

Town of Plymouth

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Board of Finance

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1. Call Meeting to Order – The Regular Meeting of the Plymouth Board of Finance was called to order on Thursday, March 13, 2014 at 7:00 p.m. by Chairman Peter Cook in the Assembly Room (moved from Senior Lounge), Plymouth Town Hall. Members in attendance: Vicky Carey, Peter Cook, Pattie DeHuff, Michael Drozdick, James Zalot. Also present: David Bertnagel, Director of Finance; Robin Gudeczaskas, Recording Secretary; Mayor David Merchant. Excused absent: Dan Murray.
2. Pledge of Allegiance
3. Fiscal Year 2014-2015 Budget
 - a. Library – Mike Drozdick reviewed Terryville Library stating the Mayor is recommending increase to part time salaries; Lynn White, Library Director, presented research on library workers as salaries are well below the average for CT Libraries and the only increase in budget. Budget has been flat for a number of years but doing okay and wanted that to be submitted on own and salary package feels very important; information reviewed. Dave stated the staff is highly underpaid based upon other municipalities; minimum wage has gone up 5% and out of our control and automatic increase and if minimum wage is affected later on it will need to be addressed. \$4000 is a start. Those positions are non union. Service Contracts: (a) who is Baker and Taylor; Lynn White stated their on line automated services and how they order books and DVD's; (b) who does snow removal and plowing; Lynn stated Parks and Recreation and that landscaping involves mowing, trimming bushes, mulch, etc. (c) capitals for carpeting and elevator. Lynn stated elevator in holding pattern and as long as system does not leak oil it can continue to work although it is beyond serviceable life but as soon as technicians discover oil leaking they need to replace it. The useable life was 20-25 years and installed in 1975. Carpeting, \$40,000 and working with Gagnon's to try to find carpet tiles that match or compliment what they have and looking at replacing traffic areas and not to replace all carpeting which will cut down on request. Would rather do traffic areas. Chairman Cook suggested taking some of that money and put toward elevator repair. If elevator goes down we have ADA compliance issue. (d) Service contracts, requested 22,269 and recommendation of \$22,005 and to move money difference from education to service contracts. (e) Books, 054, \$53,000 is that to replace existing or new and noticed you have book sales and what happens to the monies from those; Lynn stated it depends on why books were moved such as information no longer pertinent and cannot be left on shelves, books such as Harry Potter where they had a lot of copies because of demand at the time and now the extras go into the Friends books sales. Book sale money goes into their (Friends of the Library) coffers and they help the library with needs. Book line is also print, online data bases, downloadable audio and eBooks. Discussion held and will increase Service Contracts to \$22,270 and take that out

of Education, reducing from \$400 to \$135 and leave bottom line alone.

Plymouth Library – have not been able to see them this week and will report back; recommended budget is \$24,000. Dave Bertnagel stated he received a verbal request of \$24,000 and has asked for financial information which has not yet been received.

b. Health & Social Services – 061; increase in part time wages due to minimum wage and a few extra hours; Abby Egan stated she (the town) received grant from AccessHealth CT and has given Erin 10 hours per week and getting people enrolled, process explained. Abby explained her role as human services director and that of Erin Kennedy.

060 Human Services Commission –

Podiatry – schedules foot clinic for seniors; vaccines are referred to TAHD.

Medical Director 062 – Dave Bertnagel stated goes off per capita basis.

MOTION: For a recess at 7:35 p.m. by Pattie DeHuff; second Vicky Carey and the vote unanimous.

Chairman Cook called the meeting back to order at 7:40 p.m.

c. Parks & Recreation, 080 - Michael Ganem, Director of Parks & Recreation, reviewed with Mike Drozdick who stated the Mayor recommended increase in full time salary and part time and overtime salaries. Full time salaries are for 2 maintenance workers, contract just settled, had code adjustment and some raises and approved by Council and contractual. Part time salary increase is minimum wage adjustment; overtime is adjustment in part for North Street Reservoir and wage increases. Remainder of budget is flat. School rentals are recreation programs on Saturdays for rental and money comes from fee structure. Dave to get number on reimbursement for extra costs. Snow removal, Booktique – Michael Ganem stated that is the former VNA building. (a) Snow blower in budget – Michael Ganem stated his men open this building (town hall) in the morning and go to the library. Discussion held on whether equipment belongs in this budget or in Public Works; will put under Public Works and to be used by Parks and Recreation. (b) Gator and trailer is Parks and Recreation piece of equipment. Michael Ganem stated the snow blower currently used is 12 years old and low hp; the gator will also be used at Lake Winfield, the community garden and North Street Reservoir. Jerry Bourbonniere, Parks & Rec, 6 Fairmount Avenue, finance subcommittee chair, stated they have 5 requests on capital improvements. Michael Ganem distributed new letter noting Massey Ferguson Tractors as the Town does not have equipment with backhoe and bucket and what the town has is too big for trails at lake Winfield and at North Street Reservoir and when have to move anything that requires a machine, there is nothing. He stated the need and a piece of machine that could be shared with the BOE who does not have tractor in their budget and the one they do use is too small and does not have bucket. Rental is something they have done in the past; they have an ambitious initiative for the summer; they are digging holes by hand and they now have much more acreage to maintain. They share equipment with BOE and Public Works and understanding is all departments do that. Vicky Carey asked Mr. Ganem to look at rental and guesstimate of

what he will use this year vs. last year. Jerry Bourbonniere stated recently the Town Council gave them the North Street Reservoir and they are looking at work to be done and at one time they will need some type of tractor to work on that property; if do purchase and use as in-kind service with BOE when needed and get rid of cost for custodian on weekends for basketball. Dave Bertnagel reviewed revolving fund which is on target this year (special revenue fund – recreation revolving).

b. Ambulance, 065 – Per capita assessment for CMED and remainder, did have meeting with ambulance board and will meet again with David; upgrades to utilities done and should see savings. Building is already 12 years old and have warranties expiring.

066, \$860 – standard assessment. Provides services to community residents; advocacy group insuring needs of those with mental illness are met. Abby Egan gave background of this group.

Elderly transportation, 067 – down – Dave stated we received a grant last year for Dial a Ride and adjusted downward; 3 year grant is renewable.

4. Public Input

a. Melanie Church, 328 Main Street – suggestion on (a) ambulance, under Obama care and insurance, Medicare, ambulances are being covered which means there is a lot more monies coming in; we are paying a lot of their bills and we need to look at income they are bringing in and they should maybe take over lights, heat or some stuff as they are making the money and give the taxpayer relief. In-kind service and about time it starts coming back to the people and give tax relief. (b) getting a partial budget is a joke and everything is a secret, raises are outrageous and the public should have a lot more information than this piece. Feel sorry for board members getting stuff last minute and trying to have question and answers and sorry for people who get called in and they are handing you stuff last minute as they were called in late. Her opinion is that Parks and Rec had that snow blower and took care of it. Chairman Cook apologized to Mr. Ganem and the Library for the late notice.

b. Jim Murdock, 44 Minor Road – came to see what goes on; after listening to previous speaker and how one person can be so aware of everything the town needs to do, spend and whether they need an item for their department or not and does not know if she has had a construction company for years and knows everything about construction. This town, the Public Works, Parks and Rec are the same as a private contractor and if they don't have equipment to operate, they cannot operate efficiently. We have to rely on department heads and when we elect officials feel confident with that is pretty much it. In this little town there is not anyone asking for exorbitant items in their departments. And this previous speaker stating the town is wasting money has cost the town more money in referendums and delays to high school because her moment of glory in newspaper and TV and that person would be critical and could be a very good fiscal watch dog if that is what it was but to turn around and say who needs what, and who doesn't need what he does not think any one person has that knowledge. As far as our

new mayor is concerned he is doing one heck of a job. He has been an electrical contractor since 1957 and knows the cost of business and it doesn't go down but up. We have to expect that and we have to turn around as far as the town and say yes, we need that now; no, we don't, and put off but to continually say we don't need this, that, or the other it is foolish and why our infrastructure goes to pot.

5. Correspondence - none

6. Board Member Comments

a. Pattie DeHuff – set record straight that first person who commented is definitely a watch dog and in regard to comment that she cost the town money and be historically accurate, she did not cost the town money, there were individuals in town who did not understand the meaning of word elector, explained and reviewed referendum. And the town sued Melanie church so the town created their own problems. (b) meeting with Dave on Friday and is it okay for her to email everyone her recommendations so you have opportunity to read what she proposes. Vicky Carey responded noting FOI and never allowed to do personal correspondence and her suggestion is to stay clean and without any problems is to wait until Monday and discuss each line item there. Chairman Cook stated at the meeting is where we discuss and review.

7. Adjournment

MOTION: To adjourn by Vicky Carey; second James Zalot and the vote unanimous. Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Robin Gudeczauskas
Recording Secretary