



# Town of Griswold

Board of Finance

Regular Meeting

May 15, 2018

7:00 PM

Town Hall Meeting Room

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

Steve Mikutel – Vice Chairman

Brian Baker

Valerie Grills

Gary Levy

Gail Rooke-Norman

Daniel Webster

**Also Present:**

Erik Christensen, Director of Finance

Jeannette Bell, Recording Secretary

Sean McKenna, Superintendent of Griswold Public Schools

Leona Sharkey, Tax Collector

Todd Babbitt, First Selectman

10 Other People

**2. Pledge of Allegiance**

**3. Public Forum**

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

**4. Approval of Minutes**

a. **April 17, 2018 Regular Meeting Minutes.**

b. **May 9, 2018 Special Meeting Minutes.**

**MOTION:** S. Mikutel made a **motion** that was seconded by G. Rooke-Norman to approve the above minutes as presented. All in favor; **motion carried.**

**5. New Business**

a. **Finance Directors monthly report**

E. Christensen stated the revenues recorded to date are \$32,357,200.79 or 77.13% of budgeted revenues. There has been no change regarding the State budget and there are no other major concerns with revenue at this point. The expenditures recorded to date are \$24,468,848.95 or 68.92% of budgeted expenditures. There are no major concerns as of right now with some items currently overspent.

**b. Discussion and possible action on adding administrative fees to delinquent motor vehicle taxes.**

L. Sharkey has proposed to have a \$5.00 administrative fee added to all delinquent motor vehicle tax accounts due to the additional costs involved in mailing delinquent notices. She had reached out with a question of how many towns add this fee. Of the 40 responses she received, 33 towns add this fee. **MOTION:** G. Rooke-Norman made a **motion** that was seconded by S. Mikutel to add a \$3.00 administrative fee to delinquent motor vehicle taxes. G. Rooke-Norman voted in favor; B. Baker, V. Grills, G. Levy, S. Mikutel and D. Webster opposed, **motion failed.** **MOTION:** B. Baker made a **motion** that was seconded by V. Grills to institute a \$5.00 administrative fee to delinquent motor vehicle taxes. B. Baker, V. Grills, G. Levy, S. Mikutel and D. Webster voted in favor; G. Rooke-Norman opposed, **motion carried.**

**c. Discussion regarding correspondence from Superintendent of Griswold Public Schools related to personal contracts.**

S. McKenna had provided the Board of Finance members with a list of all personal contracts. He stated they are three year contracts which are revisited and negotiated yearly.

**6. Old Business**

**a. Discussion and possible action on FY18-19 budget.**

S. Davis began by thanking all involved in the budgets for working very hard in order to get to a zero or less increase. He stated as the budgets currently stand it would be an increase in the mil rate of .34. There was some discussion. **MOTION:** G. Rooke-Norman made a **motion** to take \$65,000 out of the Capital budget. There was no second; **motion died** on the floor. **MOTION:** B. Baker made a **motion** that was seconded by G. Levy to reduce the Board of Education budget by \$360,791. There was discussion. G. Levy withdrew his second. **MOTION:** B. Baker made a **motion** that was seconded by G. Levy to set the Board of Education budget at \$27,184,555 which represents the change in the MBR due to lower enrollment and send it to a Town Meeting. All in favor; **motion carried.** **MOTION:** S. Mikutel made a **motion** that was seconded by G. Rooke-Norman to set the Town Government General budget at \$7,155,965 and send it forward to a Town Meeting. All in favor; **motion carried.**

**b. Update on gas line project.**

B. Baker stated the committee is approaching this matter cautiously and carefully and they have not rejected or accepted any proposals. He stated they have a proposal from BBH which is already familiar with the school system as they have been used previously. Their next meeting will be to discuss the various proposals received.

**c. Discussion and possible action on BOF policies as recommended by audit.**

**MOTION:** B. Baker made a **motion** that was seconded by G. Rooke-Norman to approve the Town of Griswold Recreation policy as presented. All in favor; **motion carried.**

**7. Any Other Business**

G. Rooke-Norman stated she would like a report from the Recreation Department for cost and income per activity. She would like from FY16/17 forward for the next meeting.

**8. Public Forum**

**S. Norman** – Is frightened to hear that the Board of Finance has cut the MBR. He stated he is against it and hopes it will not continue in the future. He also stated he will support both budgets.

**J. Barnie** – Wanted the totals for both budgets for this current year as well as the proposed FY18/19.

**L. Sorder** – Wanted to know if the \$5.00 administrative fee on delinquent car taxes is in addition to the late fee. L. Sharkey stated yes it is.

**9. Adjournment**

**MOTION:** G. Levy made a **motion** that was seconded by S. Mikutel to adjourn the meeting at 7:52PM. All in favor; **motion carried.**

Respectfully Submitted,

Jeannette Bell  
Recording Secretary