



Town of Griswold

Board of Finance

Special Meeting

May 26, 2021

7:00 PM

Griswold Senior Center

MINUTES



1. Roll Call/Call to Order: The meeting was called to order at 7:00 PM

Board of Finance Members Present:

Scott Davis – Chairman

Alex Grzelak – Vice Chairman

Amanda Brycki

Valerie Grills

Gail Rooke-Norman

Dan Webster

Steve Mikutel

Also Present:

Erik Christensen, Director of Finance

Todd Babbitt, First Selectman

Sean McKenna, Superintendent, Griswold Public Schools

Louis Demicco, AA Young VFD

Jennifer Gauthier, Registrar of Voters

Karen B. LaFreniere, Recording Secretary

7 other people

2. New Business

a. Discussion and possible action on FY21-22 budget.

S. Davis asked for clarification on the \$1.04 million Distressed Municipality Grant. E. Christensen stated 50% of the grant is funded through state bonding funds and can be used for any capital projects. The other 50% is funded through the Federal Cares Act and can be used for Cares Act related eligible expenditures. S. Davis questioned if we use the distressed money 100% to offset the current & existing expenditures would that put us in the same situation as if we pulled the funds from our general fund surplus to balance the budget. We would be starting off the next year's budget in the hole. E. Christensen explained this is a one-year grant. If we use the full \$1,049,000 grant as revenue, we would be starting off next year in the hole. After further discussion, G. Rooke-Norman made a motion.

Motion: G. Rooke-Norman made a **motion** to set up a special revenue fund for \$524,960 dollars which is 50% of the Distressed Municipality grant. V. Grills seconded the **motion**. All in favor; **motion carried**.

Motion: S. Mikutel made a **motion** to cut \$130,000 from the campus entrance paving in the capital expenditure budget. V. Grills seconded the **motion**. After discussion regarding allowing the Capital Improvement Committee to allocate cuts to the capital expenditure

budget, S. Mikutel withdrew his **motion** and V. Grills withdrew her second.

Motion: G. Rooke-Norman made a **motion** to decrease capital expenditure budget by \$130,000. The Capital Improvement Committee will allocate the reduction with board approval. D. Webster seconded the **motion**. A. Brycki, V. Grills, G. Rooke-Norman and S. Davis voted in favor, A. Grzelak, S. Mikutel and D. Webster opposed; **motion carried**.

D. Webster asked if the BOF can take another look at the capital expenditures before the budget goes to referendum since they had not planned on cutting capital. S. Davis replied that the capital budget could be revisited. S. McKenna stated that the \$37,598 for the GPS Electric Sign could be removed from the Capital Expenditures budget as the BOE has approved to purchase the sign with other funding sources.

G. Rooke-Norman started a discussion regarding reducing the Youth & Family Services / Parks & Recreation budget. After discussion, G. Rooke-Norman made a motion.

Motion: G. Rooke-Norman made a **motion** to cut the Youth & Family Services / Parks & Recreation \$90,000 dollars from the bottom-line budget. The cuts to the department will be left up to the Department Head. There was no second; **motion died on the floor**.

Discussion took place on how to cut the Recreation Department budget for the Covid related expenses.

Motion: V. Grills made a **motion** to cut \$60,000 dollars from the Youth & Family Services / Parks & Recreation budget with the one-time funding from the Federal Cares Acts for Covid expenses. S. Mikutel seconded the **motion**. E. Christensen stated the money should be taken from one line item in the budget. V. Grills amended the **motion** to decrease line item 5105 Regular Part-Time Payroll \$60,000. S. Mikutel seconded the amended **motion**. All in favor with the exception of G. Rooke-Norman who opposed; **motion carried**.

Discussion followed regarding making a cut to line item 5850 Exchanges. G. Rooke-Norman questioned if we could cut \$10,000. S. Mikutel feels we could cut more than \$10,000. E. Christensen stated we should not cut too much more than \$10,000 because we do not have all our debt service figures in, so we do not know the exact amount needed yet. G. Rooke-Norman made a motion.

Motion: G. Rooke-Norman made a **motion** to cut \$10,000 from Emergency & Contingencies. A. Grzelak seconded the **motion**. All in favor; **motion carried**.

S. Mikutel started a discussion to cut dept. 1701-line item 5400 Town Council budget. S. Mikutel feels \$95,000 is too high for a small town like Griswold. He feels this should be much lower. If the BOF cuts this line item, the First Selectman could always go back to the BOF to ask for more funds if needed. After more discussion S. Mikutel made a motion.

Motion: S. Mikutel made a **motion** to cut \$10,000 from dept. 1701-line item 5400 Town Council budget. V. Grills seconded the **motion**. All in favor; **motion carried**.

The BOF discussed budget cuts to the Registrars department. J. Gauthier stated at least 10% of the Registrars budget could be applied to covid expenses. The contractual temps \$4,000. Election Supplies signage \$500 & stanchions \$500-\$1,000. After further discussion G.

Rourke-Norman made a motion.

Motion: G. Rourke-Norman made a **motion** to make cuts to the Registrars budget. Cut Line Item 5120 Contractual Temp and OCC by \$3,000 & Line Item 5210 Election Supplies by \$1,000. This will be funded from the Federal Cares Act Covid related expenses. D. Webster seconded the **motion**. All in favor; **motion carried**.

S. Mikutel started a discussion regarding making a bigger budget cut to the Capital Improvement budget. After further discussion S. Mikutel made a motion.

Motion: S. Mikutel made a **motion** to cut another \$150,000 from the Capital Improvement budget. Alex Grzelak seconded the **motion** for sake of discussion. After further discussion, the BOF voted. S. Mikutel voted in favor, A. Brycki, S. Davis, V. Grills, A. Grzelak, G. Rooke-Norman and D. Webster opposed: **motion failed**.

D. Webster brought forth a discussion to the BOF to make budget cuts to Public Works line item 5102 Director of Public Works and whether it should be budgeted for a part-time position. After further discussion, D. Webster make a motion.

Motion: D. Webster made a **motion** to cut the Public Works budget line item 5102 Director of Public Works from \$60,000 down to \$32,000. V. Grills seconded the **motion**. A. Grzelak, V. Grills and D. Webster voted in favor, A. Brycki, S. Mikutel, G. Rooke-Norman and S. Davis opposed; **motion failed**.

D. Webster brought up a discussion on Contributions. Following discussion, D. Webster made a motion.

Motion: D. Webster made a **motion** to cut Slater Library budget \$2,500. There was no second; **motion died on the floor**.

The board briefly discussed the Board of Education budget and stated they felt it was a responsible budget. Following discussion, D. Webster made a motion.

Motion: D. Webster made a **motion** to send the budget as adjusted to the Board of Selectmen to send to the Annual Town Meeting in the amounts of \$29,160,420 for the Board of Education budget and \$8,597,715 for the General Government budget. V. Grills seconded the **motion**. All in favor with the exception of S. Mikutel who opposed; **motion carried**.

3. Adjournment

MOTION: D. Webster made a **motion** that was seconded by V. Grills to adjourn the meeting at 9:30 PM. All in favor; **motion carried**.

Respectfully Submitted,

Recording Secretary
Karen B. LaFreniere