

**Town of Montville**  
**Finance Committee Regular Meeting Minutes**  
Thursday, April 2, 2026  
Room 203 – 5:30 PM

**1. Call to Order**

Chairman Tim May called the meeting to order at 5:30p.m.

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Chairman May

**3. Roll Call**

**Committee Members Present:** Chairman Tim May, Councilor Kate Southard and Councilor Brian Baker

**Staff Present:** Julie Chapman, Finance Director

**Others Present:** Mayor Leonard G. Bunnell, Sr. and New members of the Board of Education

**4. Public Remarks - *none***

**5. Approval of Minutes**

- **February 5, 2026:** Motion made by Chairman May to approve the amended minutes. Move by Councilor Southard and seconded by Councilor Baker and **approved (3–0). All in favor.**
- **March 5, 2026:** Motion made by Chairman May to approve the minutes. Move by Councilor Southard and seconded by Councilor Baker and **approved (3–0). All in favor.**

**6. Unfinished Business – *none***

**7. New Business – Finance Director**

**a. Approval of Wages for Part-Time Employees**

The committee reviewed a proposed wage schedule (Schedule A) effective July 1, 2026. Most wages reflect a **2.5% increase** to align with the Connecticut minimum wage increase.

Discussion included the **Blight Officer position**, set to propose at **\$30/hour**, with a maximum of **19.5 hours per week** to avoid benefit eligibility.

**Action:**

Motion made by Chairman May to recommend the wage schedule to the Town Council. Move by Councilman Baker and seconded by Councilor Southard.

**Approved (3–0). All in favor.**

**b. Budget Calendar and Department Meetings**

The committee reviewed the FY 2026–2027 budget calendar and agreed to meet with department heads prior to public hearings on April 29 and 30.

**Scheduled Department Reviews for IT, Police, Fire, Public Works, and Board of Ed:**

- April 16, 20, 23, 24, and 28, 2026

- Time: 5:00 PM
- Location: Room 203

**Action:**

Motion made by Chairman May seconded by Councilor Southard to approve the meeting schedule.  
**Approved (3–0), All in favor.**

## **8. Finance Director’s Report on Year to date Budget**

Finance Director Julie Chapman presented the MUNIS report through March (75% of fiscal year).

### **a. Expenditures**

- Overall expenditures: **65.5%**
- Notable items:
  - **-\$19,000** in tax assessment legal line (St. Bernard’s appraisal billing)
  - Overages in fuel oil for Town Hall and Community Center due to price increases and a very cold winter

### **b. Public Works – Sand and Salt**

Discussion on purchasing salt early at **\$79.9 per ton**. We are currently \$27,000 over.

**Action:**

Committee supported purchasing approximately **200 tons (\$16,000)**.  
Funding to be addressed through year-end transfers if needed.

Overall, expenses are at 65.5% expended

### **c. Revenue**

- Collected revenue: **81.5%**

**Grants (some are expected to come in, in May or June):**

- Animal control billing revenues will show on next month’s report
- ECS funding expected to remain flat
- Discussion on special education funding

**Mohegan Pequot Fund:**

- Current revenue: **\$1.4 million**
- Clarification needed regarding inclusion of an **\$800,000 increase** tied to tax changes

### **d. WPCA Finance**

Finance Director Chapman will follow up on:

- WPCA financial oversight
- Payroll and benefit accommodations managed by the town

## **9. Grand List and Mayor's Budget**

The Mayor reported:

- Grand list increased by **just over 3%**
- **1 mill ≈ \$1.7 million**

Discussion focused on ongoing challenges in balancing the town budget given limited revenue growth and increasing needs, particularly for the Board of Education.

## **8. Public Remarks**

## **9. Councilor Remarks**

## **10. Adjournment – 7:03pm**

*Respectfully submitted by Cindy J. Breton, Executive Assistant to Leonard G. Bunnell Sr., Mayor*