



# Town of Griswold

Board of Finance  
Regular Meeting  
December 18, 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  
Valerie Grills  
Daniel Webster

**Board of Finance Members Absent:**

Gail Rooke-Norman  
Brian Baker

**Also Present:**

Erik Christensen, Director of Finance, outgoing  
Julie Marcotte, Director of Finance, incoming  
Alisha Stripling, Business Manager, Griswold Public Schools  
Tom Verville, Grounds Maintenance, Griswold Public Schools  
Jeannette Bell, Recording Secretary  
4 Other People

**2. Pledge of Allegiance**

S. Davis recognized and thanked Erik Christensen for a job well done. He also welcomed Julie Marcotte on board as the new Finance Director.

**3. Public Forum**

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

**4. Approval of Minutes**

**a. November 20, 2018 Regular Meeting Minutes.**

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

**5. New Business**

**a. Finance Directors monthly report**

E. Christensen presented the revenue and expenditures for FY 18/19. He stated the Revenues recorded to date are \$15,421,958.26 or 44.91% of budgeted revenues. He also stated the Expenditures recorded to date are \$9,839,715.03 or 28.65% of budgeted expenditures. There are no major concerns with revenues or expenditures other than two new line items overspent thus far.

**b. Discussion and possible action on additional appropriation for utility vehicle for Griswold Public Schools.**

Alisha Stripling addressed the Board of Finance regarding the purchase or repair of the Kubota which is used for snow removal. The transmission needs to be replaced at a cost of \$8,354.71. A new one can be purchased for \$23,867.11. Seeing the old one is approximately 11 years old and it is very rusted and corroded it seems feasible to replace it with a new one. Tom Verville also stated it was his opinion to replace rather than repair. There was discussion. **MOTION:** S. Mikutel made a **motion** that was seconded by D. Webster to approve the purchase of the new Kubota vehicle as referred to in a letter from the School Superintendent from December 10, 2018 as reference in Appendix B as an attachment to that. Fund to the tune of \$23,867.11 with the money to be taken out of the unassigned capital and non recurring reserve fund account 201. All in favor; **motion carried.**

**c. Discussion and possible action on quarterly budget transfers.**

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

**d. Discussion on filling Board of Finance vacancy.**

There was much discussion on the process and determination of how that position can be filled. It was noted there have been four letters of interest received by S. Davis. S. Davis noted a Special Meeting must be held and the majority vote will prevail. There were several meeting dates which will be proposed to the board members who were absent tonight with a date to be set.

**6. Old Business**

**a. Update on gas line project**

D. Webster stated the committee has not met recently so there are no further updates.

**7. Any Other Business**

There was none

**8. Public Forum**

**L. Sorder** - wanted to go on record to state that the purchase of the Kubota was discussed with the Selectmen and other options were visited.

**9. Adjournment**

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

Respectfully Submitted,

Jeannette Bell  
Recording Secretary