

# Town of Plymouth

# Board of Finance

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1. **Call Meeting to Order:** Chairman Ralph Zovich called the scheduled March 6, 2017, Board of Finance Meeting to order at 7:00 p.m. in the Assembly Room at Plymouth Town Hall. Members in attendance: Victoria Carey-Vice Chairman, Chairman Ralph Zovich, James Zalot, Jay Dorso, Pattie DeHuff and Jim Kilduff. Also present: Joe Kilduff, Tax Collector, Ann Marie Rheault, Director of Finance; Councilwoman, Sue Murawski, 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.

A motion was made to add the Tax Collectors Report to the Agenda by Pattie DeHuff, seconded by James Zalot. This motion was approved unanimously.

Ralph Zovich distributed copies of the Tax Collectors Report as of February 28, 2017.

#### 4. Tax Collectors Report -Joe Kilduff, Tax Collector

Motor Vehicle Supplemental –Good News - Very Strong this year \$340,065.38 right on target  
Joe stated that everything else is running ahead with the exception of the prior year’s collections.

Ralph Zovich stated, “For the record we stand at \$27,112,966 as of February 28, 2017 on the total budgeted revenues at 96.67%.”

When questioned by Pattie DeHuff, Tax Collector Joe Kilduff stated it was different from last year because people were buying vehicles.

Referencing the Summary Sheet that he received from the Tax Assessor, Ralph Zovich stated it was very telling because while real estate assessments had gone down over the last five years, the motor vehicle went up.

#### 5. Review of proposed FY 2017-18 General Fund Budget – Revenues & Expenditures

Beginning with Foreclosure Sales Proceeds, Ralph Zovich questioned what the issue was with the Foreclosure Sales and questioned what needed to be done to bump it up.

Tax Collector Joe Kilduff stated that once the Town takes possession of the property it goes to the Real Estate Committee for informational purposes only and that he did not have anything to do with the actual sales and briefly elaborated. He further stated he expected some revenue this year from the sale of properties that the Town ends up with.

Ralph Zovich stated the Mayor’s top priority was to get back Mayfair garage back onto the grand list, noting it was subject to environmental assessment. Ralph Zovich stated the Roy property that would require Planning and Zoning attention and then it would go to Real Estate Committee. Ralph Zovich

TOWN CLERK  
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suggested selling the old ambulance building and to consider having an office for Captain Orsini in the new Firehouse.

Ralph Zovich stated at this point the Board would leave the \$50,000 where it was.

Ann Marie Rheault stated the Board might be better off budgeting nothing and using that as additional revenue; a brief discussion followed.

Joe Kilduff reviewed and explained Code Change, Quality Data Computer program, Service Contracts, Tax Refunds and various Departmental Expenditures briefly and elaborated.

Ann Marie Rheault said that she would move Tax Refunds into Revenues also.

Ralph Zovich noted that there would be a negative revenue and a line item charge against revenue.

**6. Executive Session for Pending Litigation/Contract Negotiations (if necessary)**

James Zalot made a motion, seconded by Pattie DeHuff, to move into Executive Session at 7:25 p.m., to discuss Pending Litigation/Contract Negotiations. This motion was approved unanimously.

Present for the Executive Session were Victoria Carey, Pattie DeHuff, Jay Dorso, Jim Kilduff, Joe Kilduff, Ann Marie Rheault, Councilwoman Murawski, James Zalot, and Ralph Zovich.

Ralph Zovich called the Board of Finance meeting back into Regular Session at 8:02 p.m.

**Action, as may be necessary from Executive Session**

No action taken.

**7. Public Comment**

Melanie Church, 328 Main Street, Terryville, CT, stated Parks & Recreation should be in revenue since it is paying for a service and briefly elaborated.

**8. Board Member Comments**

Vicky Carey stated she had no comment at this time.

Jay Dorso questioned if there were any comments from website.

James Zalot stated the Police Department needed more time and the meeting date would be changed to March 20<sup>th</sup>.

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**Board Member Comments Cont'd.**

Pattie DeHuff thanked Ann Marie Rheault for the Narratives, suggested utilizing website and post preliminary budget on line. Pattie DeHuff questioned where we were with the Audits, Management Letter, etc.

Ann Marie Rheault said that she would forward the Narratives to the Webmaster for posting on the Town's website.

Jim Kilduff stated Human Services changes, wheeler clinic and possible duplication of services, spoke with Heather Burns about these items. Heather recommended that Jim talk to Erin Kennedy at the Plymouth Food Pantry. Jim Kilduff discussed with Heather the volume of work and highlighted some of those to the Board of Finance. Jim Kilduff also discussed the process of Social Services briefly. Jim Kilduff will investigate further and give a more complete report in the future.

Ralph Zovich stated for the record that prior to this evening's meeting he and Vicky Carey had met with Charlie Wiegert, noting Charlie Wiegert was on schedule to review Public Works with the Board of Finance on 23rd and 27<sup>th</sup>.

Ralph Zovich stated the Board of Finance would be reviewing the Draft Audit evening. He further stated a meeting could be set up with Nikoleta McTigue/BlumShapiro to review the CAFR, management letter and recommendations; a brief discussion followed.

Ralph Zovich stated the Board of Finance could tentatively schedule BlumShapiro for the 13<sup>th</sup> with Nikoleta or one of her underlings, noting at this point in time the Board of Finance was looking for an understanding of where we were on June 30, 2015 when that fiscal year closed.

It was noted an email would be sent to Nikoleta tomorrow, as well as to the Town Council members, inviting them to attend the March 13<sup>th</sup> Board of Finance meeting.

Ralph Zovich reminded Board of Finance that their joint meeting with the Board of Education would be held in the downstairs Community Room on March 16<sup>th</sup>.

Ann Marie Rheault stated, documentation had gone out for public sale of the Bank Anticipation Notes (BANS), which needed to be issued.

Pattie DeHuff stated she understood the Mayor wanted to get all these things in place.

Ann Marie Rheault stated she did not want to delay this any longer, noting she wanted the Board of Finance to review the draft and come back with any questions, noting those would be forwarded to the auditors."

Ralph Zovich highlighted sections of the Draft Audit that the Board of Finance should focus on.

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**Board Member Comments Cont'd.**

Other than during Public comment, Ann Marie Rheault requested Chairman Zovich curb comments from the public audience during the meeting, noting it was very distracting and extremely disrespectful.

It was noted the Charter Revision Commission had invited the Board of Finance members to their March 15<sup>th</sup>, 7:00 p.m. meeting (Mayor's Conference Room) to discuss the Budget process/Referendums.

Ralph Zovich stated there was no conflict with the next Board of Finance meeting date.

**8. Adjournment**

There being no further business of the Board of Finance, James Zalot made a motion, seconded by Vicky Carey, to adjourn at 8:25 p.m. This motion was approved unanimously.

Respectfully submitted,

*Michele Yokubinas*

Michele Yokubinas,  
Recording Secretary