

# Town of Plymouth

80 Main Street, Terryville, CT 06786  
[www.plymouthct.us](http://www.plymouthct.us)

# Board of Finance

Telephone: 860-585-4001  
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- 1. Call Meeting to Order:** Chairman Ralph Zovich called the scheduled January 19, 2017, Board of Finance Meeting to order at 7:01 p.m. in the Community Room at Plymouth Town Hall. Members in attendance: Victoria Carey-Vice Chairman, Chairman Ralph Zovich, James Zalot, Jay Dorso and Pattie DeHuff. Also present: Mayor David V. Merchant, Ann Marie Rheault, Director of Finance; Councilwoman, Sue Murawski, Joe Kilduff, Tax Collector, Linda Schnaars, and Michele Yokubinas - Recording Secretary.
- 2. Pledge of Allegiance:** Chairman Ralph Zovich led the group in the Pledge of Allegiance.
- 3. Notice of Fire Exits:** Chairman Ralph Zovich noted the fire exits.
- 4. Acceptance of Minutes – Regular meeting 12-15-16:** A motion was made by Pattie DeHuff, seconded by Vicky Carey to accept the minutes of December 15, 2016. The motion was approved unanimously.
- 5. Mayor's Report**  
Mayor David Merchant gave his Mayor's Report as follows:  
  
The Audit Report has not been completed as yet.  
  
Mayor Merchant briefly updated everyone on the Energy Audit.  
  
Mayor Merchant met with Ann Marie Rheault and Phoenix Financial Advisors and briefly elaborated.  
  
Mayor Merchant briefly discussed Town Project timelines.  
  
Mayor Merchant briefly discussed Bond Anticipation Notes.  
  
Mayor Merchant briefly discussed the Grand List.  
  
Mayor Merchant stated the Grand List should be ready by the end of January.
- 6. Tax Collector's Report:** Joe Kildruff, Tax Collector - gave his Tax Collectors Report.
- 7. Finance Director's Report:**  
  
Ann Marie Rheault gave her Finance Director's Report and reviewed the detailed Expense Line Items.

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TOWN CLERK'S OFFICE  
RECEIVED FOR RECORD  
PLYMOUTH, CT  
TOWN CLERK  
*David V. Merchant*

- 8. Update on progress of independent audit by Blum Shapiro for FY2014-15:**  
**a. Finalize timing to complete draft CAFR and set date for preliminary review.**

Ann Marie Rheault provided an update to the Board of Finance on the Blum Shapiro 2014/15 Financial Audit.

- 9. Implementation of amended General Fund budget for FY2016-17:**

- a. Review Financial Summary report for period ending 12/31/16, budget vs actual.**

It was noted that the Board of Finance members had reviewed this report earlier in the meeting this evening and there were no further questions.

- b. Discuss & Take action on any internal transfer requests, if req'd.**

None

Ann Marie Rheault stated Town of Plymouth employee Kim Thompson would be retiring on January 31, 2017 and the position had been posted.

- 10. Discuss & Take Action to authorize an appropriation in the amount of \$33,010.49 from the Capital Reserve Sinking Fund, for various capital equipment purchases, as itemized in the resolution approved by the Board of Education on January 11, 2017.**

Chairman Zovich confirmed all board members had copies of the resolution that was distributed with agenda and noted that Board of Finance Member Victoria Carey had made a motion to table this item until the Board of Education could discuss it with the Board of Finance and explain their appropriation in the amount of \$33,010.49 from their Capital Reserve Sinking Fund.

*A motion was made by Victoria Carey, seconded by James Zalot, to table this item until the next scheduled meeting of the Board of Finance. This motion was approved unanimously.*

Chairman Zovich stated the Sinking Fund had been established per State Statue and allowed all State of Connecticut Boards of Education to put up to 1% of their budget aside for Capital Expenditures. He further stated Phil Penn would be asked to clarify.

- 11. Follow-up on creation of BOF electronic "suggestion box" on town's website – update on work performed by webmaster Connor Raymond.**

Chairman Zovich explained the format for the suggestion box, noting the Board of Finance members could test it if they wanted to and briefly elaborated.

Pattie DeHuff stated she wanted to know what people were saying and their ideas.

Board of Finance thanked Connor Raymond for his work with this proposed agenda item.

**12. Review proposed budget schedule by section/department for 2017 regular meeting dates and discuss voluntary budget assignments.**

The 2017 Board of Finance meeting dates were briefly discussed. Chairman Zovich stated initial revenue projections and Grand List would be discussed on February 23<sup>rd</sup> or February 27<sup>th</sup>. He further stated the Expenditure Overview and General Administration could be moved to February 23<sup>rd</sup>; a brief discussion followed.

Ralph Zovich asked preferences of budget assignments to the Board of Finance Members (tentatively)

James Zalot –Public Safety  
Victoria Carey - Capitals  
Jay Dorso- Land Use and Employee Benefits  
Pattie DeHuff– Libraries and Recreation  
Ralph Zovich –General Administration and Public Works

**13. Public Comment**

James Mozelak, 18 Carriage Drive, Terryville, CT, questioned the Town of Plymouth’ protection on bank wire transactions, citing the Town of Farmington’s issues. James Mozelak questioned the price difference between Police Officers or Flaggers and briefly elaborated.

Melanie Church, 328 Main Street, Terryville, CT, questioned if LoCIP monies were available and briefly elaborated. Melanie Church questioned Police Department Capital Expenditures and briefly elaborated. Melanie Church briefly discussed Town Hall cuts/raises and cited examples.

**14. Correspondence:**

Distribution from the Board of Education (January)

Invitation to Board of Education next meeting January 25<sup>th</sup> they will discuss District Update, Special Education, Technology and Facility.

Ralph Zovich said that he will make a personal invitation to Mr. Penn about the sinking fund.

February 8<sup>th</sup> is final vote and comes to us on February 15<sup>th</sup>.

**15. Board Members’ Comments:**

Vicky Carey – Stated she had no comment at this time.

James Zalot – Stated he had no comment at this time.

Jay Dorso – Stated he had no comment at this time.

Pattie DeHuff –Stated she felt President Trump has not been politically correct and briefly elaborated.

Pattie DeHuff- Stated Public Comments are very valuable and encouraged everyone to participate.

Pattie DeHuff - Stated she wanted to applaud Ann Marie Rheault for being particular when the Town got into a financial mess. Pattie DeHuff stated the Federal Government and State were both cutting back and wanted to know if Melanie Church was correct regarding her comments about LoCIP monies and briefly elaborated.

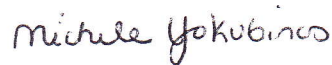
Ralph Zovich -Stated President Trump not being politically correct was an understatement.

It was noted there was not conflict with the next Board of Finance meeting date.

**16. Adjournment:**

There being no further business of the Board of Finance, a motion was made by James Zalot, seconded by Pattie DeHuff to adjourn at 8:45 p.m. This motion was approved unanimously.

Respectfully submitted,



Michele Yokubinas  
Recording Secretary