



Town of Griswold

Board of Finance
Regular Meeting
July 21, 2020
7:00 PM
Via Teleconference
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
Steve Mikutel
Valerie Grills
Gail Rooke-Norman arrived at 7:14 PM
Daniel Webster

Also Present:

Todd Babbitt, First Selectman, Town of Griswold
Erik Christensen, Interim Director of Finance
Sean McKenna, Superintendent of Griswold Schools
Jeannette Bell, Recording Secretary
2 Other People

2. Approval of Minutes

- a. **June 16, 2020 Regular Meeting Minutes**
- b. **June 23, 2020 Special Meeting Minutes**

MOTION: D. Webster made a **motion** that was seconded by V. Grills to approve the above minutes as presented. All in favor; **motion carried.**

3. New Business

- a. **Finance Directors monthly report**

E. Christensen stated the Revenues recorded to date for Fiscal Year 2019/2020 are \$35,961,810.77 or 101.11% of budgeted revenues. He also stated we are currently \$395,055.77 over budget for revenues for FY 19/20. The Expenditures recorded to date for Fiscal Year 2019/2020 are \$34,207,580.43 or 96.18% of budgeted expenditures. E. Christensen also noted the new line items overspent were mostly payroll related due to the contract being signed after the budget was passed the previous year. E. Christensen stated the Revenues recorded to date for Fiscal Year 2020/2021 are \$1,367,559.31 or 3.73% of budgeted revenues. The Expenditures recorded to date for Fiscal Year 2020/2021 are \$310,135.79 or 0.85% of budgeted expenditures. The only item overspent for FY 2020/2021 is building repairs at Pachaug Town Hall.

- b. **Monthly report regarding Special Education tuition position/ contingency BOE account.**

S. McKenna reported there are currently 9 students enrolled which generated \$216,268.84 in tuition. The cost for salary and benefits for the teacher is \$63,178.22 for a net of

\$153,090.62 in tuition revenue.

c. Discussion and possible action on FY 19/20 budget transfers.

MOTION: S. Mikutel made a **motion** that was seconded by S. Davis to approve the budget transfers as presented by the Finance Director. All in favor; **motion carried.**

d. Discussion and possible action on FY 20/21 budget transfers.

MOTION: S. Mikutel made a **motion** that was seconded by V. Grills to approve the budget transfers as presented by the Finance Director. All in favor; **motion carried.**

4. Old Business

a. Update and discussion on bonding projects.

T. Babbitt stated the Senior Center project is approximately eight weeks behind schedule due to COVID. The new target date for completion should be sometime in January. He noted he has been in contact with USDA regarding the infrastructure project and they need additional information. He also noted he would reach out to the Senior Center Building Committee Chairman to find out about the cost for the fixtures.

b. Update and discussion on BOE HVAC repairs.

S. McKenna stated the priority 2 and 3 repairs are currently underway. He also noted the school had submitted a 60 page plus report to the State of Connecticut for reopening the schools in which ventilation had to be addressed, to which coincides with the HVAC repairs and servicing of the system. He did note he would need to check on the filters to make certain they would meet the standards put out by the State.

5. Adjournment

MOTION: D. Webster made a **motion** that was seconded by S. Mikutel to adjourn the meeting at 7:19 PM. All in favor; **motion carried.**

Respectfully Submitted,

Jeannette Bell
Recording Secretary