

Town of Plymouth

Board of Finance

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- 1. Call Meeting to Order:** Ralph Zovich, Chairman called the scheduled March 30, 2017, 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, Jay Dorso, Pattie DeHuff and Jim Kilduff-excused absence. Also present: Ann Marie Rheault, Director of Finance and Michele Yokubinas - Recording Secretary.
- 2. Pledge of Allegiance:** Ralph Zovich, Chairman led the group in the Pledge of Allegiance.
- 3. Notice of Fire Exits:** Ralph Zovich, Chairman noted the fire exits.
- 4. Review Proposed FY2017-2018 General Fund Budget -Revenues & Expenditures**

Ralph Zovich, Chairman stated the Board of Finance would be reviewing the Capital Budget this evening.

Ralph Zovich distributed copies of the email from the Superintendent responding to some of the points from Monday night's meeting equipment purchases and special education cost he finished by stating that the Board of Finance will take that up again next week.

Ralph Zovich read into record email from Heidi Caron, RE: Dial a Ride Grant/Human Services Commission, dated March 28, 2017

Heidi Caron, Human Services Commission informed Ralph Zovich, Chairman that they applied for two dial a ride grants:

1. Bus cost \$65,000, if they receive grant 80/20 split. The town would need to pay \$3,000 so that amount would need to be added to their budget.
2. Dial a ride operating expenses to increase weekend services only (only if they receive the grant) \$25,000

Ralph Zovich responded back to Heidi that the Board of Finance would put share of the van purchase in the Capital and Non-recurring budget. Also, will reduce the \$10,000 line item for maintenance and since weekend service was not in the Mayor's budget at this time the Board of Finance cannot recommend.

Heidi Caron responded that they applied for second grant for operating costs for weekends, but only if they receive this grant will they increase the service so as not to cause the town any additional increase in the budget.

The Board of Finance decided to leave \$10,000 in maintenance, if grant approved then transfer.

Ralph Zovich turned this part of the meeting over to Vicky Carey who in turn stated Ann Marie Rheault would go over the Debt Service.

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
17 APR -5 PM 12:08
TOWN CLERK

Board of Finance Member Vicky Carey/Liaison for Capital Projects, discussed the following:

Department	Project Description	General Fund
Assessors	GIS Mapping Update	5,000
BOF/controller	Facility Assessment/Studies	
Communications	Upgrade Townwide Communications System	22,000
Comptroller	Computer/Technology Upgrades (Year 5 of 7)	50,000
Emergency Management	Dam Emergency Plans	
Fire Department	Pager Replacement	8,000
Fire Department	Mechanical Exhaust System for Apparatus	
Fire Department	Station 2 Generator Replacement	
Department	Project Description	General Fund
Public Works	Front Loader	
Public Works	Truck-Transfer Station	
Public Works	GPS Units and Vehicle Tracking	
Public Works	Asphalt Recycler	
Public Works	Energy Consultant	25,000
Public Works	Mini Exc-Mower Attachment	
Public Works	Salt Storage and Wells	
Public Works	Transfer Station Relocation Study/Plan	13,000
Public Works	Maintenance Garage Repainting	
Public Works	Town Aid Roads	162,249
PW/Land Use/Assessor	Streetline Establishment	10,000
Public Works	Road Review and 6 year plan	25,000
Public Works	Town Hall Renovations	25,000
Public Works	Tunnel Road Survey and Design	
Public Works	Napco Drive Bridge Design (A) Fed Local Bridge Program	
Public Works	2 Lawnmowers	
Public Works	Fleet Maintenance Software	2,000
PVCA	Replace A/C Heater Units	5,000
PVCA	Wall Repairs and Paint Interior	
Parks & Rec.	Lake Winfield Retention Pond Maintenance	
Police	Taser Replacement -25 tasers	35,500
Police	Two Police Cruisers with extended warranties	75,000
Police	Twenty Bullet Proof Vests (year 2 of 5) \$20,000 total	4,000
Police	License Plate Reader (year 1 of 2) \$10,000 Total	5,000

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Pattie DeHuff questioned LoCIP funds for this past year.

Charlie Wiegert, Public Works stated there is a chance that they still might get LoCIP.

Charlie Wiegert stated future goal is to consolidate Transfer Station with Brush and Leaf Facility although this would need site plan and DEEP approval and briefly elaborated.

Charlie Wiegert stated, "Something needs to be done soon at the Transfer Station."

Charlie Wiegert, Public Works distributed a 7-Year Comparison of Ownership vs Full Service Lease Analysis and discussion followed which covered pros and cons.

Charlie Wiegert, Public Works thought that it was a good proposal regarding maintenance since this would overall reduce the maintenance cost on these vehicles.

Charlie Wiegert stated that we would be the first municipality in Connecticut that would start a lease program and informed the Board of Finance that this is very popular in New York.

Ralph Zovich stated this is similar to a car lease.

Charlie Wiegert –Ideally would like to try 1-2 year arrangement to see if it would benefit both the Public Works and Town.

Richie Lyga, 58 Curtiss Road, Terryville, CT- Chairperson of Public Works Board stated there are savings that you would not see immediately for example you could eliminate one mechanic at the garage. Since the technology in these vehicles today, you have to buy diagnostic equipment that costs thousands that you need to be able to fix these new trucks. If we buy a new truck, there are many hidden costs.

Charlie Wiegert overall goal in doing/signing a lease was to mitigate unexpected costs/maintenance for the long term for the town.

Ralph Zovich suggested further analysis and discussion needed in future.

Pattie DeHuff questioned why they are not getting more than 15 years out of these trucks.

Charlie Wiegert stated that it is mostly normal wear and tear. In addition, sensors will shut off truck then it has to be towed to a garage or dealership and run through their computer/diagnostic equipment to determine problem.

Richie Lyga, 58 Curtiss Road, Terryville, CT –Brought to the Board of Finance's attention that new trucks have computer ability to gauge the driver, for example hard breaking, hard accelerating and how often etc.

Ralph Zovich stated that the town attorney would want to see lease agreement contract before any recommendation could be made to council.

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Ralph Zovich thanked Charlie Wiegert for bringing this to the Board of Finance's attention, but thought that it was too late in the planning cycle and will reconsider in future after benefit analysis is completed.

Ralph Zovich felt that this would keep you running at 90% utilization, and benefit is no "down time."

Charlie Wiegert stated biggest benefit financial security you can budget.

Jim Moslak, 18 Carriage Drive, Terryville, CT complimented the Public Works Department and their Highway Department on the plowing and sanding done this year.

Plymouth Volunteer Ambulance - \$5,000 replace heating and air conditioning units.

Ralph Zovich stated will follow-up Parks & Recreation nothing in narrative in reference to Lake Winfield Retention Pond Maintenance.

Vicky Carey went over the Police Department which included Taser Replacement-25 Tasers*-\$35,500, Two Police Cruisers with extended warranties*-\$75,000 (*both funded by extra duty) and Twenty Bullet Proof Vests (year 2 of 5) - \$4,000 and License Plate Reader (year 1 of 2) \$5,000.

Chief of Police Karen Krasicky stated would be very pleased if approved.

Ralph Zovich stated that the only based on adjustments we added \$2,500 for Fire Department.

Ralph Zovich confirmed with Ann Marie Rheault that the \$439,000 now becomes \$441,749.

Ralph Zovich confirmed that in reference to the Energy Consultant that was added, the \$25,000 in Public Works 046, line item 12 - take \$25,000 out and put into capitals as one time expenditure.

Assistant Chief Ray Kovalski, stated that the furnaces are 50 years old and the technology today is a big difference in life expectancy, efficiency, etc.

Charlie Wiegert, stated that this might be something that we could possibly wrap into the Energy Package.

Debt Services

Ann Marie Rheault distributed Debt Payment Schedule and discussed principle and interest on payments for itemized debts and 2018 Estimated Bonding Costs and 2018 Interest on BANS.

Charlie Wiegert discussed bond packages, projects timeframes and briefly elaborated.

Pattie DeHuff questioned BANS, interest, and short-term borrowing until you get Bond.

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Ann Marie Rheault explained the BANS process of short term lending and explained when you are ready to bond, then would flip to long-term debt. Gave example, project may not need bond full amount, for example a construction loan, progress payments then you convert to conventional mortgage and you pay back like an conventional mortgage.

Ann Marie Rheault spoke in reference to Firehouse project, we are in the starting process, what was approved prior in referendum we may not have to bond that full amount, now it is short term, and she compared this process to how a construction loan works.

Ann Marie Rheault went through amounts and explained that they are not shown in the total figures because of leases that are built into the debt schedule.

Just Bonds –At the end of 2017, the principles due on bonds \$18,685,000 and interest is \$2,482,091
Based on principle and interest payments scheduled fiscal year 2018, at the end of June 2018, excluding any BANS which would be short-term debt at that period our principle due is \$16,550,000 and interest \$1,943,798.

Ann Marie Rheault stated that each year we decline, we reduce our principle somewhere between \$2,135,000 to \$2,170,000 give or take.

Ann Marie Rheault stated, “Obviously interest trickles down each year 2018 our \$536,000 and in 2019 about \$470,000 this shows it dropping off but keep in mind new layer of debt by adding on with this bond referendum.”

5. Executive Session for Pending Litigation and Contract Negotiations, as may be necessary

No action

6. Action, as may be necessary, from Executive Session

No action

7. Public Comments

Joe Carey, 665 Greystone Road, Plymouth, CT -As Charlie Wiegert stated the Commission Board could go either way, regarding the topic of financing approved we would try with one vehicle for one year if its viable then try second year or if we realize it’s not working because of hidden cost we can still go back.

Jim Moslak, 18 Carriage Drive, Terryville, CT – Concerned about contingency fund, mentioned coal, emergency generator, communication tower, and extended warrantees.

8. Board Members' Comments

Vicky Carey – Would like to continue/finish the Board of Education and give figure for their budget on Monday.

Jay Dorso – No comment

James Zalot – Likes idea that Public Works has of leasing trucks, seems very prudent and saves money.

Pattie DeHuff – Needed clarity on Monday's schedule, appreciated Ann Marie's analogy of construction and Charlie Wiegert's lease option, and how it compares to buying an old car. Still does not see budget on line

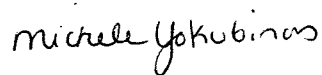
Jim Kilduff- No comment

Ralph Zovich – Will have more info on Monday notified by Robin wants to do beautification, tentative schedule discussed, finish all departments on Monday, April 6 second pass through unless any last minutes changes if we can't come to agreement then we have till April 10.

9. Adjournment:

There being no further business of the Board of Finance, a motion was made by Jim Zalot, seconded by Jay Dorso to adjourn at 8:45p.m. This motion was approved unanimously.

Respectfully submitted,



Michele Yokubinas,
Recording Secretary