



Town of Griswold

Board of Finance
Regular Meeting
September 17, 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 (arrived at 7:05 PM)
Brian Baker
Valerie Grills
Gail Rooke-Norman
Daniel Webster

Also Present:

Julie Marcotte, Director of Finance
Todd Babbitt, First Selectman
Sean McKenna, Superintendent of Griswold Schools
7 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. July 16, 2019 Regular Meeting Minutes

MOTION: G. Rooke-Norman made a **motion** that was seconded by B. Baker to approve the July 16, 2019 minutes as presented. All in favor; **motion carried.**

5. New Business

a. Finance Directors monthly report

J. Marcotte presented the revenue and expenditures for FY 18/19 and FY 19/20. She stated the revenues for FY 18/19 are estimated to be \$34,822,088.05 or 101.40% of budgeted revenues. The expenditures for FY 18/19 are estimated to be \$33,877,313.88 or 98.65% of budgeted expenditures. Based on these figures it would put our estimated unassigned fund balance at around \$4.7 million which is 13.24% of the current budget.

J. Marcotte stated the revenues for FY 19/20 recorded to date are \$11,744,022.52 or 33.02% of budgeted revenues. She stated the expenditures recorded to date are \$2,251,435.55 or 6.33% of budgeted expenditures. She did note the expenditures do not reflect any Board of Education expenses as of yet.

b. Discussion and possible action on 2020 meeting schedule

MOTION: D. Webster made a **motion** that was seconded by S. Mikutel to hold the Board

of Finance meetings on the third Tuesday of the month at 7PM. All in favor; **motion carried.**

c. Discussion and possible action on FY 2019 budget transfers

J. Marcotte presented the budget transfers as well as a summary for the last four years. **MOTION:** S. Mikutel made a **motion** that was seconded by B. Baker to approve the budget transfers as presented. V. Grills, B. Baker, S. Mikutel, and G. Rooke-Norman in favor, D. Webster opposed; **motion carried.**

d. Monthly report regarding Special Education tuition position/Contingency BOE account

S. McKenna, Superintendent of Griswold Schools, presented a report stating the new teacher was hired on August 26, 2019. The total cost of salary and benefits for FY19/20 is \$63,178.22. It is currently estimated that the tuition generated by the students assigned to this teacher is \$197,984.

e. Discussion and possible action on appointing a BOF member to sit on the BOE Negotiating Committee for the purpose of teacher contract negotiations

It was decided that a BOF member will sit as a non-voting member on the BOE Negotiating Committee and will report back to the BOF on the progress of those meetings. It was noted that the information that is discussed during these meetings is to be kept confidential. Therefore, the BOF will meet in Executive Session to discuss these updates.

MOTION: S. Mikutel made a **motion** that was seconded by G. Rooke-Norman to appoint B. Baker as the BOF representative on the BOE Negotiating Committee. All in favor; **motion carried.**

6. Old Business

S. Davis noted there was none.

7. Any Other Business

D. Webster noted that personal employment contracts should be brought before the Board of Finance for their approval at the beginning of the budget cycle.

8. Public Forum

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

9. Adjournment

MOTION: D. Webster made a **motion** that was seconded by S. Mikutel to adjourn the meeting at 7:54PM. All in favor; **motion carried.**

Respectfully Submitted,

Julie Marcotte
Finance Director