



Town of Griswold

Board of Finance
Regular Meeting
December 15, 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
Amanda Brycki
Valerie Grills
Steve Mikutel
Daniel Webster

Member Absent:

Gail Rooke-Norman

Also Present:

Erik Christensen, Director of Finance
Sean McKenna, Superintendent of Griswold Schools
Marty Osga, Chairman Alternative School Space Needs Committee
7 Other People

2. Public Forum

No one wished to speak.

3. Approval of minutes

a. November 17, 2020, Regular Meeting Minutes.

MOTION: S. Mikutel made a **motion** to approve the above minutes as presented. There was no second; **motion died on the floor.**

4. New Business

a. Finance Directors monthly report.

E. Christensen stated he included the revenue and expenditure reports for the current year, donation fund detail and COVID-19 related expenditures. The revenues recorded to date are \$16,381,544.07 or 44.71% of budgeted revenues. He noted there are some line items projected to come in well over budget such as tuition revenue and conveyance taxes. The only concerns at this point are interest income due to low interest rates and possibly recreation fees due to COVID-19 but there will be a savings in expenditures if programs are canceled. Expenditures recorded to date are \$15,786,946.15 or 43.09% of budgeted expenditures with no new line items overspent and no major concerns as of right now.

b. Monthly report regarding Special Education tuition position/Contingency BOE

account.

S. McKenna stated there are currently 8 students associated with the Special Education position funded last fiscal year. 35% of tuition town students are special education students.

c. Discussion and possible action on appropriation for architectural plans for converting the Town Senior Center to alternative school space as recommended by the Alternative School Space Needs Committee.

M. Osga, Chairman of the Alternative School Space Needs Committee, provided an overview of the need for a new location for an alternative school and discussed the bids that were received for architectural plans. Discussion followed regarding the need for a new location and concerns regarding awarding the bid to a business owned by the Fire Marshal. M. Osga stated the Committee had concerns as well but were informed the Assistant Fire Marshal would perform all inspections and there is not a conflict of interest. Discussion followed regarding the need for the new space and the proposals received. The Board indicated they would like more clarification on the bids and asked the Alternative School Space Needs Committee to come back with more details regarding the proposals. **MOTION:** D. Webster made a **motion** that was seconded by S. Mikutel to table the item until the next regularly scheduled meeting. All in favor; **motion carried.**

5. Old Business

a. Update and discussion on bonding projects.

E. Christensen noted there was nothing new to report on the Senior Center, it is still about 12 weeks behind schedule and hopefully will be completed the end of February. There was a meeting scheduled for Thursday with USDA and the engineers to discuss the project and grant funding. Heather Somers has put in touch with a regional manager with USDA to help move the project along. We still anticipate construction beginning in the spring.

b. Update and discussion on BOE HVAC repairs.

S. McKenna stated Preventative maintenance have been completed at GES and GMS and GHS is 80% complete. Repairs at GHS will be completed in the next couple weeks.

6. Any Other Business

There was no other business.

7. Public Forum

No one wished to speak.

8. Adjournment

MOTION: D. Webster made a **motion** that was seconded by S. Mikutel to adjourn the meeting at 8:04 PM. All in favor; **motion carried.**

Respectfully Submitted,

Erik Christensen
Finance Director