

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:** Eugene Croce, Chairman, called the March 30, 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-excused absence, Jon Draper, Roxanne Perugino, and Tony Osipiak. Also Present: Vijay Dora, Finance Director, Joe Sopczneski, Director of Public Works, Chief Karen Krasicky, Christopher Latimer- Sergeant, Plymouth Police Department, Dennis Kizis, Chief Mechanic-Town of Plymouth, Jim Klaneski, Capital Improvements Committee, Vincent Gualtieri, Capital Improvements Committee, and Susan Boilard, Joe Green, and Raymond Engle -Town Council Members

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 23, 2026, minutes as presented.

VOTE:

Motion passed unanimously

5. **Capitals & Debt Service, and General Fund revenues/expenditures review thru of Budget, Finalize and Adjust Revenue/Expenses & approve totals.**

Jim Klaneski, Capital Improvements Committee, provided a brief overview of what the Capital Committee does in preparation and how they evaluate and rank capital requests.

Jim Klaneski, Capital Improvements Committee, stated that with several new members on the Board of Finance, this should help explain how we arrive at our scoring. Last year, we surveyed municipalities across Connecticut and around the country to understand how other communities rank their capital requests. We used a model from Terryville as a foundation and expanded it by adding additional criteria to make the process more comprehensive and objective.

This system allows us to rank requests in a more consistent and objective way.

Foundational Criteria

The first three criteria establish the foundation for all rankings:

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
2026 APR -2 PM 3:32
TOWN CLERK
Shirley Krasicky

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1. Legal/Compliance/Safety Requirements

Whether the request is needed to meet legal compliance, regulatory, or safety mandates.

2. Strategic Alignment

How well the request aligns with the town's overall goals and strategies.

As we update the Plan of Conservation and Development, we will ensure our rankings reflect those priorities.

3. Value to Citizens

The level of benefit the project provides to residents.

Each of these is scored on a scale of 1 to 9. We then average the three scores to establish a base score.

Priority (Weighted) Criteria

We then apply additional weighted factors to refine the rankings:

- **Public Health and Safety**
Does the request address hazard risks to public safety?
- **Employee Health and Safety**
Does it improve safety for town employees?
- **Regulatory Mandates**
Is the project required by law or other governmental action?
- **Availability of Funding**
Are grants, endowments, reserves, or other funding sources available?
Can the project be funded outside of the general fund?
- **Revenue Impact**
Will it increase the town's grand list or property values?
- **Operating Impact**
Will it reduce, stabilize, or increase operating costs?
- **Age/Condition of Existing Assets**
Does it replace or repair existing facilities or capital items of failing or obsolete facilities and/or equipment?
- **Public Benefit / Service Level**
Will it maintain, improve sustainability or conservation, or prevent a decline in service levels?
- **Public demand**
Does the request propose new programs that have social, cultural, historical, environmental, economic, or aesthetic value to the public?
- **Synergy**
Does the request work well with other projects

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- **Strategic Goals**

Does the request support the strategic goals of the town and conform with plan of conservation and development

Vincent Gualtieri, Capital Improvements Committee, stated the ranking and recommended prioritization that was completed uses an objective process.

Vincent Gualtieri, Capital Improvements Committee, stated in accordance with the Capital Improvement Policy (Page 5), the Capital Improvements Committee consults with the Board of Finance to ensure that capital requests align with the five-year outlook. The Committee may make necessary adjustments and then submits a revised Capital Improvement Plan to the Mayor and Board of Finance for consideration.

Vincent Gualtieri, Capital Improvements Committee, stated that in recent past budgets, these capital funds have only shown a one-year plan, without clearly showing project purposes or out-year projections. However, state guidance and best practices from other municipalities - such as East Haddam and Plainville - indicate that a capital plan should include both the current year and a five-year outlook, along with clear justification.

Each project should outline its phases, such as:

- Planning, engineering, and design
- Site acquisition (if needed)
- Site improvements and construction
- Equipment purchase or rental

Vincent Gualtieri, Capital Improvements Committee, stated Connecticut municipalities are required to develop a five-year Capital Improvement Plan to remain eligible for funding programs such as the Local Capital Improvement Program (LoCIP), as well as other state and federal funding sources (e.g., infrastructure, roads, bridges, and discretionary state funding, STEAP (Small town economic assistance program), and other federal funding. This 5-year plan has to be incorporated into the Plan of Conservation and Development.

Vincent Gualtieri, Capital Improvements Committee, stated the five-year Capital Improvement Plan must be incorporated into the Plan of Conservation and Development, which is currently underway. Finalizing the capital plan depends on completing project prioritization.

Vincent Gualtieri, Capital Improvements Committee, stated that ongoing coordination among staff, the Board of Finance, the Mayor, and the Capital Improvements Committee will be necessary to achieve this goal.

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Vincent Gualtieri, Capital Improvements Committee, stated that to strengthen the plan, I recommend including out-year projections for capital requests. This will improve long-term planning and coordination. For example, items such as truck replacements, air packs, and an aerial ladder truck for the fire department should be reflected across multiple years where appropriate. They need to break out capital requests with more detail and priority, and briefly elaborated.

Vincent Gualtieri, Capital Improvements Committee, stated we are close to having a complete five-year plan. The next step is to provide more detail for each capital request, clarify priorities, and identify funding sources. Some projects may only include design or engineering in Year 1, etc., which should be clearly noted.

Vincent Gualtieri, Capital Improvements Committee, stated that the funding source must be identified and that if a funding source is not yet identified, it can be listed as “unknown”.

Vincent Gualtieri, Capital Improvements Committee, stated finally, I recommend merging the current capital project sheet with the revised format to create a comprehensive and cohesive five-year plan. As a friend said, we must tee up these projects for future success!

Department	Project Description	Requested Amount	Adopted Mayor
Technology	Annual Computer Replacement Program	15,000	15,000
Technology	Modernize Backup Solution Town	8,400	8,400
Technology	Security Firewalls (Non Town Hall)	8,828	8,828
Technology	High Availability Server	12,164	12,164
Technology	Audio Video Enhancements for Community Room at Town Hall	16,575	16,575
Technology	Parts to support multiple capital items across Town Hall	5,000	5,000
Technology/Police	Modernize Backup Solution Police (Year 2 of 2)	6,600	6,600
Technology/Police	Accucom Legacy Server Phase Down	6,000	6,000
Technology/Police	Patrol Car Connectivity & Parts/Non MDT Modems/Keyboard Replacement	9,102	-
Assessors	Revaluation (Year 1 of 3) \$150,000 starting FY 2028	50,000	-
Library	Air Handler Replacement (Year 2 of 3)	45,000	45,000
Library	Annual Computer Replacement Program	8,114	-

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Public Works	Transfer Station Hopper Compaction System	50,000	50,000
Public Works	Vehicle Docking Station	90,000	-
Public Works	Roadside Mower	58,114	-
Public Works	Transfer Station Compaction Trailer (year 3 of 4) \$200,000	50,000	50,000
Public Works	Security Camera System Replacement (Year 2 of 3) \$186,000	50,880	50,880
Public Works	Modernize HVAC Townwide	39,128	-
Public Works	Streetlight Pole Replacement	25,000	-
Public Works	Town Aid Roads (2027 Road Program)	1,000,000	1,000,000
Economic Development	Plan of Development (Year 1 of 2)	62,894	62,894
Economic Development	Downtown Revitalization Transformational Plan (Year 2 of 3) \$600,000	200,000	200,000
Fire Dept.	Station 3 - Fall Mountain Fire Upgrades	65,000	-
Ambulance-PVAC	New Ambulance - Replace 111-2	250,000	-
Ambulance-PVAC	Power Load Stretcher	72,000	-
Police	Police Vehicle replacement program - 2 vehicles	240,000	160,000
Police	License Plate Reader Est \$20K	3,500	-
Police	Automated External Defibrillators Year (1 of 3)	7,502	7,502
Police	AFIS (Automatic Fingerprint ID Sys) (year 1 of 3) Est 30K	5,000	5,000
Police	Body Cams and Dash Cams	95,081	95,081
Police	Vests	4,984	4,984
Police	12 x 16 Modular Office Trailer or Senior Lounge Renovations	52,000	-
Parks	Core Drilling Study - Lake Winfield	18,000	-

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Parks	Replace Playscape at Veterans Memorial Park	300,000	-
Parks	Update Senior Lounge	25,000	-
Parks	Full Size Basketball Court - Gear Dr	105,000	-
Parks	Mist Station - Lake Winfield	25,000	-
Parks	Dog Park - Main Street School	300,000	-
Parks	Redesign Community Gardens	125,000	-
WPCA	Blower Building Repairs WPCA	50,000	-
WPCA	Service Building Repair WPCA	50,000	50,000
WPCA	Generator Replacement, EMT WPCA	15,000	15,000
WPCA	HVAC Equipment Replacement WPCA	45,436	-
BOE	HS Fisher School - Roof	-	
BOE	HS Fisher School- Driveway & Parking Lots	-	
BOE	HS Fisher School - Window Replacement	-	
BOE	HS Fisher School - Heat Pump Replacement	-	
BOE	Plymouth Center School - Roof	-	
BOE	Plymouth Center School - Driveway & Parking Lots	-	
BOE	Eli Terry Middle School - Roof	-	
BOE	Eli Terry Middle School - Driveway & Parking Lots	-	
BOE	THS - Driveway & Parking Lots	-	
BOE	THS - Resurface Track	-	
BOE	Plymouth School District - Clock and Intercom System	-	

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Vicky Carey read into the record - all capitals above and noted that capitals are for three years, so at the end of three years, if any accumulation is not spent, you lose it and it goes back to the general fund.

Vicky Carey questioned why the annual computer replacement program was not instituted by the mayor.

Eugene Croce noted three corrections in descriptions:

Project Description	Correction Project Description
MAYOR'S DRAFT #3 BUDGET	Vehicle Docking Station
MV Tax Revenue \$120,185,870 @ 94% collection rate	Body Cams and Dash Cams
Personal Property Revenue \$51,685,516 @ 95% collection rate	Vests

Chief Karen Krasicky stated, we desperately need those two cruisers, having problems with hybrids, transition from line cars into extra duty cars, and transition back to gas vehicles. Noted the importance of a police car traveling to a call that actually runs/reliable- if you don't want a major lawsuit from not responding.

Chief Karen Krasicky stated, if we get two cars, trade one and keep one, it replaces the one that we never got, and will bring us back to 18, noted no cost to the town.

Eugene Croce stated this is not final approval; this Board only makes a recommendation, and the town council makes the final decision.

Vicky Carey questioned the captain's car with a moonroof sitting there.

Chief Karen Krasick stated it is being used by my administrative sergeant.

Christopher Latimer- Sergeant, Plymouth Police Department, noted that the car with the moonroof was actually less expensive than the detective car we bought the same year. Noted \$3,200 less expensive than a regular police car; the moonroof was standard, not special-ordered.

Christopher Latimer- Sergeant, Plymouth Police Department, noted would like to get rid of Captain's old car, 2013 Ford Taurus, with water damage, mold, and some have asthma. The car that the tree fell on, we tried to get it replaced, but not approved by this committee. The insurance payment was given back to the town, general fund, \$20,000.

Christopher Latimer- Sergeant, Plymouth Police Department stated cars with check engine light, no AC, window switches failures, Ford has a recall and has not figured out how to fix, noted warranty coming to an end, downtime that they have to sit at the dealer, being towed, or driven to the dealership, and repeating problems.

Christopher Latimer- Sergeant, Plymouth Police Department, noted lifespan of a police car is 2-5 years, or 100,000 miles tops, typical lifespan exceeding that on multiple cars.

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Chief Karen Krasicky stated switching to the Dodge Durango is \$3,400 less expensive than Ford's.

Dennis Kizis, Chief Mechanic -Town of Plymouth, stated that hybrids 2 years battery life; the battery alone cost is a \$6500, along with a 14-hour job to fix (disassemble the entire interior of the car) to replace it.

Christopher Latimer- Sergeant, Plymouth Police Department, noted Bristol, Cheshire CSP, switching to Dodge Durangos since more reliable than the Fords.

Tony Ospiak stated just to confirm, all the figures we're seeing here are for new capital spending, correct?

Vicky Carey stated yes.

Tony Ospiak stated that I was under the impression that many of these items had already been evaluated by the Capital Improvement Committee and that funds were approved over the past couple of years. The idea, as I understood it, was not to save up and purchase everything at once, but to spread purchases out over time -for example, buying a set number of items each year, such as bulletproof vests.

Chief Karen Krasicky stated we can't purchase bulletproof vests every year. They only need to be replaced every five years due to expiration dates, and briefly elaborated.

Tony Ospiak stated what about items like defibrillators—were any purchased or refunded?

Chief Karen Krasicky stated no, they're still functional and in good condition.

Tony Ospiak stated, previously, we spread out spending over time. Now, is the plan to purchase everything in one lump sum? If so, is there a risk of losing funding before that happens?

Roxanne Perugino stated, for example, the defibrillators are year one of three year purchase, \$750.

Tony Ospiak stated there were many smaller items on the list that followed that same approach.

Tony Ospiak stated I also heard that the Dodge Durangos are about \$3,400 cheaper per vehicle. If that's the case, why is this year's request \$80,000 per car, compared to \$90,000 last year?

Chief Karen Krasicky stated Last year, we submitted for Ford Explorers, not Dodge Durangos.

Christopher Latimer- Sergeant, Plymouth Police Department, stated that when we budget for vehicles, we request pricing 9–10 months in advance to help build the budget. State bid pricing can fluctuate, so the numbers are estimates, not fixed amounts.

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Tony Ospiak stated that it makes sense. However, there's a concern: several vehicles are less than two years old but already experiencing major issues. I support modernizing the fleet, but if we're purchasing new vehicles, shouldn't we also be retiring or trading in unreliable ones? Typically, if you buy one car, you trade in one car, possibly more if multiple vehicles are in poor condition. What's the usual trade-in value?

Christopher Latimer, Sergeant, Plymouth Police Department, stated roughly around \$5,000 per vehicle.

Tony Ospiak stated that when a cruiser was destroyed, insurance paid significantly more.

Christopher Latimer, Sergeant, Plymouth Police Department, stated that the vehicle was in good condition before a tree fell on it. The payout was around \$20,000-\$23,000. Fees like storage reduced the net amount. Before disposal, equipment was removed and saved to be utilized, such as lights and radios.

Tony Ospiak stated I agree that fleet modernization is necessary, but what happens to the vehicles we no longer want? I often see many cruisers sitting in the lot.

Christopher Latimer, Sergeant, Plymouth Police Department, stated that it depends. For example, earlier today, there were no cruisers in the lot because they were all in use. Vehicles taken off primary duty may still generate revenue when used for outside (road) jobs.

Tony Ospiak stated that there were over 12 officers assigned today working road jobs.

Christopher Latimer, Sergeant, Plymouth Police Department, stated yes.

Christopher Latimer, Sergeant, Plymouth Police Department, sometimes up to 18 officers, especially during training periods when staffing levels fluctuate, and briefly elaborated.

Christopher Latimer- Sergeant, Plymouth Police Department, stated that those officers working extra duty are not paid from the overtime budget.

Christopher Latimer- Sergeant, Plymouth Police Department, stated correct -they are paid by the contractor.

Tony Ospiak stated understood. I'd still like clarification at some point on the approximately \$800,000 allocated for extra duty, but we can address that separately at another time.

Eugene Croce questioned the license plate reader, did you need that right away.

Chief Karen Krasicky stated currently working cost is \$30,000 when we replace it.

Eugene Croce stated that you are looking to get it slotted in for future funding.

Chief Karen Krasicky stated yes.

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Joe Sopczneski, Director of Public Works, explained that as the situation has evolved, the department is temporarily using open-top trailers and exploring the possibility of relying solely on them in the future. They are also evaluating options to replace the compactor, considering two sizes with costs ranging from \$165,000 to \$185,000, including installation, with a lead time of 5½ months. This approach would allow the department to reallocate capital funds for the transfer station, purchase a new compactor, and continue using existing compaction trailers without modification.

Eugene Croce asked whether the compactor would be used regardless of who manages the northwest corner rights for the trash site, which is currently shared between public and private entities and is pending in the legislature.

Eugene Croce confirmed that compaction would occur before transport and disposal in Torrington.

Vicky Carey further explained that with \$100,000 already allocated for the transfer station and trailers, an additional \$60,000–\$80,000 would cover the new compactor, depending on the chosen hopper size.

Roxanne Perugino asked about the cost difference.

Joe Sopczneski, Director of Public Works, explained that it depends on the hopper size, which affects how much material is pressed per cycle, and the efficiency of each operation will figure out what suits our needs the best.

Eugene Croce stated that since we are already in year 3 or 4 - it seems like we would have already have \$150,000.

Vicky Carey stated no, first year, one and two took care of one trailer, year three and four were to take care of the second trailer.

Joe Sopczneski, Director of Public Works, stated postpone or replace trailer replacement and get a new compactor.

Eugene Croce questioned the security camera system replacement.

Vicky Carey stated that the security camera system replacement is already allocated, keeping that.

Vicky Carey stated taking \$50,000 from the transfer station on top and another \$50,000 for the compaction trailer, totaling \$100,000, with an additional \$60,000-\$80,000 needed to complete the project.

Joe Sopczneski, Director of Public Works, noted that the final decision on the hopper size would be determined after a meeting tomorrow.

Eugene Croce noted this allows the Board to recommend and allows for council approval.

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Vicky Carey noted that installation within 5½ months can get a new system in rather than fixing, and briefly elaborated.

Eugene Croce added that selecting a larger hopper, if it better suits the town's needs and reduces maintenance, would be a selling point to me and briefly elaborated.

Eugene Croce noted that 3M - that the bonding is not reflected in those numbers; the public may have questions, and briefly elaborated.

Vijay Dora, Finance stated we will be paying \$100,000 interest on the Town Aid Roads, 27 budget payments start in 2028.

Eugene Croce then started using the balance of \$3 million.

Vicky Carey stated the mayor did not have a schedule as to what roads were going to be done, estimates that have to go out, and engineering done; he was working on the list and briefly elaborated.

Vicky Carey noted a list of roads, he was looking to break it out so that half of this year and half next year. Because of debt service do not want to increase it too much right now.

Vicky Carey stated that we have been doing the annual computer replacement for the library.

Roxanne Perugino noted that the library in their presentation and was willing to use other sources that would pay for that.

Roxanne Perugino noted the problem with our town is that our needs are very expensive, and briefly elaborated.

Vicky Carey stated, re. Board of Education, looking back, when high school was first built, they promised to keep up on maintenance, and it has deteriorated quite a bit. While looking back at the previous budget 2018 -2021, they had \$30,000 for every single school for maintenance, now we don't have that maintenance budget down to nothing.

Joseph Carey Sr., Vice-Chair Public Works Commission, stated that the bond was for \$6 million for roads. If only \$3 million is what is being bonded, the South Main Street Bridge (approximately \$2 million). The original \$6 million included both the South Main Street Bridge and Toad Hollow, and then approximately \$3 million for roads.

Joseph Carey Sr., Vice-Chair Public Works Commission, stated if only \$3 million is funded (bonded), how will the remaining road projects be completed? Without the full \$6 million, there is no clear funding source for the rest of the planned road improvements.

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Vicky Carey stated you'd have to talk to the mayor because, as far as I know, Tory Crossing, I believe, has gone out. And I don't know about the South Main Street Bridge if it's even going out yet, but I know Tory Crossing has, and he did have a list of roads.

Joseph Carey Sr., Vice-Chair Public Works Commission, stated I don't know if the mayor's determinant of priority is the South Main Street Bridge and Todd Bridge. That means that the other list of roads is not going to happen this year's cycle, which is right now.

Eugene Croce stated well, there's another \$1 million for roads.

Joseph Carey Sr., Vice-Chair Public Works Commission, stated that we spent probably \$1 million on the two roads at the farms.

Eugene Croce stated that the remaining two road projects are included in next year's planning, totaling about \$4 million. He noted that the scope of work may limit how much can be completed at one time and emphasized that bonding should not occur earlier than necessary to avoid paying unnecessary interest.

Eugene Croce added that the \$6 million in work is unlikely to be completed in one or two years and will likely take three to four years to fully complete.

Joseph Carey Sr., Vice-Chair Public Works Commission, stated that the road project would not considering S. Main Street bridge was probably a three-year project. It will probably be 4 years from now if we don't have any money to do the roads.

Eugene Croce stated like you have another \$3 million The question is, when are we going to actually go and sell those bonds to wrap it up?

Joseph Carey stated exactly, that's why I'm asking if we've only bonded \$3 million, is the intent to bond that money shortly, or is that being pushed off?

Eugene Croce stated it would have to be what they deem as the opportune time, since it takes time to do a bond.

Vijay Dora stated this is a 3-month process.

Eugene Croce stated they'd have to start it. At least three months before the money is needed

Eugene Croce stated we'll have the \$3 million plus the million in this budget.

Joseph Carey Sr., Vice-Chair Public Works Commission, stated this is April, we want it to be paid. We start our projects in June. So, based on the calendar, you're telling me we're going to start projects that don't have funding, and briefly elaborated.

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Eugene Croce stated you were never going to have the \$3 million. As far as I know, until the end of this year, anyway, and briefly elaborated.

Eugene Croce requested from Vijay Dora, Finance Director, include in the bottom schedule all projects that have multi-year funding.

Eugene Croce stated that capital improvements would like to see that going to 5 years instead of the current 4, and include all funding sources, not just general fund sources. Noted that some projects are not currently listed.

Eugene Croce noted Debt Service - School Debt on line one will be going away after this year, the last payment

Vijay Dora, Finance Director, stated yes.

Vicky Carey noted \$687,775.

Eugene Croce confirmed Roads/Firehouse/Town Hall/Charles Street are done, just paying off that bond.

Eugene Croce confirmed Roads on this schedule, making a \$100,000 interest payment.

Vicky Carey stated will need to ask the mayor what 3M will entail.

Eugene Croce questioned is it going to delay anything.

Vicky Carey noted need the date for the Public Hearing - referendum held before May 3, for adopting the budget, if he wants to do a Tri-Board meeting, make sure the budget is adopted after that. 10 days of advertisement, not including the weekend. Noted BOE meeting (April 14, 2026) with Town Council (special meeting)

6. Public Comment

Ann Marie Rheault, 125 N. Main Street, Terryville, CT, noted will share the Town of Winsted's 5-year capital plan for review and possible utilization, noted that for every capital project, we have a capital project sheet that each dept. head fills out on an annual basis. Concerns were raised that the capital project schedule amount of funding from the general fund is under \$500K - below historical levels - with the gap currently covered by one-time fund balance, which may create future budget pressures if not replenished. Additional concern was noted regarding the mill rate calculation, assuming a 100% tax collection rate, which is not realistic; this could result in revenue shortfall. Emphasis was placed on the need for more consistent general fund support for capital projects and on using a more conservative tax collection rate to support long-term budget stability.

Eugene Croce stated I tend to agree with you, but they were advised by the Office of Policy and Management (OPM).

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Eugene Croce stated that when I looked it up, clearly, statute is grand list x 70% = that you set your mill rate by does not give you leeway to adjust it.

Eugene Croce stated that I was going to ask the mayor to consider \$500,000 as an expenditure to get the mill rate up to cover that, and briefly elaborated.

Ann Marie Rheault stated concerned that we are putting the town in a position for failure, and we are setting ourselves up for failure. We will never collect 100% of taxes, which is why every town adjusts the collection rate, and briefly elaborated.

Tony Ospiak stated that we will take your advice and take it under consideration.

7. Correspondence

None

8. Board Member's Comments

Tony Ospiak - None

Jon Draper - None

Roxanne Perugino - None

Vicky Carey - None

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 8:15 p.m. This motion was approved unanimously.

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas
Recording Secretary