Town of Montville
Finance Committee Regular Meeting
Thursday, October 1, 2026
5:30 P.M. Room 203

1. Call to Order
   Councilor Southard called the meeting to order at 5:30 pm.

2. Pledge of Allegiance

3. Roll Call
   Present were Councilor Kate Southard and Councilor Brian Baker. Chairperson Tim May (absent). Also, present were Councilor Billy Caron and Councilor Rachel Novak, Finance Director Julie Chapman and Mayor Leonard G. Bunnell, Sr.

4. Remarks from the Public pertaining to matters on the agenda with a three-minute limit – *none*

5. To Consider and Act on a Motion to Approve:
   a. Regular Meeting Minutes of June 4, 2026
   b. Regular Meeting Minutes of August 6, 2026
   c. Regular Meeting Minutes of September 3, 2026

   A motion was made by Councilor Baker, and seconded by Councilor Southard to approve the June 4, 2026 Regular Meeting Minutes and the August 6, 2026 Regular Meeting Minutes and the September 3, 2026 Regular Meeting Minutes. Discussion: None. Voice vote, 2-0, all in favor. Motion carried.

6. Unfinished Business - *none*

7. Old Business
   a. Joint Meeting with the Board of Education
      The Finance Director reported on efforts to schedule a joint meeting with the Board of Education to review year-end financials and audit updates. Superintendent Vumback provided availability for the afternoon of October 13, 2026 (until 3:30 p.m.) and the morning of October 14, 2026 (until 11:30 a.m.).
      Discussion ensued regarding scheduling during standard business hours versus evening hours. Councilor Baker advocated for an evening meeting to ensure full committee attendance and promote public transparency. The Finance Director will seek alternative dates and times to accommodate all members.

   b. Audit Status Update
      The Finance Director noted that auditors have issued numerous follow-up inquiries over the past several weeks, with both Town and Board of Education staff responding periodically. Councilor Southard reported that, per information shared at a recent Board of Education meeting, all required documentation from the Board of Education has been submitted.

8. New Business
   a) Grant Reimbursements and Compliance Reporting
      The Finance Director provided an update on recent grant activities, emphasizing the administrative work required to maintain compliance:

a. CIF Route 32 Investment**:** Submitted the final reimbursement request of $120,400. Final state closeout paperwork has been filed, bringing total state funding received to $250,000.00.
b. Pier Project: Submitted reimbursement request #1 in the amount of $233,212.00; reimbursement request #2 will be submitted next week.
c. Nuclear Emergency Management Grant: Final submission pending state determination based on eligible percentage allocations (typically yields approximately $10,000.00).
d. Town-Aid Road (TAR): Reporting submitted to the state. The current balance is $187,767.00 (excluding the FY 2027 allocation).
f. Urban Act Grants: Progress reports submitted for the Pickleball Parking Lot and Large Pavilion Renovation projects ahead of the October 1 deadline
g. Opioid Settlement Grant: Annual reporting submitted. The current account balance is $76,430.00.
h. CIF Rounds 8 & 9: The state will combine grant reporting for the $1.2M award (Camp Oakdale) and the recent $2.6M award (Camp Oakdale Complex Improvements).

b) Time and Attendance System Implementation

The Finance Director reported receipt of the Time and Attendance project plan. Implementation is scheduled to begin October 22, 2026, with training running through March 2027. Full system go-live is targeted for late March or early April 2027.

c) Fire Department Retroactive Payments

Retroactive payments totaling $141,000.00 were disbursed to Fire Department employees on October 1, 2026, covering the period from July 1, 2025, to present.

d) FY 2027 Year-to-Date Budget Report

The Finance Director presented overtime expenditures:

- Police Overtime: On target at 25.6% expended, reflecting effective utilization of part-time dispatchers.
- Dispatch Overtime: On target at 25.0% expended.
- Fire Overtime: Slightly elevated at 34.6% expended.
- Public Works Overtime: Trending high at 53.0% expended due to recent storm responses.

e) Senior Center Bus Replacement

The Finance Director and Councilor Caron discussed replacing the Senior Center's 2013 bus, which mechanics have deemed unsafe and non-drivable. The vehicle serves 15 to 20 seniors and veterans daily. A fully ADA-compliant replacement vehicle is currently on hold under state bid pricing for approximately $122,000.00. Councilor Caron recommended funding the purchase initially through Contingency, with funds to be replenished upon the sale of the Maple Avenue property.

A motion made by Councilor Southard and seconded by Councilor Baker, to recommend that the Town Council authorization an appropriation of up to $122,000 from Contingency toward the purchase of a 2026 StarCraft Senior Center Bus.

Voice vote: 2-0, all in favor. Motion carried.

9. Remarks from the Public with a three-minute limit- *none*

10. Remarks from Councilors – *none*

11. Adjournment – 6:06pm

Detailed Regular Meeting Minutes can be accessed through the Meeting Recordings dated 10/01/2026.

Respectfully submitted by Cindy Breton, Executive Assistant to Mayor Leonard G. Bunnell, Sr.