

Town of Plymouth

80 Main Street, Terryville, CT 06786

www.plymouthct.us

Board of Finance

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1. Call Meeting to Order: Jim Kilduff, Chairman called the scheduled March 29, 2018, Board of Finance Meeting to order at 7:00 p.m. in the Community Room at Plymouth Town Hall. Members in attendance: Victoria Carey-Vice Chairman, James Zalot, Jay Dorso, Pattie DeHuff, and Briana Brumaghim. Also present: Ann Marie Rheault - Director of Finance, and Town Councilwoman Sue Murawski

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

3. Notice of Fire Exits: Jim Kilduff, Chairman, noted the fire exits.

Pattie DeHuff made a motion, seconded by Briana Brumaghim to amend the agenda to permit the public to speak on agenda item 4 under each individual subsection of Public Safety (Fire & Police Department, Communications).

The motion passed unanimously.

Martin Sandshaw requested a moment of silence for our fallen State Trooper First Class Kevin Miller

Jim Kilduff, Chairman turned the meeting over to James Zalot

4. Review of proposed FY2018-2019 General Fund Budget – Public Safety (Fire & Police Department, Communications)

Account Number	Description	FY 2019 Proposed	2019 Proposed vs. 2018 Budget Change	% Change
101-02-031-002	Salary PT Secretary	11,165	0	0.00%
101-02-031-004	Salaries Fire Marshal	49,544	0	0.00%
James Zalot stated the Fire Marshal Salaries include 3 positions –Fire Marshal, (2) Deputies James Zalot stated they do not receive benefits.				
101-02-031-005	Grant Expenses	0	0	0.00%
101-02-031-006	Fire Hawk Expenses	0	0	0.00/o
101-02-031-011	Training	2,500	0	0.00%
101-02-031-013	Service Contracts	2,420	0	0.00%
101-02-031-015	Dues & Memberships	725	0	0.00/o
101-02-031-017	Fire Code Manual Update	1,346	0	0.00%
101-02-031-018	Office Supplies	500	0	0.00%
101-02-031-020	Vehicle Repairs & Supplies	100	0	0.00%
101-02-031-022	Investigative Equipment	500	0	0.00/o
101-02-031-035	Clothing Allowance	400	0	0.00%

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
APR - 5 PM 4: 50
TOWN CLERK
Briana K. Brumaghim

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Account Number	Description	FY 2019 Proposed	2019 Proposed vs. 2018 Budget Change	% Change
101-02-031-042	Wireless Charges	600	0	0.00%
31	Fire Marshals Office	69,800	0	0.00%
James Zalot stated there are no remarkable increases/changes everything is staying the same.				
101-02-033-004	Salary Director	5,200	0	0.00%
101-02-033-011	Training	300	0	0.00%
101-02-033-013	Generator Maintenance	30,000	13,000	76.47%
Ann Marie Rheault stated there are two pieces -annual maintenance cost/agreements for generators that we own and/or lease. Suggested to include a contingency for any emergencies – may need to follow-up				
101-02-033-015	Dues & Fees	100	0	0.00%
101-02-033-016	Emergency Expenses	1,000	0	0.00%
101-02-033-020	Repairs & Supplies	500	0	0.00%
101-02-033-026	Equipment Supplies	500	0	0.00%
101-02-033-029	Food Supplies	300	0	0.00%
101-02-033-040	Utilities	5,000	0	0.00%
101-02-033-041	Wireless Charges	200	0	0.00%
101-02-033-098	Bemis St. –Storm Irene Repairs	0	0	0.00%
033	Emergency Management	43,100	13,000	43.19%
101-02-034-004	PT Dog Warden Salary	10,000	0	0.00%
101-02-034-006	Rabies Clinic	0	(200)	-100.00%
101-02-034-016	Dog Pound Expenses	7,500	0	0.00%
101-02-034-035	Clothing Allowance	500	0	0.00%
101-02-034-036	Cleaning Allowance	250	0	0.00%
034	Dog Warden/Animal Control	18,250	(200)	-1.08%
101-02-035-002	Salary – Secretary	1,200	0	0.00%
101-02-035-003	Salary- F/T Communications	300,000	35,548	13.44%
James Zalot stated this pays for 5- full-time Dispatchers and 1- Administrative Assistant				
James Zalot stated contractual increases –Dispatchers				
101-02-035-004	Salary PT	75,000	5,000	7.14%
James Zalot stated pays for the PT Dispatchers to cover vacant shifts –not filled by FT Dispatchers ea. Week and coverage for vacation, holiday, sick, personal time, bereavement, training, etc.				
101-02-035-005	Salary –Overtime	25,000	0	0.00%
101-02-035-007	Seniority Pay	1,025	0	0.00%
101-02-035-011	Salary Training	5,000	0	0.00%
101-02-035-013	Service Contracts	50,000	10,000	25.00%
James Zalot stated this is payment for the Computer Aided Dispatch (CAD) software, licensing, console contracts for 24/7 coverage, the Radio Communications with NorCom Communications, and the sixteen (16) channel digital voice recorder, EAP, etc.				

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Jim Kilduff stated these are contractual increases.				
Ann Marie Rheault stated this also includes an additional amount for the new generator at the Fairgrounds.				
101-02-035-014	Advertising	0	0	0.00%
101-02-035-015	Antenna Rental – Thomaston	24,000	0	0.00%
101-02-035-016	Phone Lines- Communication Upgrade	8,000	0	0.00%
101-02-035-017	Tech Support	35,000	0	0.00%
101-02-035-018	Office Supplies	0	0	0.00%
101-02-035-020	Generator Repairs	0	0	0.00%
101-02-035-025	System Repairs	0	0	0.00%
101-02-035-027	Electrical Repairs	0	0	0.00%
101-02-035-041	Electricity	0	0	0.00%
035	Communications/Dispatch	524,225	50,548	10.67%
101-02-036-002	Secretary Fire Commission	1,800	0	0.00%
101-02-036-003	Secretary Fire House Building Comm.	0	(1,000)	-100.00%
101-02-036-005	Grant Expenses	0	0	0.00%
101-02-036-012	Contract Services	22,000	0	0.00%
101-02-036-013	Building Maintenance	20,000	0	0.00%
101-02-036-015	Conferences & Memberships	400	0	0.00%
101-02-036-016	Expenses – Fire Commission	400	0	0.00%
101-02-036-018	Office Supplies	200	0	0.00%
101-02-036-020	Truck Repairs	10,200	0	0.00%
101-02-036-021	Education	19,000	0	0.00%
101-02-036-022	Janitorial Supplies	1,700	0	0.00%
101-02-036-025	Equipment	8,750	0	0.00%
101-02-036-026	Pressurized Tank Repair	3,000	0	0.00%
101-02-036-027	Radio Repairs	4,500	0	0.00%
101-02-036-028	Ladder Truck Test/Rep.	11,500	0	0.00%
101-02-036-029	Food Supplies	300	0	0.00%
101-02-036-030	Radio Replacement Program	1,900	0	0.00%
101-02-036-033	Physicals	12,000	0	0.00%
101-02-036-037	Hose Program	2,040	0	0.00%
101-02-036-048	Refuse Removal	1,100	0	0.00%
101-02-036-052	Refurbish Trucks	1,000	0	0.00%
101-02-036-053	Extinguisher Refills	1,600	0	0.00%
101-02-036-054	Fresh Air Maintenance	12,540	0	0.00%
101-02-036-055	Training Equipment	3,375	0	0.00%
101-02-036-056	Haz Mat	2,000	0	0.00%
101-02-036-057	Protective Gear	24,500	0	0.00%

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Account Number	Description	FY 2019 Proposed	2019 Proposed vs. 2018 Budget Change	% Change
101-02-036-059	Wireless Charges	3,100	0	0.00%
101-02-036-060	Firemen's Compensation	40,000	(10,000)	-20.00%
James Zalot stated this is pension program/managed through Thomaston Savings Bank After 40 years of service/collect a full pension which is est. \$400.00/monthly/cap/dependent on age				
101-02-036-061	Expenses-Fire Chief	3,500	0	0.00%
101-02-036-062	Expenses-Asst. Fire Chief	4,500	0	0.00%
101-02-036-063	Hurst Program	7,800	0	0.00%
101-02-036-064	Hydrant/Plan Review	2,500	0	0.00%
New Account	Background Checks	600	0	0.00%
036	Fire Department	227,805	(11,000)	-4.61%
101-02-032-001	Salary Police Chief	95,088	3,088	3.36%
James Zalot stated since Police Chief salary has to be higher than Assistant Chief.				
101-02-032-002	Salary Assistant Chief	94,588	3,075	3.36%
James Zalot stated contractual increase				
101-02-032-003	Salaries FT	1,212,500	(96,933)	-7.40%
James Zalot stated contractual increase lower due to amount of police officers (21) presently employed. Ann Marie Rheault stated the July- position vacated and the SRO back fill - were NOT included in this budget.				
Ann Marie Rheault stated last year budgeted for total patrol and sergeants were total of 23.				
101-02-032-005	Salaries Overtime	225,000	25,000	12.50%
James Zalot stated fill-in for holidays, vacations, sick time, etc.				
101-02-032-006	Sergeants/Shift Supervisor	363,800	11,367	3.23%
Briana Brumaghim questioned amount Ann Marie Rheault confirmed 4.				
James Zalot stated contractual increase				
101-02-032-007	Seniority Pay	6,300	(200)	-3.08%
Ann Marie Rheault stated since one has left and one may be coming into.				
101-02-032-008	Salaries Holiday	95,860	2,976	3.20%
101-02-036-009	Salaries Crossing Guards	20,000	0	0.00%
101-02-036-011	Training In-House	58,000	4,500	8.41%
James Zalot stated payment –in-house training which includes various recertification training, firearms, TASER, tactical, Emergency Medical Response, extra classes for investigation, etc. Training is mandated by the State of Connecticut. The increase is due to the additional mandated training that has been added to the officer's curriculum, i.e., additional necessary basic and advanced job skills training, active shooter training, legal update training, etc.				
101-02-036-013	Service Contracts	54,324	0	0.00%
101-02-036-015	Dues & Fees	3,225	0	0.00%
101-02-036-016	Expenses Police Commission	1,200	(300)	-20.00%

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James Zalot stated follow up \$1500.00*				
101-02-036-018	Office Supplies	9,500	0	0.00%
101-02-036-020	Repairs & Supplies	7,100	-	0.00%
James Zalot stated pays for repairs to equipment such as Fax machines, cameras, firearms, handcuffs, other duty equipment, etc. and for supplies such as duty belts, ASP Batons, firearms, TASERS, OC spray, etc.				
101-02-036-021	Medical Supplies	7,000	1,000	16.67%
James Zalot stated due to rise in the overall cost of medical supplies that are in cruiser medical bags and for the department medical bag. Other items such as AED batteries, AED repairs, Narcan, etc. The increase is due to the increased usage and the one-time use only for the AED batteries for cardiac arrests, the increase of Narcan, -the State mandated increase for the amount of Narcan the officers are now required to carry. Also to replace Quikclot that saves lives by rapidly stopping severe bleeding which expires, etc.				
101-02-036-022	Investigative Supplies	2,450	0	0.00%
101-02-036-027	Electrical Repairs & Supp.	8,000	500	6.67%
James Zalot stated pays for supplies for damage to equipment such as the Intoxilizer which is used for DUI testing, AFIS machine (Automatic Fingerprint Identification System), police radios, etc.				
101-02-036-029	Food For Prisoners	750	0	0.00%
101-02-036-030	Dog Supplies - Magnum	0	0	0.00%
James Zalot stated this pays for the maintenance of Canine Magnum for items such as food, vet bills, equipment, licenses, registrations, etc. They try to keep this line item funded through donations.				
101-02-036-033	Physicals - New Hires	1,500	0	0.00%
101-02-036-035	Clothing Allowance	29,000	0	0.00%
101-02-036-036	Cleaning Allowance	12,500	0	0.00%
101-02-036-037	Vehicle Cleaning	3,000	(1,000)	-25.00%
James Zalot stated this is professional fees paid for the exterior washing and interior cleaning of the police vehicles, 2 times per month during the winter season and 1 time per month during warmer months. A biohazard contingency is also included.				
101-02-036-042	Wireless Charges	4,500	0	0.00%
101-02-036-052	Exam Expenses	1,000	0	0.00%
101-02-036-056	Junk Car Removal	250	0	0.00%
101-02-036-058	Duty ammunition and targets	12,000	1,000	9.09%
James Zalot stated this pays for the practice and duty ammunition for the handguns, shotguns, and patrol rifles and for targets and cleaning equipment. This line item also pays for practice and duty cartridges for the TASERS. The increase is due to the general increase in cost for these items and for Simunition firearms training equipment that is going to be purchased for active shooter training.				
101-02-036-057	Firearms, helmets and storage	0	0	0.00%
32	Police Department	2,328,435	(45,927)	-1.93%

5. Public Comment

Melanie Church, 328 Main Street, Terryville - Suggested looking into shared services.

Jessica Collette, 32 Ronald Road, Terryville - In favor of filling the SRO position the correct way.

George Franek, 75 Allen Street, Terryville - Strongly encourage filling SRO. The SRO in some cases is the only role model a youth has, the SRO works in conjunction with the Board of Education.

Randy Picard, 140 Old Waterbury Road, Terryville - I support the brave men and women in uniform that are protecting our streets and the dispatchers who are all part of our Police Department. Our Community deserves and needs to have an SRO for many reasons. We should stand behind the Police for whatever they need to do their job, which is not easy.

Brian Dunn, 19 Carriage Drive, Terryville – questioned back-fill position-July, was in the Police Department budget why then was it not filled and why police dog is not being utilized in the school to find drugs.

Chief Karen Krasicky stated the SRO position was removed from the 2016-2017 budget year. The police department position was eliminated from fiscal year 2016-2017 budget. The eliminated police officer position was put back in the fiscal year 2017-2018 budget. Therefore, the SRO position would have been put back in the school system for this current fiscal year. I did not give permission to back fill the SRO position. A back-fill officer has to be hired since the SRO is not part of the 3-man minimum staffing. The SRO cannot be effective unless separate entity.

Chief Karen Krasicky stated the SRO conducts DARE programs for the fifth-grade students. The SRO handles all school-related incidents that require police intervention, which has increased since the last school year, and networks with students and briefly elaborated.

Chief Karen Krasicky stated please consider putting the back fill position and the SRO position back in the budget so that we can be back to the original 25 officers that were allotted in last year's budget. Also gave a brief overview and briefly elaborated.

Allison Garceau, 16 Ronald Road, Terryville – I support the Chief and would like the Police position back-filled and the SRO reinstated even if taxes increase.

Sergeant John D'Aniello/and

Officer Michael Smegielski - Plymouth Police Union -We appreciate all of the people who came out to support the SRO. Positive key points that an SRO presence would have - SRO in school reduces the amount of damage to the school, early intervention in violence, potential fatal drug overdoses, reduction of 911 calls, the officer can actively respond and the reduction of a student getting a criminal record. Our current Officer Christopher Brody- trained for SRO position; also, our active shooter trainer is a valuable asset to the Plymouth Police Department. The SRO position encourages the youth to view police as a positive role model and have a positive impact that would last a lifetime.

Melanie Church, 328 Main Street, Terryville - suggested a new schedule

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Jeffrey Urso, 303 Allentown Road, Terryville - in favor of SRO due to daughter being physically assaulted at Terryville High School.

Sally Barnes, 279 Main Street, Terryville - need to back-fill Police Department and support Emergency Services.

Officer Michael Smegielski - Clarified presently I am the current Accident Reconstructionist and have completed all classes that are mandated by the State of Connecticut IPTM and looking into a Regional Accident Construction Team. Clarified that if the State Police is called in to assist in an investigation that is free of charge.

Chet Scoville, Chairman - Board of Police Commissioners - supports our Police Department because they are a great group of men and women that are dedicated to our community. The Incident and Analysis reports show what the Police Department does on a daily basis. Fully supports the Police Department and SRO position.

Riona Dermaku, 26 Summitt View Road, Terryville - After multiple shootings around the country we still have to attend school and feel scared without an officer present. In favor of SRO and should not wait any longer.

Pattie DeHuff questioned do we have funding in the budget at this moment – for the 24th position to fill it and can that person be an SRO.

Ann Marie Rheault stated current year - two positions that were budgeted for and approved by the town council when the budget was passed in June. Two positions were - One back fill for SRO and one for a replacement of an officer who left in July. The Mayor implemented a spending and hiring freeze, which would accomplish a balanced budget for the end of the year due to the State of Connecticut 1.5 M budget reduction.

Chief Karen Krasicky clarified this current budget 2017-2018 originally approved for 25 positions, the SRO and Police Officer position that was eliminated in 2016-2017 budget was voted on unanimously by the Board of Finance and the Town Council last year to go back into this current budget 2017-2018. With that approval, we should have 25 officers, 23 sworn, 2 non-sworn –assistant chief and myself.

Chief Karen Krasicky stated due to spending and hiring freeze we are not able to fill any positions and briefly elaborated.

Vicky Carey stated that in the past we never had a patrol officer that was an animal control officer. Could we go back to a civilian dog/animal control officer and would that help make up the difference to be able to reinstate the SRO.

Chief Karen Krasicky presently that position is part of a binding contract/union and you would be losing a certified police officer.

Briana Brumaghim questioned the overtime line item –currently budgeted for \$225,000 - if increased the full-time salary line item would that offset/reduce the overtime line item.

Chief Karen Krasicky stated yes, if we back-fill current vacancy that would help decrease the overtime.

Briana Brumaghim questioned if there was a specific consulting firm for school security that did an analysis of all of the schools for improvements.

Jim Kilduff stated there was a protocol sent from the State of Connecticut that they are following.

Pattie DeHuff questioned the police schedule.

Karen Krasicky stated does not know of any police department that has set schedule. Since a rotation-schedule would allow officers to have weekends off occasionally.

6. Municipal Fraud Risk Assessment Updates

None

7. Correspondence

Jim Kilduff stated did receive documents/information from Melanie Church will scan/forward to Board of Finance members for perusal.

8. Board Member's Comments

Pattie DeHuff - None

James Zalot - None

Vicky Carey - None

Jay Dorso – Good information!

Briana Brumaghim -None

9. Adjournment

There being no further business of the Board of Finance, a motion was made by Vicky Carey, seconded by James Zalot to adjourn at 8:50 p.m. This motion was approved unanimously.

Our next meeting is currently scheduled for April 2, 2018.

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas
Recording Secretary