

Town of Montville Finance Committee

Special Meeting Minutes

April 18, 2018

5:00 PM

Room 203

**Present:** Councilor W. Pike, Councilor J. Jaskiewicz, and Councilor T. McNally

**Also present:** Mayor R. McDaniel, Councilor J. Rogulski and Finance Director T.Hart

**1. Call to Order:**

Councilor Pike called the meeting to order at 5:00 PM

**2. Pledge of Allegiance:**

Council members led the Pledge of Allegiance

**3. Roll Call:**

Roll call of members by T. Hart

**4. Remarks from the Public:**

none

**5. Approval of Minutes of April 16, 2018:**

**MOTION: (McNally/Jaskiewicz) to approve the Finance Committee minutes of April 16, 2018 as presented. Vote: Approved Unanimously.**

**6. Agenda items as follows:**

**Discussion of the 2018-2019 Town Budget including Parks and Recreation, Information Technology and Police.**

**Parks and Recreation**

The Committee went over the following line items with P. Bushway from the Park and Recreation Dept.:

It was established the salary line increase was for contractual salary obligations.

P. Bushway asked the Committee if \$5000 was put into the Council's budget for decorations for RT. 32 as previously discussed at a Council Meeting. He stated the Rec. Dept. had bought and displayed holiday wreaths and the feedback from

the Council members was positive and they showed interest in adding to seasonal decorations. It was established that no request had been put into any budgets.

**MOTION: (McNally/Jaskiewicz) to add a line item for the purchase of decorative flags and other decorations.**

P. Bushway stated the decorations that had previously been purchased came out of their special revenue fund. T. Hart stated the funding could be in a new line or added to an already existing line. P. Bushway stated he preferred to have it in a dedicated line to make it easier to track.

**Vote: Approved Unanimously.**

The increase for PT Camp Oakdale salary was discussed and P. Bushway stated they were adding two additional staff at minimum wage salary.

Training and Conference remains at \$600 even though only \$375 has been spent. P. Bushway explained that he has been getting conference attendance for free but that is not expected to be the case in the future.

Safety equipment at \$500 requested, only \$108 spent. The funds are spent on first aid supplies for the camp.

Equipment remains at \$3600, only \$600 spent. P. Bushway stated they will be spending the funds after determining what the winter damage is, as well as normal wear and tear.

Discussion of the booklet which goes out to all 7200 town resident was discussed. In the past the booklet paid for itself because there was a resident who lived in town and collected all the advertising fees. The postage is paid for by the town but additional costs are split between Park and Rec, Seniors, Youth Services and Social Services. The last issue cost approximately \$4000 but was offset by \$1960 in ads which cost each department \$665.01. All agreed it would be a good idea to have other departments represented in the booklet and possibly have one line where the cost of printing and mailing would come out of.

**Information Technology**

The Councilors questioned the following lines:

\$11,000 out of \$53,000 has been spent from the equipment line. B. O'Neil, Technology Director, stated he will begin replacing some of the older and end of life work stations, servers and switches. He stated that software licenses, antivirus licenses and Windows 7 all need to be replaced. B. O'Neil informed the Councilors that support access fees go up annually.

B. O'Neil stated that 40-50% of the workstations are over 5 years old, each work station cost approximately \$500-\$700 and there are 130-150 work stations including laptops in the town. Although there is a sizable amount left in the

Information Technology line, B. O'Neil is confident that most of the unspent funds will be spent by the end of the year on needed upgrades and replacements.

The Councilors discussed capital items in the technology budget with B. O'Neil.

He is requesting \$73,500 for security upgrades for cameras, server software and upgrades to Town website. This includes disk back up systems which will create redundancies for enhanced security.

There is a capital request for the 911 call recorder which will see its end of life in 2020. B. O'Neil stated he is planning in advance.

A capital request for \$18,000 for website redesign is needed because the current website is not suitable for mobile devices which is how many people utilize the web.

### **Police**

Lt. Bunnell stated the increase in wages is due to contractual wage increases. He stated the overtime was high due to having one person out and the decision to have 3 officers on the road for all shifts. Since January of 2017 there has been 25 officers on the road, if he had 26 it would have decreased the overtime. Bunnell stated that he cannot control the sick, vacation, and personal time taken by officers. Those shifts still need to be covered. He stated hiring takes approximately a year to train an officer and out of the last 18 interviewed only one passed the polygraph test.

The Councilors asked about the Resident State Trooper salary. T. Hart stated that the town has not received a firm number as to what they are expected to pay, but at this point \$225,000 is budgeted.

Lt. Bunnell stated there will be three officers retiring before September, 2018 bringing the number of officers down to 22 which includes one officer who is unable to work at this time.

The increase in salaries from \$1.7 to \$1.9 includes step increases and contractual wage increases.

Lt Bunnell asked about the impound lot and was told he needed to resubmit the request.

W. Pike requested that John Leonard from Emergency Management be invited in the next meeting for discussion regarding dispatch budget.

### **7. Remarks from the Public**

Vic Lenda, 128 Kitemaug Rd stated he visited the dispatch center and believes an additional full time dispatcher should be hired. There is only one on duty at a time and they are being asked to do more. Lenda also stated that he believes more

funding should go to school security for the purpose of hiring armed or unarmed guards for all the schools.

Lt. Bunnell, 5 Little John Dr. stated that it was obvious that there needs to be a second dispatcher. Montville is busier than Ledyard and East Lyme.

Jim Moran, Chesterfield Rd. agrees with the previous remarks concerning the additional dispatcher.

**8. Adjournment:**

**MOTION: (McNally/ Jaskiewicz) to adjourn at 6:23. Vote: Approved Unanimously**