

1. Call Meeting to Order – The Regular Meeting of the Plymouth Board of Finance was called to order on Monday, February 29, 2016 at 7:00 p.m. by Chairman Ralph Zovich in the Assembly Room, Plymouth Town Hall. Members in attendance: Vicky Carey, Pattie DeHuff, Jay Dorso, Dan Murray, Jim Zalot, Ralph Zovich. Also in attendance: Ann Marie Rheault, Director of Finance; Sue Murawski, Council Liaison; Joe Kilduff, Tax Collector; Robin Gudczauskas, Recording Secretary.

2. Pledge of Allegiance

3. Notice of Fire Exits

4. Review of proposed FY2016-17 General Fund Budget

Revenues – draft copy of Revenues and Grand List distributed by Joe Kilduff, Tax Collector, for review and discussion. Ann Marie Rheault stated first two pages are summary roll up and pages following are detail pages \$26,856,974 is changeable number, will change with any and all budget changes and a balancing number for current expenditures.

J. Kilduff stated there is a substantial growth in gross grand list; had modest increase in net grand list. The state capped motor vehicle mill rates; estimates given if collected 100% of motor vehicle with current mill rate and cap, stating with cap we will lose \$293,706 tax dollars. Page 2 is motor vehicle collected through 2015; page 3 is where we are right now and at 91.39% ; page 4 is where we ended last year for motor vehicles, reviewed; discussion held. Page 5 is % of where we were on real estate Feb. 2015 and page 6 is where we are now, page 7; 25,610,403 or 96.89% on current year taxes budgeted have been collected. Grant list has gone up 2.5 million or 70,000 net in growth. Discussion held.

Ann Marie Rheault review:

Tax section; collection agency fees is a pass through; foreclosure sales proceeds have \$200,000, reviewed process.

Town Clerk, farm land preservation and historical documents fees were not in proper category however revenue comes in and goes right back out to the state and they were in recording fees which needs to be corrected which is shown.

Planning & Zoning not a lot of revenue

Fire Marshal – money is expended

Police Department – gun permits are up; current year extra duty is not for full year, yearend adjustments and the 152,000 is coming in current year for extra duty and at end of year that sweeps to offset and we do make a profit; it is a special revenue fund. Asset forfeiture is a separate account and under the control of the police chief and a State controlled fund they can only use for specific items that are drug enforcement related and you need to prove what it is being expended for through written communications.

Communications- false alarms

Fire Dept grants – we do not budget for

Public Works are budgeted by Charlie, transfer station fees dropped as prior was a pass through. Reimbursement rate for scrap metal has dropped. Insurance reimbursement, new

item.

Building Department – reviewed; permit application fees is another pass through item
Recreation department – pass through to rec revolving fund; history of revolving account discussed.

Assessor's office- most amounts are from the State midterm budget or from the assessor;
municipal revenue sharing – motor vehicle tax grants reviewed; sales tax funds is new and according to the midterm budget the state is budgeting us at 367,902 as potential pass back and not comfortable with that number and conservatively put in 300,000.

Civil Preparedness has been budgeted for past few years but not received and question if being applied for. Dan will inquire on this.

Board of Education – these come off state midterm budget and best numbers to date

Other Revenues – insurance reimbursement – any damage to town property including cars, guard rails, signs.

Questions:

Operating transfers in – prefer capitals be straight capitals and leave excess funds as town revenue or use extra duty revenue to offset vehicles. Capitals show tax payer funded but is being reimbursed from other funds.

Chairman Zovich stated during the BOE budget workshop Mr. Penn created a report regarding reimbursement on proprietary health fund with stop loss policy and reimbursement they will get on that and they asked when reimbursement comes in instead of going into general fund, there was one year they had a surplus from that fund and the town drew 300,000 to offset the mill rate. They have requested to deposit that 170,000 in to their health fund. Ann Marie Rheault stated that is not health but Special Ed reimbursement and whether to put into health account or Special Ed costs. This would be a onetime revenue stream to offset losses in proprietary health fund. Discussion held noting due to large reduction in fund balance which we do not want to see, we may need to keep that money. In the end it is all town money and from the general fund the taxpayers pay for the Board of Education.

5. Public Comment

a. Jim Mozalak, 18 Carriage Drive, Terryville – motor vehicle tax is 293,000 less and would that be after July 31st; Joe stated that is effective July 1st and the State will hopefully reimburse us; that loss of revenue is off of this year. Chairman Zovich stated in years past the State went into extra session and our budget was stated before the state had a budget. (b) Grand list up 2.5 million; Chairman Zovich stated that is net or 70,000-80,000 in extra revenue. (c) Houses that are abandoned and bank takes over, do they reimburse the town for back taxes; Chairman Zovich stated they pay back taxes when they foreclose. Joe Kilduff clarified that if a bank forecloses they pay back taxes if those people had a mortgage; for people who do not, we are out of luck.

b. Melanie Church, 328 Main Street - over 2 years ago Brock, and only a name change and all towns belonged, and he knew it would be less; Chairman Zovich stated for tipping fees. (b) How do you figure that is a thing you can put toward a new line item fund when it is part of the budget. Ann Marie Rheault stated 128,000 is allocation to the towns that were part of the consortium and unassigned fund balance. We can take that money and put into blight fund and do not need to put in general fund. Chairman Zovich gave an overview of funds

and ability to do inter fund transfer and an item to discuss with charter revision. (c) it is not in the budget and when other money comes in it goes as a revenue and cannot be expended until the end of the year. Chairman Zovich stated it is then an unanticipated return of money or unexpected windfall. Further examples given by M. church on her point of view.

6. Board Members' Comments

a. Vicky Carey – Thursday starting with general administration and can we have figures ahead of time to start looking and a guideline on Thursday on what dates we will do what. Ralph stated going forward: General Admin on 3/3 and 3/7; 3/10 overview open; and 3/14 public safety [police and fire]; 3/17 is BOE; 3/21, public works. A full budget will be handed out on Thursday.

b. Ralph Zovich – budget has to be done by April 18 to present by the 21st (Public Hearing).

c. Pattie DeHuff – any other information with mayor's administrative assistant contract – Chairman Zovich stated it will be explained on Thursday.

d. Ralph Zovich – (1) distributed Chamber of Commerce annual dinner flyer and congratulated Vicky Carey on her aware; (2) received letter from the Superintendent as a cover letter that came with budgets and will be put on record.

7. Adjournment

MOTION: To adjourn by Vicky Carey; second Pattie DeHuff and the vote unanimous. Meeting adjourned at 9:10 p.m.

Respectfully submitted,

Robin Gudczauskas
Recording Secretary