

Town of Montville Finance Committee  
Regular Meeting Minutes for  
January 29, 2019 5:00 P.M.  
Town Hall Room 203

Councilor Pike called the meeting to order at 5:00 p.m. He also led the Pledge of Allegiance. Councilor McNally, Councilor Jaskiewicz and Finance Director Hart were also present.

Councilor Jaskiewicz moved, second by Councilor McNally, to approve the minutes of the 10/29/18 meeting. Motion passed.

The committee discussed the fund balance. Per the 2018 audit, the unassigned general fund balance is 15.3% of the 2018 expenditures. This is within the fund balance policy of 12-16%.

The Finance Director gave an update on the Bridge Street Remediation Project. The budget is over expended by \$60,000. This overage is due to change orders to remove a cesspool and railroad ties that were discovered on the property during construction. This amount also includes ground water monitoring for one year.

The committee discussed the 2018-19 Budget. The Finance Director reviewed the accounts that have gone over budget including the budget for hardware. She explained that there were four purchase orders that were closed at the end of last fiscal year in error. Those invoices were paid in the current fiscal year, creating an overage in that account. Councilor Pike moved, second by Councilor McNally, to recommend the Town Council transfer \$8,500 to the Hardware line (10440-52054) from Contingency. Motion carried. Other lines that have gone over budget include Retirement Payout, Poll Workers and Police Overtime, which will be adjusted at year-end.

The Finance Director gave an update on delinquent taxes. She stated that 45 accounts have been paid in full. Many taxpayers have made payment plans with the new Tax Collector, Karen Gauthier. There have been several people who have not responded to the notices sent. Those accounts will be placed on the list for tax sale in the spring. The Tax Collector and the Finance Director feel that the Town should hire Attorney Adam Cohen for delinquent real estate taxes. Several Towns use him for tax sales and he is very effective. The committee agreed that it would be best to hire him and this recommendation will go to the Town Council. The Town will use the State Marshal for personal property accounts.

The committee had a brief discussion regarding the Tax Payment Deferment Program for Certain Employees affected by the Federal Shutdown. This item is on the Town Council special meeting agenda on January 29, 2019.

The Finance Director informed the committee that the audit contract with Mahoney Sabol is expiring. She would like to extend the contract for one year and go out to bid for the 2020 Audit. The committee agreed and this item will be forwarded to the Town Council.

Meeting adjourned at 5:36 PM.

Theresa Hart, Director of Finance