

Received For Record At Plainfield CT  
On APR 28 2021 at 2:34pm  
Attest: Barbi J. Gardiner  
Barbi J. Gardiner, Town Clerk

**TOWN OF PLAINFIELD  
BOARD OF FINANCE  
MINUTES**

The Board of Finance for the Town of Plainfield held a Regular Meeting on Wednesday, April 21, 2021 at 6:30 p.m. at the Plainfield Town Hall. The meeting was called to order by Chairman Tom Sinkewicz.

Members present: Tom Sinkewicz, Don Kivela, Gary Stalaboin, Ted Dumaine, and Dean Gorman

Members absent: Travis Irons, Matt Radant and Keith Sheeley

Also present: First Selectman – Kevin Cunningham, Selectman – Art Gagne, Finance Director – Kelly Vachon, Superintendent of Schools – Ken DiPietro, School Business Manager – Ron Lussier, Police Chief – Mario Arriaga and Christy Haskell, BOE

Acceptance of minutes from April 14, 2021 Meeting

Don Kivela motioned to accept the minutes of April 14, 2021. Ted Dumaine seconded. Gary Stalaboin abstained. Motion passed.

New Business:

**Item 1 - Discuss and act on the 2% Savings Policy**

Tom Sinkewicz thanked Kelly Vachon for putting together a draft 2% Policy.

Ted Dumaine inquired how it would be used, the same as fund balance? Ken DiPietro said we do not have a threshold, we would go to Town and Board of Ed for any use. It is set aside to be used for future years for one-time costs. Mr. Dumaine asked if it can be every year. Mr. DiPietro said only 2 percent, maximum \$700,000. Mr. Dumaine asked how much has been returned to fund balance in past years. Ron Lussier replied \$2,000 - \$5,000, noting that we never had this amount. \$500,000 - \$700,000. Mr. Dumaine questioned why a teacher cannot get a smart board. Mr. DiPietro said it is not true, we have bought everything that is needed. Mr. Stalaboin asked why technology is in the 5 year Capital plan when it is already in the budget. Mr. DiPietro said the 5 year plan is required by law.

Mr. Dumaine discussed the wording general fund, operating budget and fund balance. Dean Gorman asked about the wording used in Capital Plan, Tech Special Ed. Ms. Vachon said it is an option if you want to specify. Mr. Dumaine asked why, if you can use fund balance. Mr. DiPietro said it is alternative to fund balance. He said the charter only allows up to \$50,000.

Mr. Dumaine asked if a maximum would require Board of Finance approval. Mr. DiPietro said there is no maximum within the 2 percent. He said the Board of Education would go to Board of Selectmen and Board of Finance. Mr. Kivela stated you cannot use it for operating. Mr. DiPietro said there was a revenue shortfall, we asked BOE to deduct \$100,000 to offset the loss of revenue. Mr. Stalaboin asked if we could use it as a revenue to bring the tax burden down. Mr. DiPietro said it can be used for the asbestos or track. He suggested to reserve \$100,000 for transportation increase. Christy Haskell noted an example, when the need for band uniforms years ago. She said that the 2 percent could be used to offset it.

Mr. Dumaine asked if we can vote on it each year. Mr. Sinkewicz replied, yes. He asked if all expense must comply with the purchasing policy. Mr. Cunningham stated if over \$50,000 it would come to town meeting, possible referendum which is not prudent. Mr. Gorman noted the unusual circumstance and asked if it could be for pension. He asked what the contribution is supposed to be. Ms. Vachon stated \$1.5 million was paid out for all departments. Mr. DiPietro said it was \$500,000 Town \$200,000 fund balance and \$300,000 School.

Mr. Sinkewicz discussed the wording of the motion. Mr. Lussier asked if it was restricting the use of the money, such as the track. Ms. Vachon said it would be capital. She noted that is how other towns have it written. Mr. Sinkewicz said it is up to the board. Mr. Kivela was opposed to town meeting and referendums to use the money they already have.

Mr. Sinkewicz suggested to adopt now and revisit in 4-5 months. Ms. Vachon concurred. Mr. Dumaine asked why public notice would be required to dissolve. Ms. Vachon stated that it would be at a public meeting. Ms. Sinkewicz added that the item could be tabled. Ms. Haskell stated that it is the first review of it and the BOE should be allowed to comment.

*Don Kivela motioned to table acting on the 2 Percent Savings Policy. Dean Gorman seconded. All in favor, motion carried.*

## **Item 2 - Discuss and review current FY 20/21 Budget Statement**

Ms. Vachon reviewed the revenues, noting the pool revenue is \$1,400 so far. Mr. Cunningham said we have lifeguard training, CPR, AED and first aid. It should open for swimming by the end of the month with size limitations.

Mr. Dumaine stated that he has requested for a listing of all employees and positions. Mr. Cunningham said it will be provided next week.

Ms. Vachon stated there is still a credit to Unemployment of \$6,000. There was an invoice for \$2,900. General Insurance had another lawsuit. Mr. Dumaine inquired about impound property at Police Dept. Chief Arriaga said it depends, it may be a couple years. He noted Drug Forfeiture is a process. They do not go to auction. Mr. Kivela asked if the state revenue is on track. Ms. Vachon said the state sales tax should be by yearend. She did not anticipate Distressed Municipality funds. She said we do not see LOCIP \$122,000 until we draw down the

funds. Mr. Dumaine asked how much of the current budget is from fund balance. Ms. Vachon stated \$250,000 Road Construction and \$600,000 School Pension.

The projected mill increase is .19 mills. Mr. Dumaine suggested taking \$194,000 from fund balance for a non-recurring expense. Mr. DiPietro said BOE budgeted \$100,000 from the set aside of \$640,000 to help with revenue shortfall. That brings the increase down to \$94,000.

Mr. Gorman questioned Emergency Communications. Ms. Vachon explained that it is paid in July for the year. Mr. Kivela inquired about Police overtime. Chief Arriaga explained that we are down several officers and overtime cannot be predicted. He anticipated Line Item transfers to cover it. Mr. Sinkewicz noted the need to address surveillance.

### **Item 3 - Discuss and review current Board of Ed Financial Report**

Mr. Stalaboin noted the transportation lease v. BOE contract, should be in the revenue section. Mr. DiPietro said it is \$65,000-\$78,000.

### **Item 4 - Discuss and act on proposed 5 year Capital Plan**

Ms. Vachon noted the Quinebaug River Trail \$230,000. There is possibility of a grant.

Mr. Stalaboin inquired about Pool repairs, \$10,000. Mr. Cunningham stated that we have to keep up on repairs. There was a discussion regarding Town Hall HVAC.

Mr. Dumaine asked of Police Computers are up to date. Chief Arriaga said they are not up to date. He said there are 22 desktops, 12 laptops and mobiles are outdated. Mr. Cunningham noted that there is rotation to replace computers. He noted the Animal Control roof and Dattco office roofs are leaking. He said Highway and Maintenance Dept. can do the job.

Mr. Gorman noted the sidewalk total. Ms. Vachon will correct the formula. Mr. Stalaboin asked about cafeteria drainage. Mr. Lussier explained that 2 exit doors always get jammed in winter. He said there is a drainage area where they hope to install piping. Mr. Dumaine asked about Cemetery Road project. Mr. Cunningham stated that 3 roads have flooding and there is no drainage in place. There is a plan to address it.

Mr. Sinkewicz stated that the budget will go to Public Hearing on May 3<sup>rd</sup>. He said we can adopt it with corrections and send to Public Hearing.

There was a brief discussion regarding WPCA tanks.

*Ted Dumaine motioned to adopt the 5 Year Capital Plan and send to Public Hearing on May 3, 2021. Gary Stalaboin seconded. All in favor, motion carried.*

### **Item 5 - Discuss and act on FY 21/22 Budget proposals (Town and BOE)**

Mr. Stalaboin inquired about the Dattco lease, adding that the revenue should be in the budget. Mr. Cunningham said he has not heard back from them and is looking at \$78,000.

Mr. DiPietro stated that the BOE voted to use \$100,000 from the set aside budgeted as \$540,000, auditors said it is \$640,000. The net increase will be \$94,000. Mr. Cunningham noted the \$78,000 Local Revenue netting an increase of \$13,000. Mr. Dumaine suggested to find a non-recurring expense of \$81,922.

Mr. Sinkewicz said we can adjust, cut or take \$81,922 and send to Public Hearing. He noted that adjustments can be made after Public Hearing. He stated this is not the year to increase. Mr. Dumaine suggested the BOE, BOF and BOS are all in agreement. Christy Haskell said the BOE did their best.

Mr. Cunningham said if he has to he could come up with \$50,000 he could. Mr. Stalaboin suggested \$40,000 and the rest from Fund Balance. Mr. Dumaine said the BOE and Town worked hard. Mr. Sinkewicz said we could make come cuts and a portion of Fund Balance. Mr. Dumaine asked about Amazon. Mr. Cunningham said we will be receiving \$400,000 for permits and a year or so for the tax roll. He noted the solar project on Cornell and purchase of Motorsports Nation Building. The I park sale goes to town meeting on 4/28/21. Mr. Kivela suggested taking \$81,000 from Fund Balance.

*Gary Stalaboin motioned to send to send the FY 21/22 Budget Proposal to Public Hearing with adjustment of \$81,922 from Fund Balance, \$13,000 included in other Local Revenue, \$100,000 from BOE 2 percent. Don Kivela seconded. All in favor, motion carried.*

#### Citizens Participation

Art Gagne inquired about Other Local Revenue, if extra goes back to Fund Balance and the current Highway overtime at 9.5 percent. Ms. Vachon said yes, it goes back to Fund Balance. Mr. Cunningham said we anticipate a little overtime with paving. He said the Hazardous Waste day was a success with 370 residents. The billing was \$1,100 and \$30,630. It will require Line Item Transfer. Mr. Gagne asked about the \$2,000. Mr. Cunningham said it was for advertising. Town Building repair was used for Plexiglas at the Library and recently the Animal Control furnace. Mr. Gagne asked about Unemployment funds rolling over. Ms. Vachon said no and explained that the Unemployment has a credit, which is diminishing and may be nothing by yearend.

Mr. Gagne asked about the proposed computer budgets totaling \$219,084 and the Police computers of \$132,994. He said every other year the Police came from the town computer budget of \$125,000 and this year is separate for \$132,000. Chief Arriaga stated that Record Management System contract is \$70,000 per year for software maintenance. He added that there is no new software.

Mr. Cunningham thanked all boards that participated in preparation of the budget.

Adjournment

Ted Dumaine motioned to adjourn the meeting at 7:57 p.m. Don Kivela seconded. All in favor, motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Dodie Mineau".

Dodie Mineau  
Recording Secretary

## **Education Reserve Fund**

### **General Description**

1. There is hereby created a Board of Education Reserve Fund pursuant to Connecticut State Statute Section 10-248a to provide funding resources solely for future Board of Education capital, technology, and/or unanticipated special education expenditure funding needs.

2. This Statute provided that Town meeting may authorize deposit into a non-lapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation for education for the town, provided such amount does not exceed one percent of the total budgeted appropriation for education for such prior fiscal year.

### **Contributions to Fund**

1. Subject to audit confirmation of the Board of Education's available year-end balance and the status of the unassigned General Fund balance, the Board of Finance shall, deposit into a non-lapsing account any unexpended funds of the prior fiscal year from the budgeted appropriation for education. This amount may not exceed 1% of the total budgeted appropriation for education for such fiscal year. The Board of Education shall provide a written request for such funds to the Board of Finance after they have approved the funding request at their Board meeting. If, prior to the appropriation being made, the State of Connecticut reduces and/or withholds ECS revenue in an amount greater than provided for in the Town budget, the appropriation request of the BOE may be denied in part or in whole. The fund shall be accounted for on the Town's general ledger and will be solely used for the Board of Education capital, technology and/or unanticipated special education funding needs. The maximum amounts held in the Non-Lapsing Account may not exceed 3% of the amount appropriated to the Board of Education in the most recently ended fiscal year.

2. The Plainfield Board of Finance hereby establishes an Unexpended Education Funds Account within the Town's Municipal Reserve Fund (reserve fund for capital and nonrecurring expenditures) in accordance with CGS Sec. 10-248a. The amount deposited into this account each year will be determined by Board of Finance upon completion of the annual audit and funded by a transfer from the General Fund in the next operating budget.

### **Custody of Fund and Investments**

The Board of Education Reserve Fund shall be part of the Town's pooled cash account or a separate cash account in the custody of the Town Finance Director. The Town's Finance Director shall exercise control and administration of the Board of Education Reserve Fund on the Town's general ledger. 1. Purchases will be made in accordance with Board of Education Policies. 2. All expenditures of the fund must comply with the purchasing rules of the Town of Plainfield and applicable requirements in the Town Charter concerning approvals by Town Meeting. The Board of Education Business Manager shall also maintain a ledger of the deposits and withdrawals of the fund within their records.

### **Allowable Expenditures**

The fund is to be used for capital and non-recurring expenditures as identified in a previously adopted 5-year capital improvement plan. Emergency conditions, repairs or replacements to capital items not previously included in five-year capital improvement plan can be added with a recommendation by the Board of Education and approval by the Board of Finance. All projects or acquisitions from the fund will require pre-approval by the Board of Finance.

### **Continuity of Account**

Any unexpended funds which may remain at the close off each fiscal year in the Board of Education Reserve Fund shall be non-lapsing and remain within the fund for use by the Board of Education.

### **Closing the Fund**

The fund, once established, will continue until action is taken by the Board of Finance to close such fund. The Board of Finance will not close the fund without public notice. If the fund is closed, any remaining balance will be returned to the general fund.

**TOWN OF PLAINFIELD  
PROPOSED CAPITAL PLAN  
2020-2021**

DESCRIPTION	Fiscal Year <u>2021-2022</u>	Fiscal Year <u>2022-2023</u>	Fiscal Year <u>2023-2024</u>	Fiscal Year <u>2024-2025</u>	Fiscal Year <u>2025-2026</u>
<b>TOWN HALL:</b>					
HVAC	80,000	80,000			
Renovate Closet- Town Clerk		2,500			
Repair and Polish Town Clerk Floors	1,000	1,000			
Install Electrical Outlets-Town Clerk	1,500				
Update HVAC system in upstairs Land Record	6,000				
Update HVAC system in basement Vault	6,000				
Replace Service Counter	2,000				
Remove carpet in upstairs vault/seal floor			5,000		
Total	96,500	3,500	5,000	-	-
<b>PUBLIC WORKS:</b>					
Transfer Station					150,000
Mason Dump Truck	50,000				
Pick Up Trucks - 2	80,000				
Trucks		190,000			
Paving/surface treatment overlay	275,000	300,000	300,000	300,000	
Backhoe		150,000			
Total	405,000	490,000	300,000	300,000	150,000
<b>POLICE STATION:</b>					
Record Management System	175,000				
Backup Natural Gas Generator			30,000		
Storage Building		75,000			
Add lift bay to Garage				35,000	
Police cruiser Dodge Chargers	65,000	32,500	65,000	32,500	
Total	240,000	107,500	95,000	67,500	-
<b>ANIMAL CONTROL:</b>					
Animal Control Roof	2,500				
Carport				2,000	
Computer			1,500		
Replace equipment - traps, catch poles, crates		1,000			
Total	2,500	1,000	1,500	2,000	-
<b>RECREATION:</b>					
Playground equipment	75,000		100,000		100,000
Park equipment and repair		15,000	15,000	15,000	15,000
Basketball courts and walking track resurfacing					30,000
Ballfield lighting				300,000	
Bleachers seating for parks	25,000		25,000		
Moosup Park Concession stand renovation	30,000				
Replace Siding on Building		25,000			
Baseball scoreboards		10,000		10,000	
Community Center Flooring and Repairs		20,000			
Community Center siding					25,000
Pool Repairs	10,000		10,000		10,000
Pool Locker room renovations retiling, walls, heating		60,000			
Replace Senior van				50,000	
Replace Senior Transportation - Car	25,000				
Purchase 2-3 teak benches for Sr. Center patio		5,000			
Total	165,000	135,000	150,000	375,000	180,000
<b>PARKS &amp; PROPERTIES</b>					
Quinnebaug River Trail	230,000	230,000			
Wauregan Sidewalk Construction	42,000	42,000	198,000		
Moosup River Front Park		200,000			



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Lathrop Road Sidewalk Construction	100,000				
Wauregan Sidewalk Construction		130,000			
Dow Road Bridge Project	15,000				
Cemetery Road Water Runoff Project	50,000				
Main Street Moosup Pavilion	75,000				
Open Space	25,000	25,000	25,000	25,000	25,000
Total	125,000	330,000.00	-	-	-
General Gov't total	1,034,000	1,067,000	551,500	744,500	330,000
<b>SCHOOL DEPT:</b>					
Maintenance Truck - District	48,000				
Parent Remote Access - District		30,000	30,000	30,000	30,000
Instructional Tech Centers	60,000	50,000	50,000		
Adaptive Technologies (special ed)	25,000	25,000	25,000	25,000	25,000
W/In District Clinical Program Facilities	50,000			50,000	
Universal Access/Design ADA Safety System	75,000		75,000		
Roof Replacement - ECC		350,000			
Water Heater ECC/ HVAC	10,000	250,000			
Outbuildings replacement ECC			16,000		
Floor Tile Replacement ECC	24,000	24,000	24,000		
Parking Lot Resurface ECC	50,000		150,000	150,000	
Replacement Heaters - MES		850,000			
Parking Lot - MES		100,000			
Electrical Upgrades		150,000			
Carpet - Tile -MES	50,000				
Correction of drainage - MES	12,000				
Cafeteria Tables/Chairs			45,000		
Perimeter fencing	50,000				
Technology	25,000	25,000	25,000	25,000	25,000
Bathroom sinks - PCS	10,000				
Replacement heaters - PCS	50,000	1,500,000			
Furniture Needs - PCS		25,000		25,000	
Nurse office access from foyer PCS	8,000				
Outbuildings - Storage - PCS	19,000				
Technology PCS	40,000	30,000	30,000	30,000	30,000
Cafeteria Drainage - PHS	18,000				
ADA Door Openers - PHS	65,000				
Capstone Projects/Presentation System-PHS	40,000	25,000			
Career Education Programs Costs - PHS	25,000	25,000			
Outbuildings - Storage - PHS	15,000				
Sport Tracks PHS		250,000			
Generator Wiring (Kitchen Freezer/Refrigerator)	20,000				
Heating System - Boilers	250,000	300,000			
Fire Supression Upgrade PHS	25,000				
Roofing Upgrade	50,000				
Tractor			65,000		
Parking Lot PMS		75,000			
Replacement Heaters PMS		850,000			
Outbuilding Storage PMS		15,000			
Fire Supression Pump/Well Upgrade PMS	15,000				
Technology PMS	30,000	30,000	30,000	30,000	30,000
Replacement Heaters SHE		1,000,000			
Parking Lot SHE	25,000	25,000			
Carpet to Tile SHE	50,000				
Bathroom Sinks SHE	15,000				
Novar Climate Control SHE	10,000				
Gutter (music room) SHE	25,000	150,000.00			
Computers SHE	25,000	25,000	25,000	25,000	25,000

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2020-2021**

DESCRIPTION	Fiscal Year <u>2021-2022</u>	Fiscal Year <u>2022-2023</u>	Fiscal Year <u>2023-2024</u>	Fiscal Year <u>2024-2025</u>	Fiscal Year <u>2025-2026</u>
Total School Department	1,384,000	6,179,000.00	590,000.00	390,000.00	165,000.00
Total General Fund	2,418,000	7,246,000.00	1,141,500.00	1,134,500.00	495,000.00

**WATER POLLUTION CONTROL:**

New Rotary Screen Press					
Sewer Line T.V. and Cleaning					
Pump Station Upgrade	15,000	15,000	15,000	15,000	15,000
Replace Railings	50,000	50,000	50,000	50,000	50,000
2 seconday clarifier rehab North Plant	5,000	5,000	5,000	5,000	5,000
Sewer main repair & laterals		120,000			
Sewer leak control (inflow)	15,000	15,000	15,000	15,000	15,000
Rehab gravity thickener North Plant	15,000	15,000	15,000	15,000	15,000
Door replacements- Roof Repair		50,000			
New Boiler/North Plant Admin Building			10,000		
Pump stations generators		50,000			
Lowes pump stations discharge fittings (3)	40,000	40,000	40,000	40,000	40,000
Treatment of root insertion in mains and laterals		12,000			
New roof sludge garage	10,000	10,000	10,000	10,000	10,000
New roof rec dept. storage shed	70,000				
North Plant Generator					20,000
Mission Monitoring System Pump Stations			100,000		
Raising Covered Manholes	25,000	25,000	25,000	25,000	25,000
Cutting & Clearing Easements	20,000	20,000	20,000	20,000	20,000
New roof Admin Building	20,000	20,000	20,000	20,000	20,000
New Secondary Tank North Plant	50,000				
Village New Lab/Office Building	600,000				
New Boiler/North Plant Sludge Handling Building				200,000	
Small Service Truck	80,000				
Exhaust Fans North Plant		17,000		35,000	
GIS Data collection	40,000				
New Sludge muffin monster/sew eurdrive	20,000	10,000	10,000	10,000	10,000
Electrical upgrades					15,000
Dog Track pump station upgrade			50,000		50,000
WPC Total	1,075,000	200,000	385,000	460,000	310,000
Grand Total	3,493,000	7,920,000	1,526,500	1,594,500	805,000

**TOWN OF PLAINFIELD  
PROPOSED  
2021-2022**

TYPE	2018-2019 APPROVED BUDGET	2019-2020 APPROVED BUDGET	2020-2021 APPROVED BUDGET	2021-2022 PROPOSED BUDGET	CHANGE	% CHANGE
<b>STATE REVENUES:</b>						
Education Cost Share	15,163,177	15,163,177	14,990,047	14,990,047	0	0%
Adult Education	105,120	108,611	110,000	0	(110,000)	-105%
Special Education - State Budget	723,251	315,251	-	0	0	0%
Subtotal - Current Aid	15,991,548	15,587,039	15,100,047	14,990,047	(110,000)	-1%
Town Aid Roads	288,593	289,013	288,859	290,093	1,234	0%
Telephone Access Lines	37,777	37,003	35,882	37,943	2,061	5%
Local Capital Improv.	142,931	122,512	122,512	123,317	805	1%
Pequot/Mohegan Fund	82,099	82,099	82,099	82,099	0	0%
State Prop. (PILOT)	34,173	34,173	34,173	34,173	0	0%
Hospitals (PILOT)	26,401	26,401	26,401	26,401	0	0%
Reimb. Disability Exemption	4,127	3,299	3,230	3,342	112	3%
Veterans Exemption	6,789	6,236	6,012	5,465	(547)	-8%
Emergency Mgt.Asst.	7,715	7,538	7,534	7,534	0	0%
Distres/Enterprise Zone	0	0	34,053	38,951	4,898	0%
Grants for Municipal Projects	144,803	144,803	144,803	144,803	0	0%
Other State Revenue	25,000	10,000	10,000	10,000	0	0%
Total State	16,791,956	16,350,116	15,895,604	15,794,167	(101,437)	-1%
<b>LOCAL REVENUES:</b>						
Tuition - Out of Town	1,355,643	1,390,643	1,418,456	941,752	(476,704)	-35%
Tuition - Spec.Ed.	419,068	434,068	442,749	512,484	69,735	17%
Subtotal	1,774,711	1,824,711	1,861,205	1,454,236	(406,969)	-23%
Pool receipts	103,000	113,496	100,000	100,000	0	0%
Recreation receipts	55,000	30,000	50,000	0	(50,000)	-91%
Investment interest	75,000	100,000	124,000	20,000	(104,000)	-139%
Interest & liens (tax)	225,000	225,000	175,000	175,000	0	0%
Back Taxes & Interest	425,000	425,000	350,000	300,000	(50,000)	-12%
Building permits	80,000	80,000	104,000	175,000	71,000	89%
Plan/Zone Appl & Insp.	25,000	25,000	25,000	40,135	15,135	61%
Town Clerk fees	215,000	225,935	231,000	280,000	49,000	23%
Town Clerk - copies	16,000	14,000	14,000	14,000	0	0%
Assessor - copies	1,500	1,000	1,000	0	(1,000)	-67%
Police - Other Duty	35,000	35,000	55,000	55,000	0	0%
Police - Misc.Rev.	15,000	10,000	10,000	20,000	10,000	67%
Canterbury - Fire Marsh.	5,957	5,872	5,872	5,872	0	0%
Town Hall rental	2,500	2,500	2,500	2,500	0	0%
Cell Tower rental	32,850	32,850	32,850	32,850	0	0%
Other local revenue	100,000	140,000	100,000	100,000	0	0%
Rental of Recreation Building				10,000	10,000	100%
I-Park Lot Sales	45,000	45,000	45,000	50,000	5,000	11%
WPCA - Bond Payment	215,647	214,672	210,472	205,571	(4,901)	-2%
<b>Fund Balance Usage:</b>						
Town Revaluation - Fund Balance	32,542	32,542	-	32,542	32,542	100%
Capital Fund - Road construction	300,000	300,000	250,000	275,000	25,000	8%
Fund Balance School Pension			800,000	200,000	(600,000)	100%
Fund Balance Roof dpw,aco,datco	0	150,000	-	0	0	100%
Fund Balance Animal Control Van	0	30,000	-	0	0	100%
Fund Balance Highway Plow Truck	0	0	-	0	0	100%
Fund Balance - Vac and Chipper	260,000	0	-	0	0	0%
Usage of Fund Balance- page 7&8	0	125,000	-	590,458	590,458	0%
Total Local Before Tax	4,039,707	4,187,578	4,546,899	4,138,164	(408,735)	-10%
Property tax levied	<u>26,776,801</u>	<u>27,902,942</u>	<u>28,086,049</u>	<u>28,834,479</u>	<u>748,430</u>	3%
Total Local	<u>30,816,508</u>	<u>32,090,520</u>	<u>32,632,948</u>	<u>32,972,643</u>	<u>339,695</u>	1%
<b>TOTAL REVENUE</b>	<b>47,608,464</b>	<b>48,440,636</b>	<b>48,528,552</b>	<b>48,766,810</b>	<b>238,258</b>	<b>1%</b>
<b>TOTAL REVENUE AND TRANSFER</b>	<b><u>47,608,464</u></b>	<b><u>48,440,636</u></b>	<b><u>48,528,552</u></b>	<b><u>48,766,810</u></b>	<b><u>238,258</u></b>	<b>0.50%</b>

**TOWN OF PLAINFIELD  
PROPOSED  
2021-2022**

TYPE	2018-2019 APPROVED <u>BUDGET</u>	2019-2020 APPROVED <u>BUDGET</u>	2020-2021 APPROVED <u>BUDGET</u>	2021-2022 PROPOSED <u>BUDGET</u>	CHANGE	% CHANGE
GRAND LIST - \$1,031,557,967 @98%			current mill	28.33		
New per Mil \$	1,010,926.81	NEW MIL RATE 28.52	194,922 need to be cut			
		0.19 current rate FY 2021				

**TOWN OF PLAINFIELD  
PROPOSED BUDGET  
2021-2022**

	2018-2019 APPROVED BUDGET	2019-2020 APPROVED	2020-2021 APPROVED	2021-2022 PROPOSED	CHANGE	% CHANGE
<b>DEPARTMENT</b>						
<b>SELECTMEN:</b>						
1st Selectman	72,106	72,106	72,106	74,269	2,163	3%
Other Selectmen	13,484	13,754	13,754	14,167	413	3%
Salaries (1)	42,640	43,493	43,493	50,000	6,507	15%
Conference Training		500	500	500	-	0%
Travel allowance	3,000	3,000	3,000	3,000	-	0%
Legal notices	7,500	7,500	10,000	5,000	(5,000)	-50%
Meeting Minutes		2,500	0	0	-	0%
Tech. Services	0			0	-	0%
Supplies & expense	2,163	1,663	2,163	2,000	(163)	-8%
Subtotal	140,893	144,516	145,016	148,936	3,920	3%
<b>FINANCE:</b>						
Department Head (1)	92,510	94,360	94,360	97,191	2,831	3%
Salaries (2)	95,514	97,352	97,352	99,109	1,757	2%
Audit	28,700	24,700	30,700	35,000	4,300	14%
Payroll Service	26,950	26,950	26,950	28,500	1,550	6%
Conference Training	0	1,500	1,500	1,500	-	0%
Computer Software and computer	0	0	0	5,200	5,200	100%
Supplies & expense	5,000	3,500	3,500	3,500	-	0%
Subtotal	248,674	248,362	254,362	270,000	15,638	6%
<b>ASSESSOR:</b>						
Department Head (1)	67,534	68,885	68,885	68,885	-	0%
Salaries (2)	86,923	88,670	88,670	92,252	3,582	4%
Property audits	2,500	2,500	2,500	2,500	-	0%
Appraisals	3,700	3,700	3,700	3,700	-	0%
Vehicle expense	0	500	1,000	1,000	-	0%
Revaluation coorespondence				3,000	3,000	100%
Conference training	0	2,050	1,800	1,800	-	0%
Revaluation PRE				10,000	10,000	100%
Mapping Machine	0	600	0	0	-	0%
Computer Software and computer				31,293	31,293	100%
Supplies & expense	6,650	4,900	5,700	5,700	-	0%
Subtotal	167,307	171,805	172,255	220,130	47,875	28%
<b>TAX COLLECTOR:</b>						
Department Head (1)	65,570	66,881	66,881	68,887	2,006	3%
Salaries (1 FT and 1 PT)	64,280	53,854	55,165	51,997	(3,168)	-6%
Conference Training	0	500	500	1,250	750	150%
Computer Software and equip.	0	0	0	8,000	8,000	100%
Supplies & expense	14,750	14,250	13,950	12,470	(1,480)	-11%
Subtotal	144,600	135,485	136,496	142,604	6,108	4%
<b>TOWN CLERK:</b>						
Department Head (1)	65,571	66,882	66,882	68,888	2,006	3%
Salaries (2)	88,561	90,345	90,345	93,994	3,649	4%
General Index	25,000	25,000	23,000	23,000	-	0%
Supplies & expense	7,825	8,340	8,780	8,300	(480)	-5%
Computer Softward & Equip	0	0	0	725	750	100%
Mapping	0	600	0	0	-	0%
Subtotal	186,957	191,167	189,007	194,908	5,901	3%
<b>ELECTIONS/REG.:</b>						
Registrars (2)	21,098	21,520	21,520	22,166	646	3%

**TOWN OF PLAINFIELD  
PROPOSED BUDGET  
2021-2022**

	2018-2019 APPROVED BUDGET	2019-2020 APPROVED	2020-2021 APPROVED	2021-2022 PROPOSED	CHANGE	% CHANGE
<b>DEPARTMENT</b>						
Election workers	13,500	13,500	30,900	31,827	927	3%
Supplies & expense	11,500	11,500	17,600	17,500	(100)	-1%
Subtotal	46,098	46,520	70,020	71,493	1,473	2%
<b>BUILDING AND GROUNDS:</b>						
Salaries 3 FT	153,387	174,127	137,343	132,754	(4,589)	-3%
Part Time Grounds Keeper				6,000	6,000	100%
Overtime	9,270	9,270	9,270	9,270	-	0%
Electricity - Town Hall	71,800	51,000	60,217	42,936	(17,281)	-29%
Heat - Town Hall	22,300	22,300	25,794	21,000	(4,794)	-19%
Water	6,500	7,000	7,000	4,475	(2,525)	-36%
Refuse disposal	10,000	8,500	10,000	8,500	(1,500)	-15%
Cleaning Supplies		6,000	8,000	10,000	2,000	25%
Service contracts		2,400	2,400	2,400	-	0%
Tractor Snowblower		3,000	3,000	3,000	-	0%
Supplies & expenses	30,000	8,600	10,000	7,000	(3,000)	-30%
Subtotal	303,257	292,197	273,024	247,335	(25,689)	-9%
<b>HIGHWAY:</b>						
Supervisor			66,852	66,852	-	0%
Salaries (10)	576,867	659,772	545,148	545,148	-	0%
Mechanic Police Department	0	0	0	62,150	62,150	100%
Overtime	72,392	61,000	72,392	80,000	7,608	11%
Supervisor Overtime	0	0	0	13,000	13,000	100%
Mechanic Tools		200	300	200	(100)	-33%
Refuse Disposal		1,560	1,560	1,560	-	0%
Contract services	18,000	21,000	21,000	28,000	7,000	33%
Utilities	25,000	28,000	28,000	28,000	-	0%
Salt,sand & gravel	43,531	33,531	38,531	39,000	469	1%
Bituminous	20,000	20,000	20,000	20,000	-	0%
Motor fuel	35,000	33,000	37,000	37,000	-	0%
Vehicle expenses	55,000	52,500	55,000	55,000	-	0%
Supplies & expenses	20,000	16,500	19,877	20,000	123	1%
Subtotal	865,790	927,063	905,660	995,910	90,250	10%
<b>FIRE MARSHAL:</b>						
Department Head (1)	47,766	48,721	48,721	60,000	11,279	23%
Stipends Deputy Fire Marshals	0	0	0	10,000	10,000	100%
Vehicle expense	3,400	3,400	3,400	3,400	-	0%
Supplies & expenses	5,000	5,000	5,000	5,000	-	0%
Subtotal	56,166	57,121	57,121	78,400	21,279	37%
<b>POLICE DEPT.:</b>						
Department Head (1)	105,729	108,902	108,902	109,935	1,033	1%
Administrative Assistant (1)		38,564	39,721	40,913	1,192	3%
Police salaries plus Dep Chief (18)	1,244,557	1,286,408	1,265,797	1,265,797	-	0%
Other salaries (3FT and 6 PT)	285,535	269,284	276,146	213,922	(62,224)	-23%
Overtime	113,000	113,000	113,000	113,000	-	0%
Holiday pay	80,000	83,000	85,000	87,500	2,500	3%
Uniform allowance	26,600	27,800	27,800	28,000	200	1%
Training, Equipment & exams	24,500	25,500	27,500	32,500	5,000	18%
Sick day incentive	19,900	20,159	24,243	19,458	(4,785)	-20%
Education incentive	3,800	3,750	3,750	3,200	(550)	-15%

**TOWN OF PLAINFIELD  
PROPOSED BUDGET  
2021-2022**

	2018-2019 APPROVED BUDGET	2019-2020 APPROVED	2020-2021 APPROVED	2021-2022 PROPOSED	CHANGE	% CHANGE
<b>DEPARTMENT</b>						
Building utilities	47,000	42,500	47,000	47,000	-	0%
Vehicle expenses	80,000	81,000	81,000	81,000	-	0%
Computer Software and Hardware		0	0	132,994	132,994	100%
Supplies	39,000	40,000	40,000	41,000	1,000	3%
Subtotal	2,069,621	2,139,867	2,139,859	2,216,219	76,360	4%
<b>BLDG. INSPECTOR:</b>						
Department Head (1)	69,921	50,960	48,412	71,319	22,907	47%
Asst. Inspector/ Computer Salaries	70,289	72,398	72,398	72,398	-	0%
Vehicle expense	3,000	3,000	1,630	1,220	(410)	-25%
Relocation	1,000	1,000	5,000	5,000	-	0%
Computer Software and Hardware				1,200	1,200	100%
Supplies & expense	1,845	1,845	1,650	2,465	815	49%
Subtotal	146,055	129,203	129,090	153,602	24,512	19%
<b>PLANNING:</b>						
Department Head (1)	73,928	71,400	71,400	71,400	-	0%
Salaries (2)	86,923	94,240	94,240	97,067	2,827	3%
Travel		500	500	500	-	0%
Membership		1,063	1,063	1,100	37	3%
Training Conference		1,000	1,000	1,000	-	0%
Mapping Wide Copier		1,185	1,185	1,185	-	0%
Supplies & expense	3,700	2,865	2,865	2,865	-	0%
Subtotal	164,551	172,253	172,253	175,117	2,864	2%
<b>ECONOMIC DEVELOP.:</b>						
Grant Writer(1FT)	-		55,000	56,650	1,650	3%
Marketing	0	8,000	7,000	7,000	-	0%
Training Conference		676	2,000	2,000	-	0%
Printing		750	800	800	-	0%
Supplies and Expense		1,574	1,200	1,200	-	0%
Subtotal	0	11,000	66,000	67,650	1,650	3%
<b>ANIMAL CONTROL:</b>						
Department Head (1)	37,714	38,469	38,469	38,469	-	0%
Salaries - Part Time Worker (1)	5,200	7,878	8,190	16,140	7,950	97%
Advertisement		1,200	1,200	1,200	-	0%
Vehicle Gas		1,700	1,700	1,700	-	0%
Electricity		7,100	7,100	7,100	-	0%
Vet Fees		2,200	2,200	2,400	200	9%
Supplies & expense	16,050	3,550	3,550	4,000	450	13%
Subtotal	58,964	62,097	62,409	71,009	8,600	14%
<b>RECREATION:</b>						
Department Head (1 FT)	32,500	33,150	55,000	56,650	1,650	3%
Salaries (1 FT)	43,709	44,583	45,475	46,839	1,364	3%
Part time staff- summer camp	90,874	98,148	131,852	130,063	(1,789)	-1%
Daycare Cost	0	0	0	0	-	0%
Transportation Summer Rec.	6,000	5,160	5,160	0	(5,160)	-100%
Senior Vehicle expense	2,800	2,800	2,800	2,800	-	0%
Swimming pool & Lifeguards	103,000	113,496	113,496	73,114	(40,382)	-36%
Utilities				25,000	4,308	100%
Supplies & expenses	31,489	34,937	35,586	50,453	14,867	42%
Subtotal	310,372	332,274	389,369	384,919	(4,450)	-1%

**TOWN OF PLAINFIELD  
PROPOSED BUDGET  
2021-2022**

<u>DEPARTMENT</u>	2018-2019 APPROVED <u>BUDGET</u>	2019-2020 APPROVED	2020-2021 APPROVED	2021-2022 PROPOSED	<u>CHANGE</u>	<u>% CHANGE</u>
<b>INSURANCE/BENEFITS:</b>						
Work.Comp.Insurance	146,918	168,448	197,367	203,288	5,921	3%
General Insurance	176,161	176,161	199,847	216,839	16,992	9%
Medical Insurance	1,341,621	1,462,366	1,462,366	1,262,000	(200,366)	-14%
Heart & Hypertension Police	35,000	35,000	25,000	25,000	-	0%
Life & Disab. Ins.	9,360	9,360	9,360	9,360	-	0%
Social Security tax	331,912	361,046	371,877	383,033	11,156	3%
Pension - Town	1,100,000	1,000,000	400,000	500,000	100,000	25%
Unemployment benefits	40,000	16,000	16,000	6,000	(10,000)	-63%
Sick & Vacation accrual	45,318	27,696	21,815	37,231	15,416	71%
Retirement Payouts	35,000	11,307	67,900	23,465	(44,435)	-65%
Subtotal	3,261,289	3,267,384	2,771,532	2,666,217	(105,315)	-4%
<b>GENERAL TOWN:</b>						
Telephone	41,250	43,313	43,313	39,213	(4,100)	-9%
Engineering Firm		33,000	50,000	75,000	25,000	50%
Legal fees	100,000	110,000	95,000	130,000	35,000	37%
Postage	25,000	25,000	25,000	26,000	1,000	4%
Computer	125,000	150,000	125,000	39,647	(85,353)	-68%
Probate	8,022	8,022	8,022	8,022	-	0%
Copy Machines	37,000	27,000	27,000	34,000	7,000	26%
Town Aid Roads	288,593	289,013	288,859	290,093	1,234	0%
Claims	1,000	1,000	1,000	1,000	-	0%
Contingency	50,000	50,000	50,000	117,815	67,815	136%
Tax refunds	13,000	13,000	13,000	13,000	-	0%
Adult Education		108,611	0	0	-	0%
Herbicide	0	0	20,000	0	(20,000)	-100%
Holiday decorations	0	0	500	0	(500)	-100%
Ice Rink	0	0	9,000	0	(9,000)	-100%
Fireworks	0	0	10,000	10,000	-	0%
US Flags in town	0	0	500	500	-	0%
Video Screen Police	0	0	8,000	0	(8,000)	-100%
Cameras town hall	0	0	10,000	0	(10,000)	-100%
hazardous Waste Day	0	0	17,000	0	(17,000)	-100%
Used Vehicle Engineering	0	0	15,000	0	(15,000)	-100%
Subtotal	688,865	857,959	816,194	784,290	(31,904)	-4%
<b>LIBRARIES:</b>						
Moosup	70,219	72,325	76,665	77,300	635	1%
Subtotal	70,219	72,325	76,665	77,300	635	1%
<b>BDS/COMMISSIONS:</b>						
Finance	5,000	4,400	4,400	4,400	-	0%
Board of Selectman			2,500	2,500	-	0%
Economic Development		600	600	600	-	0%
Planning/Zoning	7,000	8,000	8,000	8,000	-	0%
Zoning Appeals	4,000	4,000	4,000	4,000	-	0%
Conservation Board	500	1,100	1,100	1,100	-	0%
Tax Review & legal notice	1,400	1,400	665	1,400	735	111%
Police	1,000	1,000	1,000	1,000	-	0%
Ethic	500	400	400	400	-	0%
Agriculture	500	900	900	900	-	0%



**TOWN OF PLAINFIELD  
PROPOSED BUDGET  
2021-2022**

DEPARTMENT	2018-2019 APPROVED BUDGET	2019-2020 APPROVED	2020-2021 APPROVED	2021-2022 PROPOSED	CHANGE	% CHANGE
Inland/Wetland	4,000	3,700	4,000	4,000	-	0%
Subtotal	23,900	25,500	27,565	28,300	735	3%
<b>PURCHASED SERVICE:</b>						
CT Conf.of Municipals	9,704	9,704	9,704	9,704	-	0%
Dept. of Health	73,979	79,238	87,245	105,875	18,630	21%
911 Dispatch	31,958	32,150	31,205	34,643	3,438	11%
Council of Government	47,564	57,400	43,114	45,338	2,224	5%
Bulky Waste	193,016	210,388	229,322	236,202	6,880	3%
NECOG Transportation	12,486	12,486	26,553	26,723	170	1%
United Services	0	0	0	3,000	3,000	100%
TVCCA - Meals on Wheels	13,000	13,000	13,000	13,000	-	0%
Subtotal	381,707	414,366	440,143	474,485	34,342	8%
<b>TOWN CONTRIBUTIONS:</b>						
Soldiers & sailors - Salary	2,546	2,546	2,546	2,546	-	0%
Project Pin			1,000	1,000	-	0%
Memorial Day	1,600	1,600	1,600	2,103	503	31%
Subtotal	4,146	4,146	5,146	5,649	503	10%
<b>CAPITAL EXPENSES:</b>						
Local Cap Imp (LoCIP)-state funded	142,931	122,512	122,512	123,317	805	1%
Revaluation	32,542	32,542	32,542	34,637	2,095	6%
Police cars - (2) lease 2019	15,000	20,465	20,465	20,465	-	0%
Grants - Municipal Proj.-State funded	144,803	144,803	144,803	144,803	-	0%
Highway Truck Lease - last pmt	59,868	0		0	-	0%
Police new vehicles	0		64,000	0	(64,000)	-100%
Highway computer		5,000		0	-	0%
Pool UV filter		9,000		0	-	0%
Highway Truck 2020 lease pmt				61,710	61,710	100%
Town Building Repairs	24,000	24,000	24,000	27,000	3,000	13%
Subtotal	419,144	357,011	408,322	411,932	3,610	1%
<b>DEBT INTEREST:</b>						
Mill Brook/HighSchool Bond 2007	70,200	40,575	16,125	0	(16,125)	-100%
Refund Bond (\$4.725M) HS	204,550	204,550	202,800	180,150	(22,650)	-11%
WPCA Bond (\$5.5M)	156,294	149,344	140,944	131,144	(9,800)	-7%
School Bond Project2 2017	15,300	11,025	9,450	2,250	(7,200)	-76%
Subtotal - Interest	446,344	405,494	369,319	313,544	(55,775)	-15%
<b>DEBT PRINCIPAL:</b>						
Water/Sewer Project (\$.197M)	20,174	20,174	0	0	-	0%
Mill Brook/HighSchool Bond 2007	980,000	995,000	1,030,000	1,045,000	15,000	1%
WPCA Bond (\$5.5M)	275,000	280,000	280,000	280,000	-	0%
School Bond Project 2017	140,000	145,000	145,000	150,000	5,000	3%
Subtotal - Principal	1,415,174	1,440,174	1,455,000	1,475,000	20,000	1%
<b>TOTAL TOWN</b>	<u>11,620,093</u>	<u>11,905,290</u>	<u>11,531,828</u>	<u>11,674,800</u>	142,972	1%
<b>FUND BALANCE:</b>						
HVAC Wall Systems				80,000	80,000	100%
Used B&G Truck				17,000	17,000	100%
New Truck B&G with plow				38,000	38,000	100%
Bobcat Ventrac Town Hall				60,000	60,000	0%

**TOWN OF PLAINFIELD  
PROPOSED BUDGET  
2021-2022**

<u>DEPARTMENT</u>	2018-2019 APPROVED BUDGET	2019-2020 APPROVED	2020-2021 APPROVED	2021-2022 PROPOSED	<u>CHANGE</u>	<u>% CHANGE</u>
Highway mason truck				50,000	50,000	100%
Highway truck 2 - fund balance				80,000	80,000	100%
School Pension contribution			800,000	200,000	(600,000)	-75%
Road Construction	300,000	300,000	250,000	275,000	25,000	10%
Quinnebaug River Trail - Grant	0	0	0	230,000	230,000	100%
Roof Datco		150,000		0	-	0%
Animal Control Van		30,000		0	-	0%
New Police Cars		60,000		68,000	68,000	0%
Highway lease	260,000	65,000		0	-	0%
Subtotal	<u>560,000</u>	<u>605,000</u>	<u>1,050,000</u>	<u>1,098,000</u>	48,000	5%
					-	
					-	
SCHOOL DEPT.:					-	
(listed by source)					-	
State aid	15,991,548	15,163,177	15,204,917		(15,204,917)	-100%
Boe reduction pledge			(218,087)		(218,087)	100%
Echip contribution			(100,000)		(100,000)	100%
Exces Cost			(100,000)		50,000	-50%
Pension reduction			(100,000)	0	(100,000)	100%
State Excess cost		315,251			-	
Local Revenue	1,774,711	1,824,711	1,861,205		(1,861,205)	-100%
Property taxes	<u>17,662,111</u>	<u>18,627,208</u>	<u>19,398,688</u>		(19,398,688)	-100%
Subtotal	<u>35,428,370</u>	<u>35,930,347</u>	<u>35,946,723</u>	<u>35,993,861</u>	47,138	0%
GRAND TOTAL	<u>47,608,464</u>	<u>48,440,636</u>	<u>48,528,550</u>	<u>48,766,810</u>	<u>238,258</u>	0.49%