

Town of Plymouth

Board of Finance

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1. Call Meeting to Order: Jim Kilduff, Chairman called the scheduled Meeting April 12, 2018, Board of Finance Meeting to order at 7:02 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 and 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.

4. Acceptance of Minutes

March 8, 2018

Correction: Meeting was held in Community Room not Assembly Room per Briana Brumaghim

March 12, 2018

Correction: None

March 15, 2018

Correction: Pg. 2 sediment should read sentiment per Briana Brumaghim

Correction: Pg. 4 Briana Brumaghim stated our add "**total**" town budget presently is proposed to decrease strike "**to**" 0.03%, which add "**usually**" translates - to no new taxes. per Briana Brumaghim

March 19, 2018

Correction: Pg. 2 026 -Town Hall Maintenance corrected amounts as follows: 212,825 / (84,720) -28.47

Correction: Pg. 1 101-03-026-003 Salary Staff corrected amounts as follows: 46,000/ 0/ 0%

March 22, 2018

Correction: None

March 26, 2018

Correction: None

March 29, 2018

Correction: Pg. 4 per Briana Brumaghim questioned amount / Briana Brumaghim questioned number of Sergeants

April 2, 2018

Correction: Pg. 6 per Briana Brumaghim stated looking at what the town is asking to contribute to the Board of Education's budget. The Board of Education is requesting a 9.5% increase - \$1.3 M from town.

Briana Brumaghim clarified that the additional amount that the Board of Education was requesting from the town was from the original budget that represents the 9.5% increase.

April 3, 2018

None

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

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
18 APR 17 AM 10:14
TOWN CLERK
Briana Brumaghim

Vicky Carey made a motion, seconded by Pattie DeHuff by to accept the minutes amended as listed above.

Motion passed unanimously

5. Preparation for Public Presentation of Plymouth 2018-2019 Budget & Contingency plans

Vicky Carey brought to the Board of Finance’s attention two items that should be considered with potential savings.

Charles Wiegert distributed Pgs. 1 of 3 from PowerSecure, ESCO (The Energy Efficiency Experts), (CCM) Connecticut Conference of Municipalities to the Board of Finance for review, which included:

Street Lighting Acquisition & LED Conversion

Pg. 1 Cost and Savings Summary

Pg. 2 Five Year Financing Model

Pg. 3 Seven Year Financing Model

Charles Wiegert, Director of Public Works stated we would be proposing to acquire all streetlights (1,419) from Eversource so then they would be town-owned utilities/property. We would then have the burden of maintenance but also have significant savings.

Charles Wiegert, Director of Public Works stated many other municipalities are moving forward with this since cost-effective.

Charles Wiegert, Director of Public Works stated presently in the FY19 Proposed Budget Amount (101-03-030-041) we have budgeted \$212,000.00 vast majority is for streetlights and few incidentals.

Charles Wiegert, Director of Public Works explained in detail cost and savings.

LED Savings Comparison	Existing	LED	Savings
Annual Energy Charge	57,432	17,215	40,218
Annual Distribution Charge	149,465	10,228	139,237
Total	206,897	27,443	179,454
			86.7%
Turnkey Cost		Unit	Total
Audit, GIS Mapping & Tagging		8.50	12,062
Acquisition Cost (incl. poles)		188.37	267,300
LED Retrofit		282.32	400,617
Controls & Monitoring		-	-
Gross Total Project Cost			679,979
Rebates			(130,690)
NET Turnkey Cost			549,289
Estimated Annual Maintenance		Annual PMT	Total PMT
5-Year Finance		122,227	611,133
7-Year Finance		90,949	636,646

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Jay Dorso questioned if these can convert to solar.

Charles Wiegert, Director of Public Works stated - Not quite there yet.

Ann Marie Rheault explained in detail the structure of the 5-year finance plan vs 7-year finance plan noting that the savings - will be in interest in the 5-year plan.

Briana Brumaghim questioned if both plans have same lease rate.

Charles Wiegert, Director of Public Works stated "Yes"

Jim Kilduff questioned current rebate offer and availability.

Charles Wiegert, Director of Public Works stated projected availability until July.

Jim Kilduff question what the experience of other towns regarding savings, maintenance, and feedback from other towns.

Charles Wiegert, Director of Public Works stated positive feedback, brighter light noticed by the public even though lower wattage.

Ann Marie Rheault questioned the life expectancy.

Charles Wiegert, Director of Public Works stated 20 years.

Jay Dorso questioned what if something happens to the poles

Charles Weigert, Director of Public Works stated dependent on pole (varies) are included in the acquisition cost, gave figures and briefly elaborated.

Vicky Carey stated our fixed cost \$140,000 rental and/or lease of the fixtures, the remainder is kilowatts and energy charge.

Pattie DeHuff questioned the color of lights.

Charles Wiegert, Director of Public Works stated LED.

Jay Dorso questioned the difference on the budget.

Ann Marie Rheault stated the 5-year impact on the budget would be an additional \$4,698.00

Briana Brumaghim stated how long it takes to switch over.

Charles Wiegert, Director of Public Works stated a couple of months.

Open Discussion

James Zalot questioned how it would affect the mill rate.

Ann Marie Rheault stated 5-year with contingency at \$50,000 Mill =40.97

Ann Marie Rheault stated 7-year with contingency \$50,000 Mill = 40.93

Pattie DeHuff questioned \$25,000 savings in interest if we went with the 5-year plan.

Charles Wiegert, Director of Public Works stated the total of each annual payments, less interest on 5-year vs the 7-year plan

Ann Marie Rheault stated the amount you are financing is the same, over a longer period of time principal and interest –changes/fluctuates how it is applied (amortization schedule) and briefly elaborated.

James Zalot stated in favor of moving forward with the 5-year plan-program being put in place since this is a cost savings for the town and not knowing how long this offer will be available.

Vicky Carey stated it would be a break even if lowered by \$5,000 the Est. Maintenance Cost.

Jay Dorso stated if moving forward 5-year would be the way to go and owning better than leasing in the long term and not affecting budget that much, questioned extended warranty availability.

Pattie DeHuff stated I think a good idea but do not like changing numbers at this time and needs to be presented to the public.

Briana Brumaghim stated if we reduce the Est. Maintenance Cost for the first year by \$5,000.

James Zalot made a motion, seconded by Briana Brumaghim to accept the offer move forward with the 5-year plan of the Street Lighting Acquisition & LED Conversion and to reduce the maintenance cost by \$5,000.

Pattie DeHuff – No (not opposed just not now)

Vicky Carey – Yes

Jay Dorso – Yes

James Zalot –Yes

Briana Brumaghim –Yes

Motion carries 4 to 1

Vicky Carey stated Marcus Communications was the service contract for entire Town Communications. Presently we have Norcom for the Police under Telecommunications. Our Public Works trucks at the end of June will no longer have any communications.

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Ann Marie Rheault stated since we no longer give Marcus Communications our Service Contract – that has been providing those radios, therefore will not be receiving service for those radios (20 Public Works Radios) need to be changed/replaced.

Charles Wiegert, Director of Public Works distributed a formal proposal from Lease Corporation of America dated April 12, 2018.

Ann Marie Rheault distributed gave an overview of Extra Duty Fund 121 – Fund Balance Roll forward –Estimated document and briefly elaborated.

James Zalot made a motion, seconded by Briana Brumaghim to take \$21,000 out of Extra Duty Fund which increases transfers into the general fund, which is, budgeted now \$90,870, which would increase to \$111,870.

Motion passed unanimously

James Zalot made a motion, seconded by Pattie DeHuff, to move \$12,500 out of general fund for communication purposes to purchase 20 radios for Public Works to be added to capitals.

Motion passed unanimously

Vicky Carey made a motion, seconded by Jay Dorso to take a recess.

Motion passed unanimously

Jim Kilduff called the meeting back in order at 8:38 pm.

Ann Marie Rheault stated Revenues 101-14-200-010 -Operating Transfers In -Budgeted transfers in from the extra duty fund from \$90,870 to \$111,870.

Ann Marie Rheault stated Capital Projects – approved \$21,000 communication upgrade, for the purchase of 20 radios for Public Works to be funded from extra duty

Ann Marie Rheault stated added purchase of 20 radios for Public Works -\$12,500 to come out of General Fund. –The new General Fund -Funded Number of Cap Projects -\$487,607

Ann Marie Rheault stated added purchase of Street Lights – add \$122,227 to our lease payments (no breakouts for principal & interest) total principal \$297,739 for leases all on cap project schedule.

Ann Marie Rheault stated the Street Lights- 101-02-030-041 -\$212,000 revised \$89,491.

Ann Marie Rheault stated the total for Section 030 is now \$469,471.

Ann Marie Rheault stated the impact of all changes total expenditures \$40,751,999 decrease \$273,553, reduction .67% from 2018 budget with a proposed mill rate of 40.95.

James Zalot made a motion, seconded Vicky Carey to accept the new budget total of \$40,751,999.

Motion passed unanimously

6. Municipal Fraud Risk Assessment Updates

None

7. Public Comment

Melanie Church, 128 Main Street, Terryville –extra duty fund, undesignated fund, taxes

8. Correspondence

Budget Suggestions: email from Mr. Mike Witte –homeowners and businesses can shop around for electric generation rates.

9. Board Member's Comments

Pattie DeHuff – None

Vicky Carey – None

Jay Dorso – None

James Zalot –None

Briana Brumaghim –None

10. Adjournment

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

Our next meeting is currently scheduled for April 19, 2018.

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas
Recording Secretary