

Town of Plymouth

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

Board of Finance

Telephone: 860-585-4001
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1. Call Meeting to Order: Jim Kilduff, Chairman called the scheduled Meeting April 26, 2018, Board of Finance Meeting to order at 7:00 p.m. in the Assembly Room at Plymouth Town Hall. Members in attendance: Victoria Carey-Vice Chairman, James Zalot-excused absence Jay Dorso-excused absence, Pattie DeHuff, and Briana Brumaghim. Also present: Ann Marie Rheault - Director of Finance

2. Pledge of Allegiance

3. Notice of Fire Exits

4. Acceptance of Minutes meetings: April 5, 2018
April 9, 2018
April 12, 2018
April 19, 2018

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
18 MAY - 7 PM 2:39
Briana K. Brumaghim
TOWN CLERK

April 9, 2018 - page 2

Correction of: Jim Kilduff stated presently privately funded by endowments and donations.

Per Jim Kilduff referenced the Plymouth Library Association brochure that they distributed to the Board of Finance. Note: The town of Plymouth has been funding most of it.

April 12, 2018 - page 1

Correction of: Jim Kilduff stated for Recording Secretary to follow-up on statements made by Briana Brumaghim.

Jim Kilduff questioned if all present agreed with the above statement - no objections to above statement.

Briana Brumaghim made a motion, seconded by Pattie DeHuff to accept the Minutes of April 5, 2018, April 9, 2018, April 12, 2018, and April 19, 2018, as amended.

Motion passed unanimously

Pattie DeHuff made a motion, seconded by Briana Brumaghim to add to Agenda two letters from Blum Shapiro letters dated March 22, 2018, and Management letter SAS January 14, 2018, for discussion.

Motion passed unanimously

Pattie DeHuff made a motion, seconded by Vicky Carey to add to Agenda a memorandum to Finance Director – Ann Marie Rheault, From Chief Karen Krasicky, Re. Plymouth Police Low Band Hot Line Replacement dated April 23, 2018.

Motion passed unanimously

Jim Kilduff stated that members of the audience should refrain from comments until the Public Comment section of the Board of Finance meeting to voice any comments or concerns.

5. Discussion and take action as necessary on Dial-A-Ride Van issues and the 20% Town match for funding of the new Van.

Jim Kilduff stated the present Dial-a-Ride Senior van will be repaired and needs a transmission.

Jim Kilduff stated need to take care of the issue of the 20% town match from 2017-2018 and then take care of the rest when we meet jointly with the Town Council, then make changes in the 2018-2019 budget if necessary.

Ann Marie Rheault stated estimated cost of dial-a-ride van is \$58,795, 80% state grant of \$47,036, 20% town funded amount is \$11,759 estimate for rounding purposes to \$12,000 for town's portion.

Ann Marie Rheault stated two different ways to accomplish the task above and briefly elaborated.

Ann Marie Rheault stated at the next regular meeting in May -will be providing a list of transfers that we did not expend and will be requesting to go back to the general fund.

Vicky Carey made a motion, seconded by Briana Brumaghim to request a transfer of \$7,500 out of the Dial a Ride – Elderly Transportation Line Item 101-04-067-012 and move to Line Item 101-10-100-001 transfer to Cap Projects in the amount of \$7500 in this year's current budget.

Motion passed unanimously

Ann Marie Rheault distributed copies of the following letters from Blum Shapiro:

© Blum Shapiro, West Hartford, Connecticut dated March 22, 2018, pages 1 of 3

© Blum Shapiro, West Hartford, Connecticut dated March 22, 2018, pages 1 of 3

Jim Kilduff distributed the memo to Finance Director Ann Marie Rheault, From Chief Karen Krasicky, Re: Plymouth Police Low Band Hot Line Replacement dated April 23, 2018, extra-duty fund.

Vicky Carey questioned the timing of the request.

Vicky Carey made a motion, seconded by Briana Brumaghim to utilize extra duty fund in the amount of \$3,950.00 for the Plymouth Police Low Band Hot Line Replacement.

Pattie DeHuff - No

Vicky Carey - Yes

Briana Brumaghim - Yes

Motion passed two to one

6. Municipal Fraud Risk Assessment Updates

Jim Kilduff stated will be meeting with Blum Shapiro next week and will be discussing and will follow-up with the report.

Vicky Carey stated we should invite Blum Shapiro in for a visit to answer questions and discuss fraud risk assessment.

Jim Kilduff stated will extend an invitation to Blum Shapiro.

Briana Brumaghim questioned will they prepared to provide a cost for Fraud Risk Assessment.

Ann Marie Rheault stated some issues will relate to computer system software and noted presently new procedures are in place and briefly elaborated.

7. Public Comment

Jim Mozelak, 18 Carriage Drive, Terryville questioned Plymouth Police Low Band Hot Line Replacement, 3 years for audits

Melanie Church, 328 Main Street, Terryville, WPCA concerns, losing vendors, appropriations/transfers, budget draft-motor vehicle, not done correctly, 1.5% increase vs 1.75%, council not present why Public Hearing, purchases anything over \$10,000 need bids, and annual report timing

8. Correspondence

Jim Kilduff stated the Governor's proposal- if budget is not on time might need to plan for a hole in the budget going forward to be fiscally responsible.

Jim Kilduff stated the joint meeting with the Town Council in May we will use the best available information, to move forward and briefly elaborated.

Ann Marie Rheault stated we chose the most conservative amount in the present proposed budget.

9. Board Member's Comments

Pattie DeHuff - People are upset about Mill rate

Vicky Carey - None

Briana Brumaghim - Understand timing of material received and would appreciate if future material was presented earlier. Although understand sometimes unavoidable.

10. Adjournment

There being no further business of the Board of Finance, a motion was made by Pattie DeHuff, seconded by Briana Brumaghim to adjourn at 8:20 p.m. This motion was approved unanimously.

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas
Recording Secretary