



# Town of Griswold

Board of Finance  
Special Meeting  
March 5, 2019  
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  
Gail Rooke-Norman  
Dan Webster

**Also Present:**

Todd Babbitt, First Selectman  
Julie Marcotte, Director of Finance  
Mario Tristany, Town Planner  
Valerie Pudvah, Town Clerk  
Leona Sharkey, Tax Collector  
Linda Cote, Treasurer  
Tina Falck, Senior Center Director  
Jeannette Bell, Recording Secretary  
1 Other Person

**2. Pledge of Allegiance**

**3. Old Business**

**a. Discussion and possible action on FY19-20 budget.**

**Treasurer – 1301** – Linda Cote presented the Treasurers budget. She stated the only increase to her budget was for a 3% increase in her salary.

**Planning and Development – 6101** – M. Tristany presented the Planning budget. He stated the increases to his budget were contractual salary increases. He also noted the secretary position was reduced to part time last year which saved the town money in the previous budget.

**Tax Collector – 1302** – Leona Sharkey presented the Tax Collectors budget. She stated there were payroll contractual increases. Travel and Meetings/ Dues also increased \$500 each due to the newly hired Assistant Tax Collector obtaining his certification. There was also an increase in Service Contracts/Leases of \$1500 due to the addition of the Lexis Nexis program. This new program would help find addresses for delinquent taxpayers and would generate extra revenue for the town. Leona will also generate a report for the next year on the extra taxes collected using this new program.

**Senior Center – 4102** – Tina Falck presented the Senior Center budget. She stated there was an increase for salaries due to contractual increases. She stated there was a decrease to

Recreation Supplies of \$2000. She is requesting \$50,000 for a Grant Writer to be utilized for the Senior Center Expansion only. She noted there is no reimbursement for the Meals on Wheels program.

**Assessor – 1303** – Evelyn Spagnolo was not present as she was in a Board of Assessment Appeals meeting. It was decided to have her present her budget at the end of the other departments.

**Town Clerk – 1501** – Valerie Pudvah presented the Town Clerks budget. She stated there was an increase in salaries due to contractual increases. She also stated she had requested an extra \$400 for Vital Statistics however has said she could hold off one more year which will bring that line item back to \$500.

**Uncas Health District – 4201** – J. Marcotte presented the budget. She stated there was a slight decrease due to a population decrease of 32 people.

**Contingency – 7101** – J. Marcotte presented the budget. She stated \$90,000 was a safe amount in assuming there was a 3% contractual increase for all employees. It was noted there are 27 Union Employees and 4 Non-Union for a total of 31 Employees.

**Fringe Benefits – 7201** - J. Marcotte presented the budget. The Retiree Life Insurance increased by \$150. She noted she did not yet have the figure for the MERF Adm. Assessment.

**Debt Retirement – 8101** – J. Marcotte presented the budget. She stated the total for the department was up slightly but also noted there is one year left to pay on the Capital Lease Payment.

**Assessor – 1303** – It was noted that Evelyn Spagnolo would be unable to present her budget as she was still in another meeting. It was suggested to add her presentation to another meeting in the next week or two.

J. Marcotte stated the Towns portion of the pension has increased from 11.74% to 14.22% for all departments. There were still no concrete figures for the contractual increases due to the contracts not being finalized yet. She also stated the Health Insurance portion paid by the Town was scheduled to increase about 8% but also noted that figure is not set in stone. J. Marcotte stated the General Government budget is up about 1 mil. The total increase includes a flat funded amount for the Board of Education due to not yet knowing what their figures will come in at is up about 1/2 mil. She stated the Grand List has increased \$9 million from last year and noted all revenue figures are still not in.

#### 4. **Adjournment**

**MOTION:** S. Mikutel made a **motion** that was seconded by D. Webster to adjourn the meeting at 7:28PM. All in favor; **motion carried.**

Respectfully Submitted,

Recording Secretary  
Jeannette Bell