



Town of Griswold

Board of Finance
Special Meeting
April 14, 2020
7:00 PM
Via Teleconference
MINUTES



1. Roll Call/Call to Order: The meeting was called to order at 7:05 PM

Board of Finance Members Present:

Brian Baker – Chairman
Scott Davis – Vice Chairman
Gail Rooke-Norman
Dan Webster
Valerie Grills
Alex Grzelak
Steve Mikutel

Also Present:

Julie Marcotte, Director of Finance
Todd Babbitt, First Selectman
8 Other People

2. Old Business

a. Discussion and possible action on FY 20-21 budget.

4103 – Contributions – It was asked if the little league would actually have a season this year. There was also discussion on the contribution from the Town of Lisbon to the Slater Library. J. Marcotte will follow up on this.

5301 – Recreation – The Assistant to the Recreation Director position was proposed to move to a full-time position from its current part-time status. The Board of Selectman elected to keep the position as part-time. The Regular Part-Time Payroll line item was increased due to an anticipated increase in participants so there is a need for additional staff. The projected increase is due to free breakfast and lunch being provided by GPS as well as longer hours for the camp day (7 am–5 pm). It was noted that the Maintenance/Custodial Supplies has steadily increased over the past three years.

8501 – Capital – It was asked if the Security Cameras that GES is requesting will be monitored. J. Marcotte will follow up with the BOE. The Overhead Doors request for Public Works is for a second door that will be replaced. One door was replaced this fiscal year and this will be the second door to be replaced. The remaining doors will be replaced over the following two years. BOE Payroll Software, it was asked how long the BOE knew that the payroll software was going to be rendered obsolete. J. Marcotte will follow up with BOE. It was asked about the Radio Upgrades for JCFD, why is the Borough not contributing more to the fire station. It was asked if the Sweeper for Public Works was an urgent item to be replaced or if we could possibly put it off for a year or two. T. Babbitt noted that this piece of equipment is 20 years old and is costing the Town in repairs. There was much discussion on lease purchase options.

2401 – Animal Control – The Town currently contracts with NECCOG for animal service. Pricing increased significantly this fiscal year. The Town was able to change the

contract to a per capita pricing flat fee schedule.

1101 – Finance – It was asked about the Purchasing Agent Salary. The purchasing function used to be based in the Tax Collector’s office. It has now moved to Finance and has been absorbed by the staff. There was much discussion on the Finance Director salary line item.

6101 – Planning – There was a question regarding the State of CT_MS4 Program line item. This includes the cost for additional requirements based on population for annual testing/inspection of discharge points.

4102 – Senior Center – There was much discussion on the Senior Center Building Committee line item that contains funds for a grant writer. There was a suggestion that possibly the Town Planner could assist with completing the grant applications. There was also discussion on the salaries for the Senior Center Driver and Senior Center Assistant.

1501 – Town Clerk – There was a question on the Longevity line item. It was noted that all staff at the Town Hall should be kept to the same longevity schedule.

3. Adjournment

MOTION: S. Mikutel made a **motion** that was seconded by V. Grills to adjourn the meeting at 10:06PM. All in favor; **motion carried.**

Respectfully Submitted,

Julie Marcotte
Finance Director