

- 1. Call Meeting to Order:** Eugene Croce, Chairman, called the March 9, 2026, Board of Finance meeting to order at 7:02 p.m. in the Assembly Room. Members in attendance: Victoria Carey - Vice Chairman, Jennifer Brunnoli, Jon Draper, Roxanne Perugino, and Tony Osipiak. Also Present: Vijay Dora, Finance Director, and Maureen Capetta, Director of Parks & Recreation.
- 2. Pledge of Allegiance:** Eugene Croce, Chairman, led the group and audience in the Pledge of Allegiance.
- 3. Notice of Fire Exits -** Eugene Croce noted the Fire Exits for the record.
- 4. Approval of Minutes**

**MOTION:**

**Vicky Carey made a motion, seconded by Roxanne Perugino, to approve the March 2, 2026, Minutes with the following correction.**

**CORRECTIONS:**

Tony Osipiak stated that pg. 2 confirmed whether the tax collector, to the best of their knowledge, knows whether any elected official, appointed official, or town employee owes back taxes.

**VOTE:**

**Motion passed unanimously**

**5. Parks & Recreation**

Maureen Capetta, Director of Parks & Recreation, discussed the 2026-2027 budget in detail. Some highlights included:

- Most of the budget increase is due to the minimum wage rising by \$0.59/hour, which requires raising pay for seasonal workers (like camp counselors) so experienced staff earn more than new hires.
- Noted the maintenance staff has taken on many additional responsibilities.

**New responsibilities include:**

- Expanded maintenance around Town Hall due to reduced nighttime cleaning staff.
- Maintaining Main Street School field, library building grounds, snow & mow, and North Street Reservoir (including ~3 miles of trails).
- Preparing and cleaning up the community garden each season.

PLYMOUTH, CT  
TOWN CLERK'S OFFICE  
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2026 MAR 10 PM 3:18  
*Staci Kowalski*  
TOWN CLERK

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- Maintaining Waterwheel Park, which now includes kiosks, benches, trails, a new outside garden/park area, and a skate park.
- Supporting upkeep for the \$1.7 million downtown project once completed. (will require maintenance)
- Maintenance at Baldwin Park, which the state is redeveloping with new features and signage (blinking).
- Additional tasks like clearing snow from police cars and a bus (Cooke Willow).
- If the senior lounge/kitchen area is converted to police space, it will require daily cleaning and maintenance, significantly increasing the workload.

Roxanne Perugino asked whether your department handles the cleaning of this building (town hall).

Maureen Capetta, Director of Parks & Recreation, stated, "Yes," if the Parks & Recreation employees are not working on "Parks", they have to do maintenance. Noted, that's what they added since the last time they added a person for us, and briefly elaborated.

Tony Ospiak asked whether the Charter stated that the Public Works Department was responsible for all maintenance of Parks and Equipment.

Vicky Carey stated they turned over the employees under her direction to the Public Works Department.

Vicky Carey confirmed that they handle Parks & Recreation, and when done, they work for the Public Works Department.

Vicky Carey stated that it was once separated and is now under one, now under one union.

Maureen Capetta, Director of Parks & Recreation, stated that at one point, the department did not have a Public Works Director.

Roxanne Perugino stated you have increase under part-time seasonal.

Maureen Capetta, Director of Parks & Recreation, confirmed yes.

Roxanne Perugino Re. The Board of Education is looking at the Boys and Girls Club of Bristol offering programs, noted library offers multiple programs, and questioned whether yours are above and beyond everything they do, or are there any duplications that you could work together on?

Maureen Capetta, Director of Parks & Recreation, noted that she stays in contact with Gretchen DelCegno, Library Director, purposely not scheduling and/or duplicating any programs.

Roxanne Perugino questioned the Rental of Land and Buildings.

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Maureen Capetta, Director of Parks & Recreation, stated that this is what I pay the Board of Education for summer camp, and the need for a gym for basketball, which is actually the amount paid to janitors, now outsourced, and briefly elaborated.

Jennifer Brunoli questioned the increase in water, but it actually went down. – Do you need to increase it to cover more water?

Maureen Capetta, Director of Parks & Recreation, stated that water had gone up 2 years in a row – re. 24 Gear Drive, a multi-use field, is in the center of town -Terryville Soccer rents from us. Noted that we are not supposed to pay money (agreement) anymore and should be covered by Terryville soccer. They did not put in a meter, twice had major leaks in the pipe, and we started a payment plan for them to pay us back, and briefly elaborated.

Jennifer Brunoli questioned the electric for only \$1,300, if it should have stayed at \$1,500.

Maureen Capetta, Director of Parks & Recreation, stated water was over, but electric was under balance; those out – noted cannot predict.

Jennifer Brunoli questioned whether \$400 was enough for Dues & Memberships.

Maureen Capetta, Director of Parks & Recreation, stated “Yes”, not joining Rotary.

Tony Ospiak questioned the amount of the Parks & Recreation revolving fund.

Maureen Capetta, Director of Parks & Recreation, stated \$257,000, which I could not spend for 8 years because no one could tell me the balance. Noted past huge grants (during pandemic), it was cumulative because it was not spent, and briefly elaborated.

Tony Ospiak questioned whether some of this could be towards capital requests.

Maureen Capetta, Director of Parks & Recreation, stated that I put in my capitals which ones are willing to put some money towards, like the playground, and briefly elaborated.

Vicky Carey stated that the Charter is why it is in the Public Works Department.

Roxanne Perugino stated that her line item “Maintenance” should be in Public Works.

Maureen Capetta, Director of Parks & Recreation, stated that it will probably be shifted out of my budget to Public Works Maintenance, and briefly elaborated.

Maureen Capetta, Director of Parks & Recreation, noted re. funding to cover what they do - I have spoken with both the mayor and the new public works director, and briefly elaborated.

Roxanne Perugino questioned the commission secretary about \$1,400, but the mayor's request is \$2,200.

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Maureen Capetta, Director of Parks & Recreation, noted the raise.

Vicky Carey stated that the recording secretaries were not being paid minimum wage and briefly elaborated.

Eugene Croce stated the original rate was \$100.00 per session and \$14.00 hourly; when added together, it technically covers that.

Vijay Dora stated that the meeting secretaries for every department that has this item were increased by \$15,500 in total.

Eugene Croce stated that we are authorized only to raise the Board of Finance recording secretary's pay.

Eugene Croce questioned \$257,000 sitting in the fund balance or in recreation.

Vijay Dora, Finance Director, stated recreation.

Vicky Carey questioned the policy.

Maureen Capetta, Director of Parks & Recreation, confirmed will send it to the recording secretary.

Vicky Carey questioned if union.

Maureen Capetta, Director of Parks & Recreation, stated union.

Vicky Carey questioned whether we have any grants.

Maureen Capetta, Director of Parks & Recreation, stated we have at least 3: senior programming, men's club, and lunch and learn.

Vicky Carey questioned what if you don't have a senior lounge or kitchen.

Maureen Capetta, Director of Parks & Recreation, stated I have not been officially informed of that.

Vicky Carey stated that it is not right that is not how the town hall was built.

Maureen Capetta, Director of Parks & Recreation, stated the assumption that we would be placed somewhere else.

Vicky Carey stated that a lot of people are circumventing the previous stipulations; they think they can override them. The senior lounge/kitchen was dedicated when we built the town hall with grants, noted State of CT rules and briefly elaborated.

Eugene Croce stated the basic rule is 10 years, and you could repurpose it, as long as it is still for the town and briefly elaborated.

Vicky Carey questioned where I could find that.

Eugene Croce stated in the Connecticut General Statutes – will send it to you.

Jennifer Brunoli confirmed that we approved in the last budget, the Town Council changed, and briefly elaborated.

\*Eugene Croce noted to follow up on the cost of the Maintainer being charged by the Board of Education and the policy for the revolving fund for recreation. \*(follow-up)\*

Maureen Capetta, Director of Parks & Recreation, stated have an email that they outsourced – will follow up.

Vicky Carey questioned if the Boys & Girls club be treated as fairly as you are.

Maureen Capetta, Director of Parks & Recreation, noted the school building would only be used after school while custodians are already on site, so there would be no additional cost. If there is a (snow day), when schools are closed, students would go to the Boys & Girls Club in Bristol, and the school would not be used.

## **6. Public Comment**

Melanie Church, 328 Main Street, Terryville, CT - questioned Senior Lounge's future, noted taxpayers, complimented Gretchen- Library, - teaching investing, increase library hours, future investment for both children and senior citizens, revenue, police department, and noted the importance of supporting people.

Dan Gentile, 269 Mt. Tobe Road, Plymouth, CT - re. Senior Lounge, and noted the police (detectives) were offered a room in the school, but they rejected this idea.

Roxanne Perugino noted the Board of Education offered it.

## **7. Correspondence**

Town of Plymouth Expenditure Report with Detail Options Fiscal Year 2025-2026 From Date 2/1/2026 To Date: 2/28/2026

**8. Board Member's Comments**

Jon Draper - None

Jennifer Brunoli - None

Vicky Carey - None

Roxanne Perugino - None

Tony Ospiak - Explored space at the school, ample space – noted separate entrance and handicap entrance into that area that the Board of Education wanted to give. Noted the two capital requests. We can offer our best advice, a good opportunity, and worth exploring and briefly elaborated.

Vicky Carey noted capital requests - 12 x 16 Modular Office Trailer or Senior Lounge Renovations \$52,000 Mayor did not adopt, and unless the town council approves, we are only advisory.

Tony Ospiak - Questioned Finance Director, this calendar year, did we pay any invoices for services that the town did not order?

\*Vijay Dora, Finance Director, stated I am not aware of it, and I can find out for you. \*(follow-up)\*

**9. Adjournment**

**There being no further business of the Board of Finance, a motion was made by Roxanne Perugino, seconded by Tony Ospiak, to adjourn at 8:45 p.m. This motion was approved unanimously.**

Respectfully submitted,

*Michele Yokubinas*

Michele Yokubinas  
Recording Secretary