

Town of Montville Finance Committee

Regular Meeting Minutes for

March 20, 2018

5:00 P.M. Room 203

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

Remarks from the Public: None

Councilor McNally moved, second by Councilor Jaskiewicz, to approve the minutes of the 1/30/18 meeting. Motion passed.

The Finance Director distributed the 2018-19 department budget requests. She gave an overview of some of the increases in the budget including additional staffing for police, fire and dispatch. The Mayor will present his budget by April 15 as required by Town Charter.

The committee discussed the Purchasing Policy. This policy has not been updated since 2000. The committee suggested increasing the dollar limitation on a verbal quote from \$500 to \$2,500. Purchases between \$2,500 and \$10,000 will require a written quote. Per Town Charter, anything over \$10,000 requires an advertised bid. The Finance Director will draft the changes and bring it back to the committee for review.

The committee reviewed the Town's delinquent tax policy along with other Towns' policies. Councilor McNally suggested obtaining a copy of New London's policy which uses a Marshal to collect taxes. Ms. Hart will get a copy of it for the committee to review.

The committee reviewed the Fire Department Audits. The departments submitted expenditure reports and not actual audits. Chesterfield did submit an Independent Accounts' Report. The committee would like the other departments to submit a similar report. They will ask the departments to submit this during the budget process.

New Business: Councilor Pike stated that the BOE 2017-18 budget is \$36,660,619 and this will be the starting point for the 2018-19 budget. Councilors McNally and Jaskiewicz agreed. There was also discussion of MBR for the 2017-18 fiscal year. The Finance Director will update the committee as she receives new information on this.

Remarks from the Public: None

The meeting was adjourned at 5:56 PM.

Theresa Hart, Director of Finance