

# 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 April 4, 2022, Board of Finance meeting to order at 7:00 p.m. Members in attendance: Victoria Carey-Vice Chairman, Eugene Croce, Barbara Rockwell, Briana Brumaghim, and Jennifer Brunoli. Also, Present: Mayor Joseph T. Kilduff, Grace K. Zweig, Director of Finance, Charles Wiegert, Department of Public Works, and Roxanne McCann, Town Council Liaison

2. **Pledge of Allegiance:** James Kilduff led the group and audience in the Pledge of Allegiance.

**Fire Exit Notification:** James Kilduff noted the Fire Exits for the record.

3. **Acceptance of Minutes – Follow-up**

Jennifer Brunoli made a motion, seconded by Vicky Carey to accept the minutes of March 17, 2022.

Motion passed unanimously

4. **General Fund Revenues/Expenditures review- 2nd pass-thru of Budget  
Finalize and adjust Revenues/Expenditures and approve totals Capitals & Debt  
Service**

Mayor Joseph T. Kilduff stated the two major changes in Mayor's Proposed Draft Budget #4 dated April 1, 2022, - Final quotes for Health Insurance - decrease reflected a 7.8% increase adjustment has been made, and the move of Park & Recreation employees salary line items to Facilities in Public Works where they are being supervised currently and is working and briefly elaborated.

Jim Kilduff stated need to come up with a number for the Board of Education.

Grace Zweig confirmed a 36.24 approximation mill rate with the proposed budget.

Vicky Carey questioned/confirmed impact on budget of 2.00% increase for Board of Education increase of \$491,041.

Grace Zweig confirmed mill rate of 36.31, increase 2.81.

Vicky Carey questioned motor vehicle tax.

Joseph Kilduff confirmed for this current year it was 95%, where we are vs where we were the year before, recommendation and calculations - go off historical data, look at motor vehicles the end of March last year 98.17% of project revenue and finished at 101.15%

Joseph Kilduff stated this year where at 98.79% a little bit higher than projected revenue, don't know where we are going to finish. I would not necessarily go all the way to 94 or 95% - maybe bump it up a half a percentage without an issue.

Briana Brumaghim stated 95% collection rate for 2017-2020 before Covid hit and it was reduced with fear of not having the same collection rate (that did not happen) and briefly elaborated.

Joseph Kilduff stated was reduced to 92.5% for the Fiscal Year 2021 due to COVID-19 and kept it at 92.5% for this year, prior to that it was 95%.

Joseph Kilduff stated going up to 95% would not be appropriate.

Jim Kilduff stated the importance of being extremely conservative.

Joseph Kilduff confirmed the original recommendations of the Tax Collector for Real Estate at 98.2%, Board of Finance bumped it up for current and final collection at 98.4%.

Joseph Kilduff noted Motor vehicle supplemental, a huge increase in values, inflated at moment and briefly elaborated.

Briana Brumaghim stated if you bump that up to 93.75% collection rate, amount adjusted amount for collections is \$117,184.303 difference total of \$1,562,457.00

Vicky Carey questioned line item "Dive Team" for the Fire Department - the amount of \$2,000.

Grace Zweig noted in Other Professional/Technical Services.

Briana Brumaghim noted the Connecticut Tax Collector Association recommendation for collection rates and they don't break it down, average of those three proposed collection rates would be 95.3% and briefly elaborated.

Joseph Kilduff stated is a complete manipulation of data, you can't average collection rate when one portion of the budget is 24 M, and the other portion of the collection is 1.5 M and briefly elaborated.

Jim Kilduff stated need to take a conservative approach on numbers, we have other areas in the budget that could be because of inflation be underbudgeted.

Briana Brumaghim stated if you increase the motor vehicle collection rate to 93.0% would reflect \$625,000.

A lengthy discussion took place regarding the Board of Education's budget request and how it is reflected in the budget.

Grace Zweig noted a 2.00% increase of 2.8 and 2.9 if you use the 2.13%.



Vicky Cared noted looking at the 2.00% to the budget of \$491,041.

**Briana Brumaghim made a motion, seconded by Barbara Rockwell to increase the Board of Education's proposed budget by 2.10%, an increase of \$515,593 Total of \$25,067.020.**

**Motion withdrawn**

**Briana Brumaghim made a motion, seconded by Barbara Rockwell to increase the Board of Education's proposed budget by 2.15%, an increase of \$527,869 and total of \$25,079,896**

**Jennifer Brunoli Yes  
Barbara Rockwell - Yes  
Eugene Croce -No  
Vicky Crey - No  
Briana Brumaghim – Yes**

**Passes three to two**

Briana Brumaghim questioned Regular Employees.

Jim Kilduff noted to keep in mind when unions were getting a 2 -2.5% increase, non-union were getting 1.5% and briefly elaborated.

**Vicky Carey made a motion, seconded by Eugene Croce that under the Mayor's budget the Regular Employee budget amount be \$68,000 as recommended by the Mayor.**

**Jennifer Brunoli - Yes  
Barbara Rockwell - Yes  
Eugene Croce - Yes  
Vicky Carey - Yes  
Briana Brumaghim – No**

**Motion passes 4 to 1**

A lengthy discussion took place regarding a certified Assessor's position and service contracts.

**Land Use**

Jim Kilduff stated administration of the town should be left to the Mayor, not us that is not our job.

Vicky Carey noted the Town Council has the final say.

**Eugene Croce made a motion, seconded by Barbara Rockwell to increase other professional technical services from \$1,000 to \$2,000.**

**Jennifer Brunoli - No**  
**Barbara Rockwell - Yes**  
**Eugene Croce - No**  
**Vicky Carey - No**  
**Briana Brumaghim - Yes**

**Motion fails three to two**

Briana Brumaghim stated under insurance in the contract it states the town shall provide and pay for the following insurance for all full-time employees regularly scheduled to work 30 hours or more per week, dependents, and briefly elaborated.

Eugene Croce stated trying to allocate the funds in case the town council and/or mayor want to make that decision.

**Eugene Croce entertained a new motion, seconded by Barbara Rockwell to increase other professional technical services from \$1,000 to \$2,000 under land use.**

**Jennifer Brunoli - Yes**  
**Barbara Rockwell - Yes**  
**Eugene Croce - No**  
**Vicky Carey - Yes**  
**Briana Brumaghim - Yes**

**Passes 4 to one**

### **Library**

**Briana Brumaghim made a motion, seconded by Eugene Croce under the Terryville Public Library section of the budget for the part-time employees' line to increase the amount to the requested amount of \$63,268 to provide for a part-time reference assistant teen services position.**

**Briana Brumaghim - Yes**  
**Vicky Croy - No**  
**Eugene Croce - No**  
**Barbara Rockwell - Yes**  
**Jennifer Brunoli - Yes**

**Motion passed 3 to 2**

Vicky Carey stated option is to take \$10,000 out of contingency or add a little bit of money from the fund balance as a last resort.

Gerry Bourbonniere stated job description for Parks & Rec Director has not been updated since 1990.

Gerry Bourbonniere distributed and read into record Section 3a – Town of Plymouth, Parks, and Recreation commission...noted not following charter and still in defiance of the charter, gave history, need of CDL license, re. employees union contract and briefly elaborated.

Vicky Carey stated moved monies over to Highway Department, under one union, supervised by Public Works Director.

Charles Wiegert, Director of Public Work stated the different labor grades have all have different job descriptions with different requirements, parks maintainers positions have different descriptions no issue re. CDL no problem and/or concern and briefly elaborated.

Vicky Carey read into record Section 3b. -Purposes and powers (parks and recreation commission) “all personnel so hired shall be governed by the Town out the above-mentioned programs. The director and all personnel so hired shall be governed by the Town of Plymouth Personnel Policies and Procedures or the Town Hall Employees’ Union Contract, as appropriate.

Briana Brumaghim stated dedicated parks maintenance employees should stay in the Parks area/section of the budget.

**Briana Brumaghim made a motion, seconded by Barbara Rockwell to keep the two full-time park maintenance employees and related lines of overtime, longevity, and clothing in the Parks section of the budget.**

**Jennifer Brunoli - Yes**

**Barbara Rockwell - Yes**

**Eugene Croce -Yes**

**Vicky Crey - No**

**Briana Brumaghim – Yes**

**Passes 4 to 1**

Briana Brumaghim questioned under Facilities other professional/technical services - if it is necessary to budget \$10,000 in that line item.

Vicky Carey stated other miscellaneous buildings - leave just in case of any emergency and/or need.

Briana Brumaghim suggested for the next re-val (physical) noted more expensive need to budget in Capitals.



Vicky Carey stated already planning for that next year (four payments).

Vicky Carey stated the need to star (asterisk) or number exhaust system for Fire Department No. 4 for ARPA, Police Department two vehicles and license plate reader under their extra duty fund. ARPA is the mechanical exhaust system apparatus, excavator, loader, and the surplus for the one-ton dump and utility body, \$9,868 was general funded, town aid roads, 3/4 ton Truck with extended cab/plow (year 3 of 3) \$45,000.

***Vicky Carey made a motion, seconded by Jennifer Brunoli to increase the motor vehicle grand list collection rate to 93%***

**Motion passed unanimously**

**Eugene Croce made a motion, seconded by Barbara Rockwell to send this document with the changes as addressed tonight forward to the Proposed Draft Budget No. 4 with the changes to the Town Council and the Mayor.**

**Motion passed unanimously.**

**2023 Budget \$43,291,608**

**Difference \$ 1,233,839**

**Change 2.93%**

**Board of Finance members reviewed the Town of Plymouth Fiscal Year July 1, 2022-June 30, 2023 – Mayor’s Proposed Draft Budget #4 dated April 1, 2022, used 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.**

## **5. Public Comment**

Jim Moslak, 34 Carriage Drive, Terryville, CT – questioned what is considered part-time for town, charter is not being followed, and questioned if the town council approves all contracts.

Melanie Church, 328 Main Street, Terryville, CT - Supervisor’s contract approval, charter, need roads done, and programs for recreation.

Gerry Bourbonniere -Thanked Board of Finance members, noted roads and contractor costs.

**6. Correspondence**

None

**7. Board Member's Comments**

Briana Brumaghim – Thanked all board members for going through the process and for dedicating their time and I think we came to a good resolution to propose to Town Council.

Barbara Rockwell - None

Eugene Croce – Thanked everyone

Victoria Carey- Appreciate Board

Jennifer Brunoli – None

Jim Kilduff, Chairman thanked everyone in attendance.

Our next meeting will be on April 14, 2022

Public Hearing- Board of Finance Budget Presentation & Tri-Board meeting

**8. Adjournment**

**There being no further business of the Board of Finance, a motion was made by Vicky Carey seconded by Eugene Croce to adjourn at 9:59 p.m. This motion was approved unanimously.**

Respectfully submitted,

*Michele Yokubinas*

Michele Yokubinas  
Recording Secretary