

Town of Plymouth

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Board of Finance

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1. Call Meeting to Order – The Regular Meeting of the Plymouth Board of Finance was called to order on Monday, March 23, 2015 at 7:00 p.m. by Chairman Peter Cook in the Assembly Room, Plymouth Town Hall. Members in attendance: Vicky Carey, Peter Cook, Pattie DeHuff, Michael Drozdick, Dan Murray and Jim Zalot. Also present: AnnMarie Rheault, Interim Director of Finance; Robin Gudeczaukas, Recording Secretary; Council Liaison Sue Murawski.
2. Pledge of Allegiance
3. Fiscal Year 2015-2016 Budget
Mike Drozdick reviewed the following:

Library

071, Plymouth – one line item of \$24,000; doing well with fund provided by the Town; Plymouth Library Association 2015-16 budget distributed and reviewed. Lynn Gavin is in attendance for the Plymouth Library Association.

Historian line item of \$600 under dept. 096. Judy Giguere, Town Historian stated she will provide receipts for reimbursement; various memberships would be beneficial; have done research on cemeteries and will need documentation for State of CT and probate court for any restoration to be done. Reviewed sites she researches and how learned of seminars to assist as historian. Chairman Cook stated once the budget passes, Judy should meet with AnnMarie Rheault. Judy stated she writes history articles that are on the town website. Pattie DeHuff asked about genealogy research and do you charge people; Judy, unless incredible amount of research she does for people but if exceed numerous hours she has charged.

027 is misprint and should be moved to 096; 027, Historical Society is separate entity from Historian

071 Plymouth Library - Vicky Carey questioned if we have list of revenues from Plymouth Library as at one time they did have a fund on its own and their revenue took care of bulk of budget; the 24,000 we are contributing is bulk of library budget. Mike will get the board a copy of revenues.

070, Terryville Library

Mike Drozdick stated disappointed in salary for staff of 1.5% increase; library kept in tune with budget and most items have not changed. Increase to Audio Visual Materials and important for function of library. Lynn White, Library Director, stated nonunion; staff salary, packet was trying to address inequities between positions, reviewed.

Original packet had CT Library Association (CLA) information on minimum salaries for each position and part time is not close and full time sections are starting to get to minimum. Budget distributed and reviewed.

Audio visual line – brought in new service streaming audio books and music and matter of being a new service as have community need for both services.

Part time staff is at 49 weeks; discussion on increasing to 50 weeks. Chairman Cook stated at one time the board discussed increasing yearly to get to 52 weeks. Lynn White added for the record her staff has had one raise in 4 years.

Staff line item is 4.7% requested; and part time is 4.3%. Mike Drozdick recommended 2.5%; Lynn would like the equity issue to be addressed, everyone gets 1.5%.

Dan Murray 3-4 years without an increase; take out \$200 in overtime and use elsewhere. Mike would like to review further with Annmarie.

Ann Marie stated circulation supervisor and children's librarian is where inequity is; discussion held. Lynn White stated job itself has evolved; children's librarian closer to CLA minimum; discussion on decreasing part time to increase their hours.

Capitals – Vicky Carey stated for library nothing now but had given 40,000 last year for elevator replacement and do they have firm figure. Lynn White is waiting on electrical; has not received quote but in talking with elevator tech last week guesstimate is \$15,000. Need \$15,000 on top of \$40,000. Vicky stated we are out of compliance with the elevator; Lynn stated for 5 years have been out.

4. Public comment

- a. Melanie Church, 328 Main Street – have been to Council and each of members and asking question; where is money, what is it being spent on and where coming from; now in mess and she doesn't get any answers. See numbers changing daily; you do not know how much has been spent this year on each line item and feels taxpayers are being short changed, they are not being listened to. There are no numbers yet you are trying to put budget together without balances; when see all overexpenditures in departments, you don't have to pay or approve them and time to start doing that. Capitals, if do away with and keep numbers up; there are two cruisers sitting and not being used and why adding more. When see departments over and see 200,000 over expenditure in budget, you don't micro manage but you are not watching it. Taxpayers are broke and cannot keep paying. Public Works, other stuff has been taken from salt/sand.
- b. John Murphy, 385 Greystone Road – you guys had a responsibility to taxpayers and a lot of attitudes seem to think of them as “pain in the asses” and you mind store for us and is there no accountability up there to ask why going over budget. All live in regimented society; we are amongst highest tax people in state. Need to figure out what to cut and do it the way it is supposed to be done. Purchasing, man sat there for 12 years and now mayor comes in article to say we need to put new things in place. This town needs to listen to the taxpayers and not do what they want to do.
- c. Heidi Caron, 4 Fairmount asked when the BOF will discuss the Human Services budget as told it was tonight and she is the Chairwoman for the Commission.

MOTION: To go back into the budget by Dan Murray; second Pattie DeHuff and the vote unanimous.

Chairman Cook stated back to budget review of Department 060, Human Services Commission

060, Human Services Commission – Heidi Caron stated she asked for commission increase for \$1000 more and always had budget item for doing (printing) a newsletter for community to increase awareness for seniors and disabled citizens in town. Example given such as DSS bus, foot clinic. They found going through Plymouth Connection was reaching more citizens and decided to provide a donation from Human Services to Plymouth Connection to keep entire section in the newspaper. The Commission wants to increase the amount as the newspaper is providing a service, to keep money in town and to help citizens to run newspaper. The Commission cannot get the coverage nor do mailing to notify citizens for the amount of money. Dan Murray, clarified, publication is the vehicle in which printing; Heidi stated it is a page she is writing into newspaper; reviewed donation they gave to her as it is a monthly submission to the paper and want to expand on information given to the newspaper. The new director started today, Heather Burns. Dan Murray asked what the contribution was; Heidi stated \$600. Also, last year out of \$2000 budget, 600 went toward secretary for commission and the commission decided to help with budget and now have a volunteer secretary. They also use Charity Tracker, a computer software program started using in April 2014 which tracks clients, money distributed, phone calls, cost of about \$500. AnnMarie Rheault stated that number needs to go in budget as it is not currently in the budget. Heidi Caron stated in April 2014 when started tracking, the Commission has given out \$27,339 in assistance to residents without using town funds but monies from hospice, Cleveland trust and all donated or trust money and certain criteria for those funds; reviewed. She and Abigail did a survey of services vs other towns and found other towns had service directors and part time staff, reviewed, and feels there is a need for a part time outreach coordinator and something needed for department moving forward. Chairman Cook stated he thought \$5,000 was in last year strictly related to Obama sign ups; Heidi stated there was a grant but a wash and there was a part time person; budget request of \$40,040 was a full time request but was to be changed to \$5000 for part time. Discussion held on salary of new Director; Heidi Carson stated \$50,000 and thinks there is an increase after 90 day probationary period to \$53,000; discussion held on current budgeted salary of \$51,500 and started at 50,000 and if increase to 53,000 this has not been voted on. AnnMarie Rheault added in line item for Dues and Subscriptions for \$500-\$550 for Charity Tracker; currently being paid through Technology Upgrades.

Back to Public Comment - none

5. Correspondence -none

6. Board Member Comments

- a. Mike Drozdick – nice to see people in attendance.
- b. Pattie DeHuff – when are we getting salaries asked about as last year had every wage; Vicky Carey stated it was an FOI submission; Chairman Cook stated it was an FOI request. AnnMarie Rheault stated the BOF did not receive it last year. Melanie Church stated she requested it and gave it out.
- c. Jim Zalot – public safety presentation is Thursday.
- d. Dan Murray – requested a snapshot of current year to date expenditures for close of business for February.
- e. Pattie DeHuff – will we get a revised budget; Chairman Cook stated yes after all presentations and we are ready to go through we will get one highlighted with decisions to be made as well as additions or changes found.
- f. Peter Cook – Mike is out Thursday and remainder of board here for quorum. AnnMarie Rheault stated the ambulance corps needs to be contacted as they have an additional request.

7. Adjournment

MOTION: To adjourn by Dan Murray; second Jim Zalot and the vote unanimous.
Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Robin Gudeczauskas
Recording Secretary