

Town of Montville Finance Committee

Regular Meeting Minutes for

September 27, 2011

6:00 p.m. –Town Hall Room 203

Call to Order

Murphy called the meeting to order at 6:00 p.m. Present were Gary Murphy, Billy Caron and Russ Beetham. Also present were Terry Hart, Finance Director and Councilor Ellen Hillman.

Murphy led the Pledge of Allegiance

Remarks from the Public

None

Minutes

Hart informed the committee that there were other minutes that there was no record of being approved. She explained that they had been tabled and after budget season were omitted from the agendas. They were the minutes of the 4/29/10; 5/6/10; 5/13/10; 5/17/10; 6/2/10; 6/3/10; 6/8/10 and 8/30/11. Caron moved, Murphy second, to accept the unapproved minutes as requested by the Finance Director. Motion passed.

There was a lengthy discussion regarding the minutes. Beetham felt that there was pertinent information left out of the minutes. In particular, he discussed the meeting of 4/27/10. The agenda had listed discussion of Town Audit. Beetham was confused to why there would be discussion of the audit when it had been presented back in December of 2009. After spending four hours reading the document, he found that the town was \$2.9 mil in the hole on revenue and a slight amount unexpended in expenditures. He was shocked when he reviewed the current budget (2009-10) and found that the town was headed in the same direction as it did the previous year. He also realized that the figures in the Mayor's proposed budget had the same figures. He urged the Mayor to call an emergency meeting as required by the charter.

He was upset when the Mayor did not take immediate action. The mayor did ultimately declare a financial emergency and froze all spending and requested a special Town Council meeting. Beetham explained that you can't wait 6-8 months to have minutes approved and they must be filed in a timely manner. Hart explained that the approval was left off the agenda, but the Town Clerk and the members did receive copies of all minutes. Murphy stated that he would take responsibility as chairman for the approval not being added to the agenda.

Beetham stated that because too much time had gone by and pertinent information had been left out and he could not vote to approve any of the minutes. He felt he could not trust that they were fact. Hart explained that she would have appreciated it if Beetham had brought it up to her or the chairman that he had concern about the information in the minutes when he first read them. He stated he planned on doing it at the next meeting but it was not on the agenda. Hart stated that she felt the committee should work together when there are concerns such as this, instead of waiting for months to bring it up.

Murphy moved, Caron second, to approve all the minutes on the agenda.

#### Discussion of the Capital Improvement Committee

The members discussed reforming the Capital Improvement Committee. The previous committee had disbanded. Hart suggested having the Mayor, Town Planner, Public Works Director, Finance Director and either a member of the Town Council or Finance Committee. The last committee was made up of representatives from many departments and commissions. Hart felt it would be better to have fewer members. Murphy moved, Caron second, to recommend the Town Council appoint a Capital Improvement Committee with the following members: Mayor, Town Planner, Public Works Director, Finance Director and a member of the Finance Committee. Motion passed unanimously.

#### Update of FEMA funding for Hurricane Irene

Hart gave an update on the FEMA funding for Hurricane Irene. So far, Public Works has spent about \$40,000 in overtime. There was a kick off meeting last week that she attended. Any overtime and vehicles used are covered. The Public Works Director met with the FEMA rep and looked at tree damage in town. They will come up with an estimated cost and the town will receive 75% of this. The departments are still gathering information. A report is expected to be given at the next Town Council meeting.

#### Remarks from the Public

Murphy asked about the tax collections. Hart explained they were as expected for this time of year. Beetham asked about AES Thames, who are in bankruptcy. Hart explained that there is a meeting coming up with them and the court to establish a plan. They did not pay their July tax bill.

Hillman asked if there was further discussion regarding the Finance Committee meetings being taped. Murphy stated that he had discussed it with the Finance Director. Hart said that she was going to check with IT to see what options were available in room 203. Otherwise the committee would have to change their meeting night to when the Council Chambers is available.

She also asked if the committee had discussed the Purchasing Policy. Hart explained it was discussed at the last meeting. She is gathering information from other towns and comparing that to our policy.

Hillman stated that anyone on the Capital Planning Committee would have to be a resident of town per the Charter.

Adjournment

Motion to adjourn at 6:55 p.m. by Beetham, second by Caron. Motion passed.

Theresa Hart, Director of Finance