

**Town of Plymouth**  
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**Plymouth Town Council**  
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**Minutes**

**March 15, 2018**

**Call to Order:** Mayor David V. Merchant called the scheduled March 15, 2018 Plymouth Town Council Special meeting to order at 6:00 p.m., in the Assembly Room, Plymouth Town Hall.

**Roll Call:** Present were Town Councilman Daniel Gentile, Town Councilwoman Roxanne McCann, Mayor David Merchant, Town Councilwoman Sue Murawski, Town Councilman John Pajeski and Town Councilman Tom Zagurski. Also in attendance were Town Attorney William Hamzy, Tax Collector Joe Kilduff, Director of Finance Ann Marie Rheault and Plymouth Town Clerk Barbara Rockwell.

### **Fire Exits Notification**

Mayor Merchant noted the Fire Exits for the record.

### **Pledge of Allegiance**

Mayor Merchant led the Plymouth Town Council and the Public Audience in the Pledge of Allegiance.

### **Invocation**

Mayor David Merchant stated God Bless the United States of America, the Town of Plymouth and noted everyone's thoughts and prayers were with the families from the Florida school tragedy and all the country's school systems.

### **Public Comment on Non-agenda Items**

Melanie Church, 328 Main Street, Terryville, distributed copies of minutes regarding the Police Commission Police Traffic Duty Ordinance and briefly elaborated.

John Murphy, 385 Greystone Road, Terryville, stated there was no accountability with the Police Traffic Duty Ordinance; recommended a Purchasing Department with legal oversight and briefly elaborated.

### **Public Comment on Agenda Items**

Melanie Church 328 Main Street, Terryville, stated the Town should go with the State Health Insurance; noted there should only be one Town Business Manager/Town Finance Director who would serve both the Town and the Board of Education and briefly elaborated.

John Murphy stated it would be good to have one Controller in Town that could manage the Board of Education and the Town side and briefly elaborated. John Murphy stated the Town Council needed to consider different volunteers for Boards and Commissions and briefly elaborated.

### **Mayor's Report**

Mayor Merchant reported and provided updates on the following: Department of Economic and Community Development/Brownfield Remediation and Development Liability Protection Plan; noted the Public Works Department had done a great job keeping the streets cleared of snow with limited manpower; noted the Budget was an on-going process; and noted the Town was working on creating an Opportunity Zone in Plymouth and briefly elaborated.

## Financial Report

Mayor Merchant stated if any Council members had any questions regarding the General Fund Revenue/Expenditures for the month of February to contact him or the Finance Director.

Mayor David Merchant stated the Council might consider moving the Council meetings next year to the second week of the month, which would enable the monthly Financial Report to be up-to-date.

Town Councilman Tom Zagurski stated it looked like all the Town Departments were doing well with their budgets, but the revenue side looked down.

Plymouth Tax Collector Joe Kilduff stated it was early in the year and he expects to meet the projected tax revenue budgetary numbers that were projected, which would put the Town where it needed to be; a brief discussion followed.

When questioned by Town Councilman Dan Gentile if she felt confident about ending the year intact, excepting the 1.5 million dollar Educational Cost Sharing money shortfall, Director of Finance Ann Marie Rheault stated that has been her goal.

When questioned by Town Councilman Dan Gentile, Director of Finance Ann Marie Rheault briefly elaborated on the Police Overtime numbers.

Director of Finance Ann Marie Rheault stated the Board of Finance had a long discussion regarding policies surrounding the Revolving Funds for Extra Duty and Park and Recreation; a brief discussion followed.

When questioned by Town Councilman Dan Gentile, Director of Finance Ann Marie Rheault stated the 2016 Audit was in the final review process; should be done within the new few days and briefly elaborated.

Director of Finance Ann Marie Rheault stated Audit staff was scheduled to come out and they were trying to meet deadline for the 2017 Audit by mid-May.

**Discuss and take action, as may be necessary, to refund overpayment of Property Taxes to the following: Helen or Edwin Hormoz \$600.38; Maria Sgrott \$112.86; Cab East LC \$324.13, \$668.74; Dawn Marie Brenner \$32.06; Vault Trust \$276.63, \$202.24; Darrin S. Hoadley, Jr. \$96.00; Toyota Lease Trust \$180.64; Wanda Oakes \$34.56; Southside Realty \$900.00**

Town Council Sue Murawski made a motion, seconded by Town Councilman John Pajeski, to approve refunding the overpayment of Property Taxes as presented. This motion was approved unanimously.

**Appointments/Reappointments/Resignations: To appoint Christopher Goodwin to the Economic Development Commission with an ending term of 03/01/2023; to reappoint Carl Johnson to the Public Works Board with an ending term of 11/01/2018; to reappoint Will Milish (Hillside) to the Hillside Cemetery Committee with an ending term of 07/01/2020; to reappoint Wayne Norton (Sexton/Hillside) to the Cemetery Committee with an ending term of 07/01/2018; to accept the resignation of Stephen Fennessy from the Fire Commission; to accept the resignation from Arlene Wood from the Library Trustees; to accept the resignation of Lou Santos from the Water Pollution Control Authority**

Town Councilwoman Sue Murawski made a motion, seconded by Town Councilman Dan Gentile, to appoint Christopher Goodwin to the Economic Development Commission with an ending term of 03/01/2023.

Discussion: Town Councilman Dan Gentile, referencing previous Public Comment this evening, noted Christopher Goodwin was a new name for a Town Commission. He further stated he also wanted to see diversification with all the Boards and Commissions.

Town Councilman Tom Zagurski questioned the term length for Christopher Goodwin on the Economic Development Commission; it was noted the date would be checked tomorrow.

Vote: This motion was approved unanimously.

Town Councilman Tom Zagurski made a motion, seconded by Town Councilwoman Sue Murawski, to reappoint Carl Johnson to the Public Works Board with an ending term of 11/01/2018.

Discussion: Town Councilman Tom Zagurski questioned the term length for Carl Johnson on the Public Works Board; it was noted the date would be checked tomorrow.

Town Attorney William Hamzy stated the ending terms were included on the Town Council Agendas and Minutes in an effort to keep the ending terms correct.

Vote: This motion was approved unanimously.

Town Councilman Dan Gentile made a motion, seconded by Town Councilman Tom Zagurski, to reappoint Will Milish (Hillside) to the Hillside Cemetery Committee with an ending term of 07/01/2020. This motion was approved unanimously.

Town Councilman Dan Gentile made a motion, seconded by Town Councilman Tom Zagurski, to reappoint Wayne Norton (Sexton/Hillside) to the Cemetery Committee with an ending term of 07/01/2018.

Discussion: Mayor David Merchant stated the caretakers (Wayne Norton and Mike Conway) do an outstanding job with the Town cemeteries.

Vote: This motion was approved unanimously.

Town Councilman Tom Zagurski made a motion, seconded by Town Councilwoman Sue Murawski, to accept the resignation of Stephen Fennessy from the Fire Commission with deep regret.

Discussion: Mayor David Merchant stated Steve Fennessy has been a part of the Fire Department for 30 years and had Chaired it for the last 20 years, noting for family reason he was leaving Town and would be missed.

Town Councilman Dan Gentile stated he also wanted to thank Steve Fennessy for his service and that he appreciates all the Town volunteers.

Vote: This motion was approved unanimously.

Town Councilman Tom Zagurski made a motion, seconded by Town Councilman Dan Gentile, to accept the resignation of Arlene Wood from the Library Trustees with deep regret. This motion was approved unanimously.

Town Councilman Dan Gentile made a motion, seconded by Town Councilman Tom Zagurski, to accept the resignation of Lou Santos from the Water Pollution Control Authority with deep regret.

Discussion: Mayor David Merchant stated Lou Santos had been another great Commissioner, noting his current job was taking him out of state.

Town Councilman Dan Gentile stated he also felt Lou Santos had been a great Commissioner.

Vote: This motion was approved unanimously.

## **Republican Town Committee Recommendation for Board of Education Vacancy Appointments: Gregory Showers, Cindy Florenciani**

Joe Kilduff, Republican Town Committee Chairman, stated at the February Republican Town Committee meeting, the Republican Town Committee had voted and approved the recommendation of Gregory Showers and Cindy Florenciani appointments to the Board of Education vacancies; and briefly elaborated.

Town Councilman Dan Gentile made a motion, seconded by Town Councilwoman Sue Murawski, to appoint Gregory Showers to fill the Board of Education vacancy. This motion was approved unanimously.

Town Councilwoman Sue Murawski made a motion, seconded by Town Councilman Tom Zagurski, to appoint Cindy Florenciani to fill the Board of Education vacancy. This motion was approved unanimously.

Town Councilman Dan Gentile requested Plymouth Town Clerk Barbara Rockwell swear Gregory Showers in for the Board of Education vacancy this evening as she was in the public audience.

## **Update and discuss the Board of Education and Town sharing a Business Manager/Director of Finance**

Town Councilman Tom Zagurski stated during the interview and hiring process for the Business Manager, the Board of Education talked about the Business Manager also taking control of the Town side, as well as the Board of Education side and he was looking for further information from the Mayor.

Mayor David Merchant stated he thought it was a good idea and briefly outlined the process, the logistics, the requirements, and other information; noting there was research required and would take some time. He further stated that he wanted the software loaded and ready to go in the next six month and outlined the anticipated timeline; a lengthy discussion followed.

## **Update and discuss changing Health Insurance from HSA to State Health Insurance**

Town Councilman Tom Zagurski stated he understood the Board of Education had gone to the State and gotten insurance information and their thought was they could save a lot of money and were considering going to it. He further stated everyone he had spoken to had told him the State plan was fantastic; would be great for the Town's employees and he was curious if the Town was looking at it for the Town insurance and questioned how we could switch our insurance.

Mayor David Merchant stated every year the Town is working with insurance companies and briefly elaborated on the different offerings. He further stated he was able to save the Town \$400,000 plus per year with the current HSA insurance plan that is in place over the former PPO insurance plan. Mayor David Merchant stated when he had previously sat with the people from the State Partnership Program (which is a PPO) there was no benefit with it and that their rates change every three months. He further stated the State Partnership Program has an average of 5 percent increases annually. Mayor David Merchant noted the State rate was 9.2 percent higher than the 7.35 the Town was currently paying; a brief discussion followed.

When questioned by Town Councilman Dan Gentile, Mayor David Merchant noted the State's Broker would give the Town a quote for combined insurance with the Board of Education and that he was working on it.

Town Councilman Dan Gentile stated he would like the numbers for the Town and the Board of Education within a couple of months' time.

## **Town Council Liaison Reports**

Town Councilwoman Roxanne McCann stated she had nothing to report on at this time.

Town Councilman Tom Zagurski stated the Library Board had announced the Phyllis Corsetti Mini Grants and Applications were coming out. Town Councilman Tom Zagurski stated the Library Board was concerned because they are without a Director, noting the problem is a lot of the grant applications they are applying for require a Director. Town Councilman Tom Zagurski stated Chairwoman Mary Wollenberg would be seeing the Mayor about it.

Town Councilman Tom Zagurski stated the Town was still going through Planning and Zoning for its Public Hearing for the 309 Town Hill Road sifting operation and noted it had been continued to the next meeting.

Town Councilwoman Sue Murawski stated the Board of Finance was doing their first round of Departmental budgets, noting they just finished the proposed Administration budget; and tonight would be the Board of Education. She further stated the Board meets every Monday and Thursday during budget season. Town Councilwoman Sue Murawski stated when the budget season is over the Board of Finance would be reviewing Town fees with the departments that collect fees. Town Councilwoman Sue Murawski stated the Communication Commission approved leasing of a generator for the fairgrounds tower. Town Councilwoman Sue Murawski stated the Fire Commission changed their meeting time from 7:30 p.m. to 7:00 p.m., noting they meet at headquarters on the second Thursday monthly. Town Councilwoman Sue Murawski stated the Police Chief reported the Department was focusing on dealing with cancer causing agents they encounter in the field and were doing training and going over their gear that has to do with that. Town Councilwoman Sue Murawski stated the Police Commission gave the Chief blanket approval to make transfers within the department budget and they also voted for the Chief to receive a 7% raise in pay above the Assistant Chief.

Mayor David Merchant stated the Plymouth Fire Station was starting to take shape, the heat is working and the trucks were in the bays. He further stated they utilize South Street now when they get a call.

Mayor David Merchant stated he had already met with Library Chairman Mary Wollenberg, noting he asked her to try to get along with the staff they currently have until July.

When questioned by Town Councilman Dan Gentile, Mayor David Merchant stated he was unsure why there was a new Dispatcher, noting they do lose some at times and it could be a replacement.

Town Councilman Dan Gentile stated the Board of Education's main concern was currently their budget. Town Councilman Dan Gentile stated the Code Enforcement Committee was treating everyone on a level playing field, and noted the Austin House and Terryville Chevrolet are discussed at every meeting.

Town Councilman John Pajeski stated Human Services was working on their budget, as well as the Dial-A-Ride new contract, noting there were more bidders for this contract; a brief discussion followed.

Mayor David Merchant stated Human Services Chairman Sally Bain-Picard was doing a good job putting the information together for the contract/bids together.

### **Town Council Comments**

Town Councilman John Pajeski questioned the pay raise for the Chief. Town Councilman John Pajeski stated he liked holding the Council meetings at 6:00 p.m.

Town Councilman Dan Gentile thanked Melanie Church for the Council minutes she presented; noting it was a lot of work. Town Councilman Dan Gentile stated the Board of Education had two people bid for the bus contract and 10/11 people who bid on the other one. Town Councilman Dan Gentile stated he went to the State Capital regarding the Carbon Bill Tax (House Bill 5363) and briefly elaborated. Town Councilman Dan Gentile stated there was also discussion regarding an unfunded mandate for regulations on Municipal Animal Control kennels.

Town Councilwoman Roxanne apologized for being late this evening, noting she had been out of State.

Town Councilman Tom Zagurski stated he had no Town Council comments at this time.

Town Councilwoman Sue Murawski stated she had no Town Council comments at this time.

**Executive Session to discuss Contract Negotiations**

Town Councilwoman Sue Murawski made a motion, seconded by Town Councilman Dan Gentile, to move into Executive Session at 7:33 p.m., to discuss Contract Negotiations. This motion was approved unanimously.

Present for the Executive Session were Town Councilman Gentile, Town Attorney Bill Hamzy, Town Councilwoman Roxanne McCann, Mayor David Merchant, Town Councilwoman Murawski, Town Councilman Pajeski, and Town Councilman Zagurski.

Mayor Merchant called the Town Council back into Regular Session at 8:39 p.m.

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

Town Councilwoman Sue Murawski made a motion, seconded by Town Councilman Tom Zagurski, to terminate the contract with Kofile Technologies, which has provided our records management in the Town Clerk's Office. This motion was approved unanimously.

Town Councilwoman Sue Murawski made a motion, seconded by Town Councilman Tom Zagurski, to approve the three-year contract with Cott Systems for the purpose of records management in the Town Clerk's Office. This motion was approved unanimously.

**Adjournment**

There being no further business of the Plymouth Town Council, Town Councilman Dan Gentile made a motion, seconded by Town Councilwoman Sue Murawski, to adjourn at 8:40 p.m. This motion was approved unanimously.

Respectfully Submitted,

Patricia A. Hale  
Recording Secretary