

TOWN OF MONTVILLE
Town Administration/Rules & Procedures Standing Committee
REGULAR MEETING
Monday, November 26, 2012, 5:30 p.m.
Montville Town Hall, Room 102

MINUTES

1. Call to order with Pledge of Allegiance--Meeting called to order at 5:31
2. Roll call--Councilors Jones, Longton and Tanner were all present
3. Remarks from the public regarding items on the agenda with a three minute limit--No comments
4. Alterations to the Agenda--Councilor Tanner added "Set the meeting dates for the 2013 Calendar Year" as item number 7b under New Business. Also changed the date under item number 5, Approval of Regular Meeting Minutes of September 24,2012 to August 27,2012.
5. Approval of Regular Meeting Minutes of September 24, 2012--Motion made by Councilor Jones to accept August 27, 2012 minutes, 2nd by Councilor Longton. Motion carried
6. Unfinished business
 - a. Review of Town Charter for purpose of creating a list that clearly delineates appointing authorities to Town Boards, Commissions and Committees; This item will remain on the agenda, no action was taken.
 - b. Review of Town employee holiday bonuses and Mayor payout;--After much discussion a decision was made on the holiday bonus portion of this item and the Committee will make its recommendation to the Town Council at the December 10, 2012 regular meeting. The Mayor payout portion of this item will remain on the agenda.
 - c. Review/create possible MOU regarding medical insurance coverage for the Registrar of Voters--The committee will work on an MOU to present at a Special Meeting of this committee held prior to the December 10, 2012 Town Council meeting and then present it at the following Town Council meeting with it's recommendation.
 - d. Review information regarding the use of Town facilities being rented to religious groups/organizations for the purpose of worship.--After much review of the information received from CCM, the Committee feels the Town does not a policy in place regarding this item.

e. Review of the possible Media Policy--Discussion involved review of information received from CCM. There are currently no towns similar to Montville who currently have a policy in place. The Committee will give it's recommendation to Town Council at the December 10, 2012 regular meeting.

7. New business

a. Review the proposed Montville Canine Policy--The Committee reviewed this policy, feel it is a well written policy and will make its recommendation to the Town Council at it's December 10, 2012 regular meeting.

*b. Set meeting dates for the 2013 calendar year--The following dates were set as meeting dates for the 2013 meeting. January 28, 2013, February 25, 2013, March 25, 2013, April 22, 2013, May 20, 2013, June 24, 2013, July 22, 2013, August 26, 2013, September 23, 2013, October 28, 2013, November 25, 2013, December 23, 2013. These meeting dates are the 4th Monday of every month and will be held at 5:30 in Room 203 of Montville Town Hall.

8. Remarks from the public;--No Comments

9. Remarks from committee members;--Councilor Tanner apologized to members of the Committee for having to cancel the October meeting.

10. Adjournment--meeting adjourned at 6:25

*an added item

Respectfully submitted
Laura Tanner