

# Town of Plymouth

80 Main Street, Terryville, CT 06786

[www.plymouthct.us](http://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 April 1, 2021 Board of Finance meeting to order at 7:01 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 – March 11, 2021

Jim Kilduff clarified that obviously, the \$787,000 was the entire amount of the increase that the Board of Education was requesting and STEM was a small part of it.

**Incorrect:** Walt Seaman stated the STEM \$787,000 is a one-time cost, for the classroom(s), 3-D printers, equipment, curriculum, yearly teacher’s salary, and benefits afterward.

**Correction:** there are one-time costs for the STEM program that include getting the classrooms what they need to add 3D printers and the equipment for the students, plus the curriculum. There will be an increase from year to year with salaries of the teachers in that classroom.

**Eugene Croce made a motion, seconded by Vicky Carey to amend the minutes to that language.**

**Motion passed unanimously**

### 4. Capital and Debt Service

**Ann Marie Rheault, Director of Finance, and members of the Board of Finance discussed in detail Capital and Debt Service portions 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).**

*Eugene Croce*  
TOWN CLERK  
2021 APR - 8 PM 3:55  
PLYMOUTH, CT  
TOWN CLERK'S OFFICE

Depart.	Project Description	Amt. Req.	Mayor Recommendation.	General Fund	Town Aid Grant	LOCIP Grant	Municip. Grant	Fin. Purchases	Total Cost
Assessors	Revaluation (Year 2 of 2) \$120,000 total	120,000	50,000	50,000					50,000
BOF/Com p.	Facility Assessment/ Studies	15,000	10,000	10,000					10,000

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Comptr.	Computer/ Technology Upgrades	5,000	5,000	5,000					5,000
Comptr.	Town Fixed Asset Inventory and Asset Management Software	25,000	25,000	25,000					25,000
Tech.	Annual Computer Replacement Program	15,000	15,000	15,000					15,000
Registrars	Fire Proof Cabinet	8,000	8,000	8,000					8,000
F.D.	Portable Radio Upgrade (Year 3 of 3) \$90,000 total	45,000	30,000	30,000					30,000
F.D.	Mechanical Exhaust System for Apparatus	265,000	-	-					-
F.D.	SCBA Air pack replacements *(3)	750,000	750,000	-			750,000		750,000
F.D.	Aerial Ladder Truck *(4)	1,435,151	1,435,151	50,000			1,435,151		1,435,151
F.D.	Re-insulate Headquarters building	25,000	-	-					-
F.D.	Replace Air Conditioning Units- Headquarters	15,000	-	-					-
Library	Annual Computer Replacement Program	8,000	8,000	8,000					8,000
Library	Replace Air Handling Units	100,000	-	-					-
Public Works	Maintenance Garage-clean and seal block walls	35,000	-	-					-
Public Works	Volvo EC140EL Excavator or Equivalent	155,000	-	-					-

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Public Works	Volvo L-70 Loader or Equivalent	180,000	-	-					-
Public Works	John Deere 4210L Backhoe or Equivalent	120,000	-	-					-
Public Works	1Ton Truck with Lift Gate (year 2of 2) \$56,000 total	28,000	28,000	28,000				-	28,000
Public Works	2021 One-Ton Truck	40,000		-					
Public Works	2021 3/4 Ton Truck	40,000		-					
Public Works	Highway Garage Storage	45,000	-	-				-	-
Public Works	Town Aid Roads	750,000	750,000	241,612	259,830	96,124	152,434		750,000
Public Works	Town Hall Renovations	25,000	15,000	15,000					15,000
Public Works	Townwide ADA assessment and plan	25,000		-					-
Public Works	Napco Bridge Project	200,000		-					-
Public Works	Preston Road Upgrade – STEAP*(2)	256,410	256,410				128,205		128,205
Public Works	Replace Town Hall sprinkler heads	10,000							-
Public Works	Replace PVAC sprinkler heads	2,000							-
Police	Police Cruisers replacement program	105,000	65,000	65,000					65,000
Police	Twenty Bullet Proof Vests (year 1of 5) \$20,000 total	4,000	4,000	4,000					4,000
Police	Body worn cameras, evidence storage and dashboard cameras *(1)	131,544	131,544	131,544					131,544

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Police	Automatic Vehicle location GPS System Server	20,984	20,984	20,984					
Police	License Plate Reader	3,000	3,000	3,000					3,000
Parks and Rec.	Chevy Silverado 2500 w/extended cab and plow (year 2of 3) \$45,000	15,000	15,000	15,000					15,000
Parks and Rec.	Replacement-Tennis Court Replacement	70,000		-					-
Parks and Rec.	Re-paving Lake Winfield Holt St. parking lot and sidewalk	56,500		-					-
<b>TOTALS</b>		<b>5,148,589</b>	<b>3,625,089</b>	<b>725,140</b>	<b>259,830</b>	<b>96,124</b>	<b>280,639</b>	<b>2,185,151</b>	<b>3,475,900</b>

Short Term Financing of Cap Projects	Original Cost	2021-2022	2022-2023	2023-2024	2024-2025	2026-2027	Total Principal	2022 Int
Communications Upgrade Project – Motorola 5 year lease	207,327	43,431					43,431	2,167
Replacement Front Loader	120,993	31,109					31,109	1,216
Street Light Purchase Program	512,105	102,356	104,976				207,332	5,308
Ten Wheel Dump Truck Replacement - 7 year lease- 2020	223,908	25,774	26,728	27,716	28,741	62,175	171,134	6,330
Ten Wheel Dump Truck Replacement - 7 year lease - 2021	243,142	27,066	28,000	28,966	29,965	98,321	212,318	7,323
Ten Wheel Dump Truck Replacement – 7 year lease 2022 (estimated payment)	248,000	31,000	31,000	31,000	31,000	124,000	248,000	7,500
SCBA Air Pack Replacements - Fire	750,000	117,000	93,000	102,000	105,000	333,000	750,000	-
Aerial Ladder Truck - Fire	1,435,151		100,265	103,423	106,681	1,124,782	1,435,151	-
<b>TOTAL</b>	<b>3,740,626</b>	<b>377,736</b>	<b>383,969</b>	<b>293,105</b>	<b>301,387</b>	<b>1,742,278</b>	<b>3,098,475</b>	<b>29,844</b>

*1. To be funded from Police Extra Duty fund transfer into general fund (\$65,000 of transfer to cover cruiser purchases and \$65,000 to offset body cam/dashcam project purchase FY 2021 amt. budgeted for the SCBA in capitals- transfer back to general fund to offset lease payment.	130,000		**Body cameras Year One Service	131,544 18,791 150,335 <u>(65,000)</u> 85,335	Capital per above Included in PD oper. budget Total Year 1 Body cam proj. cost Funded from extra duty fund Funded from general fund
	50,000 180,000	Transfers In	2018 principal payments 2019 principal payments	45,599 176,326	
*2. Town portion to be funded from the remaining 2020 Town Aid line item budget					

\*3. 7-year lease including interest -\$817,518 estimated

\*4. 12 year lease including interest - \$1,745,667 estimated. Year 1 lease payment upon delivery in FY 2023 will be offset by \$75,000 budgeted in FY 2021-2022

Note: 2020 Extra Duty fund balance: \$148,978

Chief Mark Sekorski stated the new air packs come with a lifetime guarantee on just about everything - should not be a maintenance factor as time goes on –although technology is changing – gave a brief overview (specifications of equipment and code) and stressed the importance of air packs for the fire department and briefly elaborated.

Chief Mark Sekorski gave a brief overview of masks, regulators, air tanks, and existing compressor.

Ann Marie Rheault questioned useful life on the new air packs

Chief Mark Sekorski stated 12 years.

Ann Marie Rheault suggested that we should start next year to plan to offset the future cost.

Ann Marie Rheault stated lease/purchase - once we take delivery of ladder truck we need to service it.

Jim Kilduff questioned who does the servicing on the ladder truck and do we have something set up for service since there's a lot of technical aspects.

Greg Cody, Assistant Chief stated Firematic Supply is the dealer for this apparatus they're located in Rocky Hill, CT. Firematic Supply would be doing all the service on this truck - they keep up to date for maintenance and/or repairs on this truck, noting prices on these go up constantly –average ranges between 3-to 6% a year and briefly elaborated.

Ann Marie Rheault questioned the types of equipment included with a ladder truck.

Chief Mark Sekorski stated comes with your standard NFPA which is extinguishers your ground ladders, etc. - all fire trucks (both ladder and engine) have to have a certain amount of equipment and briefly elaborated.

Chief Mark Sekorski stated our truck is older - we are volunteers and all we ask for is the equipment to be able to service the town with the equipment we need and perform the job safely and briefly elaborated.

Ann Marie Rheault stated re. Debt service – lease/purchases and (some extent) operating leases - those all do get factored into our debt service levels. Not just our bonds when determining what our debt service level is and the impact on the taxpayers.

Ann Marie Rheault clarified that for potential bonding coming up these dollar figures do get included in that, and they do up our debt service numbers - re. full cost, including interest –on any of these purchases that we enter into a lease is treated just like any other debt and briefly elaborated.

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Jim Kilduff read into record the following memorandum to the Board of Finance, from Charles J. Wiegert, Public Works Director, dated March 31, 2021, Re: 10 – Wheel Plow Truck Lease Success Story as follows:

The Public Works Department has just completed its first full year with the first leased 10-wheeled plow truck. Unfortunately, it takes so long to produce and build the custom components on these trucks that it is common for these large trucks to take many months to arrive after ordering. We officially took delivery on March 9, 2020, essentially missing the 2020 snow season where the trucks are really worked the hardest.

The year that we have had the truck has not been perfect as even new vehicles break sometimes.

- On two occasions the truck was parked in the garage, when staff noticed it was leaking hydraulic fluid. The dealer was contacted and came the next day to take the truck and have the repairs made. The truck was repaired and returned in a timely fashion at no cost to the Town.
- This previous winter, I'm sure you remember February. During one of the many storms where staff was out plowing all night the hydraulic pump which runs the entire dump and spreader assembly stopped working. The dealer had us contact Truck Builders (local company to Plymouth) and the truck was fixed and returned before the end of the next day (Friday) for the next storm expected that weekend. This would have cost around \$2,500 to repair had the Town been obligated.
- The truck is scheduled for preventative maintenance by the dealer in the next week or two. The dealer is vested in keeping the truck in pristine condition. Again, there is no cost to the Town for this service.

Leasing has been an effective strategy on these large assets for the Town. It has already prevented costly breakdowns and increased reliability of the fleet. The leasing model has been copied by other CT municipalities after Plymouth was the first municipality in the state to adopt it.

**Note: END OF MEMORANDUM**

Charles Wiegert, Director of Public Works stated after receiving an email from councilman Dan Gentile – shared the following table with our historic budgets and actual expenses –

	Budget	Actual	Diff.
2015		154,430	
2016	100,000	120,599	-20,599
2017	100,000	156,064	-56,064
2018	125,000	126,379	-1,379
2019	125,000	163,463	-38,463
2020	145,000	139,181	5819
2021	155,000	143,347 (today)	11,653 (today)

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2022 Proposed	155,000		
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Ann Marie Rheault stated re. body cameras - noted this is mandatory based on the police accountability act so that there is no choice in getting these things - they will have to be purchased and they have to be in effect as of July 1, 2022. Correct?

Captain Edward Benecchi stated that is correct.

Ann Marie Rheault gave a brief overview of the Police Department's body cameras - year one service as explained above\*\*(see capital chart above)

Captain Edward Benecchi stated we are legislatively mandated under House Bill 6004 to have these body cameras in place by July 1 of 2022.

Captain Edward Benecchi stated in that bill, the state has allotted \$4 million in reimbursements statewide - Economically depressed towns will receive 50% of that reimbursement of their costs and non economically depressed towns will only receive 30% and briefly elaborated.

Jim Kilduff questioned any update on RFP and a bidding process, do you have any more information on that.

Captain Edward Benecchi stated currently reviewing now final review and draft –working on this project I've received multiple estimates from different companies on the high end \$280,000 on the low end we're looking at this number which is good. It can get very expensive very quickly when it comes to data storage and briefly elaborated.

Ann Marie Rheault gave a brief overview of Short Term Financing of Capital Projects.

A brief discussion took place on how to bridge the gap regarding the Board of Education budget request.

**5. Public Comment**

None

**6. Correspondence**

Received (budget suggestion) from Lynn Powell – in support of the library.

Jeanine Audette, Library Board of Directors spoke in favor of full funding of a thriving community library.

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**7. Board Member's Comments**

Vicky Carey - None

Eugene Croce - None.

Barbara Rockwell - None.

Elizabeth Wollenberg - None.

Our next meeting will be on April 5, 2021

**8. Adjournment**

**There being no further business of the Board of Finance, a motion was made by Beth Wollenberg seconded by Barbara Rockwell to adjourn at 8:30 p.m. This motion was approved unanimously.**

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas  
Recording Secretary