

Town of Montville Finance Committee
Minutes of Regular Meeting
August 29, 2023
5:00 PM Room 203

1. The meeting was called to order at 5:00 PM by Chairman McNally with the pledge of allegiance.

Tim May, Al Mandler and Tom McNally were present.

2. Chairman McNally asked if there were any remarks from the public. No public present

3. Motion by Tim May, seconded by Al Mandler, to approve the minutes of the 6/27/23 meeting. No discussion. Voice vote all in favor.

4. Agenda Items as follows:

A. Discussion and recommendation to the Town Council to transfer \$10,000 from Contingency for Public Works F-350 Truck (10960-54018) as requested by Public Works Director John Carlson.

This request has been withdrawn by John Carlson as he has \$50,000 appropriated in account 10910-54000 Equipment. He will supplement his capital appropriation with funds from this Department account.

B. Discussion and recommendation to the Town Council to transfer \$4,712 from Contingency for Police Department Firearms in the Capital budget (10960-54184) as requested by Lt. Radford.

Motion by Tom McNally, seconded by Al Mandler, recommends that the Police Department use appropriated funds from their operating budget to supplement appropriation in Capital budget.

C. Discussion and recommendation to the Town Council to transfer \$11,240 from Contingency for 3% budget increase to four Fire Departments (10880-52060), (10880-52061), (10880-52062), (10880-52063) to receive \$2,810 each.

It was noted that Public Safety Commission did not make a recommendation for increasing these line items and the budget went through each iteration of approval without an increase. Voice vote all in favor.

D. Discussion and recommendation to the Town Council to approve a wage of \$23.00 (with increase to \$24.50 at six months) for newly created position in IT Department. No action is needed on this item as the funding for this position was included in the budget.

- E. Discussion and recommendation to the Town Council to approve budget transfers in the FY2022-2023 budget.

Due to the large number and size of overspent accounts, a modified approach was utilized to list To/From accounts. All of the negative accounts were listed and then netted against a list of accounts with funds remaining that could be used to offset overspent accounts. Each member of the Council spoke about their concern that so many departments have overspent accounts. Much discussion focused on the imperative of departments staying within their approved budget. Voice vote all in favor

5. Update from Finance Director. Griffin discussed the many procedures that have been put in place in the Finance office, specifically in Account Payable, to mitigate against having overspent accounts in this current Fiscal Year. Those Departments that have not previously been required to make purchases through the Purchase Order process will be instructed to do so. Also, the A/P accountant will not enter a P.O. or make a subsequent payment if it would cause an account to be overspent. The Department will be alerted of the need for an appropriation transfer within their budget in order to move forward.
6. Remarks from the Public with a three-minute limit – no public present
7. Remarks from councilors. Councilor May said the discussion regarding overspent account was productive and reiterated that Departments must have P.O. approval before making purchases.

Motion by Tom McNally, seconded by Al Mandler to adjourn the meeting at 6:00 P.M.
Voice vote all in favor.

Barbara Griffin, Director of Finance