

Town of Plymouth

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

Board of Finance

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1. **Call Meeting to Order:** Jim Kilduff, Chairman called the regular March 27, 2025, Board of Finance meeting to order at 7:03 p.m. in the Assembly Room. Members in attendance: Victoria Carey-Vice Chairman, Jennifer Brunnoli, Eugene Croce, Tony Osipiak, David Sekorski-excused absence, and Vijay Dora, Town of Plymouth Finance Director. Also Present: Pam Pelletier, Tax Collector, Jamie Terry, Technology Director, and Rae Ann Walcott - Woodbury Assessor, Consultant for Plymouth, CT
2. **Pledge of Allegiance:** Jim Kilduff, Chairman led the group and audience in the Pledge of Allegiance.
3. **Notice of Fire Exits –** Jim Kilduff noted the Fire Exits for the record.
4. **Review General Administration (Tech, Tax Collector, Assessor, Human Resources, Clerical, Town Council, Mayor, Comptroller, Board of Finance, Board of Assessment Appeals, Central Supply) section of the Budget**

Jamie Terry, Technology Director stated the Technology support team consists of four individuals - on site that provide support, five days a week. We provide after-hours weekend and holiday support. We also have the capability for a virtual office that enables us to provide virtual support if needed and briefly elaborated.

Jamie Terry, Technology Director distributed a copy for perusal of her detailed presentation Pg. 1 of 14 - some highlights included:

Technology Budget, Town of Plymouth, March 2025

- ❖ Technology Support Team
- ❖ Technology Services
 - End User Support
 - Security
 - Systems/Network Management
 - Administration
- ❖ Twin Lakes Technology Support
 - Police Department - NexGen
- ❖ Support Tickets

Project Highlights 2024-2025

- ❖ Registrar tech prep and support for elections
- ❖ Cyber Security training
- ❖ NexGen Planning and Staging and Training
- ❖ ARPA Grant planning and implementation
- ❖ Budget need assessments

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
2025 MAR 33 PM 3:13
Shirley J. [Signature]
TOWN CLERK

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Project Highlights

2025-2026

- ❖ Cen Connect Fiber Cutover
- ❖ End-user training
- ❖ Department workflows and file reviews
- ❖ Security camera implementation (with facilities)
- ❖ Phone implementation

Capital Requests Submitted for 2025-2026 (Summary)

Historical - ARPA Funded Technology - 2024

Operations Request Summary 2025-2026

Software Request 2025-2026

Service Request 2025-2026

Staffing Request 2025-2026

Hardware Request 2025-2026

Jamie Terry, Technology Director noted that supporting documentation provided previously provides further details and briefly elaborated.

Assessor

Rae Ann Walcott - Woodbury Assessor, Consultant for Plymouth, CT distributed and discussed in detail the Town of Plymouth, Grand List Comparison, October 1, 2024 vs October 1, 2023 Pg. 1.

Rae Ann Walcott - Woodbury Assessor, Consultant for Plymouth, distributed - Raised Bill No. 1276, January Session, 2025 LCO No. 4438 Referred to Committee on VETERANS AND MILITARY AFFAIRS Pg. 1 of 15 for perusal.

Rae Ann Walcott - Woodbury Assessor, Consultant for Plymouth discussed assessments, and Manufacturer's Suggested Retail Price (MSRP), and noted a different methodology regarding the Board of Assessment Appeals, still awaiting for Town Council meeting and vote - not aware of which way that will go and briefly elaborated.

Tony Ospiak questioned whether building permits for improvements automatically cause a reassessment of a property.

Rae Ann Walcott - Woodbury Assessor, Consultant for Plymouth, CT stated one condition of Reval, stipulations, re. New construction - for the last three years we needed an actual measurement, we relied on the building inspector and zoning, noted the importance of this process, and briefly elaborated.

Pam Pelletier, Tax Collector distributed for perusal FY 2026 Budget Template, Tax Dept. FY 2025-26 Budget – Detail Narrative, Quality Data Service, Inc. Budget Letter 7/1/2025 – 6/30/2026 Pg. 1 of 3 dated 1/15/2025

Pam Pelletier, Tax Collector distributed for perusal Town of Plymouth, Tax Collections by Month, Fiscal Year 2024/2025 (as of 2/28/2025) Pg. 1

Pam Pelletier, Tax Collector distributed for perusal Clerical Office FY 2026 Budget Template, Clerical Dept – FY 2024-2025 Budget Detail Narrative, Agreement between The Town of Plymouth and Teamsters Local No. 443 Town Hall Employees Effective July 1, 2024 through June 30, 2028, Pg. 13, and Pg. 25

Pam Pelletier, Tax Collector distributed for perusal a letter from the Town of Plymouth, Office of the Tax Collector dated March 27, 2025, to Mayor Joseph Kilduff, Members of the Plymouth Town Council, and Members of the Plymouth Board of Finance - Subject: Recommendations from the CT Office of the Policy and Management Regarding the 2024 GL Motor Vehicle Supplemental List – Pg. 1

Pam Pelletier, Tax Collector noted the State of CT this year along with the DMV (Department of Motor Vehicles), decided to go with the new assessment. They will get information regarding supplemental - - list information to us much quicker (only affects supplemental) - normally an individual would get supplemental in January almost (18 months) later and briefly elaborated.

Pam Pelletier, Tax Collector stated if you have a vehicle on October 1st, you would be on the regular bill on the July list. If you own a vehicle on October 2nd then you don't get supplemental until January after the July bill (18 months) later and it's usually a prorated bill. If you get your vehicle registered in January you only get billed for the 75% of the year and if it's April, 50% or whatever the calculation is and briefly elaborated.

Pam Pelletier, Tax Collector stated I will need action from the Board of Finance, noted Registration information will be provided to the assessor (monthly). The Tax Collector then has the option to be able to bill this out in July with a regular bill (bill portion of them) and briefly elaborated.

Vicky Carey questioned the amount in Capitals – is that sufficient? (follow-up)

Vicky Carey questioned the Clerical line item - if they work with the town clerk.

Pam Pelletier, Tax Collector stated “Yes”, we help out wherever we can, they do a lot, some items you need to be certified to complete, and briefly elaborated.

Jennifer Brunoli questioned the service contracts number.

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Pam Pelletier, Tax Collector stated I only ask/request for what I need and briefly elaborated.

Jennifer Brunoli questioned Tax Collector -Department Head number \$64,808, increase \$2493 4.00% (follow-up)

5. Continue Pass Thru of Budget FY 2025-26

- ❖ Building Inspector
- ❖ Public Health Services
- ❖ Elderly Transportation Dial a Ride (follow-up)
- ❖ Human Services

6. Public Comment

Ann Marie Rheault, 125 N. Main Street, Terryville, CT - Distributed Town of Plymouth Budget History - Highlights Pg. 1 of 2, noted an increase in expenditures, mill rate - almost 40 mills, and Board of Education increases. The town cannot sustain these expenditures year after year. Noted losing \$750,000 in debt service this year taking that savings and reallocating funds. Noted decrease in revenue, capitals approved -misappropriation of town funds, re. Charter and State statute, and briefly elaborated.

Jim Moslak, 18 Carriage Drive, Terryville, CT - Tax Bill - veterans correction, and questioned police cruisers.

Melanie Church, 328 Main Street, Terryville, CT - accountability, and Town Council duties.

7. Correspondence

None

8. Board Member's Comments

Jennifer Brunoli - None

Vicky Carey - None

Eugene Croce - None

Tony Osipiak - None

9. Adjournment

There being no further business of the Board of Finance, a motion was made by Tony Ospiak seconded by Eugene Croce to adjourn at 8:30 p.m. This motion was approved unanimously.

Respectfully submitted,

Michele Yokubinas

Michele Yokubinas
Recording Secretary

