

# 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:** Jim Kilduff, Chairman called the scheduled November 18, 2021 Board of Finance scheduled meeting to order at 7:00 p.m. in the Assembly Room. Members in attendance: Victoria Carey-Vice Chairman, Eugene Croce, Barbara Rockwell, Briana Brumaghim, and Jennifer Brunoli, Roxanne McCann, Town Council Liaison

2. **Pledge of Allegiance:** Mayor Joseph T. Kilduff led the group and audience in the Pledge of Allegiance.

### 3. Notice of Fire Exits

Mayor Joseph T. Kilduff welcomed/congratulated new members and thanked all members of the Board of Finance for their service.

### 4. Acceptance of Minutes

Barbara Rockwell made a motion, seconded by Eugene Croce to accept the October 21, 2021 minutes.

Jennifer Brunoli - Yes

Eugene Croce - Yes

Briana Brumaghim - abstain

Barbara Rockwell - Yes

Motion passed unanimously

### 5. Election of Officers (Chairman; Vice-Chairman)

Vicky Carey made a motion, seconded by Eugene Croce to nominate Jim Kilduff as Chairman of the Board of Finance.

Motion passed unanimously

Barbara Rockwell made a motion, seconded by Eugene Croce to nominate Vicky Carey as Vice-Chairman

### Comments:

Briana Brumaghim stated Vicky is one of two democrats on the Board of Finance even though as a republican candidate she received more than two and half times as many votes. But holds a seat as a democrat so as such a minority member I don't feel that it is appropriate for her to be potentially Vice-

*Eugene Croce*  
TOWN CLERK

2021 DEC -1 AM 9:11

PLYMOUTH, CT  
TOWN CLERK'S OFFICE

Chair. If she has to fill in as Chair she loses her vote and as a minority member, I don't think that's wise.

**Vote:**

**Jennifer Brunoli - Yes  
Eugene Croce - Yes  
Briana Brumaghim - No  
Barbara Rockwell – Yes**

**Motion passed unanimously**

**6. Mayor's Report**

Mayor Joe Kilduff stated regarding the Finance Director's position have started conducting interviews and will need to be approved by the Town Council.

Mayor Joe Kilduff stated audit will be late, staffing issues over summer and have fallen behind. We have temp working on audit and day to day activities of the finance department -will bring in auditors when we have a permanent replacement in that position and briefly elaborated

Mayor Joe Kilduff stated will be forwarding budget templates to all departments.

Mayor Joe Kilduff stated plans on meeting with all department heads, boards, and commissions to meet with them and see what their needs are as we enter the budget season. The goal is to be informed as much as possible and take into consideration when making Mayor's suggested budget recommendations - the goal is to present a responsible budget and briefly elaborated.

Briana Brumaghim questioned why our prior finance director was let go before having a transition plan.

Mayor Joe Kilduff stated transition planned although difficult decision to make, wanted to be respectful to the former finance director, and briefly elaborated.

**7. Set 2022 Calendar meeting dates for BOF**

Distributed and set calendar 2022 schedule for Board of Finance meetings.

**Jennifer Brunoli made a motion, seconded by Eugene Croce to accept the 2022 calendar meeting dates for the Board of Finance.**

**Motion passed unanimously**

## **Board of Finance Meeting**

**November 18, 2021**

**Page 3 of 4**

Vicky Carey stated a reminder - the 2022 Calendar meeting dates for the Board of Finance are subject to change.

### **8. Update on Topics of interest for BOF**

A lengthy discussion took place regarding the American Rescue Plan Tool Kit.

Jim Kilduff, Chairman stated first of two American Rescue Plan Fund payments were received the first being in the amount of 1.7 M, and the other expected in 2022.

Jim Kilduff stated these monies have to be used for COVID 19 - received a large legal document – our committee needs to be very careful how to use these funds and how they are related to COVID 19 - will be going through this methodically and briefly elaborated.

Mayor Joseph Kilduff stated had a meeting with the executive director of the NVCOG (Naugatuck Valley Council of Governments) and spoke at length of this fund. Noting the deadline for committing this money is 2024 and 2026 to actually spend money and briefly elaborated.

Mayor Joe Kilduff stated will take our time and be methodical with this to ensure this money will benefit the community.

Mayor Joe Kilduff stated all projects will be approved by the Board of Finance and Town Council and the public is welcomed and encouraged to present their ideas and briefly elaborated.

Mayor Joe Kilduff stated American Rescue Plan Ad Hoc Committee is to pare down - is just advisory, the final decision will be made by Town Council - want the Board of Finance's input also.

Vicky Carey stated when a final decision is made – re. compliance and reporting guidance –the period covered and due dates for project and expenditure report need to follow those deadlines also.

Mayor Joe Kilduff stated no opinion on this yet (proposal when received from NVCOG - will be forwarded for perusal) - Naugatuck Valley Council of Governments mentioned and suggested that all towns in the council of government in our region pledge a certain percentage of money that would then be used to administratively run the program, provide guidance, and file all paperwork.

Jim Kilduff, Chairman welcomed our new liaison Roxanne McCann.

### **9. Public Comment**

Melanie Church – sewer plant – town-owned building – needs repairs and security updates to building.

**Board of Finance Meeting**

**November 18, 2021**

**Page 4 of 4**

**10. Correspondence**

Jim Kilduff read into the record a budget suggestion received from a resident regarding better use of tax dollars used for renovation and restoration of the Main Street area.

Received from Board of Education Facilities Report by location Fiscal year 2021-2022 Town of Plymouth

**11. Board Member's Comments**

Victoria Carey- look into the sewer plant budget. Welcomed all new and returning members.

Eugene Croce - questioned audit timing

Barbara Rockwell - welcomed all members

Briana Brumaghim - glad to be back –recognized prior Finance Director – thanked Ann Marie Rheault for being an excellent Finance Director for almost seven years.

Jennifer Brunoli – None

Our next meeting will be on December 16, 2021.

**12. Adjournment**

Jim Kilduff thanked all members for their hard work and dedication.

**There being no further business of the Board of Finance, a motion was made by Eugene Croce seconded by Barbara Rockwell to adjourn at 7:35 p.m. This motion was approved unanimously.**

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas  
Recording Secretary