

Town of Montville Finance Committee

Special Meeting Minutes for

May 11, 2016

5:00 p.m. Room 203

Councilor Longton called the meeting to order at 5:00 p.m. He also led the Pledge of Allegiance. Present were Councilor Tanner, Councilor Pollard, Mayor McDaniel and Finance Director Hart. Also present was Councilor Caron and May.

The committee reviewed the Senior/Social Services budget with Director Kathy Peck. She stated that she felt she submitted a good budget and she needs staffing especially to answer phones. She did ask for additional staffing but this was removed from the Mayor's proposed budget. Currently there is only one person in the office. She has 750 senior members. She has received \$163,914 in grants, donations and fundraising. She is pleased that she does not have to charge seniors for programs.

Marcia Vlaun, Town Planner, went over her budget with the committee. She gave a detailed list of the responsibilities of the Land Use Office. Some of the duties are: grants, plan of conservation and development (which is done in-house), GIS, mapping, subdivisions and project management. The committee asked about her current staffing. She explained that they are finally at full staff. At one point, there were only two people in the office and they did what they had to to get the job done but somethings did fall behind. With the new ZEO/WEO and Administrative Assistant the department is functioning very well and able to keep things moving. Bill Pieniadz, Chairman of the Planning and Zoning Commission, urged the committee not to cut staffing. The Commission is trying to get new businesses in Town. Staffing is necessary to accept and help with applications.

Councilor Longton stated that a correction needed to be made in the Youth Services budget. Councilor Longton moved, second by Councilor Tanner, to allocate \$30,000 for part-time youth workers (line # 10750-51073) and \$4,138 for the DMHAS expense (line #10750-52146). Motion carried.

The committee went over the Youth Services budget with Director Barbara Lockhart. There was a discussion regarding revenue which offsets salaries and the increase in the fees for the afterschool program. The committee asked what effect it would have if the program developer position became a part-time position. Lockhart explained that she is a trained facilitator. She also covers the programs until 6 pm. Lockhart will also need her full-time because of the move to Fair Oaks.

Wills Pike of Pheasant Run stated that the Fire Marshal mentioned a State Statute regarding manning at Dispatch. He would like to know what the Statute is and can it be done with one dispatcher per shift. He supports the Land Use, Senior/Social Services and the Youth Services

departments. He feels they do a good job. He feels the Capital Improvement Plan is an important part of the budget especially to fund for roads and items such as police cars. He also inquired about the fire truck program and the Almont safety report. He stated that he appreciated the committee's scrutiny of the budget but sometimes a small increase is not a negative thing.

Michael Hillsberg of Lisa Lane would like a listing of current and prior year capital projects. The Mayor gave him a list of the current capital projects. He stated that the Town purchased four fire trucks in 1991. He does not agree with purchasing large items like this all at once because they will all need to be replaced at the same time. He feels the Town should plan for these types of items and perhaps lease purchase them.

Councilor Tanner stated the Public Safety Committee was reviewing the Almont Report.

Councilor Tanner moved, second by Councilor Pollard, to adjourn at 6:15 pm.

Theresa Hart, Director of Finance