

# 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 March 18, 2021 Board of Finance meeting to order at 7:05 p.m. Zoom Meeting online- Meeting ID: 416 918 410. Members in attendance: Victoria Carey-Vice Chairman, Eugene Croce, Barbara Rockwell, Elizabeth Wollenberg, and Dave Sekorski –excused absence Also present: Ann Marie Rheault - Director of Finance
2. **Pledge of Allegiance:** Jim Kilduff, Chairman led the group and audience in the Pledge of Allegiance.
3. **Approval of Minutes – will follow-up**
4. **Public Works Transfer request**
5. **Action, as may be necessary, on Public works transfer request**

PLYMOUTH, CT  
 TOWN CLERK'S OFFICE  
 2021 MAR 25 PM 3:06  
 Victoria Carey  
 Town Clerk

Jim Kilduff read into record Memorandum to Ann Marie Rheault, Director of Finance from Charles Wiegert, Public Works Director, dated March 11, 2021, re: Account transfer request of \$60,000

**Reason for request:**

This is to cover the unexpected expenses of having to replace the generator that was damaged during the August 4, 2021, natural disaster Storm Isaias. This generator is located at Fire Department Station I on Harwinton Ave. This is intended to be a FEMA reimbursed expense of 80%. We are looking to transfer the money to get the generator ordered before year end so we can have a new operational unit.

This is to cover the cost of replacing the boiler at the Maintenance Garage, 25 Hillside Avenue. This boiler developed an irreparable leak over the Winter. We are estimating the cost to be less than \$30,000 but have not completed the bid documents or gone out to bid as of this request.

**Transfer the Following:**

From	To	Amount
1000.43.4307.000000.56270 Salt & Sand (Snow Removal)	Capitols HQ Generator	\$30,000
1000.43.4307.000000.56270 Salt & Sand (Snow Removal)	Capitols Maintenance Boiler	\$30,000
<b>TOTAL</b>		<b>\$60,000</b>

Charlie Wiegert, Public Works Director stated the generator expense (majority) will be reimbursed – then money would go back to general fund, timely process to have installed before next winter, comfortable taking money out of Salt & Sand, and briefly elaborated.

Vicky Carey stated this is setting a precedence that we are taken this out of the Public Works budget this if for the Fire Department, should be in Capitals and briefly elaborated.

Jim Kilduff stated when reimbursed by FEMA do you still go out of bid?

Charlie Wiegert, Director of Public Works stated did request for proposal, bid process, a vendor in place and briefly elaborated.

Jim Kilduff stated we would need two different motions.

**Vicky Carey made a motion, seconded by Eugene Croce to transfer \$30,000 from Public Works -Salt and Sand (snow removal budget) to capitals for the maintenance boiler.**

**Motion passed unanimously**

Jim Kilduff stated there was no motion made for the first item.

Charlie Wiegert stated waiting until after July 1, 2021, can do prep work then and briefly elaborated.

## **6. Public Works & Building Department Town Budget review**

**Charles Wiegert, Director of Public Works shared his screen for review/discussion –noting very few changes.**

Charles Wiegert stated presently trending 20% higher - municipal solid waste and about 15% higher - recycling. Budgeting fairly conservatively due to pandemic and individuals working from home.

Ann Marie Rheault confirmed clothing is redundant. (will follow-up)

Charlie Wiegert stated “yes”

Beth Wollenberg questioned how close do we reach the Salt and Sand budget of \$245,000.

Charles Wiegert recent years below average, buying salt at 75% of the cost of previous years, expecting prices to increase.

Clarence B. Atkinson, Building Official, and ADA Compliance Coordinator stated expect a new code upgrade, coming in with new books, do not have actual costs as of yet – will need to be addressed.

Ann Marie Rheault stated will be sending out the draft copy of the RFP for audit services to all the Board of Finance members for perusal.

**Ann Marie Rheault, Director of Finance, and members of the Board of Finance discussed in detail the Public Works portion of the draft budget of the Town of Plymouth Fiscal Year July 1, 2021- June 30, 2022 – Mayor’s Proposed Budget Draft dated February 16, 2021, Pgs. 1 of 26 for discussion purposes – DRAFT/WORKING COPY\* can be viewed in its entirety at the Plymouth, CT -Town Hall and on the Town of Plymouth’s website ([www.plymouthct.us](http://www.plymouthct.us))**

**NOTE: MILL RATE CALCULATION IS FOR REFERENCE ONLY. THE FINAL MILL RATE HAS NOT BEEN DETERMINED BY THE BOARD OF FINANCE AND WILL NOT BE FINAL UNTIL AFTER APPROVAL BY THE TOWN COUNCIL.**

**7. Public Comment**

None

**8. Correspondence**

None

**9. Board Member’s Comments**

Vicky Carey – Public Works budget should not be a go-to for when things come up - it is a capital expense belongs to Fire Department or capital - it is only \$30,000-start paperwork. (can revisit)  
Eugene Croce – first \$30,000 request from Public Works - no motion- will that be brought back, timing issue. Should be a Fire Department request (capital) or Purchase Order.  
Barbara Rockwell – None  
Elizabeth Wollenberg – None

Our next meeting will be on March 22, 2021

**10. Adjournment**

**There being no further business of the Board of Finance, a motion was made by Eugene Croce, seconded by Vicky Carey to adjourn at 8:07 p.m. This motion was approved unanimously.**

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas  
Recording Secretary