

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 Plymouth Board of Finance was called to order on Monday, April 7, 2014 at 7:00 p.m. by Chairman Peter Cook in the Assembly Room, Plymouth Town Hall. Members in attendance: Vicky Carey, Peter Cook, Pattie DeHuff, Michael Drozdick, Dan Murray, James Zalot. Also present: David Bertnagel, Director of Finance; Robin Gudeczauskas, Recording Secretary; Mayor David Merchant; Superintendent Cruz; Mike Santogatta, Business Manager; Ray Engle, BOE Chairman; Council Liaison Bill Heering and Margus Lann, Town Planner.
2. Pledge of Allegiance
3. Fiscal Year 2014-2015 Budget – Chairman Cook stated we will first review of the BOE School budget.

- a. Review of BOE School Budget –

MOTION: To reduce the board of education budget by 100,000 to \$23,152,790 by Pattie DeHuff. Motion fails for lack of a second.

Mike Drozdick stated most of it was due to health insurance and if take away that, we save some on salaries, combine employment reduction and health insurance increase, subtract from proposed increase you have 64,000 or .3% increase and they are talking 1.37. If not for health insurance increase you would have very small increase.

Ray Engle, Chairman of the Board of Education stated (a) they did put out for additional retirements and few other things but not to full board. Ms. Cruz stated they do have two additional people who put in for retirement. (b) the mayor's office, business manager and superintendent have been working on the budget and feel if they can come in with flat they will be good.

MOTION: To set the Board of Education budget at \$23,252,790 by Pattie DeHuff; second Vicky Carey. Discussion: Chairman Cook stated that is what the Mayor has recommended. Michael Kennedy, 11 Overlook Terrace Road, comment on school budget and from the Board of Ed's paperwork asking us to award them for failure and not right. Agree with zero percent increase. Melanie Church, 328 Main Street, have declining students in number and think you could cut some more; all they are doing is raising the cost of price per student and did it last year and grades went down; think you need to look at economic status of Plymouth CT and have to start looking at decreasing not increasing. Years gotten zero had gotten supplemental money that when gone was gone and those positions were suppose to go and they were only temporary and that didn't bring up test scores and feel you can cut more in BOE administrative office and cut by 20% you can cut more. Roll call vote: Mike Drozdick, no; Pattie DeHuff, yes; Jim Zalot, yes; Vicky

Carey, yes; Dan Murray, yes. Chairman Cook stated the motion carries 4-1 and thanked the Board of Education for coming in.

b. Land Use – 024; Dave Bertnagel introduced Margus Laan, Town Planner who has been here for almost 9 months. Chairman Cook, who has reviewed this section, sees nothing to question or change in Mayor's recommendation.

025, ZBA – no changes; Pattie DeHuff questioned narrative 53% of salary for secretary and 73% of expenses. Margus stated narrative included was from two years ago and only there for description of line item . Dave Bertnagel stated cyclical based upon number of appeals.

049, Conservation Commission – no changes as held the same as last year.

097, Economic Development – contractual services change; Dave Bertnagel gave background of Economic Development Consultant and recommendation to reduce to \$15,000 from \$24,000, reviewed; contracts are on fiscal year basis and currently on contract and next year recommend 15,000 with incentive for activity brings in. Will have money in contingency and if needed it comes to this board for approval.

Historic Properties, 096 – ok as submitted.

Cemeteries, 095 – ok as submitted.

Vicky Carey asked about Allentown Road cemetery as fencing is falling apart and a few headstone shave fallen; Dave B stated \$1000 line item in Public Works to go in and mow; gave background that that is an abandoned cemetery years ago and fell under us and a contract service which he will check on.

Vicky Carey stated under Capitals we do have \$25,000 set in budget for Plan of Development.

c. Capitals – updated sheet distributed; Rev. 4/5/2014. Reviewed stating Parks & Rec was originating department where gator, trailer and snow blower came from; changed to Public Works but to be used by Parks & Recs. Vicky stated left skid steer (1).

Took out equipment garage for \$12,000.

Sally port is out and will be taken from Police Department budget this year.

Car port at highway garage is gone.

Money put to underground storage tanks and gas conversion of maintenance garage, land fill fence. Dave to check numbers for gas conversion.

Review of line items held.

LoCIP; Pattie questioned on LoCIP, 2014 year, \$96,000 doesn't appear and when talk in terms of skateboard; understand timing of things, reviewed what State tells us on receiving funding. Dave Bertnagel gave explanation; estimates for revenue are given now but when the state officially adopts the budget July 1st that number can change.

Discussion held.

Chairman Cook stated list of open items was handed out last week and reviewed:

Dan Murray, Dept 30, line item 42 \$4400 cell phone usage; reviewed February statement and that number is in line and maintain oversight of usage; recommend leave number of \$4400.

Dept. 01, 001, Mayor Salary – Vicky would like to leave at \$63,000 or 1175 increase. Pattie DeHuff would like to keep same as this year. Discussion held.

MOTION: To leave the mayors salary as recommend at 63,00 by Vicky Carey; second Pattie DeHuff for purpose of discussion. Discussion: Pattie DeHuff stated it should be kept as is. Roll call vote: Dan Murray, yes; Vicky Carey, yes; Jim Zalot, yes, Pattie DeHuff, no; Mike Drozdick, yes. Motion carries 4-1.

Dept. 01, 003, Administrative Assistant - \$47,000

MOTION: To cut the 47,000 proposal to 40,000 by Pattie DeHuff; second Dan Murray. Discussion: Vicky, we need to take personalities out and look at admn asst. If calculated hours of part time we would have paid administrative assistant full time 63,000; now we have no H.R.. and will be shared by administrative assistant, Dave and mayor and are saving 47,000 there instead of hiring another HR person. We will no longer have a “receptionist/secretary” which the administrative assistant will do that job also. If you were to take bits and pieces of different salaries that salary should be about 65-67-68,000; does not have calculations but administrative assistant for part time never clocked half his hours and paid him just for part time of 30,000; if we were to double that would be 60,000 and they are asking for less than that and wants to go with mayor’s recommendation. This position will be doing more than bargained for. Pattie DeHuff stated this title of administrative assistant came into being and was suppose to be name change only for receptionist/secretary; another words a fancy name for receptionist/secretary and it is an executive secretary and originally a name change. Dan Murray (a) asked given scope of responsibilities, what is appropriate title. Pattie DeHuff, not sure administrative assistant should be doing HR. (b) If issue is individual in position is a executive secretary taking on additional roles being presented that position will hold, is executive secretary an accurate description for the position. Pattie DeHuff, does not recall in her discussions she would be taking on any HR stuff and can’t answer that. Further discussion held; Pattie DeHuff reviewed historical perspective and asked the Mayor to elaborate what the administrative assistant will be doing. Mayor Merchant gave an overview of responsibilities. Chairman Cook stated this is a salaried position and overtime exempt. Roll Call: Dan Murray, no; Vicky Carey, no; Jim Zalot, no; Pattie DeHuff, yes; Mike Drozdick, no.

MOTION: To set the Administrative Assistant salary at \$47,500 by Mike Drozdick; second Jim Zalot. Discussion: salaried position. Vote: Mike Drozdick, yes; Pattie DeHuff, no; Jim Zalot, yes; Vicky Carey, yes; Dan Murray, yes. Motion carries.

Dept 003, item 015

Dept 005, line 013 – contract services, \$9000 – correct number

Dept 005, line 021, \$750 to \$500

001, Controllors salary from 72,000 part time to 87,750 full time – okay

Dept 016, 001: tax collector: 54,000

MOTION: to keep tax collector at \$48,000 by Pattie DeHuff. Due to no second motion fails.

Dan Murray (a) has the tax collector received budgeted compensation over last few years, is it tied into contractual amounts for contract. Dave Bernagel stated no contract; this is fair given history of where we are and in hindsight underpaid our former tax collector

given work and results produced. Does not have problem with recommendation. Tax collector is taking schedule classes and a series of 3-4 class. Discussion held. (c) price stays current for year with no bumps during calendar year. \$54,000. Pattie DeHuff questions 12.5% raise for someone just hired; Dan Murray stated skill sets in certain positions we did not have before and individual before came a long way and individual there now has skill sets that were utilized beforehand. Believe he has more skill sets to do job today than where we were for former retiring tax collector; we need to be competitive in market place to get people to stay with us. Pattie DeHuff stated he took job knowing it was 48,000. Further discussion held.

MOTION: To keep salary at \$54,000 as recommend by the Mayor by Dan Murray; second Jim Zalot. Discussion: none. Vote: Mike Drozdick, yes; Pattie DeHuff, no; Jim Zalot, yes; Vicky Carey, no; Dan Murray, yes. Motion carries 3-2.

Section 022, line item 001

MOTION: To keep the Town clerks salary at the same level as she had when got elected \$48,525 by Pattie DeHuff; second Dan Murray. Discussion: Pattie DeHuff stated based on Dan's discussion, this is different individual with same skills sets as she has had before and can't justify 12.31% pay increase, or 5975. Dan Murray, do we know why 12.31 increase was put in; Dave Bertnagel stated the town clerk came forward with package of information for the board and felt her position was underpaid and 12% piece, the number is not out of whack; big percentage or dollar amount but comparison of town positions, this position lacking in terms of going up in value; went from range of 51,000 to high of 63,000 for town clerks with similar population, demographics as to town of Plymouth. Current position is \$48,525; she is certified and has met all certification of the State and goes yearly to recertification. Chairman Cook reviewed raise history. Vote: Mike Drozdick, no; Pattie DeHuff, yes; Jim Zalot, no; Vicky Carey, no; Dan Murray, no. Motion fails.

MOTION: To set the Town Clerk's salary at \$51,150 by Dan Murray; second Mike Drozdick. Discussion: none. Vote: Dan Murray, yes; Vicky Carey, yes; Jim Zalot, yes; Pattie DeHuff, no; Mike Drozdick, yes. Motion carries.

Dept. 040, line 030 and 046 – transposition of numbers fixed

Dept. 041, line 020: repairs and supplies, \$105,000 Mayor recommended. Discussion was held and is this a good number; Dave Bertnagel is comfortable and stays at 105,000.

Dept. 044, line 012: 700,000 contract services. Dave Bertnagel stated looked into and have two options; reduce to 530,000 requested but would eliminate revenue line. Mayor has been in contact with BRFFOC who will dissolve and create own agency. Leave at 700,000.

Dept 046 line 001: Director position of \$20,000. Dave Bertnagel stated recommending bringing salary line item to 70,000 and will reduce contract services back down to \$1000 and with recommended items last week. Will have additional revenues from Pilot program which compensate for increase in regular wages. We are now looking for Director of Public Works for \$70,000; salaried position. Mayor has 6 months to come back to Council with a recommendation or a Public Works Director and this number is a placeholder.

Contract services, 012 will be \$1,000.

Dept 047, line 044: \$172,000. Gasoline and oil which Dan Murray stated 182 current and requested 186; felt effort of conservation saving us 10,000 we need to be cautious and uncontrollable areas and even with high efficient automobiles it can sneak up.

Chairman Cook stated revenues, collection rate and back taxes are left for discussion; Public Safety is next Monday.

4. Public Input

a. Melanie Church, 328 Main Street – we added payroll company 4 years ago and was to be a 12 hour position for someone to do payroll and have increased to 30 and now 37.5; cost savings is to get rid of payroll company to do payroll because we have person to do it. One cost savings and about 24,000. Need to look at all overtime line items per department and cut those back. under capitals not mentioned but we have another police cruiser coming. 11 vehicles is carried away; something that can be cut. Spoke with Mayor and under assumption vehicles had 150,000 miles before gave up. We have new vehicles and can take that 60,000 for something need. Preparing signs that you are answerable to public, you need to explain raises, not me. On March 26 last year gave us what is handing out tonight and had signed and with it management letter and reason is still same problems which could have been stopped and feel there has to be accountability and it starts here with BOF. Ways to stop corruption and unaccountability and even brought forward last week will bring another thing at next meeting with verification from the state that she does not agree with what was just told and will bring documentation and you can decide. A lot of things go on deaf ears and ok and what makes the world go round; does care about are these things. There are no bids for certain stuff and giving it to people's friends and waiting for over a month for one she knows exactly a problem. Grants and stuff should be accountability; you people rushed through with purchasing policy and never brought to Council. Nobody is approving and everything sits in limbo. Can stand up with opinion and so can everyone else. A no bid policy not being followed, a nepotism policy not being followed. All we are doing is no bids. Dave Bertnagel stated we satisfied the FOI requirements.

b. Mike Kennedy, 11 Overlook Terrace Road, disappointed in how you voted on wage increases and feels these increase should have been looked at further down road based on performance and not on positions. Some of you may be neglecting to look at fact of what is happening outside walls of this building with our economic state and unemployment numbers are higher than what we see they are. State of CT will be running into multibillion dollar deficits in coming years and as members of BOF it is your obligation to figure out how we can save, cut money, whatever we need to do to keep budget at zero percent increase or drop mill rate. Our taxes will go through the roof because governments are growing. Will promote this referendum we vote no.

5. Correspondence - none

6. Board Member Comments

- a. Pattie DeHuff – would like to have emailed the agenda prior to receiving it at the meeting.
- b. Jim Zalot – looks forward to next Monday
- c. Peter Cook – no meeting on Thursday.

7. Adjournment

MOTION: To adjourn by Pattie DeHuff; second Vicky Carey and the vote unanimous.
Meeting adjourned 8:50 p.m.

Respectfully submitted,

Robin Gudeczauskas
Recording Secretary