

Town of Plymouth

80 Main Street, Terryville, CT 06786
www.plymouthct.us

Board of Finance

Telephone: 860-585-4001
Fax: 860-585-4015

1. **Call Meeting to Order:** Eugene Croce, Chairman, called the April 13, 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-excused absence, and Tony Osipiak. Also Present: Vijay Dora, Finance Director, Susan Boilard, 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:

Vicky Carey made a motion, seconded by Jennifer Brunoli, to accept the April 6, 2026, minutes as presented.

VOTE:

- Jon Draper - Abstain
- Jennifer Brunoli -Yes
- Vicky Carey - Yes
- Tony Osipiak - Yes

Motion passed with one abstention.

5. **Tax Collector – Suspense List**

Eugene Croce stated, basically, this is just an accounting function. They will still be collected, but federal accounting rules do not allow you to count this as a current asset anymore. So, when you do your end-of-the-year CAFR (Comprehensive Annual Financial Report) report, this cannot be included as a true asset receivable.

The Board of Finance received an interoffice communication from Pamela D. Pelletier, Tax Collector, C.C.M.C., to Mayor David Sekorski dated April 2, 2026, as follows:

Attached is this year's proposed suspense list for Board of Finance approval. This list is prepared in accordance with Connecticut State Statute Sec. 12-165, listing those taxes that the Tax Collector believes to be uncollectible. Please review the list of Personal Property, Motor Vehicle, and Motor Vehicle Supplemental taxes as submitted.

PLYMOUTH, CT
 TOWN CLERK'S OFFICE
 RECEIVED FOR RECORD
 2026 APR 14 PM 5:20
Stacie Kempf
 TOWN CLERK

6. Continue and/or finish pass-thru of Budget, Finalize & Adjust Rev./Exp. & approve totals

Dept.	26 Budget	Mayors Rec.	Inc./Dec.	New Amt.	\$	%
Land Use - Regular Employees	48,006	24,170	-23,836	24,170	-23,836	-49.65%
Board of Finance – Cont. Fund	50,000	75,000	25,000	75,000	25,000	50.00%
Parks - Part-time seasonal emps.	25,830	68,000	42,170	68,000	42,170	163.26%
Public Works Director - Adm. Asst. *originally clerical	*48,809	25,000	25,000	23,809	23,809	0.00%
Highway - Overtime	30,000	30,000	0	30,000	0	0.00%
Transfer Station - Overtime	23,000	40,000	0	23,000	0	0.00%
Town Clerk - req. part-time to full	73,019	97,616	-24,597	73,019	0	0.00%
Transfer Station New Compactor System Equip.-Capital *\$50,000 from transfer station compaction trailer & \$50,000 for transfer station, & added \$80,000 new line			180,000	180,000	0	0.00%
Recreation -Internal Transfers exp.	(116,325)	(89,175)	(27,150)	(89,175)	27,150	-23.34%
Recreation -Internal Transfers rev.	(106,300)	(89,175)	(17,125)	(89,175)	17,125	-16.11%
Police - Overtime	305,000	305,000	0	305,000	0	0.00%
Police-Capitals – Dash Cam & Body Cams	95,000		45,000	50,000	50,000	52.63%
Board of Education				28,605,423		3.72%%

MOTION:

Jennifer Brunoli made a motion, seconded by Vicky Carey, to rescind the April 6, 2026, motion to change Parks part-time seasonal reduction of \$35,000 and leave the mayor’s recommendation of \$68,000.

VOTE:

- Jon Draper - Yes
- Jennifer Brunoli -Yes
- Vicky Carey - No
- Tony Ospiak -Yes

Motion passed 3 to 1

Vicky Carey read a draft statement from the Mayor, who is working with Human Resources, and noted support for splitting the position and office tasks. The Mayor noted that the total salary will not exceed the budgeted line and that no benefits will be provided. Also, noted that all positions fall within the union’s jurisdiction.

Board of Finance Meeting

April 13, 2026

Page 4 of 6

Vicky Carey then read the email - detailed draft job description for the Administrative Assistant position.

Vicky Carey stated Administrative Assistant is under the Board of Finance to set the salary at \$19,523.00 per mayor's recommendation and briefly elaborated.

Tony Ospiak stated sounds like out of policy manual - everything read, seems like an excellent substitute mayor. If the mayor wants those responsibilities, handed to a chief of staff, helper, it is hard to understand how he is going to perform all these duties in a part time capacity, with no benefits. We should extend courtesy to him since the mayor recommends this. With all these responsibilities - I could envision him working 75 hours a week with all of these responsibilities noted - mayor is confident with this - I support the mayor.

Vicky Carey stated that when you combine the two positions and subtract the \$76,753 increase of \$2,419.

Jon Draper questioned whether the lack of paying benefits probably offsets that and briefly elaborated.

Jennifer Brunoli stated split hours, then split duties, a difference noted \$5,192 increase, noted savings on benefits, and briefly elaborated.

Tony Ospiak stated we pull other people from other departments to fill in there when they are not there. I have noted four there, as long as it does not exceed that amount, and hope that we are not drawing from other departments to staff their office.

MOTION:

Vicky Carey made a motion, seconded by Jennifer Brunoli, to accept the mayor's recommendation for his administrative assistant's salary of \$19,523.00, included within the Regular Employee's line item amount of \$58,539.

VOTE:

- Jon Draper - Yes
- Jennifer Brunoli - Yes
- Vicky Carey - Yes
- Tony Ospiak - Yes

Motion passed unanimously

Eugene Croce noted the person who fills in is already in his budget.

Eugene Croce noted the Tri -Board, April 21, 2026, 6:00 pm, Community Room.

Vicky Carey noted the timeline.

Eugene Croce noted that the Administrative Assistant will be charged with advertising.

Vijay Dora confirmed that with all the changes that we have done, we stand at 2.79% mill 28.04.

Tony Ospiak stated that we are under the 3%.

Vicky Carey stated that it depends on the town council.

Tony Ospiak stated they can make adjustments, but can't go over the 3% per charter.

MOTION:

Jennifer Brunoli made a motion, seconded by Vicky Carey, to approve the budget as amended by the Board of Finance on April 13, 2026, and to forward it to the Tri-Board Meeting scheduled for April 21, 2026.

The approved budget totals **\$48,625,299**, reflecting a decrease of **\$1,321,902** from the original proposal. This represents a **2.79% increase** in comparison to last year's amended budget and includes a proposed mill rate of **28.04**, which reflects a **11.53 decrease** from the current mill rate.

VOTE:

Jon Draper - Yes
Jennifer Brunoli - Yes
Vicky Carey - Yes
Tony Ospiak - Yes

Motion passed unanimously

A brief discussion took place regarding the Board of Finance Contingency Fund.

Vicky Carey noted the Transfer Station, OSHA, and the risks of having only one person there - exposure and/or vulnerability to unforeseen events and briefly elaborated.

Jennifer Brunoli noted they already have that, dependent on how they disperse it, and briefly elaborated.

7. Public Comment

Ray Engle, Town Council – complimented the Board of Finance and thanked everyone!

8. Correspondence

- ❖ Tax Collector Letter
- ❖ Mayor's -Adm. Asst.

9. Board Member's Comments

Jennifer Brunoli - None

Roxanne Perugino - None

Vicky Carey -Some things I don't like about this budget and some things I like, give and take. Unfortunately, looking at the taxpayer, still going to have an increase, the town council can still adjust, best we can do for now.

Tony Ospiak - Budget going to town council, under 3%, revenue vote earlier, supplemented with the rainy-day fund (undesignated fund balance). Thanked all colleagues, exercising their best judgment, and thanked the chairman for his guidance.

Jon Draper - Thank you for leading us through this process.

Eugene Croce noted that the Thursday, April 16, 2026, meeting is cancelled. Will follow up on Thursday to decide on the status of the Monday, April 20, 2026, scheduled meeting.

A brief discussion took place re. PowerPoint presentation, highlights, etc.

Eugene Croce, Chairman, thanked everyone!

9. Adjournment

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

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas
Recording Secretary