



Town of Griswold



**Board of Finance
 Special Meeting
 April 6, 2009
 7:00pm
 Town Hall Meeting Room**

MINUTES

1. Roll Call/Call to Order: S. Merchant called the meeting to order at 7:00 pm

Members Present:

- Steve Merchant, Sr. – Chairman
- Joe Przylucki, Jr. – Vice Chairman
- Peter Dorff
- Alan Geer
- Gail Rooke-Norman
- Daniel Webster
- John Wolkowski

Also Present:

- Members of the Griswold Board of Education
- Griswold Superintendant of Schools Ania Czajkowski
- Kathy Maxwell, Director of Finance
- Keleigh Baretincic, Recording Secretary
- Approximately 15 interested townspeople

2. New Business

a. Discussion and possible action on the proposed 2009-2010 Fiscal Year Budgets:

- The Griswold Board of Finance (BOF) discussed the proposed 2009-2020 Fiscal (FY) budget.
- Director of Finance K. Maxwell reviewed her budget suggestion worksheet. The following are K. Maxwell's suggestions and the changes made by the BOF. Changes to the suggestions are listed on bold far right. If no change is noted in bold, the BOF approved the suggestions as presented.

1. Increase snow removal	3201-5110B	10,000	
2. Increase snow meals	3201-5516	500	
3. Decrease signage	3201-5711m	(5,000)	
4. Decrease wash rack	3201-5710t	(2,000)	
5. Increase Rd funding for Browning Rd	8501-5710v	200,000	(-\$200,000.00)
6. Add partial funding for revaluation		100,000	
7. Add partial funding for nurses losses		25,000	(-\$15,000.00)
8. Cut inventory funding		(7,500)	
9. Cut town pay - bottled water		(1,500)	
10. Delay Town Hall phone system server upgrade		(4,815)	
11. Cut insurance increase in fire depts. to 20%		(8,000)	
12. Cut bulky waster overtime in 1/2		(10,000)	

13. Eliminate bldg shelving		(300)
14. Eliminate new donation req.		(5,750)
15. Cut Board of Education to last year levels		
16. Eliminate coverage in the bld. Dept. for vacation	3301-5120	(3,000)
17. Adjust all Town Hall salaries to 0% increase		(43,773)
18. Transfer all non/union & elect to lower health plan		(6,700)
19. Increase co-pay on non/union to 10% 7/1 & 11% 1/1		(1,500) (rev increase)
20. Eliminate secretary to the assessor position		(41,660)
21. Decrease hydrant funding		(2,000)
22. Delay Senior Center Upgrade		(5,500)

76,502

- As noted above in bold, the BOF removed the \$200,000.00 in Local Community Capital Improvement (LOCIP) funds from the roads (not for use for Browning Road). This funding should be used only under Capital Improvements and will remain in that portion of the budget.
- The BOF discussed K. Maxwell's suggestion to use \$1.2 million of undesignated fund balance and changed it to use only \$850,000.00, sighting concerns relative to the over usage of fund balance leaving the percentage lower than desired for bond rating purposes.
- The BOF noted that Town Aid Road funds should not be shown as a revenue, as it is an off budget item.
- The BOF discussed a Town Hall pay freeze. P. Anthony stated that the BOF should make this mandatory if that is what the BOF is requesting.
- The BOF responded that by its action to cut the Town Hall salary line item to last years levels, it is in effect mandating no increase.
- The BOF discussed the various Contributions in 4103. As noted above the BOF reduced the funding for the United Community Family Services to zero. This would have been a first time contribution.
- The Ashland park line was cut to last years funding level of \$1,750.00
- All other contributions are funded at last year's level (08-09).
- 2201-5504: reduced both departments to \$10,000.00
- 2201-5506: reduced to \$4,000.00
- 2201-5513 Griswold American Legion Ambulance: reduced to \$62,000.00
- 2201-5517 Retention and Recruitment: reduced to \$70,000.00
- 2201-5523 Hydrants-Town of Griswold: reduced by \$2,000.00
- 3201-5120T Tree Maintenance: reduced to \$4,000.00
- 3201-5418 Architects and Engineers; reduced to \$6,000.00
- 3201-5710T Wash Rack: reduced to \$0.00
- 3201-5711M Road Signs: reduced to \$0.00
- There was discussion about the benefits and pitfalls of joining the Uncas Health District, should Lisbon and Voluntown choose not to share the health department with Griswold.

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- The BOF discussed a question from P. Anthony about adding advisory questions to the budget.
- The BOF discussed Parks and Recreation and youth sports revenues and costs charged to out of town participants.
- The BOF will begin looking at the BOE budget at their next Special Meeting Scheduled for Monday, April 13, 2009. They will review the budget with a \$24,000,000.00 bottom line.

MOTION: G. Rooke- Norman motioned and was seconded by J. Przulucki to accept the budget adjustments as discussed. There was discussion that only \$850,000.00 should be used from Fund Balance. K. Maxwell will present the budget Monday after incorporating the appropriate changes. There was no further discussion. All in favor; **motion carried.**

3. **Old Business:** None

4. **Adjournment:** **MOTION:** A. Geer motioned and was seconded by J. Wolkowski to adjourn. There was no discussion. All in favor; motion carried. S. Merchant adjourned the meeting at 8:45 pm.

Respectfully Submitted,

Keleigh Baretincic
Recording Secretary