

Town of Montville Finance Committee

Minutes of Special Meeting January 25, 2024

5:00 PM Room 203

1. The meeting was called to order at 5:00 PM with the pledge of allegiance. Joe Jaskiewicz, Tim May were present.
2. Chairman May asked if there were any remarks from the public. None
3. Motion by Jaskiewicz, seconded by May, to approve the minutes of the 11/28/23 special meeting. No discussion. Voice vote all in favor.
4. Agenda Items as follows:
 - A. Request from Chief Micah Messer for approximately \$10,735 for foam removal from M4. Chief explained that the foam must be removed and replaced. There is a grant that may be available to reimburse Towns for this. Town would have to pay up front and then apply. Chief Messer will apply for this grant after payment by the Town. It was noted that Chesterfield will need this funded and other two Fire Departments may request this as well. Motion by Jaskiewicz, seconded by May to recommend to the Town Council to transfer \$10,735 from general fund to capital for foam removal noting that resolution will need to be amended to include Chesterfield and may need to be amended further if other companies request funds
 - B. Mayor Lenny requested that the Finance Committee consider his request to allocate funds to create a part time clerical position (floater) to start now and be included in next year's budget. The mayor was asked to formalize his request to include amount being requested, budget line item to use, and source of funding, and to forward this to next Town Council meeting
 - C. Members of this committee were shown the Town Council budget which was completed by Town Council chair/Finance Committee chair last year. This will be sent to Town Council clerk to be included in meeting packet.
 - D. Councilors were provided with a report showing budget to actual for all State revenue for FY 2023 and FY 2024. This will be updated and presented at meetings going forward. Per request, the report will be expanded to include all GF revenue.
 - E. Griffin reported that Road Bonding fund has a balance of \$56,000. Town will bond again this spring and draw down the remaining \$1,200,000 that is authorized/unissued.

- F. Griffin reported that the financial impact of 12/12/23 referendum was approximately \$10,000. Also discussed the impact to current year's budget due to early voting requirement for the April primary. Cost estimate is approximately \$2,500. A \$10,500 grant from the state to support early voting mandate has been received. Chairman May suggested waiting till after the April primary to make budget transfers for all resultant overspent line items.
- G. Griffin discussed recreation revenue and expense distinguishing between general fund and special revenue fund. Chairman May would like more detail at next meeting as well as all other funds under the control of department heads.
- 5. Finance Director reported that the Town Treasurer submitted a letter of resignation on January 22, 2024. Fortunately, he gave a generous amount of notice, as his last day will be Feb. 13. Discussions with HR Director began immediately. Advertising for the job will commence soon.
- 6. Remarks from the Public with a three-minute limit – Tom McNally commented that trying to get a good accounting of funds taken in by the Recreation department has always been a problem. Also stated that the BOE referendum cost \$12,500.
- 7. Remarks from councilors. Councilor May thanked Al Mandler and Tom McNally for attending tonight's meeting.

Meeting adjourned at 6:26 P.M.

Barbara Griffin, Director of Finance