



# Town of Griswold

Board of Finance  
Regular Meeting  
May 17, 2011  
7:00 PM



Town Hall Meeting Room  
**UNAPPROVED MINUTES**

**1. Roll Call/Call to Order: The meeting was called to order at 7:03 PM**

**Board of Finance Members Present:**

Steve Merchant, Sr. – Chairman  
John Wolkowski  
Peter Dorff  
Daniel Webster  
Gail Rooke-Norman

**Absent:**

Joe Przulucki, Jr. – Vice Chairman  
Alan Geer

**Also Present:**

Jaimee O'Neill-Eaton, Asst. Bookkeeper  
Philip Anthony, First Selectman (*arrived at 7:15 PM, left at 8:30 PM*)  
Steve Mikutel, Second Selectman & State Representative (*arrived at 7:13PM, left at 8:30 PM*)  
Paul Freeman, Superintendent of Schools (*left at 8:30 PM*)  
Holly McCalla, Business Manager, Griswold Schools (*left at 8:30 PM*)  
Elizabeth Dorff, Chair, Board of Education (*left at 8:30 PM*)  
Stuart Norman, Vice Chair, Board of Education  
Brian Baker, Capital Improvements Committee (*left at 8:30 PM*)  
Richard Grabowski, Tax Collector (*left at 8:30 PM*)  
Five other persons

**2. Approval of Minutes**

a. **MOTION:** P. Dorff made a **motion** that was seconded by J. Wolkowski to approve the minutes of April 19, 2011. **The motion passed unanimously.**

**3. Discussion and possible action on the selection of an Auditing Firm to perform the Fiscal Year 2011/2012 Audit.**

a. **MOTION:** D. Webster made a **motion** that was seconded by P. Dorff to bring Agenda item **4. Any Other Business** before item **3. New Business** for discussion and possible action on the Fiscal Year 2011/2012 Budget. **The motion passed unanimously.**

**4. Any Other Business**

a. **Discussion and possible action on the Fiscal Year 2011/2012 Budget.**

i. P. Freeman spoke on behalf of the Board of Education. He asked the Board to consider looking at the Board of Ed's capital requests, prior to making any cuts from the operating budget. He also stated that if after removing capital items, it is still necessary to reduce the budget further, then up to \$200,000 could be cut from the operating budget, before the reduction of programming and staff became an issue. P.

Freeman also suggested taking money from the Town's reserve.

- ii. B. Baker Spoke on behalf of the Capital Improvements budget. He is looking into combining more of the vehicles in the Capital budget into the Lease Purchase program. B. Baker also requested of the Board, that they allow the CIP Committee to make the cuts to their budget, as opposed to the Board making them.
- iii. S. Mikutel spoke briefly about the State budget and how it can impact towns.
- iv. **MOTION:** D. Webster made a **motion** that was seconded by P. Dorff to reduce the Town Garage Wash Rack (5710T-8501-585) by \$10,000, to reduce the Parking Lot/Driveway BOE (8501-585) by \$25,000, to reduce the School Maintenance Garage (8501-585) by \$150,000, High School Roof Replacement (8501-585) by \$100,000, Public Works Pick-Up Truck (8501-585) by \$25,000, General Road and Bridge Projects (5710V-8501-585) by \$80,000, Board of Education (5990-9101-590) by \$200,000, Contingency (5850-7101-570) by \$50,000, Resource Recovery Authority (5422-3204-530) by \$25,000, and to increase Office Supplies/Central Purchasing (5210-1201-510) by \$20,000, for a total reduction of \$645,000. **The motion passed unanimously.**

**3. Discussion and possible action on the selection of an Auditing Firm to perform the Fiscal Year 2011/2012 Audit. (continued..)**

- a. **MOTION:** D. Webster made a motion at 8:32 PM that was seconded by P. Dorff to go into executive session to discuss contracts for the potential Auditing Firm.
- b. **MOTION:** G. Rooke-Norman made a motion at 8:45 PM that was seconded by D. Webster to come out of executive session
- c. The Board agreed to table this item, until a Special Meeting on May 24, 2011 at 7:00 PM in the Probate Conference Room at the Town Hall.

**4. Adjournment: MOTION:** J. Wolkowski made a **motion** that was seconded by D. Webster to adjourn. There was no discussion. All in favor; **motion carried.** S. Merchant, Sr. adjourned the meeting at 8:55 PM.

Respectfully Submitted,

Jaimee O'Neill-Eaton  
Acting Recording Secretary