



Town of Griswold

Board of Finance
Special Meeting
March 27, 2017
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
Daniel Webster

Members Absent:

Gail Rooke-Norman
John Wolkowski

Also Present:

Erik Christensen, Director of Finance
Jeannette Bell, Recording Secretary
Leona Sharkey, Tax Collector
Tina Falck, Senior Center Director
George Kennedy, Registrar of Voters
Cathy Briody, Registrar of Voters
Tom Holowaty, Chief Griswold Volunteer Fire Department
Louis Demicco, Chief Jewett City Volunteer Fire Department
3 Other people

2. Pledge of Allegiance

3. New Business

a. Discussion and possible action on FY17-18 budget.

4102- Senior Citizens – T. Falck outlined the department budget. **5145-Health Insurance** had the highest increase due to new employee who is on the family plan where the last employee was single on insurance. **5110-Overtime** was increased due to programming activities scheduled after hours or on the weekend. T. Falck stated in the past comp time was earned for the extra hours worked, however with that no longer available the overtime budget has increased. T. Falck received a higher salary and no longer gets paid for overtime. She had stated she was not a fan of doing away with comp time and would like to see it returned. The other increases were wages per the union contract.

1302 – Tax Collector – G. Levy recused himself at 7:11PM. L. Sharkey outlined the department budget. **5200-Travel** decreased by \$100. **5204-Advertising** increased \$400 due to increased rates by The Bulletin. **5212-Postage** decreased by \$1,000 based on

current years usage. **5406-Service Contracts and Leases** decreased by \$250 based on savings from being overcharged for sewer bills. **5125-Elected Official Tax Collector** Seeking a 2.5% increase however the Selectmen had reduced to 1%. L. Sharkey noted the town has been reimbursed over \$40,000 by the borough for tax collections. G. Levy returned at 7:16PM.

1401 – Elections and Registrations – G. Kennedy outlined the department budget. **5406-Service Contracts/Leases** increased \$250 due to state mandates. **5125D-Registrars-Elected Officials** had requested a 2.5% increase however the selectmen had reduced it to 1%.

2201 – Emergency Services – T. Holowaty outlined the budget for the Griswold Fire Department. **5504-OSHA Physicals and Testing** seeking a \$2,000 increase, however the selectmen kept the same as last years. **5508-GVFD** is looking for a zero percent increase in their operating budget. **5517-Retention and Recruitment GVFD** requested an increase of \$10,000 due to the fact he has five new members who will be eligible for retention money. The Selectmen decreased it to \$3,129. T. Holowaty stated they responded to 571 calls last year and they have 33 members.

L. Demicco outlined the budget for the Jewett City Fire Department. **5504A-OSHA Physicals and Testing** is looking for a zero percent increase. **5515-JCVFD** is requesting an additional \$1,978 which is a 2% increase in their operating budget. **5517A-Retention and Recruitment JCVFD** had originally asked for an extra \$10,000 however the selectmen reduced it to a \$950 increase. L. Demicco stated they responded to 873 calls last year and they have 19 active members. L. Demicco also noted his department is housing American Ambulance which is driving up his operating costs. He stated he is currently in the process of trying to get reimbursed for those added expenses.

1101 – Finance – E. Christensen outlined the department budget. **5210-Office Supplies/Central Purchasing** was originally in the Selectmen budget however has been transferred to the Finance budget this year. **5402-Finance and Accounting** increased \$8,000 due to the OPEB report being due this year. **5406-Service Contract/Leases** decreased \$500 due to current figures. **5407-Technology Maintenance** decreased \$300 due to current figures. **5420-Contracted Services** decreased \$3,000 due to third party software consultant not needed.

1301 – Treasurer – E. Christensen outlined the department budget. **5125-Elected Official** increased 1% by the Selectmen.

4201 – Uncas Health District – E. Christensen outlined the department budget. **5120-Contractual Temp** increased \$152 due to rate increase.

4202 – Public Health Nursing – E. Christensen outlined the department budget. This department has been closed out due to no activity.

7101 – Emergency and Contingency – E. Christensen outlined the department budget. **5850-Exchanges** decrease by \$40,000 due to the prior year needing more to cover wage and benefit increases.

7201 - Fringe Benefits – E. Christensen outlined the department budget. **5135 –**

Accumulated Sick Time – has been reduced by \$20,000. At this time there appears to be a sufficient amount to cover any expenses. **5160-Unemployment Compensation** decreased by \$3,000 based on current year's figures.

8101 – Debt Retirement – E. Christensen outlined the department budget. The entire budget had a reduction of \$27,807 based on current expected payments.

b. Discussion and possible action on request from Ordinance Committee for input on Chapter 24 of the Town Code of Ordinances.

E. Christensen stated that T. Babbitt would like to know if the Board of Finance had any suggestions of changes to Chapter 24 including the possibility of increasing the bid amount in Chapter 24-1 which is currently at \$7,500 and has been since 1993. There was much discussion as well as Chapter 24-4B regarding the lowest bid percentage being awarded for town based businesses. **MOTION:** B. Baker made a **motion** that was seconded by G. Levy to leave Chapter 24-1 at \$7,500 and to reduce 24-4B to 5%. All in favor; **motion carried.** **MOTION:** P. Dorff made a **motion** that was seconded by G. Levy to amend Chapter 24.4D to add a line (4) to exclude sand and salt bids from the minimum amount. D. Webster and B. Baker opposed. S. Davis being the tie breaker voted in favor; **motion carried.**

4. Adjournment

MOTION: D. Webster made a **motion** that was seconded by G. Levy to adjourn the meeting at 8:39PM. All in favor; **motion carried.**

Respectfully Submitted,

Jeannette Bell
Recording Secretary