

Town of Plymouth

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Board of Finance

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1. Call Meeting to Order – The Regular Meeting of the Plymouth Board of Finance was called to order on Thursday, March 26, 2015 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, Dan Murray and Jim Zalot. Also present: AnnMarie Rheault, Interim Director of Finance; Robin Gudczauskas, Recording Secretary. Excused absent: Mike Drozdick.
2. Pledge of Allegiance
3. Fiscal Year 2015-2016 Budget

Jim Zalot reviewed Public Safety:

031, Fire Marshal

Salary, part time secretary – increase of \$940 due to non union employee increase in salary

Fire Marsha and 2 deputy, salaries, up \$1812

Training - for new employee required by state statute

Service contract is down with savings of \$175

Dues and membership – savings

Fire Code Manual update –increase but manuals are required by statute

Office supplies – remains same

Vehicle Repairs and supplies – remains same

Investigate – zero increase

Clothing Allowance – up to \$1000 to clothe all 3, fire marshal and 2 deputies; Charlie Doback, fire marshal, stated had allotment 2 years ago and did have \$614 and looking for money to replace worn out equipment

032, Police Department

Chief salary, 1.5% increase, contractual

Salaries F/T – contractual; Contracts expire June 30th

Salary overtime – Chief Krasicky stated they had requested \$80,000 and exceeded; funds pay for vacation, holiday, personal, sick, FMLA, prisoner watches, weather related incidents for extra manpower, etc. Department presently has 2 current vacancies. Current budget as of Jan 31 at \$136,000; Chief Krasicky stated as of 3/16 in deficit 87,784.82 in overtime. Dan Murray asked for full time numbers; Chief Krasicky stated 25 officers and we have 19 now; salary as of 3/16 have left 497,291.34; discussion held. Chief Krasicky stated she has officers out on long term injury. The 25 includes the Chief; patrol officers (road is 18), assistant chief, detective sergeant, detective, aco/officer, canine officer and SRO.

Sergeants/shift supervisor – contractual

Seniority pay – contractual

Holiday – contractual

Crossing guards – 5 crossing guards in town and no increase

Extra Duty – no increase; AnnMarie stated it is in Extra Duty Fund and revenue bring in from bill-outs, etc; moved into extra duty fund.

Training, in house – up to \$60,000; reviewed; Pattie DeHuff asked if mandated training.

Chief Krasicky stated every officer has to re-certify with minimum 60 hours retraining every 3 years and on different cycles, reviewed; mandated training

Service contracts - \$3000 increase

Dues and fees – same

Expense Commission – same

Office supplies – increase of \$2500; reviewed

Repairs & Supplies – increase; reviewed. Chief Krasicky stated defibrillators in vehicles are up to standard but batteries have gone up in price; battery can only be used once and need to be replaced.

Investigative- no change; AnnMarie will do analysis

Electrical repairs – same

Food for prisoners – same

Physicals – increase due to hiring

Clothing allowance – contractual

Cleaning – contractual

Vests are in capitals but the State does reimburse half as the Chief applies for a grant and comes back in; discussion in creating account and putting money in yearly. Amount the State may refund can go down. Discussion held on life of vests, etc.

Wireless charges - \$5000; AnnMarie stated a piece of that may belong in service contracts; majority is \$400 per month is AccuCom and remaining is wireless charges for iPad for assistant chief.

Exam expenses – remain same

Crime watch - \$500 for neighborhood watch program

Junk Car – has not changed

Police dog expenses – no increase; lot through grants and donations.

Chairman Cook questioned full time salaries; 1.164 for full time will that cover 18; discussion held. Steve Westall, member of the Police Commission, stated it seems amount in salary and amount in overtime together are covering expenses at this point. AnnMarie will run numbers.

Pattie DeHuff questioned (a) Capital projects, 2 police cruisers – do you have inventory of vehicles in department and can you provide make, model, year and mileage; Chief Krasicky stated she will get that information. (b) The Chief stated she wrote grant for vests, do you do other grant writing. Chief Krasicky stated she does. (c) Do you apply for reimbursement. Chief Krasicky stated some she applies for reimbursement and sometimes the Director of Finance's office does; discussion held. (d) Budget as a whole, do you have a good grasp; Chief Krasicky stated she does monitor her budget. (e) How many times per year have you utilized the dog on a crime scene. Chief Krasicky stated the police dog is on duty constantly during his shift, reviewed.

034, Dog Warden

Salary no change

Rabies clinic – increase by \$200; why. Cesar Beiros stated that is for a program he wants to start to have all people in town vaccinate dogs; \$200 is to start up, reviewed and the town can turn around and make money and this will hopefully stop or cut down on problems with licensing and/or vaccinations.

Dog pound expenses – no increase

Clothing and cleaning – contractual

035, Communications

Salary secretary – no increase

Full time – contractual

Part time – no increase

Overtime – increase of \$8000 pays for part time dispatchers to cover vacant shifts, reviewed; contracts expire June 30th. Chief Krasicky stated due to settlement one f/t position was eliminated and has 2 days per week that are permanently vacant. Discussion held.

Seniority – contractual

Salary training, increase of \$2000; for new dispatchers and state mandated training, reviewed.

Service contracts – increase of \$10,000; computer aided dispatch cad software licensing, radio communication with Northwest Communications and 16 channel digital voice recorder; reviewed.

Advertising – zero

Office supplies – increase of \$900, reviewed

036, Fire Department

Contract services, increase \$2000 – OSHA requirements on equipment.

Truck Repairs, increase \$1700 – trucks repaired by town but some items such as pump and aerial ladder are not and vendor increase.

Pressurized tank repair - \$1000 increase due to air bottle testing for backs and mandated by OSHA.

Fresh Air maintenance - \$1140 increase for mask regulators to be replaced on breathing apparatus; reviewed.

Protective Gear increase of \$1400 due to vendor increase and replacement is OSHA requirement for 5 year cycle.

Wireless charges new line item for iPad of \$600; technology reviewed.

Vicky Carey reviewed Capitals for Minitor replacement – radio for dispatch carried by firemen; repair and replacements.

037, Terryville Station

Janitor fee increase of \$100; mow lawn, clean bathrooms, wash windows, snow removal

Telephone bill increase of \$530

038, Plymouth Station

Janitor increase of \$100

Telephone increase of \$200

039, Fall Mountain

Janitor should be increase of \$100

Telephone increase of \$800

Pattie DeHuff questioned telephone cost differences; Mark Sekorski stated they have not seen utility bills in over 21 years. Headquarters has most phones; Plymouth has training center in back and extra phone. AnnMarie to look at line items.

Chief Sekorski stated the fire department has always submitted a 10 year plan and last one finished up the last 10 year plan and what direction should they proceed. Chairman Cook stated, yes, we should have 10 year plan that should be updated every 5 years; give to BOF, Mayor and Director of Finance.

Emergency Management

Increase in generator maintenance –Chief Sekorski states emergency management takes care of every generator in town, reviewed; vendor increase

Salary, Director – part grant reimbursement.

4. Public comment

- a. Melanie Church, 328 Main Street – capitals and saw security for next year; charter, page 24, first para read into record. This is being done this year, all security for buildings and how can you put it under capitals into next year under finance; you can't do something and finance a year later and needs to go to a town meeting. Being done now is an illegal expenditure; it is a special appropriation and needs vote. Section 8, page 48, we can't keep doing this and wrong. You can't do deficit spending and when something in deficit needs one time appropriation. Its' all departments.
- b. John Murphy, 385 Greystone Road – was discussed already how contracted that security system and in contract now with Tyco; where did it get lost in Plymouth that people do not want to hear what they have to say. People have a right to be heard and right to find out what is going on. People are deficit spending and you guys are approving deficit spending and against charter. Either you will get voted out or arrested for breaking the law.
- c. Brian Dunn, 19 Carriage Drive – (a) process you go through budget, board member have comments and public; you let the Chief walk out and we have questions to ask on the budget. Chairman Cook stated public comment is for the chairman. (b) does the police have a need for gps monitoring, do they have trouble tracking guys; and same question for the fire department and do they have problems tracking guys. Chairman Cook stated the GPS was brought forward by public works and they will be asked the question. (c) At times run a concise meeting and at times rude and abrupt and not doing service to people.

5. Correspondence

- a. Solomon Energy information on solar panels. Chairman Cook asked AnnMarie to give to appropriate department.

6. Board Member Comments

- a. Pattie DeHuff – hear what public is saying; wrote down questions and did bring up concerns and had emailed Peter; concerned that security upgrades had she now known that in highway garage when built they put in security cameras and after put in security cameras and now on capital projects was town wide; interim director of public works admitted cameras purchased, we were told contracts were signed by Dave Bertnagel and find it hard to believe and would like to see proof it was signed by Dave and also wondering how many other things on list were purchased but not paid for and now paying for them in next budget. If there is a problem put it out there, say here is what we know and now we have to pay and go through proper procedures. Are there any other items on list that fall under we purchased. Ann Marie Rheault stated not that she knows of and resents the fact that she fully explained everything in a meeting to everyone, David Bertnagel signed them and she also told Pattie that Rich Trudeau signed some upon David's departure. Do not insinuate that she spoke incorrectly when she said David Bertnagel signed contract. (b) do we have any idea what amount of money is in general fund at this time. AnnMarie stated the general fund changes constantly on daily basis; have multiple bank accounts and does not keep balance in her head. (c) same question applies to things in budget that are not referring to capitals that we have to pay; Ann Marie not that she knows of and further stated she is not David Bertnagel and whatever he was doing, she is not and do not put her in that boat; she is trying to fix the mess David Bertnagel made. (d) Peters response to Melanie's question on procedures, can you repeat and explain what you said; why aren't we going to follow proper procedure. Chairman Cook stated the town worked out an agreement with Tyco and if people don't agree that is fine but they worked out lease agreement to get out of contract David signed and she should take it up with Council. (e) Peter, there is 20,000 for carpeting; carpeting was purchased using 2013-2014 budget when zero allotted. Vicky Carey stated when she asked there were money set aside in account from years ago never used. Dan Murray stated carpeting money was put in and approved by lady who was mayor and there was discussion they would do over entire mayoral area and approved in Caps but never got done and if that is what he was talking about that would be correct. Discussion held.

7. Adjournment

MOTION: To adjourn by Vicky Carey; second Dan Murray and the vote unanimous. Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Robin Gudczauskas
Recording Secretary