

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 May 25, 2023, Board of Finance special meeting to order at 7:02 p.m. at Plymouth Town Hall - Community Room. Members in attendance: Victoria Carey - Vice Chairman, Eugene Croce, Barbara Rockwell-excused absence, Briana Brumaghim-excused absence, and Jennifer Brunoli. Also, Present; Grace K. Zweig - Finance Director, Chief Karen Krasicky, Plymouth Police Department, and Pam Pelletier, C.C.M.C., Tax Collector
- 2. Pledge of Allegiance:** Jim Kilduff led the group and audience in the Pledge of Allegiance.
- 3. Fire Exit Notification:** Jim Kilduff noted the Fire Exits for the record.
- 4. Tax Collectors Report/Approval of Suspense list for FY 2023-2024**

An interoffice memorandum dated May 22, 2023, to Mayor Joseph Kilduff was distributed for perusal from Pamela D. Pelletier, C.C.M.C., Tax Collector.

Attached is the proposed suspense list for the Town Council's approval. This list is prepared in accordance with Connecticut State Statute Sec. 12-165, listing those taxes the Tax Collector believes to be uncollectible. Please review the list of Real Estate, Personal Property, and motor vehicle taxes submitted.

Please see the list attached and also the summary of dollar amounts listed below for each tax type.

	<u>Amount</u>
Real Estate 2019 Grand List	\$29,270.60
Personal Property 2019 Grand List	\$21,656.80
Motor Vehicle 2019 Grand List	\$58,010.78
Motor Vehicle 2018 Grand List	\$ 9,166.30
Deceased (MV/RE) 2019-2021 Grand List	\$ 1,868.15
TOTAL	\$119,972.63

Pamela D. Pelletier
TOWN CLERK
2023 JUN -5 PM 3:35
PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD

The suspense list may still be collected and will be turned over to the appropriate collection agency. Some are already in with collection; we also keep track of how much is collected on the suspense list throughout the fiscal year. The deceased file will not be turned over for collection.

Pam Pelletier noted future plans for next year will include a tax collection company (Tax Serve).

Pam Pelletier noted the email distribution of pages 1 of 22 which was distributed for perusal and briefly elaborated.

MOTION:

Eugene Croce made a motion, seconded by Vicky Carey to approve the Suspense list for FY 2023-2024.

VOTE:

Eugene Croce – Yes

Vicky Carey -Yes

Jennifer Brunoli - Yes

Motion passed unanimously

- 5. Discuss and take action on the Police Department’s request to transfer funds from the Captain salary line to the Patrol/Detective line for the purpose of offering a sign-on bonus for Certified Police Officers.**

Chief Karen Krasicky, Plymouth Police Department explained in detail the importance of hiring a certified officer (more economically sound) due to upcoming retirement (June 30, 2023). In addition, the back-fill officer - Administrator Police Officer position was approved previously. Due to past posting, and lack of applicants – noted bonus incentive of \$10,000 (timeframe/probation set) to hire and be competitive with other towns.

Chief Karen Krasicky, Plymouth Police Department suggested encumbering money noted the benefits of certified vs. Police Academy entry-level November 2023 not being on patrol until the end of 2024, noted overtime issue if backfilling for entry-level officers, and briefly elaborated.

Vicky Carey noted we are a smaller town.

Eugene Croce questioned if can we encumber money for this year for an event that will not place until next year.

Grace Zweig stated no, encumbrances are basically commitments that were made in the current fiscal year that aren’t going to pay it until the next fiscal year, noted can be done if contracts are signed before the fiscal year (June 30, 2023).

Vicky Carey noted the importance of the bonus incentive being paid back if the new officer(s) leaves and briefly elaborated.

Jim Kilduff noted the importance of the safety of the town and briefly elaborated.

Jennifer Brunoli stated I support the Police Department - suggesting \$7,500.

Vicky Carey stated \$7,500.

MOTION:

Eugene Croce made a motion, seconded by Vicky Carey that we encumber \$15,000 for two bonuses of \$7,500 each to fill two vacancies in the Plymouth Police Department, contract to be signed by June 30, 2023 - bonus to be paid prior to June 30, 2024, and if they do not work one additional year bonus needs to be repaid by the certified officers.

VOTE:

Eugene Croce – Yes
Vicky Carey -Yes
Jennifer Brunoli - Yes

Motion passed unanimously

Grace Zweig noted until we have a name we cannot make any encumbrances and briefly elaborated.

MOTION:

Eugene Croce made a motion, seconded by Vicky Carey to transfer \$15,000 from the Captain salary line to the Patrol/Detective line for the purpose of offering a sign-on bonus

VOTE:

Eugene Croce – Yes
Vicky Carey -Yes
Jennifer Brunoli - Yes

Motion passed unanimously

6. Discuss and take action on Fire Department Transfer

An interoffice memorandum was read into record dated May 2, 2023, from Linda Schnaars to Grace Zweig subject Fire Department Money Transfer request from Scott Poulton noting the Fire Department request to purchase a forceable entry door for training.

MOTION:

Eugene Croce made a motion, seconded by Jennifer Brunoli to transfer 1000.42.4203.420301.53200 (Conferences and Training) \$5120.00 to 1000.42.4203.420301.56150 (Training Supplies).

VOTE:

Eugene Croce – Yes
Vicky Carey -Yes
Jennifer Brunoli - Yes

Motion passed unanimously

7. Annual designation of Independent Public Accountant or firm to audit books and accounts for FY 2022-2023

Jim Kilduff noted third year contractual with current auditor CLA – annual designation of independent public accountant or firm to audit books and accounts for Fiscal Year 2022 – 2023.

Jim Kilduff noted will be out for bid and briefly elaborated.

MOTION:

Eugene Croce made a motion, seconded by Vicky Carey to name CLA as the Independent Public Accountant for FY 2022-2023.

VOTE:

Eugene Croce – Yes
Vicky Carey -Yes
Jennifer Brunoli - Yes

Motion passed unanimously

8. Public Comment

None

9. Board Member's Comments

Jennifer Brunoli - None

Vicky Carey – Public Works Bidding Process Policy – will be brought to Town Council.

Eugene Croce - None

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10. Adjournment

There being no further business of the Board of Finance, a motion was made by Eugene Croce seconded by Jennifer Brunoli to adjourn at 7:55 p.m. This motion was approved unanimously.

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas
Recording Secretary