



Town of Griswold

Board of Finance
Regular Meeting
October 18, 2016
7:00 PM

Town Hall Meeting Room
APPROVED 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
Brian Baker – Vice Chairman
Peter Dorff
Gary Levy
Gail Rooke-Norman arrived at 7:03
Dan Webster
John Wolkowski

Also Present:

Erik Christensen, Director of Finance
Katherine McNair, Manager, PKF O'Connor Davies, LLP
2 Other People

2. Pledge of Allegiance

3. Public Forum

S. Davis asked if anyone wished to speak. No one can forward.

4. Approval of Minutes:

MOTION: G. Levy made a **motion** that was seconded by P. Dorff to approve the September 20, 2016 regular meeting minutes as presented. All in favor; **motion carried.**

5. New Business

a. Entrance conference presentation from auditors.

K. McNair outlined the audit procedures regarding the services they are providing for the town as well as reporting timelines. She had passed out a booklet to all the Board of Finance members explaining the procedures along with a questionnaire to be completed and mailed back to them.

b. Finance Director monthly report.

E. Christensen stated the revenues collected to date are \$11,020,465.38 or 33.20% of budgeted revenues. He stated there are no concerns at this point and we have collected everything which is due us thus far. He stated the expenditures recorded to date are \$6,630,152.95 or 19.97% of budgeted revenues. He stated there are no major concerns at this time and no new line items have been over expended. E. Christensen did note it will be approximately three weeks until the Grand List is finalized. He also stated the Assessor believes there will be a slight decrease in the Grand List.

6. Any Other Business

S. Davis had stated he wanted to discuss the Tax Collector office. G. Levy recused himself at 7:11. S. Davis questioned the merging of duties and inquired on the reimbursement to the town from the Borough. E. Christensen stated the Borough will be reimbursing the Town approximately \$32,000 in four equal installments. That money in turn will go back into the General Fund. G. Levy returned at 7:16.

7. Public Forum

S. Norman – stated he wanted to inform the Board of Finance members that the Board of Education is trying to attract more tuition students, however additional Special Education needs could be a burden on services at the school.

8. Adjournment

MOTION: G. Levy made a **motion** that was seconded by J. Wolkowski to adjourn the meeting at 7:19PM. All in favor; **motion carried.**

Respectfully Submitted,

Jeannette Bell
Recording Secretary