

Town of Montville Finance Committee

Special Meeting Minutes for

May 6, 2021

5:00 PM

Room 203

**The Town of Montville will be utilizing a virtual GoToWebinar service for this meeting.**

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**On March 14, 2020 Governor Ned Lamont issued an Executive Order 7B suspending in-person open meeting requirements, and to hold such meetings or proceedings remotely by conference call, videoconference or other technology.**

**Link: <https://portal.ct.gov/-/media/Office-of-the-Governor/Executive-Orders/Lamont-Executive-Orders/Executive-Order-No-7B.pdf>**

**For all publicly broadcasted meetings, public comment on agenda items or topics in accordance with the Town Charter may be submitted in writing in advance or by live audio via GoToWebinar.**

**Written comments must be emailed to the Town Clerk at [townclerk@montville-ct.org](mailto:townclerk@montville-ct.org) at least **1 working day in advance** (if the meeting is on a Monday the questions must be submitted by close of business the previous Friday).**

**Written comments may not be read in their entirety, but rather similar messages may be aggregated or paraphrased for submission to the Mayor and Council.**

**Live audio comments may be made via GoToWebinar by registering at the web address or calling from your telephone or computer mic & speakers (VoIP) noted above.**

**Comments will only be accepted at times designated for public comment by the Chair of the meeting. The Montville Town Council Rules of Procedure, decorum, timeliness and suitability shall be followed and enforced in the same manner as if the meeting were held in person.**

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Councilor Jaskiewicz called the meeting to order at 5:00 PM. Present were Councilor Rogulski and Councilor May and Finance Director Hart.

Remarks from the public - None

Councilor May moved, second by Councilor Rogulski, to approve the minutes of the 3/30/21 meeting. Motion passed.

The Committee discussed the Consultant Services line in the IT budget. IT Director, Bill O'Neill, explained that he is spending a great deal of time updating the website and doing clerical work. He had budgeted \$25,000 for a part-time clerical position but the Mayor did not support this. He stated that if he had someone to perform the clerical duties he could concentrate on network security, project management and infrastructure. The committee suggested \$15,000, allowing for 19 hours per week at \$15.00/hour. Councilor Rogulski moved, second by Councilor May, to create a line item in the IT Budget, 10440-51075 Part-Time Clerical and fund it at \$15,000. Motion passed.

The Committee reviewed the Public Works budget. The PW Director would like to add two additional seasonal positions. He currently has budgeted for two. The Committee recommends adding one position for a total of three. Councilor May moved, second by Councilor Rogulski, to increase Seasonal Help (10910-51130) to \$33,300. Motion passed. The Committee discussed Streetlight Repairs. Councilor Rogulski moved, second by Councilor May, to decrease Street Light Repairs (10910-52008) to \$25,000. Motion passed.

The following adjustments were made to the Camp Oakdale budget: Councilor May moved, second by Councilor Rogulski, to reduce Electricity (10920-5200) to \$23,000. Motion passed. Councilor May moved, second by Jaskiewicz, to reduce Misc Supplies (10920-53019) to \$500. Motion passed. Councilor May moved, second by Councilor Rogulski, to reduce Sanitary Facilities (10920-53058) to \$3,000. Motion passed. Hart will find out why there is an increase for Training and Conferences.

The Committee discussed the Capital Improvement Plan. There was a question on the cost for the replacement of AC units at the Police Dept. Also about the number of Tennis Courts that will be repaired on Simpson Lane. Hart will get these answers and report back.

The Committee would like to approve the 2021-22 Budget at the May Town Council meeting. Hart will get the information to the recording secretary so it can be put on the agenda.

Meeting was adjourned at 6:08 PM.

Theresa Hart, Director of Finance