

Town of Plymouth

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Board of Finance

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1. **Call Meeting to Order:** Eugene Croce, Chairman, called the March 19, 2026, Board of Finance meeting to order at 7:00 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, Chief Karen Krasicky, Plymouth Police Department, and Christopher Latimer-Sergeant, Plymouth Police Department.
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:

Roxanne Perugino made a motion, seconded by Vicky Carey, to approve the March 12, 2026, Minutes.

VOTE:

Motion passed unanimously

5. **Plymouth Police Department/Communication**

Chief Karen Krasicky, Plymouth Police Department, distributed and discussed in detail the Plymouth Police Department narrative.

Chief Karen Krasicky stated that most of our increases are contractual; when the officers or the sergeants get raises, their holiday rate goes up.

Chief Karen Krasicky stated the police commission did approve a raise for the crossing guards from \$21.00 a day to \$40.00 a day. Along with that line-item, administrative and crossing guards - included is the records clerk for the administrative assistant to the chief of police, who is getting a contractual raise.

Chief Karen Krasicky stated that I requested an increase in overtime because we go into a deficit each year. As of February 28, we are already at a \$23,505.25 in deficit. The overtime budget was \$305,000, and I increased it to \$350,000. During the last fiscal year, we were short two officers, which required backfilling shifts and resulted in additional overtime. We are now at full strength, although the officers are still in training. One officer completed training and began on March 16, and another is expected to complete training on April 5, which will then have four officers on every shift and alleviate some overtime.

PLYMOUTH, CT
 TOWN CLERK'S OFFICE
 RECEIVED FOR RECORD
 2026 MAR 23 PM 2:18
 Sarah Lombardi
 TOWN CLERK

Board of Finance Meeting

March 19, 2026

Page 2 of 10

Chief Karen Krasicky stated Every year, the Police Officer Standards and Training Council adds more training mandates, requiring officers to complete additional training, which is beyond our control. Due to these factors and police accountability requirements, I increased the overtime budget from \$305,000 to \$350,000, a \$45,000 increase.

Chief Karen Krasicky stated at the police Commission meeting, the police Commission also voted to raise the secretary's rate of pay from \$12.50 per hour to \$17.00 per hour. That was voted by the Commission, so that was reflected in that line item and briefly elaborated.

Chief Karen Krasicky stated longevity pay on one additional officer became eligible, and two officers moved to the next level, which is also contractual.

Chief Karen Krasicky noted the contractual clothing allowance was raised by \$500.00 to include the 24th officer.

Chief Karen Krasicky stated service contracts actually went down because our accreditation manager, who was per diem trained our administrative sergeant, no longer in service contracts. Noted there was a savings of 16,000, it went from \$116,000 to \$100,000

Chief Karen Krasicky stated that medical services stay the same

Chief Karen Krasicky stated all those subsequent line items stayed the same

Chief Karen Krasicky stated that everything else, basically in the line items, except membership & dues, was increased by a moderate amount because the annual cost went up.

Chief Karen Krasicky said the Police Department structure is straightforward. The salary increases were intended to place me ahead of the captain. His raise is contractual, while mine was recommended by the Police Commission and approved by the mayor, the commission, and the Board of Finance. Even so, my raise would put me only \$547.64 in front of the captain. In most departments, the chief typically earns \$10,000-\$15,000 more than the second in command, so this difference is minimal.

Jennifer Brunoli questioned Vijay Dora, Finance, why the mayor recommended \$176,000 for service contracts when you only requested \$100,000. Noted it actually went up due to the mayor's request.

*Vijay Dora, Finance Director, stated I don't have details presently. *(will follow-up)*

Tony Ospiak noted I heard you use the word nominal increase in membership & dues, but when I look at the budget report, I see it doubled in two years. In fiscal year 24, it was \$3000 this year, and this year's budget is \$6000.

Chief Karen Krasicky stated the price has gone up, and noted that some of the membership & dues increased after the budget was already done. I couldn't project, so this year I tried to project the best I could and briefly elaborated.

Tony Ospiak noted, I want to make sure that we're all operating on the same wavelength, so there were 24 sworn officers in the Police Department.

Chief Karen Krasicky stated correct.

Tony Ospiak stated that when we see this salary figure, for the officers, is that salary figure based upon the people that are working now, or all the positions being filled?

Chief Karen Krasicky stated that it's based on the positions that exist, whether they're filled or not.

Tony Ospiak stated that if they're not filled, and we have three vacancies, we would expect the overtime money to maybe kick in because they would have to be filled. We should expect the salary line to go down because they're not getting paid.

Chief Karen Krasicky explained that the funds would remain in the salary budget since they were already budgeted, approved, and allocated. When employees retire or resign, the unused salary funds stay in that line item and can be used at the end of the year to help offset a budget deficit.

Tony Ospiak stated the major expense for ammunition and training at the Academy.

Chief Karen Krasicky stated not just the academy; we do a lot of training on the range.

Tony Ospiak noted that the ammunition doubled.

Roxanne Perugino noted 23% increase in 24.

Tony Ospiak stated was \$6000

Roxanne Perugino noted firearms and ammunition at \$16,000 in 2024.

Tony Ospiak noted it's \$32,000 in this budget.

Chief Karen Krasicky stated I had \$26,000, but apparently, from what I understand, I believe it was increased.

Chief Karen Krasicky stated that because the bill was not paid during this fiscal year, the money had to be taken out of the next fiscal year, which wasn't paid in 24-25 and had to be taken out of 25-26.

Vijay Dora, Finance Director, stated encumbered amount, yes.

Eugene Croce stated we're in 2026-2027

Tony Ospiak stated it doubled - agreed with what the Chairman said last year, re. overtime - you made a very wise comment last year that overtime could be controlled, but it seems like this overtime figure just continually goes up every year. Who's responsible for doing the scheduling that creates all this overtime

Chief Karen Krasicky stated that different officers, our administrative Sergeant, schedule and check if (officers) are eligible for holidays and vacation time, and then approved by me.

Tony Ospiak questioned whether it is a separate line item in the budget, and whether the money appropriated is for vacations and holidays.

Chief Karen Krasicky stated that it comes out of overtime.

Tony Ospiak stated that, for simple terms, say somebody made \$100 a week if they work 52 weeks, you would budget \$5,200, but the weeks that are on vacation, their paycheck would come out of the vacation line, but it wouldn't come out of the \$5200 that was one of my points.

Eugene Croce stated, " I'm going to have to defer to Vijay Dora because I'm not sure that's correct when it's still coming out of regular salary."

*Vijay Dora, Finance Director, noted one of the past *(follow-up)* questions - explained that when an employee retires and is paid out for sick and vacation time, technically, it should come out of benefits. But when our accounts payable are processed through ADP, those costs initially hit the payroll account that is set up. They should ultimately be classified under benefits, so they can be later reclassified. This explains the 121% increase Roxanne Perugino previously mentioned. A similar situation occurred when the former Highway Superintendent left, with about \$61,000 in sick and vacation payouts. This creates a temporary deficit until the expenses are properly reclassified.*

Vijay Dora, Finance Director, stated that, looking at the 2026 budget, the previous mayor suggested allocating \$20,000 for benefits. The challenge is that without timely notice from department heads about retirements, it's hard to estimate payouts accurately. Sometimes employees retire quietly, so departments may not know in advance. If we receive this information, we can calculate benefits correctly. Technically, these costs should come from the benefits line.

Eugene Croce stated, re. Tony's point is that when somebody is a full-time employee, if they take a week's vacation, they're not retiring - that payment comes out of their regular salary. Only when you retire does it come out of the accrued sick & vacation in the benefits section.

Board of Finance Meeting

March 19, 2026

Page 5 of 10

Chief Karen Krasicky clarified the following:

- ❖ Four officers on every shift are considered at top strength.
- ❖ When you have day shift, a second shift, and only three officers, due to shortage, overtime gets used to backfill - you must have three on every shift.
- ❖ Noted prior vacancy on 2nd shift - now filled.
- ❖ Vacancy on the day shift - one officer is still in training.

Chief Karen Krasicky stated basically when four are on, so when one officer takes it off, you don't pay any overtime, but if the second person takes it off, then we have to pay the overtime, or if there are only three on, and briefly elaborated.

Roxanne Perugino questioned when that person would be out of training

Chief Karen Krasicky confirmed on April 6.

Roxanne Perugino stated that for next year, you'll have a full staff.

Chief Karen Krasicky stated yes, as long as everybody stays.

Tony Ospiak stated that we thought we were at full staff last year when we were dealing with the budget.

Chief Karen Krasicky stated we had one leave on September 7th and one leave on December 2nd.

Tony Ospiak stated that I had in my notes when we discussed the budget last year, we increased the supervisory ratio of supervisors to patrolmen by augmenting the command of shift corporals, which was supposed to cut down on overtime.

Chief Karen Krasicky stated never intended to cut down on overtime that was for liability purposes only and briefly elaborated.

Tony Ospiak stated in my notes, is one of the reasons we're going to have corporals what we're going to have less overtime, besides not being open to suits.

Tony Ospiak noted the raise for the crossing guards. Some of these lines in the budget are combined expenses since you noted that the crossing guards are lumped in with your administrative assistant and the records clerk.

Tony Ospiak questioned how much money is allocated to crossing guards.

Chief Karen Krasicky stated they were getting \$21.00 a day, and then the police Commission raised it to \$40.00 a day.

Chief Karen Krasicky stated 12.50 for the secretary for the Police Commission, they raised her salary from \$12.50 to \$17.00 an hour.

Board of Finance Meeting
March 19, 2026
Page 6 of 10

Chief Karen Krasicky stated the crossing guards are getting \$21.00 a day; they're now getting \$40.00 a day.

Tony Ospiak, because that line went up \$52,000

Chief Karen Krasicky stated because they're salary was just about doubled

Eugene Croce noted that crossing guards are paid by the day.

Chief Karen Krasicky stated that Records Clerk and Administrative, serving the chief of police, noted they have raises that are contractual, which is why you see the big jump there.

Tony Ospiak questioned the training line.

Karen Krasicky noted that money that should have been taken out of overtime was being taken out of training, and it should have been coming out of the overtime line item that was corrected for this budget, and briefly elaborated.

Tony Ospiak noted the importance of training, questioned if increased thought training was down.

Karen Krasicky stated no, staying the same.

Chief Karen Krasicky stated that training is scheduled for March 16, 2026, with \$16,000- \$17,000 in overtime, range training, and other recertification training, and briefly elaborated.

Tony Ospiak noted statistics and complimented the Plymouth Police Department on its outstanding job.

Jennifer Brunoli questioned revenue from course hosting at "0" page 5

*Vicky Carey stated that, besides course hosting, it has decreased by half. For 2023-2024, \$59,000 for police revenue, right now, \$33,000 projected, big decrease in parking tickets, etc. f/u with Vijay Dora, Finance Director. *(follow-up)*

*Vicky Carey requested that police revenue needs to be looked at. *(follow-up)*

*Vicky Carey requested to separate out the administrative and crossing guards regarding increases/salaries. *(follow-up)*

Vicky Carey stated that we are paying for a captain who is not there.

Vicky Carey stated do we need a captain?

Chief Karen Krasicky stated, yes, we need a second in command.

Vicky Carey stated do you have one now.

Chief Karen Krasicky stated no.

Vicky Carey stated, who's running the ship?

Chief Karen Krasicky stated I am running it from home, running it here. Sergeants have been helping outside of their contracts to assist right now until a determination is made.

Vicky Carey questioned whether, legally, we have to pay him right now, concerned about that.

Chief Karen Krasicky stated cannot comment on that, or anything, as this has nothing to do with me.

Vicky Carey questioned what is \$1,000 housing (temporary shelter)

Chief Karen Krasicky stated domestic violence incident, one person cannot stay in their house for a couple of nights.

Vicky Carey, questioned - communications LCD and CAD are those firm figures.

Chief Karen Krasicky stated yes.

Chief Karen Krasicky stated service contracts noted -aren't just LCD; all things, it's the records management system, etc.

Chief Karen Krasicky stated the final amount from the LCD - firm figure (more than LCD)

Chief Karen Krasicky questioned the radio upgrade to Vijay Dora.

*Vijay Dora stated will *(follow up)* (create another line item)

Chief Karen Krasicky stated created another line item for our portion of the grant and briefly elaborated.

Chief Karen Krasicky stated that nothing had changed in Animal Control.

Chief Karen Krasicky stated that the only thing for the communication tower (rental) in Thomaston went up \$1,289.00 contractually – only increase.

Eugene Croce questioned communication \$1,000 console repairs

Chief Karen Krasicky stated that we have one station in case of emergency -(a full functioning system) if the LCD goes down, and briefly elaborated.

Tony Ospiak stated they are supposed to provide the backup.

Chief Karen Krasicky stated yes.

Vicky Carey noted dog licenses are in the town clerk's office.

Vijay Dora noted revenue under miscellaneous in order for us to break it down, always has a description for which account it goes into. Because not a large amount, that is how they do it. Personally, I want to separate everything, restructuring a chart of accounts (COA) so revenue gets split, and find a better way of tracking.

*Vijay Dora stated Miscellaneous - Under Town Clerks \$25,000 *(follow-up)*

Eugene Croce stated that your (Chief's) salary gets approved by the council in the end.

Chief Karen Krasicky stated yes.

Eugene Croce questioned the crossing guards approved by the council, including the secretary, those recommended, and then went to the council.

Chief Karen Krasicky reviewed everything approved by the council.

Eugene Croce noted that under the charter not allowed to raise the secretary's pay.

Eugene Croce stated that, according to the charter, only the Board of Finance can authorize raises for the secretary.

Eugene Croce stated that while the board can set the mayor's administrative salaries, no other board has the authority to adjust secretaries' pay. Previously, the finance director set limits for all secretaries, but this doesn't appear in the charter, leaving uncertainty about who has that responsibility.

Eugene Croce stated the mayor reduced your overtime request by \$30,000.

Chief Karen Krasicky stated I budget for what we need and briefly elaborated.

*Eugene Croce noted you asked for \$100,000 for service contracts, and they recommended \$176,000.
(follow-up)

6. Public Comment

Melanie Church, 328 Main Street, Terryville, CT – Noted minutes police overtime, 10-hour shifts, 3 officers on, stop captains pay, Council - legislative body, Board of Finance can only make recommendations, over budget goes to people, roads bad, complimented state roads, complimented previous Mayor Joe Kilduff -re. pensions, savings, and noted debt down.

Karen Krasicky stated, for the record, that our officers never work 10-hour days; they work 8-hour days.

7. Correspondence

A letter in support of the library was emailed/forwarded to Board Members from Tracy A. Fitzpatrick, President, Friends of the Terryville Library, Terryville Resident.

8. Board Member's Comments

Tony Ospiak - None

Jon Draper - None

Jennifer Brunoli - None

Roxanne Perugino - None

Vicky Carey – Research/info was distributed re. Recording secretaries' pay was increased in 2019, questioned whether the town council approved, since they set salaries, including those of all of the recording secretaries. Provided a copy of the job description for the Director of Planning & Economic Development 1990, for perusal. Requested the Administrative part - all separated out between Administrative Assistant, Records, front desk clerk, and crossing guards, since all together (break-out) of amounts for each category.

Vijay Dora, Finance Director, noted the previous questions - Highway Department is 121% overspent, due to vacation, sick time, and changed that reclassified it now is in benefits, now will not see that increase remainder in salary will remain there.

Vijay Dora, Finance Director, stated how much we spent on the contract for Highway Supt., spoke with the mayor and council is aware and signed the contract that has a cap of 15 hours per week at the rate of \$100.00 hour. So far, we have spent \$300.00.

Vijay Dora, Finance Director, spoke with Joe Sopczneski, Director of Public Works, re. contract which ends March 31, a couple of hours more of consulting that he will do for \$200.00, so the maximum will be \$500.00.

Eugene Croce noted will use the open date of March 26, 2026, for the pass-through of the budget, and Capitals on March 30, and briefly elaborated.

9. Adjournment

There being no further business of the Board of Finance, a motion was made by Tony Ospiak Carey, seconded by Roxanne Perugino, to adjourn at 8:00 p.m. This motion was approved unanimously.

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas
Recording Secretary