

## MINUTES

The Finance Committee for the Town of Montville met at 3:00 p.m. in Room 203 at the Montville Town Hall on December 1, 2009.

Members present: Billy Caron, Gary Murphy and Russ Beetham (arrived 3:17 pm).

Also present: Theresa Fafard, Finance Director, Joseph Jaskiewicz, Mayor and Ellen Hillman, Town Councilor.

Murphy called the meeting to order at 3:02 p.m. He also led the Pledge of Allegiance.

Remarks from the Public: Hillman stated that she felt some of the items on the agenda, such as copy fees and establishment of new funds, should go before Town Administration.

Caron moved to accept the minutes of the September 3, 2009 meeting and November 17, 2009 meeting. Murphy seconded; passed unanimously.

Attorney Bruce Chudwick was present and reviewed the legal fees incurred over the last two years for Shipman and Goodwin, which was a total of \$362,309. This is a blended rate of \$249.28. Some of the larger matters were review of Wetlands Regulations, Charter Revision and Connecticut Carpentry. The town pays a retainer which is \$150/hour for 10 hours each month. Atty Chudwick said he would agree to a blended rate of \$245 if the Council approved. Hillman asked if he would be willing to reduce that to \$243. This will be brought up at the next Town Council meeting.

New funds need to be established for grant money the town has received for the Oxoboxo Bridge Road Project and the Palmertown Phase II Water project. Caron moved to recommend the Town Council establish a new fund called Oxoboxo Road Bridge. Beetham seconded; passed unanimously. Beetham moved to recommend the Town Council establish a new fund called Palmertown Water Phase II. Caron seconded; passed unanimously.

Fafard brought up the fact that the offices are not charging the same amount for copies. Hillman will bring this up at the next Town Administration meeting.

The committee discussed the town doing personal property audits. The Assessor and Finance Director have been speaking with Tax Management Associates regarding this. The town has 212 personal property accounts valued at \$50,000 or more. The cost to audit all accounts is \$223, 500. The Finance Director is suggesting allocating \$50,000 to fund these audits to start and see what the results are. TMA normally has a 3-1 tax return, which includes penalties. The Assessor and Finance Director will present this to the Town Council in December and TMA is willing to also give a presentation.

Fafard informed the committee that she would like to enter into an agreement with Point and Pay to receive credit card payments. There has been a demand from the public as well as staff for this service. Point and Pay charges a fee that is passed on to the customer. The set up and training is free and includes three card readers. She will present this to the Town Council this month.

Beetham moved to recommend the town council transfer \$10,000 to Unemployment (#10420-52018) from Contingency (#10480-52164). Caron seconded; passed unanimously. Since the agenda was posted

another bill has come in. The total amount needed is \$20,000, which will be presented to the council in December.

Beetham moved to make the following additions from Contingency (#10480-52164). Caron seconded; passed unanimously.

|              |                              |                |
|--------------|------------------------------|----------------|
| 10360-52065  | Raymond Comm Library         | \$2,000        |
| 10360-52080  | Boy Scouts/Girl Scouts       | \$200          |
| 10360-52081  | Women Center SE CT           | \$500          |
| 10360-52082  | Big Brothers/Big Sisters     | \$500          |
| 10360-52084  | United Com & Family Services | \$250          |
| 10360-52092  | Mtv Babe Ruth                | \$250          |
| 10360-52093  | Mtv National LL              | \$250          |
| 10360-52094  | Mtv American LL              | \$250          |
| 10360-52095  | Girl's Softball              | \$500          |
| 10360-52096  | American Legion Baseball     | \$250          |
| 10360-52097  | Mtv Youth Soccer             | \$450          |
| 10360-52099  | Mtv Youth Football           | \$250          |
| <b>Total</b> |                              | <b>\$5,650</b> |

The Finance Director explained that there will be a form going out to all non-profits. It will request information regarding the funds they have available to them and who they serve.

Caron moved to adjourn the meeting 4:40 pm. Beetham seconded; passed unanimously.

Attest: Theresa Fafard, Finance Director