



# Town of Griswold

Board of Finance  
Regular Meeting  
May 17, 2016  
7:00 PM

Town Hall Meeting Room  
APPROVED 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  
Brian Baker – Vice Chairman  
Peter Dorff  
Gary Levy  
Gail Rooke-Norman  
John Wolkowski

**Members Absent:**

Daniel Webster

**Also Present:**

Erik Christensen, Director of Finance  
Jeannette Bell, Recording Secretary  
5 Other People

2. **Pledge of Allegiance**

3. **Public Forum**

S. Davis asked for anyone wishing to speak. No one came forward

4. **Approval of Minutes:**

**MOTION:** P. Dorff made a **motion** that was seconded by B. Baker to approve the April 12, 2016 Special Meeting Minutes. All in favor; **motion carried.**

**MOTION:** P. Dorff made a **motion** that was seconded by B. Baker to approve the April 25, 2016 Special Meeting Minutes. All in favor; **motion carried.**

**MOTION:** P. Dorff made a **motion** that was seconded by B. Baker to approve the May 5, 2016 Special Meeting Minutes. All in favor; **motion carried.**

5. **New Business**

a. **EXECUTIVE SESSION: Interviews with audit firms and discussion of contract.**

**MOTION:** G. Rooke –Norman made a **motion** that was seconded by B. Baker to enter into executive session and invite E. Christensen, Finance Director and J. Bell, Recording Secretary and audit firms in succession. All in favor; **motion carried.** The Board entered into executive session at 7:03PM. The Board came out of executive session at 8:35PM.

**b. Discussion and possible action on hiring audit firm.**

**MOTION:** G. Levy made a **motion** that was seconded by P. Dorff to appoint O'Connor Davies as the auditing firm with the notation of receiving information verbally or written regarding any irregularities. All in favor; **motion carried.**

**c. Discussion and possible action on Board of Education request to set up a fund for unexpended education funds.**

**MOTION:** B. Baker made a **motion** that was seconded by G. Levy to table until the next Board of Finance meeting due to the BOE postponing their request. All in favor; **motion carried.**

**d. Finance Director Monthly Report.**

E. Christensen stated the revenues collected to date are \$32,222,650 which is 98.27% of budgeted revenues. The expenses recorded to date are \$25,907,010 which is 78.96% of budgeted expenses. He also stated there are no major concerns and we actually appear to be in very good shape. E. Christensen stated we will most likely come in around \$200,000 under budget for expenses. He also stated that the town will be saving a total of around \$1,220,000 over the life of the bond after refinancing.

**6. Any Other Business**

There was no other business.

**7. Public Forum**

There was no public forum.

**8. Adjournment**

**MOTION:** G. Levy made a **motion** that was seconded by P. Dorff to adjourn the meeting at 8:45PM. All in favor; **motion carried.**

Respectfully Submitted,

Recording Secretary  
Jeannette Bell