

TOWN OF PLYMOUTH
CITIZEN'S ANNUAL REPORT



FOR THE YEAR ENDED JUNE 30, 2016

TOWN OF PLYMOUTH, CONNECTICUT

For Fiscal Year Ended June 30, 2016

PRINCIPAL OFFICIALS

MAYOR AND TOWN COUNCIL

David V. Merchant, Mayor
Councilman Daniel Gentile
Councilwoman Susan R. Murawski
Councilman Tom Zagurski
Councilman John Pajeski
Councilwoman Ana Legassey

BOARD OF FINANCE

Ralph Zovich, Chairman
Victoria A. Carey, Vice-Chairman
Patti DeHuff
James Zalot
Daniel Murray III
Jay Dorso

ADMINISTRATION

Registrar of Voters – Democrat
Registrar of Voters – Republican
Assessor
Tax Collector
Director of Finance
Treasurer
Town Attorney
Town Clerk
Fire Marshal
Human Services Director
Judge of Probate
Director of Planning and Economic Development
Enforcement Officer
Police Chief
Fire Chief
Civil Preparedness Director
Building Official
Director of Public Works
Medical Director
Library Director
Parks and Recreation Director
Superintendent of Schools

Cheryl J. Giancesini
Barbara L. Deschaine
Rae Ann Walcott
Joseph Kilduff
Ann Marie Rheault
David C. Mischke
William Hamzy
Barbara K. Rockwell
Ray Kovaleski
Heather Burns
Andre Dorval
Margus T. Laan Zoning
Scott Eisenlohr
Karen M. Krasicky
Mark Sekorski
Anthony J. Orsini
Clarence B. Atkinson
Charles Wiegert
Dr. Antonio Scappitucci
Lynn White
Michael Ganem
Martin Semmel

BOARD OF EDUCATION

Melissa Johnson, Chairperson
Karen E. Kulesa
Michelle Lucian
Melissa Kremmel
Christopher Goodwin

Roxanne McCann
Anthony J. Orsini
Michael Melchionna
Gerard Bourbonniere

Incorporated in 1795, the Town of Plymouth owes its beginnings to the foresight of such manufacturers as Eli Terry, Seth Thomas and Silas Hoadley. The manufacture of clocks first gave Plymouth national recognition. Eventually Seth Thomas moved from Plymouth Center to Plymouth Hollow (now Thomaston) to continue the trade. Eli Terry, Jr. carried the Terry name eastward to (now) Terryville where clocks, and beginning in 1830 locks, were manufactured through harnessing the power of the Pequabuck River. The latter enterprise became known as the Eagle Lock Company, which enjoyed a worldwide reputation and employed some 1,800 persons at its peak.

Plymouth Center, while never a manufacturing center, retains most of its small town colonial charm and many of the original homes of the Town's industrial entrepreneurs. On July 22, 1999, the Plymouth Center Historic District was listed on the National Register of Historic Places. Expanded the following year, it now encompasses 136 acres of land and contains 126 historic assets such as buildings, sites, and objects. The focal point of the Plymouth Center Historic District, Plymouth Center Village, is the green upon which it was reported that Union troops drilled during the Civil War era and now stands the Plymouth Congregational Church which houses the only Eli Terry wooden works tower clock in the world (see photo).

The Town has successfully retained its rural New England charm for generations of Plymouth families, and yet is accessible to the larger communities of Bristol, Waterbury and Torrington. With its three villages of Plymouth, Terryville and Pequabuck, the Town of Plymouth is the perfect place to locate a growing manufacturer, start an office practice or develop a neighborhood-oriented restaurant or retail business.



Plymouth at a Glance

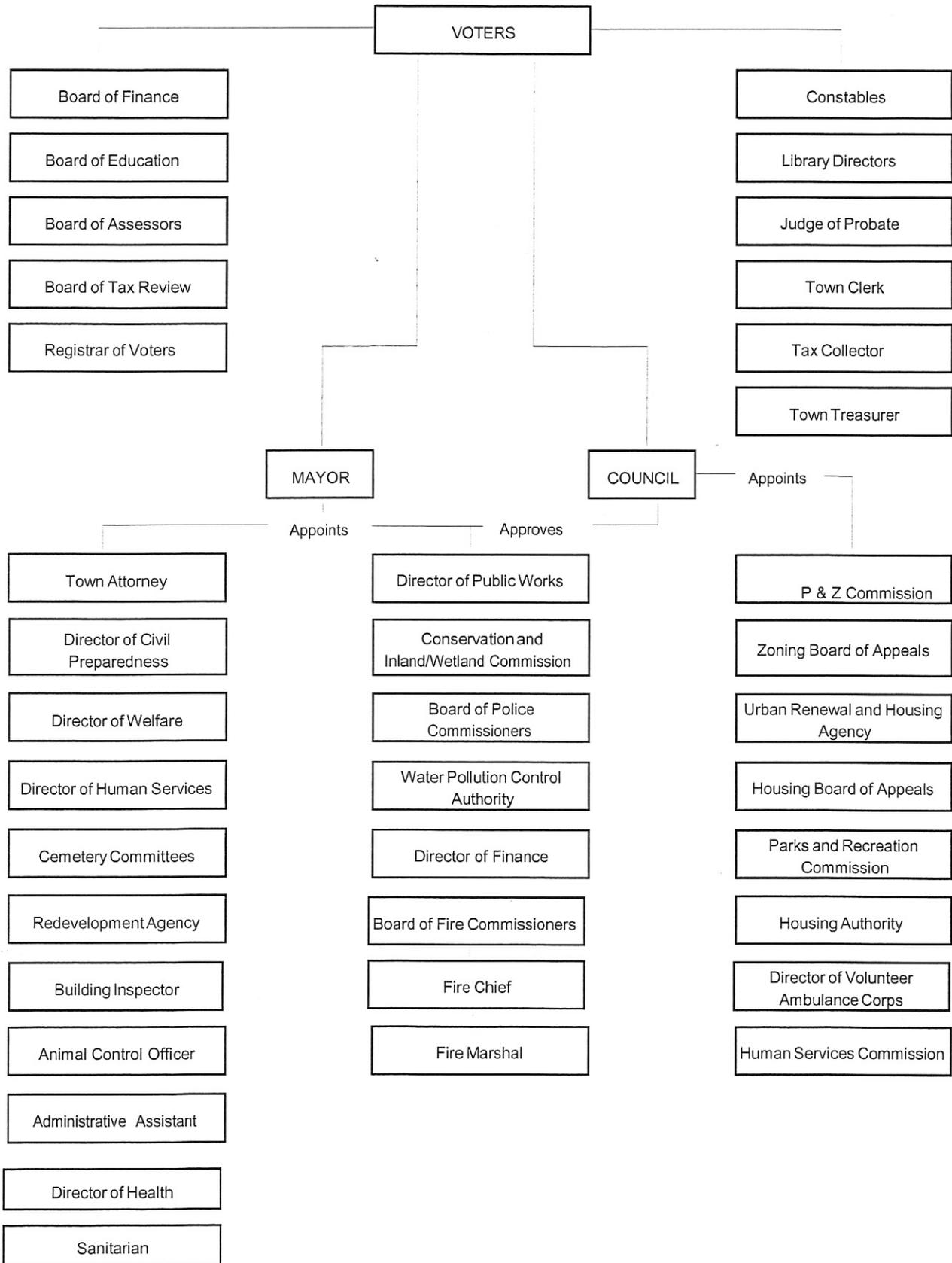
Population: 12,243

Square Miles: 22.3

Located in Litchfield County

“Plymouth is business friendly, offers a favorable business climate, a skilled work force, excellent transportation and utility infrastructure, a quality education system, and best of all, caring people.” Rich, diverse mixture of traditional discrete-parts manufacturing, professional, commercial, retail and contract services, as well as, a small agricultural component.

ORGANIZATIONAL CHART





As your Mayor, I am presenting the 2015-2016 Annual Report to the Citizens of the Town of Plymouth. During the past year, the Town is gaining momentum on building and road improvement projects as well as new businesses within the Town. Looking forward, I anticipate continued positive growth for our town. Residents are encouraged to share ideas and comments with the Mayor and the staff. We have an open-door policy, however, to ensure that adequate time can be given to everyone, residents are encouraged to make an appointment.

Comptroller's Office/Board of Finance

Financial Highlights:

The fiscal year ending June 30, 2016 proved to be challenging for the Town of Plymouth in a number of areas. The unaudited results of the General Fund indicate total expenditures exceeded total revenues by \$1,244,801. See financial exhibits included at the end of this report. The net deficit in the operating budget was attributed to both a significant shortfall in revenues and increased costs within the Employee Benefits, Legal and Police Department accounts as further described below. Also, the FY15-16 amended budget contained two emergency appropriations totaling \$146,461 authorized by the Town Council; specifically \$75,000 for a back-up generator for Town Hall and \$71,461 for repairs to our communications antennas. A special appropriation in the amount of \$41,723 to cover an administrative shortfall was also approved by the Board of Finance.

The final impact on the General Fund balance will be determined once the independent audit is completed and all accruals are made to account for actual grant funding and pension contributions, depreciation expense and inter-fund transfers according to Government Accounting Standards.

Revenues & Net Grand List:

Total revenues budgeted for FY15-16 were \$39,623,848 including the appropriations noted above compared to actual revenues of \$38,682,675 yielding a \$941,173 loss. The sources of total revenues are composed primarily of three major components, as follows; 70% from taxation, 27.5% from state grant funding (intergovernmental) and only 2.0% from departmental fees and service charges. The remainder of funds received was derived from investment income and reimbursements. Current year tax collections were levied on a Net Grand List of \$757,866,700 as determined by the Assessor's office, a small increase over the previous year's \$757,582,300 taxable base, reflecting an environment of slow economic growth. The total amount budgeted for the current and prior year's taxes on all real and personal property, including fees was \$27,566,858 versus actual tax receipts of \$27,158,339. This represents an overall 98.5% collection rate, an improvement over previous years. The actual collections of the current year's tax levy fell short by only \$292,000 at 98.9% attainment to budget indicating more property owners are paying their taxes on time.

The collection of back taxes and lien fees continues to be a priority effort for the Tax Collector's office and the town has taken legal action against a number of delinquent property owners, both residential and commercial. Prior Year's tax collections were budgeted at \$860,000 including late charges and lien fees, and the actual collection of delinquent taxes and

fees totaled \$704,130. As of June 30, 2016 the total amount of outstanding delinquent taxes owed to the Town has declined to \$1,512,145 from \$1,725,193 last year as a result of the actions taken by the Tax Collector's office.

The Town received total intergovernmental revenues of \$11,000,926 of which the largest single component is the Education Cost Sharing grant. Plymouth has been fortunate to have been spared significant cuts in state funding, however, the ongoing state budget deficit and a recent Superior Court ruling may place full funding of the ECS grant in future jeopardy.

Expenditures:

The results of actual departmental expenditures are somewhat mixed. The Board of Education ended the fiscal year with a modest surplus of \$37,590 of which \$7,213 was allocated to their Capital Reserve Sinking Fund. This Sinking Fund was established according to state statute to allow the school district to save up to 1.0% of its annual operating budget for future facilities improvements and capital expenditures not paid out of the General Fund.

The \$209,219 over-expenditures in the Employee Benefits accounts were attributed primarily to rising healthcare premiums, retiree pension costs and medical obligations. The total expenditures within the Police Department were \$97,500 over-budget due to the unplanned overtime expenses incurred to cover personnel staffing issues. Legal expenses exceeded the amended budget by \$141,850 attributed to unrecovered foreclosure costs and labor attorney's fees for contract negotiations and union grievance settlements. On a positive note, the mild winter reduced the Town's cost of sand, salt and OT labor, so the Snow Removal account finished the year with an \$84,535 surplus, which helped to offset some of the operating deficit.

In February, the Board of Finance established a restricted special revenue account separate from the General Fund to enforce the town's Blight Ordinance. Initial funding in the amount of \$128,000 for this blight enforcement fund was approved by the Town Council from a reimbursement Plymouth received from the Bristol Resource Recovery agency. Going forward, this special revenue fund is designed to be self-sustaining when lien fees and blight fines are recovered from the cited property owners.

In June, the final restitution payment was received in the settlement of the embezzlement case of our former Finance Director. A total of \$798,000 was recovered through court-ordered liquidations and insurance payments, amounting to all funds stolen less the \$10,000 deductible.

Capital Outlays & Debt Service:

Taxpayer-funded capital outlays and non-recurring expenditures paid from the General Fund were budgeted at \$657,000 compared to actual capital expenditures of \$652,379 that includes the emergency generator. A number of internally-funded projects were completed in the Public Works department, most notably the final phase of replacing the Highway Garage.

Actual debt service payments for this year were \$2,867,846 slightly under budget, and substantially less than the \$3.1 million "level" debt target. The largest payments of interest and principal were made against the 2006 School Construction bonds and 2012 Road Improvements project. Total bonded debt with accrued interest as of June 30, 2016 stood at \$23.9 million, which does not include the recently approved Capital Improvements bonding

and is well below the state statutory limit. Finally, a comprehensive review of the actual school project costs to be completed by year-end indicates Plymouth may be eligible for additional state reimbursement.

Acknowledgements:

The Board of Finance would like to acknowledge and thank all of the municipal and school officials who worked diligently over the past year to manage their departmental budgets and have contributed their time and efforts in the preparation of this annual report, especially our Director of Finance, Ann Marie Rheault and our BOE Business Manager, Phil Penn. We appreciate everyone's hard work in these difficult economic times. We rely upon them to ensure the fiscal integrity of our financial management system and to continue improving our long-term economic condition.

All concerned citizens and taxpayers are encouraged to take a few minutes to read through the departmental narratives. Additional copies of this report are available in the Town Clerk's office during regular business hours and may be viewed on the town's website at: www.plymouthct.us.

Registrar of Voters

The Registrar's Office is responsible for registering new voters and maintaining and keeping current lists available for reference. Yearly, we are required to canvass voters between January 2nd and April 30th, to determine if they are still Town residents.

We also conduct registration sessions periodically, including visitations at the local High School. We are available to serve Convalescent Homes for all elections, primaries, and referendums.

Our responsibilities for elections, primaries, and referendums are procuring space, hiring workers and the set-up and maintenance of all equipment to ensure that Election Day runs smoothly.

Registrar of voters
Cheryl Giancesini - Democrat
Barbara Deschaine - Republican

Assessor

The Assessor's Office is responsible for the valuation of all taxable and tax exempt property in the Town of Plymouth.

The office is governed by an elected Board of Assessors.

The office is staffed by Rae Ann Walcott, Assessor.

The office administers, and processes all elderly, veterans, blind, farm and forest programs, as well as property transfers, building permits, and sub-divisions. The department provides information and assistance to our citizens, appraisers, attorneys, realtors, title searchers, credit bureaus, banks, and insurance companies. All reimbursement requests for the above funded programs are processed through this office as well.

The Assessors' Office completed a revaluation for the October 1, 2011 Grand List. We are currently working on the Revaluation for October 1, 2016.

A breakdown of taxable property as it appears on the October 1, 2015, Grand List is as follows:

Real Estate	\$658,743,332
Personal Property	\$35,763,697
Motor Vehicle	\$85,903,790
TOTAL	\$780,410,819

Tax Collector

The tax office as of June 30, 2016 collected a total of \$27,158,369.07 (unaudited) which was 98.52% of the projected collections. The total back taxes collected was \$704,131.97(unaudited) including interest and lien fees. The office also collected over \$1.48 million in sewer use fees, including over \$436K of back charges, interest and lien fees (unaudited).

The tax office is still using the services of the American National Recovery Group to collect motor vehicle taxes that have been delinquent at least one year. We also continue to successfully work closely with two area attorneys in our collection efforts of delinquent real estate, sewer use fees and water assessments.

There are new procedures with the Department of Motor Vehicle so please check with our office before visiting DMV as it may require 24 hours (longer if paid by personal check or online) to restore registration privileges once a hold has been placed on a delinquent taxpayer.

Taxpayers are reminded to contact us immediately if they find themselves with financial problems to discuss solutions to unpaid taxes.

Town Clerk

The Town Clerks office is responsible for maintaining all public land records, survey maps, vital statistics, issuing sports licenses, dog licenses, marriage licenses, receiving and certifying death certificates, birth certificates, issuing burial/cremation permits, trade names and archiving the town's historical documents. We have two Notary Publics in the office who are available daily. I also prepare election ballots and administer the absentee ballots and keep permanent records of all elections. Town Hall is now open from 8:00 to 5:00 Monday through Thursday and Friday 8:30 to noon. I will stay in the office on Thursday evenings till 6 or 7 by appointment for anyone who is unable to get to Town Hall during our regular hours.

Vital Statistics:

From July 1, 2015 through June 30, 2016 the Town Clerk's Office recorded the following:

Births	115
Deaths	132
Marriages	70
Documents Recorded on Land Records	4,219

Dog Licenses:

1,170 dogs were licensed in the Town of Plymouth last year. All dogs must be licensed yearly. We send out renewal reminder cards June 1st and all dogs must be licensed before July 1. *A one dollar (\$1) per month charge is applied to any license renewed after June 30th.* Knowing that there are still a lot of unlicensed dogs in town, our Animal Control Officer (ACO) has been working closely with my office to find those who have not licensed their dog. A stiff fine can be applied by the officer to anyone refusing to license their dog. If your dog isn't licensed please consider coming in soon.

2016 Budget Referendums:

On May 3, 2016 the town held the Annual Budget Referendum. This failed and another vote was taken on May 20th. This also failed and the Town Council set the new budget. The Board of Finance met on June 9, 2016 to set a mill rate of 36.02 for the fiscal year 2015-2016.

Sportsman's Licenses:

These get lower each year. The state has had a public computer system so the sportsmen can go on line at home and buy their annual license. We used to recoup over \$800 per year. Since the state system was implemented we are down to about \$200 year.

Probate Court

The Region 19 Probate District provides a variety of services to the citizens of Bristol, Plymouth, and Plainville. While the Court is known regarding the handling of decedent's estates, many individuals are unaware of other services available. Within its areas of jurisdiction regarding family matters include: adoptions, paternity proceedings, removal of guardianship, termination of parental rights, temporary guardianships, emancipations and guardianship of estate for minors.

Alongside family matters, Region 19 Probate District handles a variety of adult matters. These include involuntary adult conservatorships, voluntary conservatorships, commitments for mentally ill adults, guardianships for intellectually disabled adults and change of names.

For additional information regarding probate forms, publications and general information Please visit the State of Connecticut Judicial Branch Website and search for Probate online at <http://jud.ct.gov>

Fire Marshal

It is the mission of the Fire Marshal's office to prevent and/or reduce the incidence of needless and destructive fires by increasing the awareness and knowledge of fire safety in the Town of Plymouth.

The Fire Marshal's Office is responsible for investigating fires and explosions, along with issuing burning, fireworks and blasting permits.

The department also provides fire safety information, fire prevention classes and demonstrations along with the Terryville Fire Department. The office sponsors the annual fire safety poster contest with the 4th and 5th grade students at Harry S. Fisher Elementary School and Plymouth Center School.

The office is governed by the Board of Fire Commissioners.

Stephen J. Fennessey, Sr. – Chairman

Keith Golnik

Victor Mitchell

Martin Sandshaw

Verne Wagner, Vice-Chairman

Daniel Wollenberg

Gerald Wunsch

Sue Murawski, Town Council Liaison

The office is staffed on a part time basis by the following:

Raymond Kovaleski, Fire Marshal

Robert Norton, Jr., Deputy Fire Marshal

Charles R Doback Jr., Deputy Fire Marshal

Linda Schnaars, Administrative Assistant

The Fire Marshal's office received a grant from the Thomaston Savings Bank Foundation, Inc. in the amount of \$412.00 to purchase Xcel Half-Facepiece Respirator Masks, filters and storage containers. Many thanks to the Thomaston Savings Bank Foundation, Inc. for helping us better serve our Community!

The Fire Marshal's office runs the Fire Prevention Poster Contest in the elementary schools. The poster contest is offered to the 4th and 5th graders that attend Plymouth Center School and Harry S. Fisher School in October during Fire Prevention Month. The goal is to make school children and their families aware that preventing fires requires everyone being alert every day to those acts, omissions and dangers which causes fires. This creates a joint education effort between the schools and fire services. The theme is "Fire Prevention – Everyone Everyday".

The 2015 Local Prevention Poster Contest Winners are:

Harry S. Fisher 5th grade

1st Place – Julissa Olivo

2nd Place – Elizabeth Peplau

3rd Place – Melissa Miskin

Harry S. Fisher 4th grade

1st Place – Charlie Rogers

2nd Place – Amanda Parenteau

3rd Place – Avery Owens

Plymouth Center 5th grade

1st Place – David Sidoti

2nd Place – Julia Freimuth

3rd Place – Taryn McWilliams

Plymouth Center 4th grade

1st Place – Charlotte Greene

2nd Place – Paige Kavanaugh

3rd Place – John Fitzherbert

The office offers free smoke detectors and carbon monoxide detectors to all residents in the town. The program is called "Operation Save a Life" which is sponsored by WTNH News 8, Kidde and Home Depot. The office will provide and/or install smoke detectors for residents. Our goal is to ensure the safety of our citizens with working smoke detectors in every household. Please contact the office to arrange for pick-up of the smoke detectors.

Last year, the fire incidents and calls for service totaled 344 calls.

Below is a breakdown from January 1, 2015 – December 31, 2015.

Rescue	16
Building Fires	21
Vehicle Fires	16
Carbon Monoxide	57
Motor Vehicle Accidents	61
Alarms	43
Hazmat	63
Public Service Calls	67

Fire Marshals Incidents from January 1, 2015 – December 31, 2015:

Inspections	145
Re-Inspections	18
Other	116
Follow-up	1
Construction	45
Burn Permits Issued	42
Blasting Permits	2
Site Plan Review	2
Fireworks	1
Plan Review	6

The office income was \$2,591.50 from burn permits, site plans and blasting permits for July 1, 2015 – June 30, 2016 fiscal year.

The office is responsible for plan reviews, construction inspections and cellular tower reviews.

The Fire Marshal's office is always available to answer any questions or concerns that you may have. Please contact us through our office phone number (860) 585-4012 or via email firemarshal@plymouthct.us and we will get back to you.

Emergency Management

The mission of the Emergency Management Department for the Town of Plymouth is to provide leadership and support and to minimize the impact of disasters and other emergencies on the health, safety, and property of the residents of the Town of Plymouth through a comprehensive, integrated emergency management program.

DEPARTMENT	CONTACT PERSON
Emergency Management Director	Anthony Orsini
Police	Chief Karen Krasicky
Fire	Chief Mark Sekorski
Plymouth Volunteer Ambulance Corps	Chief Chris Hoebel
Public Works Director	Charles Wiegert
Mayor	David Merchant
Director of Finance	Ann Marie Rheault
Superintendent of Schools	Martin Semmel
BOE Business Manager	Phillip Penn

BOE Supervisor of Buildings & Grounds	Joseph Dennis
Public Works, Highway Superintendent	Jim Schultz
Fire Marshal	Raymond Kovaleski
Building Inspector	Clarence Atkinson
Shelter Manager	Pam Pelletier
Assistant Shelter Manager	Walter Seaman
Human Services	Heather Burns
Plymouth Chamber of Commerce	Chet Scoville
Eversource	David Dobratz
Frontier	Harry Carey
Eversource Community Relations Specialist	Stephen Silver
Eversource Community Relations Specialist	Lynn Vasquez
CT Water Company	Reed Reynolds
Recovery Coordinator	Charles Wiegert
Amateur Radio Specialist	Michael Maffia

Warming Center:

In order to provide relief for the town residents from the frigid winter weather conditions a Warming Center is available in the Town Hall Community Room from 8:30 a.m. until 4:30 p.m. when needed.

Cooling Center:

In order to provide relief for the town residents from the hot, humid summer weather conditions a Cooling Center is available in the Town Hall Community Room from 8:30 a.m. until 4:30 p.m. when needed.

Statewide Severe Weather Exercise:

Plymouth's Emergency Management Team participated in a statewide severe weather exercise on October 21, 2015. This exercise focused on statewide response to a severe weather event which included a school security component. Throughout the exercise the local unified command participated in statewide conference calls. For Plymouth, the exercise was a tremendous success.

Connecticut Emergency Management Symposium:

On April 28, 2016, the Connecticut Emergency Management Symposium was held in Cromwell, Connecticut. Some of the topics for the symposium included an overview of school security, Connecticut Department of Public Health preparedness and response, mass casualty best practices, counter terrorism, Web EOC demonstration, and the 2016 hurricane forecast.

Plymouth has received the following equipment from DEMHS Region 5:

- 50 cots
- 5 Kw Generator
- Command Board/ Accountability Tags
- Food Service Kit for shelters
- Ham Radio and Antenna
- Laptop
- License Plate Reader
- Light tower
- Variable Message Sign
- SART Animal Shelter Kit
- Shelter Administrative Kit
- Portable Sump Pump

iPad
Swinger 24"X36" Sidewalk Sign
Shelter Signs

DEMHS Region 5 Meetings:

The Department of Emergency Management Homeland Security (DEMHS) Region 5 meetings are held at the Watertown Fire Department Headquarters 135 Main Street, Watertown, CT.

Police Department/Animal Control/Communications

The Plymouth Police Department was comprised of two (2) Administrative Officers, Chief and Assistant Chief, four (4) Sergeants, one (1) Detective Sergeant who was promoted in August 2015, one (1) Detective who was promoted in August 2015, one (1) School Resource Officer, one (1) Animal Control Officer/Police Officer, one (1) Canine Handler, fourteen (14) full-time Patrol Police Officers until April 2016 when one (1) officer resigned, and then thirteen (13) full-time Patrol Police Officers until June 2016, one (1) full-time Administrative Assistant to the Chief of Police, five (5) full-time Dispatchers, seven (7) part-time Dispatchers, two (2) part-time Animal Control Officers, and five (5) Crossing Guards.

Our School Resource Officer/Youth Officer assigned to Terryville High School was very busy during the school year. He monitored the high school and the other schools, handled calls at these locations, investigated numerous youth related cases that were forwarded to him from the Patrol Division, and presented the "Safe and Alcohol/Drug Free School Program" to the fifth grade classes at Harry S. Fisher and Plymouth Center Schools. He addressed issues of truancy, drug interdiction, handled various police related incidents at the schools, and addressed motor vehicle violations on school property and in the immediate vicinity thereof. Our School Resource Officer did an outstanding job again this year.

The Detective Sergeant and Detective investigated, solved, and made multiple arrests with respect to crimes against persons and crimes against property, especially with respect to burglaries, larcenies, sexual assaults, and domestic violence. They also worked on evidence compliance procedures for which we are responsible to the State of Connecticut, they networked with other police departments and agencies in which they obtained information that was useful in our department's investigations, they responded to major crime scenes and were the lead investigators in these cases, and they assisted the Police Officers with their follow-up investigations in many intricate and sensitive cases. They were very professional and dedicated and did a vast amount of work. After conducting long investigations, some of which involved a DNA analysis, the following are some of the notable arrests the Detectives made: Prostitution, various Drug charges, Violation of a Protective Order, Criminal Possession of a Firearm, Theft of a Firearm, Identity Theft and Criminal Impersonation, two separate Burglary and Larceny incidents, and they found a missing fifteen (15) year old pregnant female. They did an excellent job for the last fiscal year.

The Animal Control Officer/Police Officer (ACO/PO) did a great job during the last fiscal year. When he was not addressing animal complaints or completing related duties he assisted with other duties, including but not limited to, criminal investigations, motor vehicle enforcement, accident investigations, court details, fingerprinting, patrol checks, and helping the officers in the Patrol Division with their cases. He worked with the Plymouth Town Clerk to see that all Plymouth dogs were properly licensed according to state law. Under his watch,

numerous dogs were licensed. He promoted responsible pet ownership and increased public awareness of local animal issues and enforced local ordinances governing the care and keeping of domestic animals. He monitored the "Plymouth Animal Control" Facebook Page to gain public awareness and encourage community involvement and he continually updated and improved this page. He also insured adoptable dogs found good homes and that the animals were treated humanely, and he strived to earn the respect of his Peers and take Pride in the Plymouth Police Department.

The Canine Handler and his Canine partner performed frequent motor vehicle stops and made many arrests for narcotics, driving under the influence, and for various other motor vehicle violations. The Handler and his Canine also assisted the officers in the Patrol Division in building entries, as back up for motor vehicle stops, and to conduct vehicle searches for narcotics. Their presence was also utilized on daily calls. They provided demonstrations to various community organizations and they conducted tracks for suspects and performed narcotics sweeps at the high school and the middle school. The Canine Handler and his Canine are doing a great job and continue to be welcomed by our community members. The position is proving to be a tremendous asset to our department and our community. Funds were raised and donations were made to the department to pay for equipment and supplies for the department Canine so there would be no cost to the Town for these items.

The Split Shift Patrol Officer assignment I created in January 2012 is comprised of two (2) first shifts followed by two (2) second shifts and is a ninety (90) day temporary shift which is re-posted and renewed every ninety (90) days. The Split Shift Patrol Officer assignment saved overtime monies with respect to time off because this shift enables the first and second shifts to have four (4) officers working every day of the week so when one (1) officer is off-duty on earned time off no overtime has to be expended to replace said officer. The loss of the one (1) officer caused an increase in overtime between April 2016 and June 2016. There was also a significant increase in the usage of overtime between July 1, 2015 and June 30, 2016 due to one (1) officer that was out of work on extended injury for the fiscal year.

All of the Police Officers in our department's Patrol Division did an excellent job as well. They vigilantly patrolled our Town streets, especially in the areas where there were increases in crime, they conducted motor vehicle enforcement throughout the Town as much as possible based on the shift work loads, especially with respect to speeding, improper cell phone usage, failure to obey traffic control signals, failure to obey stop signs, and failure to wear seat belts. The officers also made multiple arrests for driving under the influence of alcohol and/or narcotics. They worked diligently on a daily basis to foster better police-community relations with our citizens by ensuring there was an open line of communication between them and our community members, and they worked hard to ensure that crime remained at the lowest possible level in our Town. The Split-Shift Sergeant position which was negotiated and created to cover the first and second shifts when these respective shift Sergeants were on their regular days off continues to work very well. This position has helped create a continuity of supervision on these shifts and has helped decrease overtime expenditures for the off duty reviewing and signing of paperwork by the Sergeants.

In addition to the accomplishments of the School Resource Officer, the Criminal Investigation Unit, the Animal Control Officer/Police Officer, the Canine Handler, and the Police Officers in the Patrol Division, the following is a list of some of the other accomplishments and improvements for our department for fiscal year July 1, 2015 to June 30, 2016:

Compilation and dissemination of the following Procedural Directives: #15-44, “Complaints That Allege Misconduct By Law Enforcement Agency Personnel”; 15-45, “Domestic Violence Lethality Assessment Program”; 15-46, “Naloxone/Narcan, 15-47, “License Plate Reader Policy and Use”, 15-48, Disposal of Media Policy and Procedures; 15-49, Disciplinary Policy Regarding Misuse of Computing Networking or Information Resources; 15-50, Media Protection Policy; 15-51, Physical Protection Policy; 15-52, Personally Owned Device Policy; 16-33, “Recruitment, Selection, Retention and Promotion of Officers; and 16-53, Awards.

The Mobile Data Terminals (MDTs) continue to be very helpful to the officers.

Two (2) Officers were nominated and chosen to receive awards for the most DUI arrests in our department. They were presented with the awards and honored at a ceremony/luncheon sponsored by MADD at MADD’s Law Enforcement Recognition Ceremony. These awards are based on several different categories, i.e. DUI enforcement, education, community involvement, training, volunteering with MADD, and underage drinking.

Implementation of the tenth Annual “Officer Phil” Program at Harry S. Fisher Elementary and Plymouth Center Schools for the children in grades kindergarten through five which is a free educational program in which the presenter employs various entertainment techniques to address the issues of “Stranger Danger”, wearing seatbelts, crossing the street, riding the school bus, and strangers on the internet/internet safety (this last topic was included with the other topics for the third, fourth and fifth grade students in both schools).

Increase in the clearance of Part 1 Crimes.

Reduction in crime in several of the Part 1 Crimes.

Increase in motor vehicle enforcement especially in the use of radar and distracted driving such as cell phone usage.

Driving under the Influence (DUI) Roving Patrol Details were conducted.

Increased patrol checks of various problem locations.

Continued effort to strengthen and improve Police-Community relations.

The Plymouth Police Department obtained the following total grants, reimbursements, and donations for fiscal year July 1, 2015 to June 30, 2016:

The total amount of donations for the Canine Magnum Fund was \$5,772.18.

The total amount of grant money, reimbursements, and other was \$20,727.45.

Grand total received by the department for the past fiscal year was: \$26,499.63.

Between July 1, 2015 and June 30, 2016 there was the following:

15,585	Calls for Service
202	Investigations
282	Criminal Arrests

Motor Vehicle Enforcement

161	Motor Vehicle Arrests
519	Infractions
130	Written Warnings
2,049	Verbal Warnings
23	Parking Tags

Fire Department

Terryville Fire Department Mission Statement:

Through professionalism, dedication, integrity, and training the Terryville Fire Department operates to safeguard the lives and property and to enhance the quality of life of the residents of the Town of Plymouth. This will be achieved by providing a vast range of emergency services, strong public relations, and fire safety education. We also strive to protect and preserve the health of our firefighters and return them safely to their families.

In the fiscal year between July 1, 2015 and June 30, 2016 the Terryville volunteer fire department, a 24hr-7 day a week free service, responded to 421 calls for assistance. In that time, we have also visited every school, pre-school, day care, elderly housing in town and Adams plaza, to teach and promote fire safety and prevention. We are on call 24/7 during holidays, major storms and any event where our services are needed so we continue to provide the most up to date and highly trained emergency services to the town of Plymouth. The department also ordered a new f-450 utility vehicle to replace a 20+yr old apparatus.

There are three fire stations: the Terryville HQ station on Harwinton Avenue, the Plymouth station on Main Street, Plymouth, and the Fall Mountain station at the intersection of Allentown Road and Town Line Road. There are four companies in the Terryville Fire Department: three engine companies and one ladder company.

The fire apparatus in the Terryville Fire Department consists of:

1 – 2000 gallon Engine/Tanker	1 – Mini Pumper/Mini Rescue
4 – 1000 gallon Engines	1 - ATV
2 – 750 gallon Engines	1 – Utility Truck
1 - Heavy Rescue Truck	3 – Rescue Boats
1 – 75 ft. Tower Truck	1 – Command Vehicle

Present Terryville Fire Department Chain of Command

- Car 1 Chief Mark Sekorski
- Car 2 Assistant Chief Ray Kovalski
- Car 3 Deputy Chief Chris Masi
- Car 4 Deputy Chief Greg Cody
- Car 5 Captain Scott Milliken, Hose Company #1
- Car 6 Captain Tom O’Keefe, Hose Company #4
- Car 7 Captain Derrick Freimuth, Ladder Company
- Car 8 Captain Tom Zagurski, Plymouth Company
- Car 9 Captain Anthony Orsini, Health & Safety Officer
- Victor Mitchell, Department Chaplan
- Scott Poulton, Training Officer

Public Works

The *Department of Public Works* is responsible for the management and operations of the Town Hall, Highway Department, Transfer Station, Leaf/Brush Facility, Maintenance Garage, Engineering, and supports the needs of many departments and various other Town facilities. The Highway Department is responsible for the maintenance repair of over eighty-four miles of paved, as well as a portion of unpaved Town-owned roads, and bridges with a replacement value of over sixty million dollars. Highway Dept. services include: roadway reconstruction,

snow removal, brush mowing, tree trimming and removal, stump grinding, line painting, street sign replacement, bridge repair, paving, guide rail installation, lawn mowing and drainage improvements.

The roadway program for this year included the following areas:

Catchbasin, Curbing or Drainage – Shoulder Work:

Charles St., Dawn Lane, Eagle St., Helen Rd., Hickory St., Hillside Ave. (Terryville), Ives Lane, Lake Plymouth Blvd., Maple St., Old Waterbury Rd., Pearl St., Pleasant St., Todd Hollow Rd., Wolcott Rd.

Road Improvements:

Allen St., Allentown Rd., Charles St., Eagle St., Fall Mountain Lake Area Roads, Greystone Rd., Haase Ave., Harwinton Ave., Hillside Ave. (Terryville), N Main St., Prospect St., Prospect St. Ext., Schroback Rd., So. Main St., Industrial Park -Preston Rd., Schultz St.

Over 100 trees were trimmed or removed in various locations including the following areas: Crescent St., E. Orchard St., Harwinton Ave., Hillside Ave, Maple St., Minor Rd., North St., N. Higgins St., Sawmill Rd., S. Eagle St., Tomlinson Ave., Washington Rd., Wolcott Rd., and the Plymouth Recreational Reservoir.

The Public Works Department performed tirelessly to keep roads clear and made safe for travel.

Christmas tree collection was completed in January.

The vehicle *Maintenance Department* is responsible for and oversees the maintenance and repair of over sixty municipally owned vehicles as well as countless small engine pieces of equipment. The vehicles serviced by the maintenance garage include: Police, Fire, Recreation, the Senior Van, Ambulance, WPCA and Public Works Department.

The *Transfer Station facility* is responsible for the proper handling of mixed residential solid waste and the recycling of scrap metal. Income from scrap metal was over \$17,423. We also received rebates in the amount of \$5,386 for recyclable materials collected at the facility. Waste motor oil and bulky waste are also segregated for proper disposal at the Transfer Station. The annual Spring drop off period at the transfer station had excellent response again this year. A new program for disposal of paint was implemented at the facility and over 9,000 gals of material was collected.

The *Leaf and Brush facility* is open on Saturdays from April through November each year.

The *Town Hall Building Maintenance Department* is responsible for maintenance and repair of the Town Hall, snow removal and grounds maintenance.

The Public Works Department responds to various requests for services. Our internet based service request program had 220 new service requests. We closed 415 open requests by June 30. We have had over 2,703 service requests from residents since the on-line system was implemented and we have closed out 2,463 requests to date. Residents can obtain solid waste disposal permits from the Public Works office for proper disposal at the Transfer Station.

Over 576 permits were issued for disposal of demolition materials, tires and bulky waste. The department also issued 56 permits for driveway installation and excavation within the public right of ways, and the inspections are made by the Public Works Department.

The solid waste program is administered through the Public Works Department. The solid waste program consists of contracted curbside residential bi-monthly recyclable collection for over four thousand households. The program was changed to an automated program at the beginning of October 2011 and Plymouth's recycling tonnage has increased each year. Over 900 tons of glass bottles, cans newspaper and cardboard are recycled by town residents and then transported to the regional processing facility, which is located in Berlin. Over 2,100 tons of residential solid waste, was disposed of at the Transfer Station and transported for disposal and over 5,000 tons of solid waste townwide was delivered to the Covanta Facility in Bristol. The Transfer Station operation also recycled 3,075 gallons of waste oil, 102 tons of metal, and 50 tons of electronic waste. All Solid waste haulers are required to register and obtain hauling permits annually through the Public Works Department. Six (6) Household Hazardous Waste Collection events were held in the region that Plymouth residents were able to attend.

The Public Works office is responsible for design and oversight of several capital projects, CBYD mark outs, excavation permitting, inspection of future town roads and facilities, and procurement of commodities.

Some of the construction projects that have been worked on this year included: On-going work at the Waterwheel Park and Main Street Streetscape Improvements, Fall Mountain Water Rd. Paving, N. Main St. Bridge Improvements, Bemis St. Reconstruction Project, and Safe Routes to School Sidewalk Project.

Human Services

The Human Services Department is advised by dedicated Commissioners: Heidi Caron, Sally Bain-Picard, Helena Schwalm, Fredrick Schwalm, Elzina (Dickie) Zalaski, Karen Saccu, Rev, Christopher Drew and Tracy Dupont.

The Human Services Department provides confidential assistance to town residents of all ages. Assistance includes but is not limited to, referrals to state, federal and local programs to aid in helping residents with heating, food, insurance and basic needs to sustain a healthy quality of life.

The Human Services Director is the appointed Municipal Agent for the Elderly and a mandated reporter for child and elder abuse.

The Human Services Department assists residents of all ages with the application process of applying for state benefits such as SNAP, Husky, and other state assistance. There are times when a resident will receive a letter from the Department of Social Services and it will be confusing so the Director of Human Services will act as an advocate for the resident and straighten out any problem that arises in the benefits the client is receiving.

The office also assists the elderly and persons with disabilities with unbiased Medicare information by being certified by the state of CT in CHOICES counseling. This includes

Medicare Part D (Prescription drug coverage), Advantage Plans, Supplement plans and screening for Medicare Savings Program and Low Income Subsidy (extra help). Monthly Podiatry clinics are scheduled with a Podiatrist who bills the patients insurance. Two AARP safe driving courses are scheduled each year for spring and fall. Farmer's Market coupons were distributed, six \$3.00 coupons for persons over 60 years of age and persons with disabilities living in subsidized housing to use at local Famer's Markets.

The Human Services office works with Plymouth families in need. The Small Wonders Committee provided holiday gifts to 170 children in 70 families and 90 children in 39 families were given backpacks filled with clothes, school supplies and a gift card to Payless Shoes.

Human Services received a grant from Main ST Foundation, Women and Girls Fund to have a Senior Nutrition Class. Four – six week long sessions took place.

Libraries

The mission of the Terryville Public Library is to be a dynamic hub supporting the process of learning through knowledge, conversation and community. Our vision is to significantly improve the lives of our community. In our efforts to meet the dynamic needs of our community, we continually provide relevant programming, and current, pertinent library holdings regardless of format. The Library Director and the Library Board of Directors are pleased to report that the year ending June 30, 2016 was a successful one in terms of our mission.

The following report is an overview of library activities and achievements over the past year.

Our Bibliomation consortium consists of 60 public library members and 20 schools in the member towns. While staff operations are managed through our use of the open source Evergreen system, the public catalog interface allows our users online access to their borrowing information and provides the ability to request an item be held for them.

In addition to our very successful children's summer and winter reading programs, we continued the adult and teen summer reading programs. Music, crafts, live animals, Henna tattoos, science experiments, magic show, Legos, watercolors, and lots and lots of reading all ending with a concert, party and rewards.

The Friends of the Library continue to work to raise funds for the library. Their *Booktique* at 244 Main Street is a big hit with the used book crowd. They are open the third Saturday of each month and often have a special theme each month. Their efforts help to underwrite library programming including the highly successful summer reading programs. They purchase passes for patron use to numerous Connecticut attractions providing free or reduced admission.

The library continues to partner with the Chamber of Commerce for two very successful annual programs. Funding was provided for the *Visit with Santa* and our annual *Children's Concert on the Green* specifically geared for a young audience during our summer reading program.

Throughout the year, the Library has collaborated with multiple community organizations and groups including the Plymouth Human Services Department, the Plymouth Historical Society,

the Plymouth Community Food Pantry, the Terryville High School Leo's Club and School to Career Office, the United Way of West Central CT, the Plymouth Early Childhood Council, Plymouth Parks and Recreation, Family Resource Center and the Girl Scouts of CT.

Additional grant funding for materials and programming for specific populations has been generously provided by the Terryville Lions Club and Kids Dental Care.

Our calendar of events is available on line at our website <http://www.terryvillepl.info/> or in our newsletter available in the library or online.

Adult Services, Reference and Interlibrary Loans:

Over 6000 reference questions were answered by the adult and children's staff this year. Averaging over 500 questions a month, requests are made in-person, via telephone or email. Requests at tplstaff@biblio.org are answered within 24 hours.

Over 9129 patrons used the children's and adult public computers which have access to the Internet, productivity software, educational programs and resume writing software. Reference staff processed 5300 interlibrary loans. 1480 items were lent to us from other libraries for our patrons and we lent 3820 items to other libraries for their patrons. The State Library's DeliverIT CT service transports items among the various libraries. Due to State budget issues, the system failed to maintain a steady service impacting our patron borrowing.

Community artists, young and old, are encouraged to display their artwork or collections in the library. Displays change monthly. The display wall on the upper level serves to showcase hanging artwork. The display cabinets, one on each level, serve to showcase collections or pieces of art. We encourage the use of the lower level cabinet showcase for children's collections and creative artwork. There continues to be a significant demand for the display of artwork. Receptions are arranged by request.

Staff organizes thematic book and material displays, and updates the resources on the website and Facebook page.

The Adult Services coordinated 79 programs this year. The total attendance for all adult and young adult programs was 739. These included: special interest programs, tax preparation, book discussion groups, and self-help programs.

Children's Services:

The Children's Services conducted 343 programs with a combined attendance of 4731 children. These included story hours for children birth through 5 years, summer and winter reading programs, holiday activities, book discussions, craft programs, movie showings, live animal programs, lots of music, visits by school classes and the Tiger Cubs.

The Children's Department introduced two new programs this year:

Dancing Feet – music and movement program for children ages 1-4

1000 Books Before Kindergarten – ongoing program that encourages parents to read 1000 books to their child before the start of Kindergarten

The staff conducted outreach in the community with monthly visits to preschool classrooms at the Terry Nursery School, Family Resource Centers, Head Start and The Learning Center.

The Children's Librarian continues to be an active member of the Plymouth Early Childhood Council, whose mission is to ensure that all Plymouth children ages birth through eight are healthy, safe, and successful in school.

The Children's area provides multiple opportunities for play, learning and socialization. Currently, many games and toys (including blocks, a kitchen set, a train table and more) encourage families to stay and socialize.

TumbleBookLibrary is a collection of online animated picture books to encourage young children to read. 3,256 titles were viewed this past year.

The upgraded Early Literacy Station, providing over 50 educational software titles in 7 curricular areas for ages 2-8, was used for 1008 sessions.

Circulation Services:

Library circulation for the fiscal year was 57,265 items, averaging over 23 transactions per hour. This does not include the circulation of online items from *TumbleBookLibrary* picture books (3,256), from *Overdrive* audiobooks (823) and ebooks (1090), and from *Hoopla* movies (150), music and audiobooks (270).

The circulation staff reports over 3438 town residents have active library cards. Connecticut library cards are valid at any library in the state.

Circulation staff provides the focal point for all library activities. Activities include checking items in and out of the library, recommending resources, organizing and shelving these items to make them accessible for patron use, answering phone calls, placing items on reserve, assisting with the copier, computers and printers, providing backup for the children's room and reference, and signing up program attendees.

Our faxing service faxed 1733 pages this past year for patrons.

The Collection:

As of June 30, 2016 our total physical collection of 62,252 items includes books, magazines, music, videos, audiobooks, and children's kits. Online access to ebooks, audiobooks, videos and music supplements the physical collection. While we continually reorganize and redesign our use of space to provide reading areas, study areas and computer access areas, the space limitations do impact our overall functionality.

With thanks to the Connecticut State Library and the Department of Higher Education, the citizens of Connecticut have access to a core level of online information resources at <http://www.iCONN.org>. Most of these databases are full text providing our residents with a broad base of information, newspapers, magazines, and downloadable audiobooks and ebooks available online from the library and home.

To complement the State online collection, we have available online *Consumer Reports Online* (consumer buying rating reviews), *Encyclopedia Britannica Online* (both adult and children's), *Novelist Plus* (read alike advisory), *Learning Express Library* (over 1,000 practice exams and skill building tutorials including the SAT exam now required of all 11th grade students), *Teen Health and Wellness* (up to date teen issues), *eSequels* (reader's guide to novels in series), *Small Engine Repair*, and *Auto Repair Reference Center*. We no longer

purchase hard copies of the information available in these resources.

Through our Bibliomation consortium, we participate in a downloadable media collection from *OverDrive*. Library users may download audiobook and ebook titles to their computer or portable devices.

A service through *Hoopla* from Midwest Tapes gives patron access to online movies, older TV programs, and audiobooks.

Hours:

The library is open 52 hours per week. Library hours are: Monday – Wednesday 10am-8pm; Thursday 10am-6pm; Friday and Saturday 10am-5pm. (We are closed Saturday July through Labor Day.)

Library Board Officers:

Mary Wollenberg, Chairman; Linda Kazmierski, Vice Chairman; Bonnie Leroux, Treasurer; Sandy Klimkoski, Secretary.

Parks and Recreation

The Plymouth Parks and Recreation Commission (PP&RC) is chartered to “to serve the needs, general and specific, of all Town of Plymouth citizens in matters of recreation.”

This mission helps guide the Plymouth Parks and Recreation Department to have the ability to bring together the desires and efforts of volunteers, community and civic organizations, and local businesses.

In 2015, The Friends of Lake Winfield, “CITIZENS FOR THE BEAUTIFICATION, PRESEVERVATION, AND SUSTAINABILTY OF PLYMOUTH’S GREAT LAKE” was established and among their accomplishments they provided mileage markers for the walking track, banners for the decorative light poles that illuminate Seymour Road and perhaps above all, hosted their inaugural twilight walk where “family & friends came together to enjoy music, games, and more”. Glow gear and lanterns adorned the Lake and were witnessed by 100’s of attendees.

Phase II of the PR&RC’s commitment to enhance the Plymouth Reservoir Recreation Area (PRRA) has been achieved. Hiking trails were blazed and today provide over 3.5 miles of spectacular scenery.

Thanks to another grant awarded to the PP&RC by the Thomaston Savings Bank Foundation, Inc. the outdoor basketball court at Veteran’s Memorial Playground were resurfaced in October, 2015. This improvement to this popular facility is well timed as we expand the participation and opportunities of the Plymouth Youth Rec Basketball Leagues.

Your PP&RC continues its efforts to assess and monitor the water quality at Lake Winfield and the PRRA. Almost daily park staff attends to a variety of maintenance issues at these parks; both are among Plymouth’s greatest assets. Cooperation and communication with several town boards, commissions, departments and the Mayor’s office is required to assure the Town’s best interests are met.

The Plymouth Community Garden remains to meet the rising demand of health conscience and in some cases financially prudent citizens. The garden annually produces bountiful harvests and from this harvest local volunteers are proud to donate hundreds of pounds of fresh fruit and vegetables to the Plymouth Community Food Pantry. Also, the community garden is a great example of multi-generational and socio-economic groups

The Youth Rec Summer Camp provides tons of fun, games and a safe environment for countless local families. This is possible through and with the cooperation of the Plymouth Board of Education and many others. Your dedicated staff takes an abundance of pride to ensure that your camp remains one of increasingly high quality and affordable to working families.

The Plymouth Parks and Recreation Department continues to offer a variety of programs For All Seasons and All Ages. Take a tour of www.plymouthtownrec.com to learn more about the ever expanding recreational opportunities for adults, seniors, children, families and you.

Land Use

This is to give you an insight into the past year in the life of the Land Use Department and the seven boards and committees that our office serves and works with. There are four citizen land use boards of the Town which are concerned with and responsible for how land is used. The Planning & Zoning Commission oversees in regards to how land is used. The Inland Wetlands & Conservation Commission is the guardian of wetland and watercourse areas and advisor to the Town on environmental issues. The Economic Development Commission watches over the Town's economy, seeking to grow the Town's business tax base which provide tax revenue to the Town and employment opportunities for people in our Town. The fourth board is the Zoning Board of Appeals, which has a much different role than the other three. The Zoning Board of Appeals is the rule bender in the development process, allowing zoning rules to be modified if the circumstances warrant it and also serves as the arbitrator on decisions of the Zoning Enforcement Officer.

In addition to the volunteer citizen boards, there are three specialized committees. Two are comprised of Town Hall professionals: the Code Enforcement Committee which the Zoning / Wetland Enforcement Officer chairs; and the Tax Incentive Committee which the Planning & Economic Development Director serves on. The third is the Real Estate Committee, which, the Planning & Economic Development Director, together with the Tax Collector, advise and coordinate. The charge of the Real Estate Committee is to review properties that the Town has accrued by tax default and then determine whether to sell for revenue or keep for future use by the Town. The Real Estate Committee is comprised of two members of the Town Council and the chair of the Economic Development Commission.

The four boards and three committees are advised by two staff members. One is the Director of Planning & Economic Development, who is Margus Laan. The other is the Zoning Wetland Enforcement Officer and we have been fortunate to have two during the past fiscal year. One is David Perkins, who served the Town until February of 2016, and the second is Scott Eisenlohr, who joined the team in May 2016. In addition, there is our administrative support team located in the office located across the hall.

Of the four citizen boards, the Planning & Zoning Commission had the most dramatic moment of the year, by far. The application of Prepared To Act LLC for a shooting facility on Wolcott Road generated impassioned debate on the firearms clubs and recreational shooting in Plymouth which resulted in the enactment of a moratorium on firearms clubs and applications in Town. The application became so newsworthy that Plymouth made the evening newscasts of three Connecticut television stations whose news crews were dispatched to Town Hall to cover the story. Fortunately, other applications were far more mundane, not prompting visits of television news crews and any time on evening newscasts. Among these applications were four for accessory apartments, revision to the Quail Hollow Senior Village expansion and a radio tower proposal for a church to enhance their ability to transmit radio signals and expand the broadcast area of the service from their church, which allows people to enjoy religious services, especially those who are homebound.

Katie's Meats is an example when three boards worked together to facilitate growth in Town. Katie's Meats is a micro-harvesting enterprise (an alternative term is "boutique butcher") that found the right location in the Town's Business Park. The approval process involved three boards. The Economic Development Commission which began and finished the process, finding the right site at the start and then assisting the project with economic incentives at the end of the process. As the property had wetland areas, the Inland Wetlands & Conservation Commission was involved in project review and prompted a forum to be held with the neighbors that eased the fears of neighborhood people. The Planning & Zoning Commission oversaw the project plans and assured that the fit will be right.

An initiative entitled the Lake Winfield Revitalization Plan is an example where one land use board, the Inland Wetlands & Conservation Commission, is working in partnership with two departments of the Town, Parks & Recreation and Public Works, to create an on-going, evolving plan to improve and enhance a neglected resource of the Town. Members of the Inland Wetlands & Conservation Commission share their insights and knowledge on wetland issues in the development of the plan to remake Lake Winfield into a premiere four season recreational area.

Real Estate Committee

The Real Estate Committee (REC) operates under guidelines approved by the Plymouth Town Council. This three member committee, scheduled to meet once a month, is made up of two members of the Town Council and the Director of Parks and Recreation.

When properties are acquired by the Town of Plymouth, state statute requires that the Town's Planning Agency review each property to determine if a property should remain part of the Town's inventory; a public park, open space, or for a municipal improvement. The Planning Agency may otherwise approve that the (REC) market the property for sale. Any proposals and subsequent transfer of Town owned property ultimately requires the approval of the Plymouth Town Council.

Building

The Building Department is responsible for issuing building permits, answering questions from the public, inspecting all permitted projects, inspection of any rental units for housing compliance and review of plans.

The Building Department implemented an on-line permitting system for residents and contractors, all permits must be completed on-line or at the public kiosk located in the Town Hall. Since implantation of the system there has been a significant increase in permits and it is much easier to track information.

Permits are required for any repair, remodel, addition, alteration, or new construction which includes sheds, gazebos, decks, pools, etc. Permits are also required for all electrical, mechanical, or plumbing work whether new work or repairs/alterations. There is also a penalty for any work completed without a proper permit.

The following permits were issued between July 1, 2015 and June 30, 2016:

Building Permits	600
Plumbing Permits	106
Mechanical Permits	175
Electrical Permits	334
Demolition Permits	26
TOTAL PERMITS	1,241

The Total Construction Value of all Permits issued during this period was \$15,670,938.

Plymouth Board of Education

Plymouth Public Schools ended the 2015-16 year with a minor budgetary surplus. We achieved this – despite significantly higher than expected costs related to our Special Education programs and defined benefit pension – through an extended freeze on discretionary spending and favorable energy and maintenance costs in a very mild winter. From an operational perspective, we had several notable achievements during the year, including the deployment of Readers’ and Writers’ Workshop at the elementary school level; the installation of roof- or ground-mount solar arrays at each of our four schools; security upgrades at the main entry ways at our elementary schools; and the initiation of the first major re-write of Board of Education policies in two decades. In addition, we recently received data that our elementary and middle school students experienced strong growth in academic performance compared to the 2014-15 school year, as measured by the SBAC assessments. We will continue to build on those foundational achievements in 2016-17 and beyond, and continue to challenge, inspire and prepare our students for a 21st century world.

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Town of Plymouth
 General Fund Revenue/Expenditures Summary - INCLUDING YEAR END BUDGETARY TRANSFERS

Fiscal Year to Date Ending 6/30/2016
 *****UNAUDITED RESULTS***** SUBJECT TO CHANGE

	FY2015-16 ORIGINAL BUDGET	FY2015-16 AMENDED BUDGET	2016 BUDGETARY TRANSFERS	FY2015-16 REVISED BUDGET	YEAR-TO-DATE ACTUALS	ENCUMBERED	YTD ACTUALS WITH ENCUMBER	Y-T-D VARIANCE POS. (NEG.)	PERCENT VAR. POS. (NEG.)
REVENUES BY SOURCE:									
CURRENT TAX LEVY	26,431,858	26,431,858	-	26,431,858	26,139,826	-	26,139,826	(292,032)	-1.10%
PRIOR YEARS TAXES	600,000	600,000	-	600,000	422,702	-	422,702	(177,298)	-29.55%
INTEREST & LIEN FEES	260,000	260,000	-	260,000	281,430	-	281,430	21,430	8.24%
MOTOR VEHICLE SUPPLEMENT	275,000	275,000	-	275,000	314,381	-	314,381	39,381	14.32%
CHARGES FOR SERVICES (ALL)	800,550	800,550	-	800,550	360,519	-	360,519	(440,031)	-54.97%
STATE GRANTS /INTERGOV.	10,848,706	10,848,706	-	10,848,706	11,000,926	-	11,000,926	152,220	1.40%
INVESTMENT & MISC. INCOME	102,813	102,813	-	102,813	43,105	-	43,105	(59,708)	-58.07%
OPERATING TRANSFERS IN	60,000	60,000	-	60,000	60,000	-	60,000	-	0.00%
SUBTOTAL P.L.L.O.T.	56,737	56,737	-	56,737	59,786	-	59,786	3,049	5.37%
BUDGETARY APPROPRIATIONS	-	188,184	-	188,184	-	-	-	(188,184)	-100.00%
TOTAL REVENUES	39,435,664	39,623,848	-	39,623,848	38,682,675	-	38,682,675	(941,173)	-2.38%
EXPENDITURES BY DEPARTMENT									
GENERAL GOVERNMENT:									
001 MAYOR'S OFFICE	138,858	151,981 **	(1,039)	150,942	150,942	-	150,942	0	0.00%
002 TOWN COUNCIL	5,575	5,575	(142)	5,433	5,433	-	5,433	0	0.01%
003 HUMAN RESOURCES	29,000	29,000	(4,052)	24,948	24,949	-	24,949	(1)	0.00%
005 FINANCE DIR. OFFICE	193,970	262,577 **	3,528	266,105	266,105	-	266,105	(0)	0.00%
006 CENTRAL OFFICE	91,500	91,500	14,986	106,486	106,232	254	106,486	0	0.00%
007 TREASURER	3,600	3,600	-	3,600	3,600	-	3,600	-	0.00%
011 REGISTRARS	50,800	50,800	9,880	60,680	60,080	600	60,680	(0)	0.00%
013 BOARD OF FINANCE	122,750	94,750 **	(26,240)	68,510	68,510	-	68,510	0	0.00%
014 ASSESSOR'S OFFICE	128,785	96,778 *	9,998	106,776	106,776	-	106,776	(0)	0.00%
015 BOARD OF TAX APPEALS	890	890	(664)	226	226	-	226	0	0.05%
016 TAX COLLECTOR'S OFFICE	150,745	150,745	(4,117)	146,628	146,628	-	146,628	0	0.00%
017 LEGAL SERVICES	125,000	145,000 *	-	145,000	286,850	-	286,850	(141,850)	-97.83%
019 PROP. & LIABILITY INSURANCE	905,500	905,500	11,574	917,074	917,074	-	917,074	(0)	0.00%
020 EMPLOYEE BENEFITS	2,888,000	2,888,000	128,264	3,016,264	3,225,483	-	3,225,483	(209,219)	-7.24%
021 HEART & HYPERTENSION	9,000	9,000	2,488	11,488	11,488	-	11,488	(0)	0.00%
022 TOWN CLERK'S OFFICE	116,350	116,350	(8,693)	107,657	107,657	-	107,657	0	0.00%
023 PROBATE COURT	5,000	5,000	(350)	4,650	4,650	-	4,650	-	0.00%
027 SPECIAL SERVICES	20,925	20,925	(1,423)	19,502	19,502	-	19,502	(0)	0.00%
SUB-TOTAL GENERAL GOV.	4,986,248	5,027,971	133,998	5,161,969	5,512,184	654	5,513,038	(351,069)	-6.98%
PUBLIC SAFETY:									
031 FIRE MARSHAL'S OFFICE	65,993	65,993	3,504	69,497	69,497	-	69,497	(0)	0.00%
032 POLICE DEPARTMENT	1,956,871	1,956,871 *	97,499	2,054,370	2,052,664	1,706	2,054,370	0	0.00%
033 EMERGENCY MANAGEMENT	22,780	22,780	7,405	30,185	24,406	5,779	30,185	0	0.00%
034 ANIMAL CONTROL	15,950	15,950	(883)	15,067	15,067	-	15,067	(0)	0.00%
035 COMMUNICATIONS	358,925	430,386 **	43,729	474,115	447,208	26,907	474,115	-	0.00%
036 FIRE DEPARTMENT HQ	216,055	216,055	(1,486)	214,559	214,199	360	214,559	(0)	0.00%
037 TERRYVILLE STATION	20,850	20,850	211	21,061	21,061	-	21,061	(0)	0.00%
038 PLYMOUTH STATION	12,000	12,000	1,572	13,572	13,572	-	13,572	(0)	0.00%
039 FALL MTN. STATION	11,900	11,900	514	12,414	12,414	-	12,414	(0)	0.00%
SUB-TOTAL PUBLIC SAFETY	2,681,324	2,752,785	152,055	2,904,840	2,870,089	34,752	2,904,841	(1)	0.00%
PUBLIC WORKS:									
026 TOWN HALL MAINT.	275,595	268,845 *	43,310	312,155	312,155	-	312,155	0	0.00%
030 UTILITIES	552,400	552,400	6,989	559,389	559,389	-	559,389	(0)	0.00%
040 SNOW REMOVAL	334,200	334,100 *	(84,353)	249,747	249,747	-	249,747	(0)	0.00%

* Amended budget reflects any line item transfers approved by BOF

Town of Plymouth
General Fund Revenue/Expenditures Summary - INCLUDING YEAR END BUDGETARY TRANSFERS
Fiscal Year to Date Ending 6/30/2016

******UNAUDITED RESULTS**** SUBJECT TO CHANGE**

	FY2015-16 ORIGINAL BUDGET	FY2015-16 AMENDED BUDGET	2016 BUDGETARY TRANSFERS	FY2015-16 REVISED BUDGET	YEAR-TO-DATE ACTUALS	ENCUMBERED	YTD ACTUALS WITH ENCUMBERED	Y-T-D VARIANCE POS. (NEG.)	PERCENT VAR. POS. (NEG.)
041	798,230	812,855	91,206	904,061	903,861	200	904,061	0	0.00%
043	52,250	51,075	(4,354)	46,721	46,721		46,721	0	0.00%
044	769,840	763,295	(206,225)	557,070	556,956	114	557,070	0	0.00%
046	171,200	152,045	(20,903)	131,142	131,142		131,142	(0)	0.00%
047	443,990	463,090	(95,392)	367,698	367,698		367,698	(0)	0.00%
051	67,080	67,080	12,483	79,563	79,563		79,563	0	0.00%
	3,464,785	3,464,785	(257,239)	3,207,546	3,207,232	314	3,207,546	0	0.00%
SUB-TOTAL PUBLIC WORKS									
HEALTH AND SOCIAL SERVICES:									
060	2,200	2,200	(164)	2,036	2,037		2,037	(1)	-0.02%
061	57,975	57,975	(2,314)	55,661	55,661		55,661	0	0.00%
062	66,095	66,095	(689)	65,406	65,406		65,406	(0)	0.00%
065	29,100	29,100	9,587	38,687	38,687		38,687	(0)	0.00%
066	860	860	(3)	857	857		857	-	0.00%
067	41,500	41,500	2,998	44,498	44,498		44,498	0	0.00%
	197,730	197,730	9,415	207,145	207,146	-	207,146	(1)	0.00%
SUB-TOTAL HEALTH									
LIBRARIES:									
070	466,076	466,076	(3,695)	462,381	461,881	500	462,381	0	0.00%
071	24,000	24,000		24,000	24,000		24,000	-	0.00%
	490,076	490,076	(3,695)	486,381	485,881	500	486,381	0	0.00%
SUB-TOTAL LIBRARIES									
PARKS & RECREATION:									
080	193,940	193,940		193,940	183,985	101	184,086	9,854	5.08%
SUB-TOTAL PARKS & RECREATION DEPT.									
LAND USE:									
024	166,221	166,221	(17,859)	148,362	148,064	298	148,362	(0)	0.00%
025	3,850	3,850	(2,097)	1,753	1,665	88	1,753	(0)	-0.01%
049	5,200	5,200	(2,027)	3,173	3,110	63	3,173	(0)	-0.01%
095	6,000	6,000	(2,000)	4,000	4,000		4,000	-	0.00%
096	3,000	3,000	(1,538)	1,462	1,463		1,463	(1)	-0.02%
097	24,700	24,700	941	25,641	25,641		25,641	(0)	0.00%
	208,971	208,971	(24,580)	184,391	183,944	449	184,393	(2)	0.00%
SUB-TOTAL LAND USE									
CAPITAL OUTLAYS & N.R.E.:									
	582,000	582,000		657,000	657,000		657,000	-	0.00%
SUB-TOTAL CAPITAL OUTLAY									
DEBT SERVICE:									
090	666,133	666,133	(11,502)	654,631	654,631	-	654,631	(0)	0.00%
091	2,211,667	2,211,667	1,548	2,213,215	2,213,215	-	2,213,215	(0)	0.00%
	2,877,800	2,877,800	(9,954)	2,867,846	2,867,846	-	2,867,846	(0)	0.00%
TOTAL DEBT SERVICE									
TOTALS:									
069	15,682,874	15,871,058	-	15,871,058	16,175,307	36,969	16,212,276	(341,218)	-2.15%
	23,752,790	23,752,790		23,752,790	22,795,958	919,242	23,715,200	37,590	0.16%
	39,435,664	39,623,848	-	39,623,848	38,971,265	956,211	39,927,476	(303,628)	-0.77%
TOTAL GENERAL FUND EXP.									

** Comptroller's/Mayor's Office Appropriation 41,723
 Communication's Appropriation 71,461
 Generator Appropriation - Cap Projects 75,000
 188,184

PROJECTED GENERAL FUND SURPLUS (DEFICIT)
(1,244,801)

* Amended budget reflects any line item transfers approved by BOF

Town of Plymouth
General Fund Revenue/Expenditures Summary - PRIOR TO BUDGETARY TRANSFERS
 Fiscal Year to Date Ending **6/30/2016**
*******UNAUDITED RESULTS - SUBJECT TO CHANGE*******

	FY2015-16 ORIGINAL BUDGET	FY2015-16 AMENDED BUDGET	2016 BUDGETARY TRANSFERS	FY2015-16 REVISED BUDGET	YEAR-TO-DATE ACTUALS	ENCUMB.	YTD ACTUALS WITH ENCUMB.	Y-T-D VARIANCE POS. (NEG.)	PERCENT VAR. POS. (NEG.)
REVENUES BY SOURCE:									
CURRENT TAX LEVY	26,431,858	26,431,858		151,981	26,139,826		26,139,826	(292,032)	-1.10%
PRIOR YEARS TAXES	600,000	600,000		5,575	422,702		422,702	(177,298)	-29.55%
INTEREST & LIEN FEES	260,000	260,000		29,000	281,430		281,430	21,430	8.24%
MOTOR VEHICLE SUPPLEMENT	275,000	275,000		262,577	314,381		314,381	39,381	14.32%
CHARGES FOR SERVICES (ALL)	800,550	800,550		91,500	360,519		360,519	(440,031)	-54.97%
STATE GRANTS / INTERGOV.	10,848,706	10,848,706		3,600	11,000,926		11,000,926	152,220	1.40%
INVESTMENT & MISC. INCOME	102,813	102,813		50,800	43,105		43,105	(59,708)	-58.07%
OPERATING TRANSFERS IN	60,000	60,000		94,750	60,000		60,000	-	0.00%
SUBTOTAL P.I.L.O.T.	56,737	56,737		96,778	59,786		59,786	3,049	5.37%
BUDGETARY APPROPRIATIONS		188,184			-		-	(188,184)	-100.00%
TOTAL REVENUES	39,435,664	39,623,848		5,027,971	38,682,675		38,682,675	(941,173)	-2.38%
EXPENDITURES BY DEPARTMENT									
GENERAL GOVERNMENT:									
001 MAYOR'S OFFICE	138,858	151,981		151,981	150,942		150,942	1,039	0.68%
002 TOWN COUNCIL	5,575	5,575		29,000	5,433		5,433	142	2.55%
003 HUMAN RESOURCES	29,000	29,000		262,577	24,949		24,949	4,052	13.97%
005 FINANCE DIR. OFFICE	193,970	262,577		91,500	266,105		266,105	(3,528)	-1.34%
006 CENTRAL OFFICE	91,500	91,500		3,600	106,232	254	106,486	(14,986)	-16.38%
007 TREASURER	3,600	3,600		50,800	3,600		3,600	-	0.00%
011 REGISTRARS	50,800	50,800		94,750	60,680	600	60,680	(9,880)	-19.45%
013 BOARD of FINANCE	122,750	94,750		96,778	68,510		68,510	26,240	27.69%
014 ASSESSOR'S OFFICE	128,785	96,778		890	106,776		106,776	(9,998)	-10.33%
015 BOARD of TAX APPEALS	890	890		150,745	226		226	664	74.56%
016 TAX COLLECTOR'S OFFICE	150,745	150,745		146,628	146,628		146,628	4,117	2.73%
017 LEGAL SERVICES	125,000	145,000		286,850	286,850		286,850	(141,850)	-97.83%
019 PROP. & LIABILITY INSURANCE	905,500	905,500		917,074	917,074		917,074	(11,574)	-1.28%
020 EMPLOYEE BENEFITS	2,888,000	2,888,000		3,225,483	3,225,483		3,225,483	(337,483)	-11.69%
021 HEART & HYPERTENSION	9,000	9,000		11,488	11,488		11,488	(2,488)	-27.65%
022 TOWN CLERK'S OFFICE	116,350	116,350		116,350	107,657		107,657	8,693	7.47%
023 PROBATE COURT	5,000	5,000		5,000	4,650		4,650	350	7.00%
027 SPECIAL SERVICES	20,925	20,925		20,925	19,502		19,502	1,423	6.80%
SUB-TOTAL GENERAL GOV.	4,986,248	5,027,971		5,027,971	5,512,184	854	5,513,038	(485,067)	-9.65%
PUBLIC SAFETY:									
031 FIRE MARSHALS OFFICE	65,993	65,993		65,993	69,497		69,497	(3,504)	-5.31%
032 POLICE DEPARTMENT	1,956,871	1,956,871		1,956,871	2,052,664	1,706	2,054,370	(97,498)	-4.98%
033 EMERGENCY MANAGEMENT	22,780	22,780		22,780	24,406	5,779	30,185	(7,405)	-32.51%
034 ANIMAL CONTROL	15,950	15,950		15,950	15,067		15,067	883	5.54%
035 COMMUNICATIONS	358,925	430,386		430,386	447,208	26,307	474,115	(43,729)	-10.16%
036 FIRE DEPARTMENT HQ	216,055	216,055		216,055	214,199	360	214,559	1,496	0.69%
037 TERRYVILLE STATION	20,850	20,850		20,850	21,061		21,061	(211)	-1.01%
038 PLYMOUTH STATION	12,000	12,000		12,000	13,572		13,572	(1,572)	-13.10%
039 FALL MTN. STATION	11,900	11,900		11,900	12,414		12,414	(514)	-4.32%
SUB-TOTAL PUBLIC SAFETY	2,681,324	2,752,785		2,752,785	2,870,089	34,752	2,904,841	(152,056)	-5.52%
PUBLIC WORKS:									
026 TOWN HALL MAINT.	275,595	268,845		268,845	312,155		312,155	(43,310)	-16.11%

Town of Plymouth
General Fund Revenue/Expenditures Summary - PRIOR TO BUDGETARY TRANSFERS
Fiscal Year to Date Ending 6/30/2016
*******UNAUDITED RESULTS - SUBJECT TO CHANGE*******

	FY2015-16 ORIGINAL BUDGET	FY2015-16 AMENDED BUDGET	2016 BUDGETARY TRANSFERS	FY2015-16 REVISED BUDGET	YEAR-TO-DATE ACTUALS	ENCUMB.	YTD ACTUALS WITH ENCUMB.	Y-T-D VARIANCE POS. (NEG.)	PERCENT VAR. POS. (NEG.)
030 UTILITIES	552,400	552,400	-	552,400	559,389	-	559,389	(6,989)	-1.27%
040 SNOW REMOVAL	334,200	334,100 *	-	334,100	249,747	-	249,747	84,353	25.25%
041 HIGHWAY DEPT.	798,230	812,855 *	-	812,855	903,861	200	904,061	(91,206)	-11.22%
043 FACILITIES & BLDG.	52,250	51,075 *	-	51,075	46,721	-	46,721	4,354	8.53%
044 TRANSFER STATION	769,840	763,295 *	-	763,295	556,956	114	557,070	206,225	27.02%
046 PUBLIC WORKS DIRECTOR	171,200	152,045 *	-	152,045	131,142	-	131,142	20,903	13.75%
047 MAINTENANCE GARAGE	443,990	463,090 *	-	463,090	367,698	-	367,698	95,392	20.60%
051 BUILDING OFFICIAL	67,080	67,080	-	67,080	79,563	-	79,563	(12,483)	-18.61%
SUB-TOTAL PUBLIC WORKS	3,464,785	3,464,785	-	3,464,785	3,207,232	314	3,207,546	257,239	7.42%
HEALTH AND SOCIAL SERVICES:									
060 HUMAN SERVICES COMMISSION	2,200	2,200	-	2,200	2,037	-	2,037	164	7.43%
061 PUBLIC HEALTH DEPT.	57,975	57,975	-	57,975	55,661	-	55,661	2,314	3.99%
062 TORR AREA HEALTH DISTR.	66,095	66,095	-	66,095	65,406	-	65,406	689	1.04%
065 AMBULANCE CORPS	29,100	29,100	-	29,100	38,687	-	38,687	(9,587)	-32.95%
066 MENTAL HEALTH - OTHER	860	860	-	860	857	-	857	3	0.35%
067 ELDERLY TRANSPORT.	41,500	41,500	-	41,500	44,498	-	44,498	(2,998)	-7.22%
SUB-TOTAL HEALTH	197,730	197,730	-	197,730	207,146	-	207,146	(9,416)	-4.76%
LIBRARIES:									
070 TERRYVILLE LIBRARY	466,076	466,076	-	466,076	461,881	500	462,381	3,695	0.79%
071 PLYMOUTH LIBRARY	24,000	24,000	-	24,000	24,000	-	24,000	-	0.00%
SUB-TOTAL LIBRARIES	490,076	490,076	-	490,076	485,881	500	486,381	3,695	0.75%
PARKS & RECREATION:									
080 PARKS & RECREATION DEPT.	193,940	193,940	-	193,940	183,985	101	184,086	9,854	5.08%
LAND USE:									
024 PLANNING & ZONING	166,221	166,221	-	166,221	148,064	298	148,362	17,859	10.74%
025 Z.B.A.	3,850	3,850	-	3,850	1,665	88	1,753	2,097	54.46%
049 CONSERVATION COMMISSION	5,200	5,200	-	5,200	3,110	63	3,173	2,027	38.97%
095 CEMETARIES	6,000	6,000	-	6,000	4,000	-	4,000	2,000	33.33%
096 HISTORIC PROPERTIES COMM.	3,000	3,000	-	3,000	1,463	-	1,463	1,538	51.25%
097 ECONOMIC DEVELOPMENT COMM.	24,700	24,700	-	24,700	25,641	-	25,641	(941)	-3.81%
SUB-TOTAL LAND USE	208,971	208,971	-	208,971	183,944	449	184,393	24,578	11.76%
CAPITAL OUTLAYS & N.R.E.:									
SUB-TOTAL CAPITAL OUTLAY	582,000	657,000 **	-	657,000	657,000	-	657,000	-	0.00%
DEBT SERVICE:									
090 SUBTOTAL INTEREST	666,133	666,133	-	666,133	654,631	-	654,631	11,502	1.73%
091 SUBTOTAL PRINCIPAL	2,211,667	2,211,667	-	2,211,667	2,213,215	-	2,213,215	(1,548)	-0.07%
TOTAL DEBT SERVICE	2,877,800	2,877,800	-	2,877,800	2,867,846	-	2,867,846	9,954	0.35%
TOTALS:									
069 MUNICIPAL	15,682,874	15,871,058	-	15,871,058	16,175,307	36,969	16,212,276	(341,218)	-2.15%
EDUCATION	23,752,790	23,752,790	-	23,752,790	22,795,958	919,242	23,715,200	37,590	0.16%
TOTAL GENERAL FUND EXP.	39,435,664	39,623,848	-	39,623,848	38,971,265	956,211	39,927,476	(303,628)	-0.77%
		(188,184)							
		41,723							
		71,461							
		75,000		75,000					
		188,184							
PROJECTED GENERAL FUND SURPLUS (DEFICIT)								(1,244,801)	

** Comptroller's/Mayor's Office Appropriation
Communication's Appropriation
Generator Appropriation - Cap Projects

* Amended budget reflects any line item transfers approved by BOF