

Valerie Pudvah

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Town of Griswold

28 Main Street
Griswold, CT 06351



**Board of Selectman
Special Meeting
Selectmen's Meeting Room
Thursday, March 11, 2021
5:00 PM**

MINUTES

1. **Call to Order/Roll Call** – Meeting was called to order at 5 PM by T. Babbitt, First Selectman

Members Present: Todd Babbitt, First Selectman
Richard Grabowski, Selectman
Jared Picco, Selectman

Others Present: Erik Christensen, Finance Director
Tina Falck, Senior Center Director
Rosalyn Dupuis, Assessor
Leona Sharkey, Tax Collector
Valerie Pudvah, Town Clerk

2. **Discussion and possible action on 2021/2022 departmental budgets**

Senior Center – Tina Falck presented the budget. She noted that they will be in they should be in the new facility and made some cuts where possible. She noted membership has always been \$3. Moving forward she would like no charge for residents, but \$10 for non-residents which would go to a revenue line. R. Grabowski asked if the current custodian would maintain the new center. T. Falck noted, he would but there would be a lot of volunteer help for maintenance. E. Christensen noted the increases as contractual wages, pension, water due to expected increase. Other items stayed the same or decreased.

Legal (1701) – T. Babbitt noted labor legal was raised slightly due to negotiations coming up, but overall should see that line go down in the future.

Building Department – E. Christensen presented the budget. He noted there were no increases other than pension and wages per union contract. The secretary position should go down as a new employee will start at a lower rate. Service contracts and leases increased \$100.

Assessor – Rosalyn Dupuis presented the budget. E. Christensen noted a significant increase for transfer to the revaluation fund due to revaluation being completed and the amount left to pay. The increased amount includes a slight buffer. BAA advertising was increased due to increase of fees for required advertising. R. Dupuis noted she has been working with Vision to prevent any possible IT glitches. There are increases for wages and pension. Health insurance and Assessor salary went down slightly as well as service contracts.

Selectmen – T. Babbitt noted most increases are contractual. Selectmen salary can only be increased on election years so there is an increase put in for that. Medical insurance for selectmen is budgeted for family as it is unknown. Liability insurance is increasing, but worker's compensation should be going down. Everything else remains the same. J. Picco asked if we should be increasing the Selectmen's salary if it is not contractual. T. Babbitt noted he could take it out.

Town Hall Maintenance – T. Babbitt noted increases in salary and associated fees due to contractual obligations. Phone was increased due to new phone for building official and history of overage. Water went up due to know upcoming increase.

Tax Collector – Leona Sharkey presented the budget. E. Christensen noted the mandated increases such as wages and pension, there was slight increases to travel for an assistant to attend classes and advertising was increased due to cost. Service contracts went down by \$400. There is a requested 2.5% increase for the Tax Collector. L. Sharkey noted her budget is pretty straight forward. She did note this year's legal notices had to be longer and more often due to the executive orders of COVID. J. Picco again noted that in reference to the Tax Collector's salary that we should not increase anything that is not contractually obligated. R. Grabowski noted usually elected officials get what the union gets.

Pachaug Town Hall – E. Christensen noted there were no changes.

Highway Building Maintenance – E. Christensen noted there were no changes.

Sr. Center & Ambulance Garage Buildings – E. Christensen noted this is assuming that the current Sr. Center building is empty. The maintenance supplies were increased to pay the fire alarm system fees for monitoring.

Dog Pound – E. Christensen noted the NECCOG services actually went down a few hundred dollars. T. Babbitt noted the phone is there for emergency purposes and in case NECCOG needs the facility for overflow. He also suggested leaving maintenance at \$1000 since they will be doing another walk through soon to ensure everything is okay. We are still on the per capita contract which is cheaper then per call.

T. Babbitt noted he received a message from T. Falck requesting the BOS to consider increasing the electricity expense for TVCCA as there is a notable difference in cost when they are using the ovens at the facility.

Highway Department – T. Babbitt noted snow removal was increased on projection. Longevity went down due to new hire. Tree warden and safety training stayed the same, as well as tree maintenance. Health insurance went down slightly and wages and pension were increased accordingly. Gas was left as is due to the current increases we are experiencing. Most everything else stayed the same.

Town Clerk – Val Pudvah presented the budget. J. Picco again noted the opposition to the Town Clerk salary increase. E. Christensen noted the insurance is up due to not knowing who will fill the vacancy. Wages and pension are up as contracted. Travel, meetings, and dues are up due to expected training for new employee. Service contracts and leases were slightly increased. Index and recording is up \$2000. Code book is decreased \$1000. V. Pudvah noted she is waiting on a price to convert more years of records to on-line availability. She also noted this is usually quite costly due to the amount of work and time that is involved. T. Babbitt mentioned perhaps it should be looked at as a capital item. E. Christensen suggested putting it under recording and indexing when a price is received.

Waste Disposal – T. Babbitt noted everything is the same till you get down to tipping fees. Dumpster replacement is up \$1000.

Finance – E. Christensen presented the budget noted salaries, pension and taxes are up per contract. One salary position is down there will be a new employee. The health insurance is up because it is figured for family based on what a new employee may need. Pandemic related expenses were removed and if needed will be run through a special revenue fund due to the uncertainty. Finance and accounting is down a little bit just based on what was budgeted last year. Services contracts and leases is up slightly due to a software increase.

Treasurer – E. Christensen presented the budget noting the only increase is the requested 2.5% salary and taxes related to that.

UNCAS Health – E. Christensen presented noting that there is an increase but this cost is based on per capita and there is not much we can do about it.

Emergency Contingency – E. Christensen presented. He noted he put \$90,000 in that line which is the same as the current year.

Fringe Benefits – E. Christensen noted the life insurance is up slightly due to retirees on the policy. MERF admin fee went down about \$1000. Unemployment was kept the same.

Debt Retirement – E. Christensen presented noting that it should not be much different. We are due for another capital lease but the final numbers are not yet available. The other lines indicate what are payments are currently and/or expected to be depending on bonding notes. Overall, he anticipates the debt service to go up around \$12,000 depending on the timing of the infrastructure.

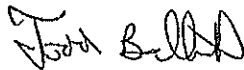
Contributions – E. Christensen noted the BOS should check them out and discuss at the end of the next meeting.

There was discussion about the request of UCF. There was brief discussion about the American Legion payments in lieu of baseball payments. R. Grabowski noted for the sake of consistency, he would like to put an increase back into the First Selectman's salary of 2.5%. T. Babbitt noted that was up to the other two selectmen. J. Picco noted he said his piece and understands where R. Grabowski is coming from. T. Babbitt noted he would like to see everyone be the same and after seeing all departments was going to suggest 2.0% as the increase. E. Christensen noted the % of increase for union employees is varied depending on what the amount is they make because the increase was a set amount and not a percentage.

3. Adjournment

MOTION: Motion was made by J. Picco, seconded by R. Grabowski, to adjourn the meeting at 6:12 PM. **Motion carried unanimously.**

Respectfully Submitted,



**Todd Babbitt,
First Selectman**