



Town of Griswold

Board of Finance
Regular Meeting
September 15, 2009
7:00pm
Town Hall Meeting Room



MINUTES

Minutes are draft minutes until approved by the Board of Finance at their next regular meeting.

- 1. Roll Call/Call to Order:** S. Merchant called the meeting to order at 7:00 pm at the Griswold Town hall. **MOTION:** P. Dorff motioned and was seconded by D. Webster to recess the meeting to the Griswold Senior Center located at 22 Soule Street due to the primary voting taking place at the Town Hall. There was no discussion. All in favor; **motion carried.**

Members Present:

Steve Merchant, Sr. – Chairman

Peter Dorff

Daniel Webster

John Wolkowski

Gail Rooke-Norman

Also Present:

Barbara Crouch

Keleigh Baretincic, Recording Secretary

Members Absent:

Joe Przulucki, Jr. – Vice Chairman

Alan Geer

S. Merchant reconvened the meeting at the Griswold Senior Center at 7:03 pm.

2. Approval of Minutes:

- a. June 16, 2009 Regular Meeting Minutes:** **MOTION:** P. Dorff motioned and was seconded by J. Wolkowski to approve the June 16, 2009 Regular Meeting Minutes as presented. There was no discussion. All in favor; **motion carried.**
- b. August 18, 2009 Regular Meeting Minutes:** **MOTION:** J. Wolkowski motioned and was seconded by G. Rooke-Norman to approve the August 18, 2009 Regular Meeting Minutes as presented. The following correction was noted:
 - Item 3b should reflect that D. Webster abstained from the vote.There was no further discussion. All in favor; **motion carried to approve the minutes as amended.**

3. New Business:

- a. Finance Director Monthly Report:** Finance Director B. Crouch reviewed her report with the Board of Finance (BOF).
 - There was discussion that the Town may need to go out for some short term bonding due to expected State shortfalls. B. Crouch will know definitively by this Friday. P. Dorff noted that the Middle School construction project is expected to return \$300,000.00 back to the Town from their unused contingency that they do not expect to use. B. Crouch noted that the amount being returned would not offset the shortfall and bonding would still be necessary.

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- B. Crouch noted that the Estimated Costs Sharing (ECS) grant from the State remained the same with level funding.
- B. Crouch reviewed the remaining items in her report.
- The BOF discussed that the School Building Committee is trying to accelerate the release of any funds expected to be unused in the 5% contingency.

4. Old Business

a. 09-10 Transfers:

MOTION: P. Dorff motioned and was seconded by J. Wolkowski to approve the transfers from health insurance savings into the salaried line items (see below) with the understanding that the adjustment of the salaries does not indicate or approve of a no layoff clause. There was discussion from the BOF that their views on the issue remain the same from last month's discussion (see minutes from the August 18, 2009 Regular Meeting Minutes). There was no further discussion. P. Dorff and J. Wolkowski and S. Merchant, Sr. voted in favor. D. Webster abstained. G. Rooke-Norman voted no. **Motion carried.**

DESCRIPTION	CODE	INCREASE	DECREASE	EXPLANATION
1st Selectman	1201-5125a	75.00		minor salary adjustments to comply with accrual
Treasurer	1301-5125	10.00		minor salary adjustments to comply with accrual
Tax Collector	1302-5125	75.00		minor salary adjustments to comply with accrual
Town Clerk	1501-5125	75.00		minor salary adjustments to comply with accrual
Full Time Custodian	1801-5101	957.00		adjustment for union contract agreement
Bookkeeper	1101-5101C	901.00		adjustment for union contract agreement
Asst. Bookkeeper	1101-5101I	650.00		adjustment for union contract agreement
Secretary Selectmen's Office	1201-5101	888.00		Funding adjustment in conjunction with union
Youth director	5302-5105A	150.00		minor salary adjustments to comply with accrual
Asst. Tax Collector	1302-5101	708.00		adjustment for union contract agreement
Assessor	1303-5101D	1,203.00		adjustment for union contract agreement
Assistant Assessor	1303-5101E	752.00		adjustment for union contract agreement
Asst. Town Clerk	1501-5101	752.00		adjustment for union contract agreement
Building Official	3301-5101	1,621.00		adjustment for union contract agreement
Bldg Secretary	3301-5101F	452.00		adjustment for union contract agreement
Health Secretary	4201-5236	300.00		adjustment for union contract agreement
Sr Center Director	4102-5101G	726.00		adjustment for union contract agreement
Sr, Bus Driver	4102-5101H	575.00		adjustment for union contract agreement
Sanitarian	4201-5101	1,369.00		adjustment for union contract agreement
Town Planner	6101-5101	1,622.00		adjustment for union contract agreement
Planning Secretary	6101-5101F	752.00		adjustment for union contract agreement
FICA	7201-5150	1,021.00		adjustment for union contract agreement
Pension	7201-5155	1,001.00		adjustment for union contract agreement
Health Insurance	7201-5145		23,135.00	Health Insurance Savings
Unemployment	7201-5160	6,500.00		GVNA cost now to show in town
recreation subsidy	5301-9202		3,000.00	to fund refurbished park utilities
recreation electricity	5301-5228	1,500.00		to fund refurbished park utilities
recreation water	5301-5232	1,500.00		to fund refurbished park utilities
sr. ctr alarm system	8501-5710f	5,300.00		alarm system at sr. ctr. Dead - 25 yrs old replacement
contingency	5850-7101		5,300.00	alarm system at sr. ctr. Dead - 25 yrs old replacement
TOTALS		31,435.00	31,435.00	

5. Any Other Business:

- The BOF discussed member attendance at the meetings and the possibility of appointing alternates to allow for the conducting of business should regular members be absent.
- The BOF discussed a SCCOG request that asked if the local BOF would consider funding for a regional Ethics Commission. The BOF declined.

6. Adjournment: MOTION: D. Webster motioned and was seconded by J. Wolkowski to adjourn. There was no discussion. All in favor; **motion carried.** S. Merchant adjourned the meeting at 7:30 pm.

Respectfully Submitted,

**Keleigh Baretincic
Recording Secretary**