

Town of Montville Finance Committee

Regular Meeting Minutes for

January 29, 2013

5:30 p.m. Room 203

Candy Buebendorf called the meeting to order at 5:30 p.m. with the Pledge of Allegiance. Present were Joe Jaskiewicz, Rosetta Jones (5:35 pm), Mayor Ron McDaniel and Finance Director Terry Hart.

Buebendorf nominated Jaskiewicz as the new Chairperson. Second by Jaskiewicz. Passed unanimously. The meeting was turned over to Jaskiewicz.

Tony Siragusa of 39 Hillcrest Drive presented a proposed tax relief program for individuals over 65 who build homes in Montville. He explained that these people would receive a discount after being a resident in their new home for three years. He felt this would attract senior citizens to town, who need fewer services than families. If 80 houses were built, the program would pay for itself in two years. Buebendorf expressed her concern if too many seniors' citizens come to town and how that would affect the tax base. Jones felt the committee should wait and see what happens with PSB 353 that is currently in the senate. This proposal is for property tax relief for senior citizens and disabled. Jaskiewicz wanted some time to review the material. Rosetta moved, second by Buebendorf, to table this until the results of PSB 353 is known. Passed unanimously.

Minutes: Buebendorf moved, second by Jones, to approve the minutes of the 11/5/12 meeting. Buebendorf and Jones approved. Jaskiewicz abstained. Motion passed.

The committee had stated that it would like to meet with department heads earlier in the budget season. They will meet on the following dates at 4:00 pm: February 26, March 5 and March 26.

The Mayor asked the committee to consider recommending the reinstatement of the floating secretary position. This person could help out when offices need coverage when people are out sick or on vacation. This would be a 20 hour position. He suggested combining this position with the Park and Rec position, whose hours were reduced during the budget last year. Buebendorf moved, second by Jaskiewicz, to bring this matter before the Town Council. Passed unanimously.

The committee discussed the Town's Purchasing Policy. Hart gave a list of some items that should be reviewed. The committee will review this list and make suggestions at the next meeting.

Hart gave an update on the audit. She had met with the auditors and discussed the BOE encumbrances. The auditors explained that the BOE encumbers funds at the end of each fiscal year for things like insurances, computer software and CREC that are due the beginning of the

next fiscal year. They are consistently applying one payment per year. There are some items that are reclassified during the audit such as payroll and some accounts payable items. There are some instances when the BOE with encumber multi-year contracts in one year. The auditors felt that there should be more collaboration between the town and BOE. They also stated that, as signatories on the BOE account, the town has the right to ask for back up documentation at any time.

Jones reviewed the structure of the Town of Mansfield where the town and BOE share financial services. She also discussed CGS Section 7-339 that allows public agencies to develop and implement inter-local agreements. Buebendorf stated that the Waterford BOE works with the town. If there are hard years, the two review the budget to see where funds are needed. She recommends a meeting be set up with the Board of Education and the Town Council to form inter-local agreements.

Kevin Fritch of Morgan Street commented on the transfers made by the BOE. He gave an example of an equipment line item being over expended by \$720,000. He questioned what was purchased with these funds. Wils Pike Pheasant Run asked why the BOE does not provide a report to the town on capital improvement expenditures as required by State Statute.

Buebendorf moved, second by Jones, to adjourn the meeting at 6:45 p.m. Motion passed.

Theresa Hart, Director of Finance