

Town of Plymouth

80 Main Street, Terryville, CT 06786

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Board of Finance

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1. Call Meeting to Order: Jim Kilduff, Chairman called the scheduled March 14, 2019 Board of Finance meeting to order at 7:05 p.m. in the Assembly Room, Plymouth Town Hall. Members in attendance: Victoria Carey-Vice Chairman, James Zalot, Jay Dorso, Pattie DeHuff, and Briana Brumaghim, Charles Wiegert, Director of Public Works and Richard Lyga, Chairman-Town of Plymouth Public Works. Also present: Ann Marie Rheault - Director of Finance, and Town Councilwoman Sue Murawski

2. Pledge of Allegiance: Jim Kilduff, Chairman led the group and audience in the Pledge of Allegiance.

3. Notice of Fire Exits: Jim Kilduff, Chairman, noted the fire exits.

3a. Acceptance of Minutes: 03/07/2019

Pattie DeHuff made a motion, seconded by Briana Brumaghim, to add to the Agenda the Acceptance of Minutes for the Board of Finance March 7, 2019 meeting.

Motion passed unanimously

Pattie DeHuff made a motion, seconded by Briana Brumaghim, to accept the March 7, 2019, Board of Finance meeting minutes as presented.

Motion passed unanimously

4. Update on Public Works Department by Director Charles J. Wiegert

Charles Wiegert reviewed/distributed the Town of Plymouth, Public Works Department Budget Narrative FY2020 (July 2019-2020) Pages 1 of 16.

Charles Wiegert stated presently receive rebate for recyclables. Next year we will pay to recycle partly due to the fact China is no longer accepting plastics overall a global issue. Presently will go out for bid for recycling and briefly elaborated.

Charles Wiegert distributed/reviewed sections of the March 12, 2018/Town of Plymouth, Municipal Payment Management System which can be viewed in its entirety at the Plymouth, CT Town Hall and on the Town of Plymouth's website.

Charles Wiegert stated we should have consistent funding source, plan and timeframe in place for Town Aid Road (Capital Project) Page 16 of the Public Works Department Budget Narrative FY 2020 (July 2019-2020).

Pattie DeHuff stated this is a policy we are being asked to adopt. This is a true function of what a municipality is responsible for. If you don't have roads, you will not have commerce or roads for people, school buses, police or fire which is a true responsibility of the town.

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
2019 MAR 21 PM 2:52
Briana J. Brumaghim
TOWN CLERK

Charles Wiegert stated the town is required and was cited by the DEEP (required as of 2013) to have a fully enclosed structure) to cover the sand and salt so that it will not leach into the ground water. The highway garage is located over an aquifer protection area where the wells are nearby and eventually could go into your drinking water. If not done the DEEP will fine us \$25,000 a day.

Jim Kilduff stated can you provide us with a copy of the citation and cost of structure.

Charles Wiegert stated "yes"

Charles Wiegert stated we typically overspend on maintenance of vehicles. Instead of continuing to do this we are looking at the possibility of a lease agreement which would include all maintenance services that would be pushed off to a third party and briefly elaborated.

5. Review of proposed FY 2019-2020 Public Works Budget

Jim Kilduff/Charles Wiegert, Director of Public Works reviewed and highlighted the Public Works section of the TOWN OF PLYMOUTH, FISCAL YEAR JULY 1, 2019 – JUNE 30, 2020 PROPOSED BUDGET DRAFT DATED 2/13/2019 for discussion purposes – DRAFT/WORKING COPY* can be viewed in its entirety at the Plymouth, CT Town Hall and on the Town of Plymouth's website.

***NOTE:** MILL RATE CALCULATION IS FOR REFERENCE ONLY. THE FINAL MILL RATE HAS NOT BEEN DETERMINED BY THE BOARD OF FINANCE AND WILL NOT BE FINAL UNTIL THE BUDGET IS APPROVED.

***NOTE:** THIS IS A DRAFT WORKING COPY OF THE BUDGET TO BE UTILIZED BY THE BOARD OF FINANCE IN DETERMINING A FINAL BUDGET FOR THE FISCAL YEAR 2019-2020. ALL AMOUNTS ARE SUBJECT TO CHANGE.

Charles Wiegert reviewed sections 026-Town Hall Maintenance, 030-Utilities, 040-Snow Removal, 041-Highway Department, 043-Facilities, 044-Transfer Station, 046-Public Works Directors Office, 047-Maintenance Garage.

Ann Marie Rheault stated any expenses associated with PVAC (Plymouth Volunteer Ambulance Corp) can be separated out and made available by running a trial balance/view expenditures explanation.

Jim Kilduff stated for the record we eliminated the Engineering Tech position (\$55,000) last year.

Charles Wiegert stated the Engineering Tech position was primarily field work, keeping track of permits, inspections for permit work, if not done -loss of permit fee revenue and could cause a liability issue for town and briefly elaborated.

Jim Kilduff stated for the record Public Works headcount is going up one but still very lean.

Charles Wiegert stated need for Assistant Mechanic to work in the Maintenance Garage feels that it is a liability to just have one person there.

Jim Kilduff stated thanked both Charles Wiegert and Richard Lyga -very helpful in all the information provided to the Board of Finance.

Richard Lyga, Chairman -Town of Plymouth, Public Works, - stated roads (expense and limits) budget has limits, gave example of Elm Street, (done a few years ago) needs to be addressed - then something else that needs to be completed is being pushed off and briefly elaborated.

6. Public Comment

None

7. Correspondence

None

8. Board Member's Comments

Pattie DeHuff –if we don't own a building we should not have taxpayers' paying for it and this should be addressed by having a policy in place, re: Plymouth Library Association.

Vicky Carey – questioned if Dr. Martin Semmel will provide NBR before the meeting, and copy of Board of Education budget.

Briana Brumaghim- questioned was their website updated.

Jay Dorso – None

Ann Marie Rheault noted that the seven percent increase budgeted for insurance may not be sufficient.

Our next meeting will be March 18, 2019

9. Adjournment

There being no further business of the Board of Finance, a motion was made by Vicky Carey, seconded by Pattie DeHuff to adjourn at 8:51 p.m. This motion was approved unanimously.

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas
Recording Secretary