

Town of Montville Finance Committee

Special Meeting Minutes for

April 24, 2012

5:30 p.m. – Superintendent's Office

Small Conference Room

Gary Murphy called the meeting to order at 5:30 p.m. He also led the Pledge of Allegiance. Present were Candy Buebendorf, Rosetta Jones, Mayor Ron McDaniel and Finance Director Terry Hart.

Remarks from the Public: None

Minutes: Buebendorf moved, second by Jones, to approve the minutes of the 3/27/12 meeting. Motion passed unanimously.

Discussion of fee increases for administration costs: The committee discussed the fees the charges for Private Duty. Hart provided information from area towns that showed the hourly rates and car charges. The hourly wages rates were comparable, but the hourly car charge that Montville is \$5, which much less than the other towns. For example, Groton charges \$10/hour and Waterford charges \$15/hour for the car. Buebendorf moved, second by Jones, to recommend the Town Council increase the amount the town charges for the use of the car during Private Duty from \$5/hour to \$15/hour. Motion passed.

The committee discussed adding an administration charge to the invoices sent to the Haulers for Commercial Tipping fees. This would cover the cost of obtaining the tonnage, processing the invoices and mailing them out. The current charge for tipping fees is \$60/ton. Hart proposed adding a 3% administrative fee. The committee would like to see what other towns charge for administrative fees.

The committee will also review the revenues that will be received from the increase to Building Permit Fees and Fire Marshal Fees for the 2012-13 fiscal year.

Discussion of 2012-13 Proposed Budget: Hart informed the committee that the Board of Education would like to meet to review their budget. This meeting will be held on May 9, 2012 at 5:30 at Town Hall.

The committee reviewed the Mayor's budget (10310). After a lengthy discussion about the funding for a floating secretary, the committee decided to review the number of administrative staff and the volume of work.

The following budgets were unanimously approved as submitted (motion made by/seconded by):

Town Council (10330) Buebendorf/Jones  
Legal (10340) Jones/Buebendorf  
Probate (10350) Buebendorf/Jones  
Finance (10410) Buebendorf/Jones

The committee discussed the funding for the Women's Center in the Non-Profit Budget. Buebendorf moved (second by Murphy) to increase the Mayor's recommendation from \$1,500 to \$2,000. Motion passed. Buebendorf moved, second by Jones, to accept the Non-Profit Budget as amended. Motion passed.

The committee reviewed the Town Hall Budget. There was discussion regarding the copier leases. Hart will provide information on this for the next meeting.

Remarks from the Public: Wils Pike of Pheasant Run felt that there should be funding for staffing the Public Works Department instead of for the Floating Secretary, since they are currently understaffed. He also stated that he spoke to Pam Aubin and Kathy Lamoureux and will update the committee at the next meeting.

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

Theresa Hart, Director of Finance