

# 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 – The Regular Meeting of the Town of Plymouth Board of Finance was called to order on Monday, March 4, 2013 at 7:00 p.m. in the Assembly Room, Plymouth Town Hall. Members in attendance: Pat Budnick, Vicky Carey, Peter Cook, Mike Drozdick, Dan Murray, Ralph Zovich. Also present: David Bertnagel, Director of Finance; Mayor Vincent Festa; Robin Gudeczauskas, Recording Secretary.

2. Pledge of Allegiance

3. Review and Discuss Proposed General Fund Budget for FY 2013-2014 Dave Bertnagel distributed and reviewed revenues, grand list comparison, revised grand list. Graph reviewed noting how much of grand list is associated with motor vehicle or 10.7%; a listing of vehicle over mark for taxation is proposal is being run by assessor for review. Discussion held noting Governor is pushing for changes to be approved by April 1st. Grand list 1 mil is \$757,866. Grand list- need to note firefighter and ambulance exemptions were not included in figures or budget document; military discount is not included in figures, reviewed; 95% collection rate and 97.5% collect rate reviewed noting if back to 97.5 it would bring additional \$131,793. State Grant sheet/Municipal Aid reviewed noting this is a proposal and not existing. Revenue 2013-2014 reviewed noting Prior Year Taxes, good; Interest & Liens good; Supplemental will leave for now; all others are good in General Property Taxes. Charges for Services: set by state statute on what can charge for fees; Recording Fees, \$55,000; Conveyance Tax, based on housing sales, \$65,000; Hunting & Fishing Licenses, \$100 ; Vital Statistics, \$600; Miscellaneous Town Clerk, \$22,000 (other fees such as notary); Planning & Zoning, \$4,500; Sub Division hearings, \$1500; Public Hearing, \$100; ZBA \$2500; Fire Marshal, \$700; Police Permits, \$3,000; Insurance Reports \$400; Parking Tickets, \$200; Hancock Dam patrol, \$3,000; Public Works/Metal Reimb., \$25,000; Transfer Station Fees, \$160,000; Transfer Station Permits, \$7,000; Conservation Commission, \$2,000; Structural Permits, \$50,000; Electrical Permits, \$4,500; Demolition Permits, \$500; Plumbing Permits, \$2,500; Heating Permits, \$5,000; Library Fees, \$6,000; Recreation Programs, \$7,500; Aircraft Registrations, \$540; False Alarms, \$1,250; Intertown Revenues, \$0; Extra Duty Reimbursement, \$6,000. Investment Earnings, \$32,000. Other Miscellaneous Revenue: Judicial Refunds, \$2,500; WPCA Reimbursements, \$65,000; Miscellaneous, \$3,500 (bounced check fees). State & Federal: Veterans Grant, \$10,000; Manufacturers Pilot, \$0; Disability Exemption, \$2,000; Civil Preparedness, \$4,000; ECS Grant, \$9,886,000; Plymouth Ctr Project Income, \$0; School Transportation, \$0; Outplacement Excess Cost, \$540,000; Adult Education, \$10,000; Pequot Pilot, \$0; Federal Pilot, \$1,000; Sales Tax [local], \$0; Miscellaneous Grants \$300,000. Other Financing Sources: Cancellation of Prior Encumbr, \$10,000; Appropriation of Fund Balance, \$250,000; Note Premiums, \$0;

Operating Transfers In, \$125,000. Revenues Grand Total of \$38,577,625 noting net decline of \$342,870.

Dave distributed and reviewed "Position Control" includes full and part time positions; 133 positions budgeted for in 2012-2013 and in 2013-2014 has same number of positions, reviewed.

Pat questioned status of road bonds; Vicky stated Capital Improvements is in charge of that; Public Works is coming up with bid specs. Discussion held. Mayor Festa stated what can be done in house is being worked on and has started; major things such as Seymour Road are going to out to bid. Vicky recommended number of positions for this department be left as is due to new oversight committee being appointed and the intent behind committee is guidance and direction to the department and need to look at overall operations, manpower and hierarchy of department. Melanie Church, 328 Main Street, stated she has picture of North Street where done twice and need to do a third time because never done right; they are not trained for roads; if have private company come in they have to be trained by law and need to have a bond and in the end it is cheaper than doing 2-3 times; you got rid of lead man two year ago and they are using it every day and you are upgrading someone. Dan noted cooperative bargaining power and utilization of adjoining towns.

Dave stated regarding the pothole patcher, grant was approved and it will be housed in Bristol and not yet purchased.

Dave distributed and reviewed cost center increases by department; Tech Support increase of \$5,000 is for 24/7 support for police department. Service Contracts, will increase next year in amount of \$3,700; Office Supplies, cutting back; Postage cutting back to \$13,000 even though increase in postage; Duplicating, lease fee; Mileage, travel reimbursement for employee training; Technology Upgrades; internet access fees, charges for town hall. Legal Services, costs down. Insurances: Workers Compensation, \$6000 increase; Property Insurance up \$10,000; Umbrella, up slightly; Public Official Liability, up \$1000; Police Liability up \$1,000; Insurance claims, deductibles, up \$2000. Employee Benefits reviewed. Ralph questioned creating line item for Unfunded or Other Post Employment Benefits. Heart & Hypertension, we do have one additional claimant.

#### 4. Public Comment

a. Melanie Church, 328 Main Street, Terryville – (a) looked at budget for 2012-2013 and no police officer in it and \$15,000 in Contingency and in June they came forward for this year's budget to do a one time appropriation and you cannot transfer unless you go to town meeting because it changes bottom line. Dave Bertnagel stated during budget the police department requested \$120,000 in overtime in regular wages and presentation made if do mid-year hire, they would hire a police officer and reduce overtime which was put into budget and could not hire officer until February. That overtime was reduced from \$120,000 to \$100,000 and regular wages was brought up. At end of June the Memorandum of Agreement for dog handler position was approved and separate and approved by Council. (b) you are adding two officers for one officer because when you added on to replace dog handler that made 23 and there was no request last year for 24 and you have your 23 and adding other should go to town meeting. Chairman Zovich reviewed budget approved at referendum, noting 003 total full time salaries actual for 10/11 was 910,000; 2011/12, 965,000; and as part of that we said out of line item 5,

overtime from \$120,000 to \$100,000 and net because we took that and added to salaries up to \$1,025,000 and that half officer was approved when budget went to referendum. (c) Thomaston has over 6000 people and are going to 11 officers; we have way more in this town. When times are hard you cannot keep adding people and for some reason it is consistently added; you should wait for June and add it in next year for July. Then she can permanently request it be taken out for the next budget. Dave Bertnagel noted position to be hired is the one that will cut down on overtime.

5. Board Member Comments

a. Ralph, if town hall is closed Thursday due to weather or if cannot get here, call or send email.

6. Adjournment

**MOTION:** To adjourn by Dan Murray; second Peter Cook and the vote unanimous. Meeting adjourned at 8:55 p.m.

Respectfully submitted,

Robin Gudeczauskas  
Recording Secretary