

# Town of Plymouth

80 Main Street, Terryville, CT 06786  
[www.plymouthct.us](http://www.plymouthct.us)

# Board of Finance

Telephone: 860-585-4001  
Fax: 860-585-4015

1. **Call Meeting to Order:** Jim Kilduff, Chairman called the scheduled special October 26, 2022, Board of Finance meeting to order at 7:00 p.m. Members in attendance: Victoria Carey-Vice Chairman, Eugene Croce, Barbara Rockwell-excused absence, Briana Brumaghim, and Jennifer Brunoli-excused absence. Also Present; Grace K. Zweig - Finance Director, Karen Krasicky, Police Chief and Sergeant John D'Aniello -Town of Plymouth Police Department

2. **Pledge of Allegiance:** Jim Kilduff led the group and audience in the Pledge of Allegiance.

**Fire Exit Notification:** Jim Kilduff noted the Fire Exits for the record.

Jim Kilduff held a moment of silence for the two fallen Police officers, Dustin DeMonte and Alex Hamzy of the Bristol Police Department.

3. **Discuss and take action on ARPA recommendation for Pole Cameras**

Memo to the Board of Finance, From: Sergeant John D'Aniello, Date: October 22, 2022, Re: Rekor Fixed LPR Project Pricing Structure/Considerations. Pg. 1 of 5 including Rekor Bill dated 10/18/2022

## Highlights:

- ❖ \$80,000 price for the 10 camera Edge Pro Fixed LPR System
- ❖ Hardware and Software Warranty for the Town of Plymouth for the 5-year agreement. (This is no longer offered with Rekor packages – but will be an exception for the Town of Plymouth – Rekor will rectify all hardware and software issues, receive full phone support, in addition, software upgrades throughout the agreement)
- ❖ Installation will be included for the Town of Plymouth
- ❖ Communications will be included for all 10 devices (4G service)
- ❖ Up to 50 licenses for Rekor Blue for police used iPhones and iPads for the 5-year agreement. Rekor Blue was in our purchase plans.
- ❖ One year of Urban Mobility Statistics (\$2,400 per camera per year value – 1-year value at no cost to the Town of Plymouth \$24,000) Note: This will not be auto-billed moving forward. After one year it is done.
  - State of plate, direction of travel, speed, electric vs gas cars, weigh-in-motion, and average daily traffic.
  - This type of information is normally very valuable to city planners, traffic engineers, etc. Rekor normally licenses that information at an additional cost.

## **Timeline for special pricing: Town of Plymouth**

- ❖ ARPA – October 3, 2022
- ❖ Police Commission – October 12, 2022
- ❖ Board of Finance – October 26, 2022
- ❖ Town Council – November 1, 2022

**Board of Finance Meeting**

**October 26, 2022**

**Page 2 of 6**

**Requirements:**

- ❖ Complete pole surveys – Eversource
- ❖ Camera hookup- Frontier
- ❖ Monitor and bracket – Need to be purchased
- ❖ Energy consumption (our responsibility) – costs as previously discussed 5 years -\$1160 for all cameras (rough estimate)

**Other considerations:** (noted human efforts and technology work together synergistically)

- ❖ One additional police officer
- ❖ 10 LPR cameras

**Incidentals:**

- ❖ 25.00 -survey
- ❖ \$150.00 – hook-up fee

Karen Krasicky - Plymouth Police Chief stated a change to the previous request. Presently, \$80,000 and another \$10,000 for incidentals, a total of \$90,000, and noted ARPA funds and technological advantages that would benefit officers and citizens.

Sergeant John D’Aniello -Town of Plymouth Police Department gave a brief overview and highlighted the importance of pole cameras (captured data), versatile, information-timely, and note the relevant memorandum of understanding in place with the Department of Motor Vehicles and its benefits.

J. Bernegger, Watertown Police Chief gave a brief overview of the benefits and importance of pole cameras, noting many communities have already purchased and/or adopted Rekor which becomes one large network, working together – a very powerful resource and briefly elaborated.

Briana Brumaghim noted loss of revenue from unregistered motor vehicles.

Sergeant John D’Aniello stated depending on how far we want to push this technology, and all of its benefits, would need some type of protocol due to the enormous number of unregistered vehicles and briefly elaborated.

J. Bernegger, Watertown Police Chief stated cameras do not patrol, fixed objects simply taking video, running plates through a hit list acquired from the state of CT Department of Motor Vehicles re. (Stolen, amber alert, missing person, etc., in addition: make model, color, and indexing for police to be more effective)

**Briana Brumaghim made a motion, seconded by Eugene Croce to send a recommendation to the Town Council to approve ARPA funds to be used up to \$90,000 to cover the cost of pole cameras.**

**Motion passed unanimously**

**4. Discuss and take action on ARPA recommendation for Terryville Fish and Game Club**

George Castle, President of Terryville Fish & Game Club introduced Mick Colligan-Vice President, Paul Manton-Board of Director member, Tony Orsini-Board of Directors member, and Jay Morin-Treasurer

George Castle, President of Terryville Fish & Game Club gave a brief presentation that included the following:

**Highlights:**

- ❖ History of property
- ❖ Upper Pond and Middle Pond supplied water to the water wheel which turned electricity for Eagle Lock Company (locks controlled flow)
- ❖ 501 (c) (3) -non-profit organization
- ❖ Privately owned organization (insurance issues resolved: Bill Hamzy drafted lien/waiver not liable)
- ❖ Profit & Loss -Statement
- ❖ Net Assets
- ❖ Community Involvement
- ❖ CT Department of Energy and Environmental Protection (CTDEEP) requested April 2021 an Emergency Action Plan be developed for both Middle Pond Dam and Upper Pond Dam.
- ❖ Classification of both dams – raised to significant -in letter request
- ❖ Gave the authorization to proceed on March 17, 2022, of surveying of dam area (upper pond and middle pond) to Loureiro Engineering Associates, Inc.
- ❖ Scope of testing and survey – need to hire a surveyor

Vicky Carey stated this is an emergency plan that would help with the town's emergency plan. ARPA funds will not be expended if the NVCOG (Naugatuck Valley Council of Governments) gets involved, Town Council and briefly elaborated.

**Eugene Croce made a motion, seconded by Vicky Carey to send recommendation to the Town Council to approve up to 50,000 to cover the cost of surveying, and clearing trees of the dam area, of upper pond, and middle pond.**

**Motion passed unanimously**

**5. Discuss and take action on ARPA recommendation Parks & Recreation (Tennis Courts and Pickle Ball Courts)**

Maureen Cappelto Parks and Recreation Director explained in detail the reconstruction of the tennis courts at Lake Winfield with pickleball courts and briefly elaborated.

**Briana Brumaghim a motion, seconded by Eugene Croce to send recommendation to the Town Council to allocate up to \$375,000, of which is one tennis court and two pickleball courts with divider fencing.**

**Motion passed unanimously**

**6. Discuss and take action on Board of Education Sinking Fund \$10,832.29 Request to cover overage of High School Sidewalk Project**

Walt Seaman noted the Terryville High School sidewalk project is complete. The Board of Education had stated they would take care of the overage of \$10,832.29 from the sinking fund. The Board of Education approved that motion at the last meeting – now we need the Board of Finance’s approval.

Walt Seaman stated the plowing company will be responsible and liable for any damages to curbing in the contract and briefly elaborated.

**Briana Brumaghim made a motion, seconded by Vicky Carey to approve the use of \$10,832.29 from the sinking fund to cover the cost of overage for the high school sidewalk project.**

**Motion passed unanimously**

**7. Finance Director’s Report**

Grace K. Zweig - Finance Director discussed briefly the Fiscal Year 2022 preliminary financial results, and budget transfers -noted unaudited - there are still additional entries that will need to be made to finalize numbers.

**Highlights:**

❖ Revenues	\$42 M
❖ Expenditures	\$41.5 M
❖ Estimates Surplus	\$482,557

Briana Brumaghim questioned the Board of Education’s encumbrances.

Walt Seaman stated will follow-up with Matt Tencza, Business Manager - Plymouth Public Schools

Vicky Carey requested a list of encumbrances.

A lengthy discussion took place regarding operating transfers.

Vicky Carey stated preliminary expenditure encumbrances throughout the budget are high - noting department should have spent their budget by the end and briefly elaborated.

Eugene Croce questioned if there is an ending date that this has to be done by.

Grace Zweig stated audit - planning for the end of November.

Grace Zweig stated no interest payments were outstanding that the town did not make.

Vicky Carey noted some bonds were renegotiated, so interest rates were lower and briefly elaborated.

Briana Brumaghim requested the budget transfers summary in addition to the “transfer to” and the “from” also.

Grace Zweig gave an update from Municipal Finance Advisory Commission on October 12, 2022 requests:

- ❖ Bank Account Reconciliations and Cash Receipts be brought up to date
- ❖ Recommended we hire more individuals

Briana Brumaghim stated read the minutes of the meeting - audit/record-keeping/staffing issues and request of letter from OPEM to Mayor - from the commission.

Grace Zweig confirmed will be up-to-date through Fiscal Year 2022 and briefly elaborated.

Briana Brumaghim questioned the date of filing of Fiscal Year 2022.

Grace Zweig stated expecting to be filed in January.

## **8. FY-22 Budget Transfers**

**Eugene Croce made a motion, seconded by Vicky Carey to table the FY-22 budget transfers to the next meeting.**

**Motion passed unanimously**

## **9. Estimates Year End Unaudited**

A brief discussion took place.

## **10. Public Comment**

John Murphy, 385 Greystone Road, Plymouth, CT - questioned ARPA money, rules, and public voting of use. (Water Pollution Control) sewer use issues and upgrade urgency.

James Moslak, 18 Carriage Drive, Terryville, CT – Drainage problem (tabled) by ARPA

Melanie Church, 328 Main Street, Terryville, CT - Sewer Building - town’s responsibility-security, capitals

**Board of Finance Meeting**

**October 26, 2022**

**Page 6 of 6**

Brian Dunn, 19 Carriage Drive, Plymouth, CT – Municipal Advisory Committee – drafted minutes October 12, 2022 – urgency, and staffing shortages.

Ann Marie Rheault, 125 North Main Street, Terryville, CT – noted Town of Plymouth - nips revenue, Opioid settlement funds are restricted use, money coming in outside of the general fund budgeted money, and noted motor vehicle cap revenue.

**Finance Director - Comment:**

Grace K. Zweig - Finance Director stated we take recommendations of the MFAC (Municipal Finance Advisory Commission) very seriously; a staff accountant was hired and the mayor has a plan to fully staff the department. Currently, we do have a temporary person in the Finance Department to help catch up. The Finance Department presently consists of myself (Finance Director), a temporary staff accountant, a full-time staff accountant, and an accounts payable-payroll-clerk

**11. Board Member's Comments**

Vicky Carey - None

Briana Brumaghim – Thank you for the information (ARPA requests and Finance Summary), and requested update – state - of motor vehicle mill rate cap reimbursement.

Eugene Croce - None

Our next meeting will be on November 17, 2022

**12. Adjournment**

**There being no further business of the Board of Finance, a motion was made by Vicky Carey seconded by Eugene Croce to adjourn at 8:55 p.m. This motion was approved unanimously.**

Respectfully submitted,

*Michele Yokubinas*

Michele Yokubinas  
Recording Secretary