

1. Call Meeting to Order - The Regular Meeting of the Plymouth Board of Finance was called to order on Monday, March 14, 2016 at 7:00 p.m. by Chairman Ralph Zovich in the Assembly Rom, Plymouth Town Hall. Members in attendance: Vicky Carey, Pattie DeHuff, Dan Murray, Jim Zalot, Ralph Zovich. Also in attendance: Ann Marie Rheault, Director of Finance; Sue Murawski, Council Liaison; Robin Gudeczauskas, Recording Secretary: Fire Department/Fire Marshal's Office: Chief Mark Sekorski, Victor Mitchel, Ray Kovaleski, Tony Orsini and Steve Fennessey.

2. Pledge of Allegiance

3. Notice of Fire Exits

4. Review of proposed FY2016-17 General Fund Budget

031 – Fire Marshal

Part time salary – 8% increase or \$860; work load increasing due to inspections and does a lot of correspondence, phone calls

Fire Marshal salary increase of 4%; asking for one hour more for each deputy; inspections are coming in but time is not there to do all of them. \$48,812 represents 14 hours per deputy based on 50 weeks per year and same for fire marshal based on 50 weeks per year. Numbers based on office hours only. Steve Fennessey, stated mandate is there for “x” amount of inspections and that is what is getting cut; fire or not they have a lot of inspections and why wanted to bring dollar amount up and the gap is what they are trying to close. P. DeHuff asked if there is a penalty for not fulfilling mandates, Ray stated no.

Review of increase to service contract, dues/membership, fire code manual; decrease in clothing allowance or 50%; wireless charges increased by 20% or \$100; total increase to department is \$2,859 or 4%.

033 Emergency Management

Generator Maintenance increase of 64% or \$6676 – Tony Orsini stated the town hall generator is now leased and an additional expense from last year; it was put in place this morning and within next few days will be online. This department covers all generators in town and he is responsible for: town hall, high school, station 1, station 2, station 3, 7 North Main, WPCA, fire rescue, PVAC, highway, maintenance.

Emergency expenses increase of \$720 or 257% - 6 portable radios for shelter and currently up to date.

Equipment supplies decrease of \$500

Repairs and supplies - new line and \$500

Increase to department of 7,596 or 33%

036, Fire Department

Overall 2% or \$4,900

Radio Repairs up \$800 or 22%

Protective Gear up 7% or \$1,600

Wireless charges up 417% or \$2,500; Ann Marie stated everyone is getting charged for wireless for iPads. All iPads, different companies for different things and Spyglass is looking at telecommunications excluding phone system. They have 15 iPads for chief officers, captains and 7 for fire apparatus; Chief Sekorski gave overview of use of iPads. iPads were funded through Thomaston Savings Bank.

### 037, Terryville Station

Telephone – put back to \$2,000; includes cable lines

Overall decrease by 2%

### 038 Plymouth Station

Telephone – put back to \$2,000; includes cable lines

Decrease by 2%

### 039 Fall Mountain Station

Stayed at zero

AnnMarie Rheault to have Dawn summarize invoices for fire department for electricity, gas and water on a quarterly basis.

### Capitals

Chairman Zovich read summary into record on request of \$110,000 to replace Engine 7.

Chief Sekorski stated they have been trying to use current truck but has passed its' use. Ford F450 on a 3 year lease which is 33,515 per year. Engine 7 was a full service vehicle; currently well covered in each station but will need to replace engines as they age.

Mechanical Exhaust system for apparatus for all stations

Plymouth Station 2 generator replacement which is post-World War 2 and was in old firehouse in Plymouth in 1952, hand crank.

Discussion on worst case scenario to push out engine 7; Chief Sekorski stated they will muddle if have to.

### Emergency Management

Plans for dam – AnnMarie Rheault stated \$78,730 remaining in Caps for this from 2013 thru 2016 and why nothing under amount recommended.

Pattie DeHuff stated her support for a firehouse if goes to referendum and do you think more success if firehouse was separate issue on bonding; Victor Mitchell reviewed 2006 fire department study and basis for long term; 2014 meetings saw interest and need and put together a building committee for the fire department and feels the committee always saw it as an independent question. Ann Marie Rheault stated resolutions for gross amount and resolution for full amount; process reviewed.

Chief Sekorski asked if the BOF would like a ten year truck plan; Vicky Carey responded she would like that. Vicky Carey stated capital improvements will be looking at all buildings for their plan; Chief Sekorski asked if the government nails all the towns and you (BOF) need to make cuts; can the fire department make their own cuts/recommendations. Chairman Zovich stated that is not a problem.

Chairman Zovich went back to outstanding budget questions:

Actuarial report – needs a copy

Within Director of Finance department – (a) upgrade from level 7 to 8, is that tied with reconfiguration of clerical function; Ann Marie Rheault stated that is separate. (b) upgrade is promotion; Ann Marie Rheault stated her rationale is she is doing much higher level, not just work of a payroll clerk, she does have an accounting degree and work she is doing warrants higher pay grade; she is in the union.

## 5. Public Comment

a. Melanie Church, 328 Main Street – (1) understand another increase with public works on a labor grade for office which is town hall, 1 person went up to labor grade 8 and used to be public works secretary which is \$5 increase in pay; (2) Fico or whatever company was looking into services that we have and confused as she thought that had been done and we were going with one carrier and everything was going out to bid and would go with lowest bid. Ann Marie Rheault stated that is not the case; Spyglass is looking specifically at cell coverages. Dan Murray stated public works was fulltime and then cut to part time after last year's budget situation and then a collection of staff members within the town have become part of a pool for cross training through town to cover departments in events of vacation, illness, etc and individual at public works position was promoted to include supervision and management of that and brought back as full time. (3) hearing; realize rubbish pickup is abolished but there are plans for pay as you throw and looking at scales and they went to Bristol to look to find out how much more revenue and will that be brought in this year and do not see on bonding package or budget. Chairman Zovich stated based on what Charlie stated last week, we are netting out revenues vs. expenditures for tipping fees. (4) it is tax payer's dollars if we get taxed or charged a fee on every bag; it is a tax on taxpayers and the public has a right to know that. (5) Also, asking BOF to apologize to the public for illegal meeting of public hearing and if you apologize will take as an error; if not, will pursue as it was a violation of FOI. Chairman Zovich stated no motions were entertained and no actions were taken.

#### 6. Board Members' Comments

a. Jim Zalot- did we get anything from ambulance corps.? Ann Marie Rheault stated she got 2014 and 2015 and June of 14 was never filled in and waiting for information and why not distributed.

b. Pattie DeHuff – before we ever get to the point where we have to make recommendation on new bonding that we have an accounting for roads referendum or previous bond issue. \$972,000 would like to see accounting or additional money collected by the tax office in 2013-14 fiscal year and what happened to that money. Chairman Zovich stated Nikoleta went through that and when Ann Marie handed out revenues, see what was collected, that number jumps right out; page 3; prior years taxes \$1,359,909 for grand total 28,195,571 collected. And on next page the revenues totaled 39,730,795 which was over budget and subtract from expenditures it gave us gross 1,073,000. It was the most revenue collected.

c. Dan Murray – asked for cycle of utility bills; Ann Marie will find out but felt no continuity.

d. Vicky Carey – (1) police – are they using own personal cell phones in dead zones; Ann Marie Rheault stated they do so at time when have emergency and when faced with situation and no communication. (2) 13 cell phones are in p.d. Ann Marie Rheault reviewed for chief, asst chief, aco; billed and pay only for lines being used. Ann Marie will prepare a list of cell phone users.

#### 7. Adjournment

**MOTION:** To adjourn by Jim Zalot; second Vicky Carey and the vote unanimous. Meeting adjourned at 8:32 p.m.

Respectfully submitted,

Robin Gudeczauskas  
Recording Secretary