it is fine.

Also, a comment was made that police should not be buying 4 wheel drive and that is not written anywhere and his opinion is they should due to extreme weather. They also have to go through state bid list.

4. Public Comment

a. Melanie Church (a) police – 2 positions were not voted on by the people and have to be put in as new positions and you can't just include them in; public did not vote on.

Position is being added on. (b) 2-2-3 plan to buy vehicles and how did we get six. Also, \$3000, to her if hiring already and doing lateral move we do not need money there.

Ralph stated \$4899 actual last year and reduced to \$3000 and as of February 28th have spent \$5500. Dave stated need independent polygraph and independent physical and psychological preemployment and if get one or two candidates that is \$1000 -\$2000 per person; also covers promotions and independent testing agency. Recommends leave it alone. (c) dispatch – have amounts and yet under Human Resources had read that dispatch will go between and working with Wolcott and Middlebury to go with. Dave, that was what he explained and we have been approached by other municipalities as well as dog warden thing but nothing has been agreed upon and just a talking point. Ralph, we have to budget with what we know. (d) fire marshal – Dan had said something about wages and understand fireman who work in other towns and come here part time and we don't give training; wages and if coming experienced and seems what to be and not like a learning curve. Dave, there is an established list and up to Fire Board to make determination of what they need. Ralph noted that could fluctuate and we did trim \$2000; Melanie stated we should put \$2000 back in. Peter, they need to manage within budget and work those hours. Ralph state the Fire Marshal needs to determine what he needs to run the office.

b. Pattie DeHuff, 20 Lynn Avenue – regionalizing and need to have 3 towns in order to get grant money and need to remember that grant money is our tax dollars and not a deal and still costing us the taxpayer to have that money out there. Her opinion is most efficient if we do it ourselves. If we take our tax dollars and contribute to town is more efficient than if we send to federal or state and they distribute to towns; it is not free money.

c. Mayor Festa – regionalization; if this goes to a realization we better be prepared otherwise we are stuck with what is left over and better to pick your partnership.

d. Melanie Church, 328 Main Street – administration and thought you were going to go through second half, are you not. Ralph, has narratives for each department; went through and questions need to come back to and revisit, reviewed departments went through and noted will revisit. Dan state it happens by department not all at once.

e. Melanie Church– hope when you do take a look at public works you look at how many upgrades and people putting into different labor grades and affecting salaries and could be cost savings and when you go through find out it is serious dollar amounts and becoming a big issue.

f. Peter Cook asked Dave for a labor grade upgrade report. Ralph noted they need to live within budget. Melanie Church stated the lead person has been gone for over a year, cut out of budget and still being used. Also, how many police officers do we have; Pat Budnick stated 25.

g. Mike Kennedy, 11 Overlook Terrace Road – learning experience for him and find interesting but so far a ½ million dollar increase and need to look at each line item more carefully and cut because we are in serious trouble; his personal budget goes up and nowhere else to reach to for other sources of revenue and needs to keep what he has to manage his repsonsilbity. Governments are well capable of operating on money they have. Government needs to realize we are being squeezed and we will not be able to live within our means. You need to seriously consider the fact we are living in hard times because what is about to come to us in next few years is serious revenue out of his pocket. This town is a small town and what is average income, \$45,000 per year or maybe lucky and have family that makes over 6 figures and you are living comfortably.

Board needs to consider ways of cutting spending and when times get better we will come back and maybe increase budgets. His idea is zero percent increase across board. Chairman Zovich stated there are some costs fixed by contract and others such as price of oil are out of control; overview given.

h. Pattie DeHuff – (a) BOE budget and the BOE itself may be a part of an organization such as CAFE and that, at least years ago, was a voluntary thing the board could be a part of ; they produce documents but it is kind of thing in today’s day and age that is not necessary as you have access to the internet. That is one organization that cost \$10,000 and there may be other organizations the town belongs to and can be deleted and do not feel necessary. Chairman Zovich stated we have not received their budget yet and we will meet with the BOE next Thursday, March 21st. (b) would like voluntary associations in general cut from budget.

5. Board Member Comments

a. Vicky Carey – did ask Rodney Houle and in order to answer question, majority of roads will be subbed out and some prep work and some parts of the roads will be done in house. They are finalizing the bridge.

b. Ralph Zovich – request made during public comment last meeting to put check register on web site and will not do that as continuing financial and in constant need of updating. Issue is any non restricted financial document, something not associated with contract negotiations, litigation, personnel, feels it is available to any member of public through FOI process which is very clear; reviewed.

6. Adjournment

MOTION: To adjourn by Vicky Carey; second Peter Cook and the vote unanimous. Meeting adjourned at 8:55 p.m.

Respectfully submitted,

Robin Gudeczauskas
Recording Secretary

