

Town of Montville

Town Administration/Rules and Procedures Standing Committee

January 24th 2022 @ 5:00PM ~ Montville Town Hall, room 102

Meeting Minutes

- 1: Call to order.
Chairman Yuchniuk called the meeting to order at 5:04PM.
- 2: Pledge of allegiance.
All stood for the pledge.
- 3: Roll call.
Present were Councilors Yuchniuk, Bunnell and Mandler.
Also present was IT Director William O'neill.
- 4: Amendments to the agenda.
There were no amendments to the agenda.
- 5: Approval of regular meeting minutes from TARP meeting December 27th 2021.
Motion made by Councilor Bunnell, seconded by Councilor Mandler. Voice vote, 3-0 in favor.
- 6: Remarks from the public, agenda items (3-minute limit).
No remarks from the public
- 7: Old business.
None.
- 8: New Business.
 - 8a. Discussion and possible action regarding increasing the wage for the informational technology administrative assistant position.

IT Director William O'neill spoke regarding this issue, he reports that the previous finance committee cut his pay rate request from 20K to 15k in the initial approval of the idea. He does not believe this rate of pay will be beneficial to his hiring a qualified candidate. He would like it changed back to 20K to increase the hourly pay rate for the candidate.

Discussion ensued, it was discovered that he has not yet even posted the job listing in an effort to fill the position that was approved by the town council on 01/10/2022.

Motion by Councilor Bunnell to increase payroll budget to 17K. there was no second to the motion, motion failed.

It was suggested to William O'neill that he actually post the job listing and that he go back to finance to bring up the money aspect since they were the board that cut the money from 20K to 15K.

- 8b. Discussion and possible action regarding the creation of a town policy regarding the use of personal vehicles by town employees while on company time.

Discussion ensued, Councilor Mandler brought up the vehicle use policy, but it does not contain any language on the use of personal vehicles while on company time. Discussion regarding the liability that the town has if there is an accident. Councilor Mandler will put together wording for review at the next TARP meeting.

- 9: Remarks from the public, non-agenda items (3-minute limit).
No remarks from the public.

- 10: Remarks from councilors.
None

- 11: Adjournment.
Meeting adjourned at 5:45 PM

Respectfully submitted, Robert Yuchniuk, Chairman TARP standing committee