

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 April 25, 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: Roxanne McCann, Town Council Liaison, Chief Karen Krasicky, Plymouth Police Department, and Dr. Bonnie-Marie Doughty-Jenkins, President Board of Directors -PVAC, Michael Darrell, Senior Vice Commander - American Legion Plymouth Post 20, Chris Oberg, Riders Director- American Legion Plymouth Post 20

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

Fire Exit Notification: Jim Kilduff noted the Fire Exits for the record.

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

4. **Discuss and take action on Board of Finance recommendation to Town Council for American Rescue Plan (ARPA) proposals from American Legion-Post 20, Plymouth Volunteer Ambulance Corps and the Plymouth Police Department**

Jim Kilduff, Chairman stated this is another step (recommendation) in the process approval and briefly elaborated.

Briana Brumaghim questioned if the Board of Finance's recommendation/approval is required to move on to the Town Council for approval.

Roxanne McCann, Town Council Liaison stated thought that whether it passes or fails here in this step – it would move forward to the Town Council, noted multiple document changes, and briefly elaborated.

Jim Kilduff stated need to finalize that - re. the legal authority of the town, how we structured it, town rules set up with several layers - will follow-up and confirm.

Eugene Croce stated generally under a Federal Grant they have to follow whatever procedures you have already in town. The Mayor accepts the grant, then the Board of Finance then the Town Council, and briefly elaborated.

Jim Kilduff stated regardless of the recommendation we give to the Town Council - will hold some weight, as far as other expansions to other projects, and briefly elaborated.

Jim Kilduff stated several projects looking for Board of Finance recommendation - the first project ARPA committee deemed appropriate to move forward in the process and briefly elaborated.

Jim Kilduff questioned if we have representation from Post 20.

Mike Darrell, Senior Vice Commander gave the history of the American Legion Post 20.

Mike Darrell stated we are the country's largest and oldest veterans service organization - founded days after the ending of World War I – before VA Hospital or GI Bill. Veterans got together to help each other and their families and have been doing it ever since.

Mike Darrell, Senior Vice Commander distributed the Plymouth Post No. 20/ The American Legion/ Serving Plymouth's Veterans and Community since July 31, 1919, ARPA Funds Request presentation for perusal.

Mike Darrell stated what we are asking for is enough money to get the kitchen built so that we don't have to do raffles and fundraisers for the next 5-7 years. Need to get enough money to build the kitchen in order to give back to the community, received quotes, will make it happen – we have a lot of volunteers who are ready and eager to get this project going and briefly elaborated.

Chris Oberg, Riders Director, 8 George Street, Terryville, CT stated timeframe is critical, noted price of goods, re. quotes from distributors rise fast, great if this goes through. The first plan is to order all stainless, store them at the facility, then copper, plumbing, wiring to beat price jump, built-in 10% buffer, and briefly elaborated.

Chris Oberg, Riders Director stated can use the post as shelter, with a generator later - would be self-sufficient. Noted due to COVID brought food (meals) from our own houses to veterans who could not get out. This would be beneficial to the entire community and briefly elaborated.

Carl Johnson, Finance Officer 30 Crossroad, Terryville, CT stated nonprofit all goes back to the community. Any (leftover), set aside for capital improvements - if we had a kitchen that could potentially increase income, working on generator load quote (sizing), room upstairs, re. emergencies – noted centrally located, and briefly elaborated.

Vicky Carey stated have to report to our finance director who is in charge of ARPA funding – anything over \$50,000 - wants specific information on expenditures, financial data, contracts, and sub-awards. Important to follow labor practices and prevailing wages, Stressed the importance of recent new ARPA guidelines, noted your volunteers, anyone you hire they have to be on prevailing wages. Keep precise accounting of what you do, in order to report to the federal government to have an exact accounting of that and briefly elaborated.

Jim Kilduff confirmed the ADHOC motion passed – stated that you must meet all required financial submissions.

Eugene Croce stated generally - must be available to the whole community - disclosed that he is the president of Sons of a Post in Bristol, and generally does not allow members of the community to use its facility.

Chris Oberg, Riders Director stated we are open to the public - we don't have anything in our charter that restricts the number of visits.

James Benway, Permittee-American Legion -Plymouth Post No. 20, 25 South Lakeside Drive, Terryville, CT stated when the town had its block party – a lot of people in town took advantage of our property to attend the event. We do in a sense serve the community and will continue to do that.

Jim Kilduff stated other requests that have not been acted on by ARPA yet, generator, working on upstairs to make totally functional and briefly elaborated.

Chris Oberg, Riders Director stated money generated due to the kitchen will be beneficial to other projects, etc., and briefly elaborated.

Mike Darrell stated the importance of a quiet area for members who experience PTSD and other problems due to their service, have a place for them and briefly elaborated.

Chris Oberg, Riders Director stated over the past 8 years, \$20-24,000 was given to the food pantry.

James Benway stated two scholarships awarded, along with rotary club donation, and briefly elaborated.

Chris Oberg, Riders Director stated due to not being a full-service kitchen, the health district charges a \$50.00 permit. The (class 3) kitchen will be a permanent licensed kitchen by the health district and will not have that cost.

David Quick, 35 Woodland Road, Torrington, CT stated ride is open to anyone with a motorcycle or without - no limitation. With a kitchen, the business will grow circumstantial as well as scholarships, taking part in the community along with giving back to the community -will be unlimited and briefly elaborated.

Briana Brumaghim thanked the veterans for their service, noted the importance of supporting your endeavors, and briefly elaborated.

Briana Brumaghim stated the importance of staying consistent with the town charter. The town charter has a provision about contributions to organizations and private contributions - that is something discussed in the past and questioned if this is something that may prohibit the town from making a contribution.

Jim Kilduff stated it should not because this is open for the towns to decide for private companies, for non-profits - open to everyone to apply.

Briana Brumaghim confirmed not considered town contribution -. Town distributing grant.

Vicky Carey stated we are the mechanism to deliver the grant.

Jim Kilduff reiterated anyone can apply since the beginning of this process has been posted on the town website.

Jim Kilduff stated ADHOC committee is for the process - to guide the process through and facilitate.

Jim Kilduff stated town is still taking applications and were still in the early process/of approving projects.

Vicky Carey stated the importance of transparency, the need for due diligence with money, monitor because our Finance Director is going to be ultimately responsible for required documentation.

Briana Brumaghim questioned if there is any discussion of any Public Hearing.

Jim Kilduff stated no Public Hearing plans.

Eugene Croce questioned if any problem with keeping memberships up.

David Quick, 35 Woodland Road, Torrington, CT stated pushing to get young people in, making the club more proactive for events. Can't address before we have the facility to support that, healthy post and will continue to grow. Stressed the importance of the 4 Pillars of the American Legion, tools needed to grow, noted the importance of funds and communication, and briefly elaborated.

Mike Darrell, Senior Vice Commander stated ideas to draw younger members, memberships down last two years due to COVID, room to grow. We are the second-largest American legion riders' chapter in the State of Connecticut, noted multi-generational operation, good programs, events, and briefly elaborated.

Highlights included:

The 4 Pillars Of The American Legion

- ❖ Americanism
- ❖ Veterans Affairs & Rehabilitation
- ❖ National Security
- ❖ Children & Youth

How The 4 Pillars Impact The Local Community

- ❖ Veterans Affairs
 - The Legion is the leading advocate for Veterans.
 - 856 Veterans live in Plymouth (based on the 2019 U.S. Census)
 - 856 families impacted by our services in Plymouth alone.
 - The Legion also offers benefits to the spouses, children, and grandchildren of veterans
- ❖ Americanism
 - The Legion supports cultural, moral, and patriotic values.
 - Our members support annual Memorial & Veteran Day ceremonies throughout the community. They are active members of our churches, Lions, boards, and commissions.

- ❖ **National Security**
 - Continued support of our national security – benefits our entire community and beyond.
- ❖ **Children & Youth**
 - Legion members support our youth through: College Scholarships, Boys & Girls State, Police Youth Weekends, and Little League-playgrounds
 - Members are role models to our youth
 - We offer support and guidance to young men and women as they navigate their entry into the services.

Impacts To Our Income

Net Income Graph

Building Back Post Covid

With the help of ARPA funding, it is our mission to get back to serving our veterans and the community better than ever before.

Kitchen: Prior to COVID with kitchen could have supported our shut-in veterans with meals. Moving forward we envision a kitchen that not only supports veterans during a pandemic, but one that can support the community during a pandemic or any other emergency situation.

Generator: Generator can offer non-stop services during power outages and provide an additional resource to the town for any emergency management planning.

Kitchen specifications

Patio Heaters

Generator

Building Back Post Covid – Upstairs meeting area, emergency fire exit, and ADA compliant access.

Funding Request

Kitchen: \$89,754.03
Patio heaters: \$ 8,860.00
Generator: future request
Upstairs: future request
Parking Lot: future request

Barbara Rockwell made a motion, seconded by Eugene Croce to recommend to the Town Council for approval to use the ARPA funds up to \$90,000 for the kitchen at the American Legion Post 20 provided the Legion follows all the required financial submissions.

Motion passed unanimously

Jim Kilduff and members thanked members of the American Legion-Post 20 for their presentation and everything they do.

Jim Kilduff stated PVAC is another organization trying to rebuild what they have to be sustainable for the future.

Dr. Bonnie-Marie Doughty-Jenkins, President Board of Directors -PVAC thanked the ARPA, introduced Cassie Jabobs, Board of Director -Vice President-PVAC who works at Bristol Hospital, and Mark Collins, Captain of Operations-PVAC for any technical questions. Noted it is a chest compression system that reduces patient contact personal fatigue and briefly elaborated.

Briana Brumaghim stated re. article pros and cons, questioned if it would be put in place to ensure that everyone is properly and routinely trained.

Mark Collins, Captain of Operations stated for in-house CPR, noted a statute of 20 mins in the house. Noted PPE, staffing issues due to COVID, Lucas as back-up.

Mark Collins, Captain of Operations stated the importance of money spent on a device is worth it since it could save a loved one. Beneficial to our community- and important that we keep up with technology that saves lives.

Mark Collins, Captain of Operations stated part of my job and training officer job is to ensure that everyone is trained on it before it is placed in the ambulance.

Briana Brumaghim disclosed that her spouse is a volunteer with PVAC.

Dr. Bonnie-Marie Doughty-Jenkins, PVAC thank you for proposing two Lucas Chest Compression systems for PVAC - an amazing gesture.

Jennifer Brunoli made a motion, seconded Eugene Croce to send recommendation to the Town Council for approval to allocate up to \$34,000 of the ARPA funds for two Lucas Chest Compression systems for PVAC.

Motion passed unanimously

Chief Karen Krasicky noted the importance of good communication. Two towers at Fall Mountain and the town hall are 30-40 years old and are no longer manufactured. These covers Police, Fire, and Ambulance.

Chief Karen Krasicky stated NextGen is our records management system that records all data in the Police Department.

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Chief Karen Krasicky stated the importance of upgrading technology. CAD system (communications) does not communicate to the records management system - LCD (Litchfield County Dispatch) not talking to one another, re. officer reports (search, arrest) may disappear.

Officer Christopher Latimer stated officer can spend 2-3 hours on a report and then it is gone and cannot get back (data lost) -need to start over. Noted servers down, not user-friendly, and briefly elaborated.

Chief Karen Krasicky stated the NextGen system will be able to handle information/data, noting LCD on board with NextGen will move forward, need for contracts.

Chief Karen Krasicky noted Police Accountability act, re. importance of being accredited police department, unfunded state mandates, body-worn cameras, information, the importance of statistics and reporting, noted federal compliance, accessible information via smartphone, and briefly elaborated.

Chief Karen Krasicky stated the importance of the availability for officers to receive timely information in order to keep the community safe.

Vicky Carey made a motion, seconded by Barbara Rockwell to send recommendation to the Town Council for approval to use the ARPA funds up to \$166,000 for the NextGen all-inclusive computer program for the Police Department.

Motion passed unanimously

Vicky Carey made a motion, seconded by Eugene Croce send recommendation to the Town Council for approval to use the ARPA funds up to \$305,000 for the replacement of communications tower at the Fall Mountain and bracketed tower and repair at Town Hall.

Motion passed unanimously

Chief Karen Krasicky stated thank you on behalf of myself and the Police Department.

5. Public Comment

None

6. Correspondence

Received by the Plymouth Board of Education: Town of Plymouth: Facilities Report by Location From date: 3/1/2022 To date: 3/31/2022 Fiscal Year 2021-2022 Pg. 1 of 12 Printed 03/31/2022 11:21:34 AM

7. Board Member's Comments

Briana Brumaghim - None

Barbara Rockwell - None

Eugene Croce - None

Vicky Carey- None

Jennifer Brunoli - None

Jim Kilduff, Chairman thanked everyone in attendance.

Our next meeting will be on May 19, 2022

Jim Kilduff thanked everyone for their participation

8. Adjournment

There being no further business of the Board of Finance, a motion was made by Vicky Carey seconded by Briana Brumaghim to adjourn at 8:15 p.m. This motion was approved unanimously.

Respectfully submitted,

Michele Yokubinas

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Recording Secretary