



Town of Griswold

Board of Finance
Regular Meeting
March 15, 2011
7:00pm



Town Hall Meeting Room
UNAPPROVED MINUTES

1. Roll Call/Call to Order: The meeting was called to order at 7:02 pm

Board of Finance Members Present:

Steve Merchant, Sr. – Chairman
John Wolkowski
Peter Dorff
Al Geer
Gail Rooke-Norman

Absent:

Joe Przylucki, Jr. – Vice Chairman
Daniel Webster

Also Present:

Barbara Crouch, Director of Finance
Jaimee O'Neill-Eaton, Asst. Bookkeeper
Theresa Madonna, Third Selectman
Richard Grabowski, Tax Collector
William Czmyr, American Legion Baseball
Holly McCalla, Business Manager, Griswold Public Schools
Elizabeth Dorff, President, Griswold Board of Education
Seven other persons

2. Approval of Minutes

- a) **MOTION:** P. Dorff made a motion that was seconded by J. Wolkowski to approve the minutes of February 15, 2011. **The motion was passed unanimously.**
- b) B. Crouch requested that the Board wait until the next meeting before approving the minutes.

3. NEW BUSINESS

- a) **Suspense List – Tax Collector**
R. Grabowski, Tax Collector, presented the 2005 suspense list. The list totaled \$57,826.46 for motor vehicle and personal property taxes. Discussion was had on whether or not the Town should hire an outside agency to collect on these monies. **MOTION:** P. Dorff made a motion that was seconded by A. Geer to accept the Suspense List [2005]. **The motion passed unanimously.**
- b) **The Finance Director presented her report.** *A copy of said report is available in the Finance Office.*
- c) **Discussion and possible action on interviewing Auditing Firms to perform the Fiscal Year 2011 Audit.** The Board will interview all four Auditing Firms that submitted RFP's.
- d) **Discussion and possible action on the Fiscal Year 2011-2012 Budget.** B.

Crouch stated the presented budget reflects a 1 mil increase, which includes no use of the undesignated fund balance and uses all of the revenue figures from the Governor's proposed budget. Discussion on reducing Interest Income revenue 4351-101-9999-425, the revenue was reduced from \$150,000 to \$90,000.

4) **OLD BUSINESS**

a) **Discussion and possible action on request from American Legion Community Ambulance d.b.a. Griswold Ambulance to appropriate between \$19,800 and \$49,000 to cover increase of both medical supplies and fuel costs.** Attorney Bloom and Attorney Clark presented on behalf of Griswold Ambulance. Discussion was had regarding the money Griswold Ambulance has in surplus, and where the funds would go if the agency closed. **MOTION:** P. Dorff made a motion that was seconded by J. Wolkowski to table the request until the May 17, 2011 regular meeting. The Board would like the Griswold Ambulance's accountant to come and/or respond to the question of how the agency earmarks or segregates expenses.

b) **Discussion and possible action on letter from the Tax Collector and Town Clerk regarding the inclusion of longevity pay.** The Board discussed this matter. **MOTION:** P. Dorff made a motion that was seconded by A. Geer to restore the longevity. **The motion failed 2 yeas (A. Geer and P. Dorff) and 2 nays (G. Rooke-Norman and J. Wolkowski).** *Four votes are necessary for any motion to pass. The chair only votes in instances of ties.*

c) **Policy and Procedural Manual** – B. Crouch and P. Dorff to meet to complete Policy & Procedural Manual.

4. **Adjournment: MOTION:** A. Geer made a **motion** that was seconded by G. Rooke-Norman to adjourn. There was no discussion. All in favor; **motion carried.** S. Merchant, Sr. adjourned the meeting at 9:05 pm.

Respectfully Submitted,

Acting Recording Secretary
Jaimee O'Neill-Eaton