

Town of Montville Finance Committee

Special Meeting Minutes for

May 29, 2012

4:00 p.m. Room 203

Gary Murphy called the meeting to order at 4:00 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: Wils Pike of Pheasant Run stated that he felt it was important not to cut the staff in the Town Clerk's Office. He explained that this is a vital office that generates revenue. He expressed concern about the need to purchase guns and uniforms for the Police Department. He also urged the committee to fill vacant positions within the Public Works Department. Marcia Vlaun, Town Planner, explained how important the Town Clerk's Office is and that many businesses rely on that office. She felt staff should not be reduced. She also stated that she supports the needs of the police. John Geary, 11 Depot Road, stated that the staff in the Town Clerk's Office is very knowledgeable and reliable. Lucy Beit, Assessor, also spoke in support of the Town Clerk's Office. She explained how much she relies on that office.

Minutes: Buebendorf moved, second by Jones, to approve the minutes of the 5/17/12 meeting. Motion passed.

Town Clerk: Lisa Terry, Town Clerk, asked how the committee reached the conclusion that her staff could be cut. Murphy explained that the committee was trying to determine if a reduction could be made. Lisa explained the many functions that her office is responsible for such as dog licenses, elections and notary services. She explained that she has kept up with technology and takes pride in serving her customers' needs. Her assistant is registered with the state and is fully trained to cover the office in the absence of the Town Clerk. Her office is driven by state statutes and she can be fined for lack of compliance. The revenue she generates exceeds her expenditures. There was discussion regarding any cuts that could be made to this budget. Lisa explained that because she has a new plotting machine she can do many of the scans in house and reduce her Computer Indexing line. Buebendorf moved, second by Jones, to reduce the Computer Indexing line (#10560-53022) to \$12,000. Motion passed. Buebendorf moved, second by Jones, to accept the Town Clerk budget as amended. Motion passed.

Public Works: The committee discussed the budget with the Director, Don Bourdeau. He stated that this is a very lean budget. He is down four people in Public Works and one administrative position. He is also concerned about custodial services at the new Public Safety Building. The Sand and Salt budget includes the product that is put on the roads and also the disposal when it is swept. Cost saving measures such as regionalizing, and use of equipment with other departments was discussed. The sale of surplus equipment is estimated to generate about \$10,000 in revenue.

Road striping is done in the spring instead of the fall. The Equipment Rental budget is used for equipment to clean out the catch basins. Buebendorf moved, second by Jones, to approve the Public Works budget as submitted. Motion passed.

After review of the Camp Oakdale budget, Buebendorf moved, second by Jones, to approve the budget as submitted. Motion passed.

After discussion of the Solid Waste budget, Buebendorf moved, second by Jones, to approve the budget as submitted. Motion passed.

The Capital Improvement Plan was discussed. There is funding for a Senior Bus, but most of the cost will be paid through grant funds. The Old Town Hall Roof will be completed during the current fiscal year. It was decided to place a membrane over the current one because of asbestos. Buebendorf moved, Jones second, to approve the Capital Improvement Plan budget as submitted. Motion passed.

Board of Education: Buebendorf moved, second by Jones, to approve the budget as submitted by the Mayor. Buebendorf and Jones in favor; Murphy opposed. Motion passed

Police Department: There was a lengthy discussion about weapons, uniforms and use of cars. It was decided that the funding for weapons should be in the Weapons and Ammunition line and not the Equipment line. Buebendorf moved, second by Jones, to increase the Weapons and Ammunition line (#10820-53032) to \$29,000 and decrease the Equipment line (#10820-54000) to \$18,000. Motion passed. Buebendorf moved, second by Jones, to approve the Police budget as amended. Motion passed.

Discussion of 2012-13 Proposed Budget: The committee acted on the following budgets:

The Mayor's budget. Buebendorf moved, second by Jones, to reduce the Floating Secretary line (#10310-51051) to \$0. Motion passed. Jones moved, second by Buebendorf, to approve the Mayor's budget as amended. Motion passed.

Town Hall/Central – Buebendorf moved, second by Jones, to add a line for Safety Equipment (#10370-53041) and fund it at \$500. Motion passed. Buebendorf moved, second by Jones, to approve the budget as amended.

Insurance & Fringe Benefits – The committee discussed the Registrar of Voters being included in the Town's medical plan. This will be discussed further at the June Town Council meeting. Buebendorf moved, second by Jones, to accept the Insurance & Fringe Benefits budget as submitted. Motion passed.

Youth Services – Jones moved, second by Buebendorf, to approve the budget as submitted. Motion passed.

Revenue – Buebendorf moved, second by Jones, to increase Building Department fees (#10100-42020) to \$180,000. Motion passed. Buebendorf moved, second by Jones, to fund the line for

Fire Marshal Fees (#10100-42026) at \$80,000. Motion passed. Buebendorf moved, second by Jones, to increase Commercial Tipping Fees (#10100-48023) to \$420,000. Motion passed. Buebendorf moved, second by Jones, to increase the Private Duty line (10100-49005) to \$135,000. Motion passed.

Buebendorf moved, second by Jones, to present the Mayor's 2012-13 Budget as amended to the Town Council at the special meeting being held on June 5, 2012 at 6 p.m. at the High School. Motion passed.

Remarks from the Public: Wils Pike of Pheasant Run stated that he was in favor of the new uniforms for police officers and that he feels the town should consolidate the use of its buildings. Mike Butterworth of Connecticut Blvd stated that the Corvette is used for DARE training and having officers assigned to their own car is good for accountability. He feels the town should look into solar panels for the Public Works building and to invest in the Volunteers of the Fire Department.

Buebendorf moved, second by Jones, to adjourn the meeting at 7:15 p.m. Motion passed.

Theresa Hart, Director of Finance