



# Town of Griswold

**Board of Finance  
Regular Meeting Minutes  
November 17, 2015  
7:00PM  
Town Hall Meeting Room**



## **APPROVED MINUTES**

**1. Roll Call/Call to Order: The meeting was called to order at 7:39 PM**

**Board of Finance Members Present:**

Gail Rooke-Norman- Acting Chairman  
Brian Baker  
Scott Davis  
Peter Dorff  
Gary Levy  
Dan Webster

**Also Present:**

Todd Babbitt, Public Works Director  
Paul Smith, Superintendent of Schools  
Erik Christensen, Director of Finance  
Jeannette Bell, Recording Secretary  
6 Other People

**2. Approval of Minutes**

**MOTION:** P. Dorff made a **motion** that was seconded by B. Baker to approve the minutes from October 20, 2015 as presented. All in favor; **motion carried.**

**3. New Business**

**a. Finance Director monthly report.**

E. Christensen stated the revenues thus far are \$14,054,478 which is 42.86% of budgeted revenues. Expenditures are \$9,530,294 or 29.07% of budgeted expenditures. He also stated that the Governor had originally announced plans to cut money from the PILOT program however these cuts are currently being negotiated with the legislature. It is unclear at this point if these cuts will remain in place or be eliminated or they could decide to cut more. There are no major concerns at this point. We still only have two line items over expended thus far. He also stated the audit is about complete and it appears the unassigned balance will be a little under 3.7 million. He estimates the unassigned fund balance will be about 11.11% of the budget. **MOTION:** B. Baker made a **motion** that was seconded by D. Webster to add to item 4 any other business a spot for Steve Merchant Sr. All in favor; **motion carried.**

**b. Finance by Public Works Director regarding road study results.**

T. Babbitt stated the Borough has roughly 7.78 miles of roads and the rating given was 68%. The Town has 82.86 miles of roads with a rating of 68.08%. T. Babbitt estimated it would take approximately 15 million to get the roads to 100% over the course of 5-7 years. Todd's suggestion is to spend 7 million and get the roads to 80%. The software can also direct what roads to spend the money on based on where it is most necessary. This information was presented in order to give the Board of Finance an insight of what is needed.

**c. Discussion and possible action on request from Public Works Director to purchase a lift with funds from Highway Capital Equipment Fund.**

T. Babbitt explained that the lift requested can lift 30,000 pounds and can lift to a height of six feet. It is needed in order to lift the heavy equipment in order to be able to work underneath it. There is currently a little under \$40,000 in the Highway Capital Equipment Fund and another \$10,000 coming in. The lift cost would be approximately \$20,000 and T. Babbitt would like to use the money in the Highway Capital Equipment Fund to purchase it. **MOTION:** B. Baker made a **motion** that was seconded by G. Levy to approve the request of the Public Works Director to purchase a lift for \$20,000 out of the Highway Capital Equipment Fund. All in favor; **motion carried.**

**d. Discussion and possible action on request for additional appropriation for the school for a school resource officer.**

P. Smith outlined the need for a school officer starting approximately January 4, 2016. The cost would be about \$20,000 due to the fact of the school year half way through. P. Smith would like to use \$20,000 from the additional ECS money received for the current year. Next year the cost would be \$36,000 which will be included in the school budget. **MOTION:** B. Baker made a **motion** that was seconded by G. Levy to approve the request from the Board of Education for a resource officer in the amount of \$20,000 for the remainder of the FY15/16 budget. All in favor; **motion carried.**

**e. Discussion and possible action on request from Capital Improvement Committee to enter into lease purchase agreement.**

B. Baker outlined the need for a new engine for Griswold Fire Department and a new excavator for the Public Works Department. He stated the last lease payment for the prior lease has been made and we can enter into a new one at 2.57% interest rate. We would be looking to finance \$780,000 to purchase both pieces. Based on the fact the original lease is paid the new lease would replace the original one there would be a minimal effect on the mill rate at budget time. **MOTION:** G. Levy made a **motion** that was seconded by S. Davis to enter into a new lease agreement in the amount of \$780,000. All in favor with the exception of B. Baker abstaining; **motion carried.**

**4. Any Other Business**

- a.** G. Rooke-Norman presented S. Merchant Sr. a plaque from all the BOF members in recognition of his many years of service to the community.

**b. Discussion and possible action regarding a Special Meeting.**

**MOTION:** S. Davis made a **motion** that was seconded by B. Baker to add the discussion and possible action regarding a special meeting to the agenda. All in favor; **motion carried.** The Board discussed the need for a special meeting and the parameters to appoint a new member to the Board of Finance. **MOTION:** S. Davis made a **motion** that was seconded by G. Levy to hold a special meeting on Tuesday November 24, 2015 at 6:30PM to be held at the Senior Center for the purpose of continuing where the prior meeting left off with the two candidates John Wolkowski and Joe Przulucki to fill the vacancy with the same agenda as the previous meeting. All in favor with D. Webster opposing; **motion carried.**

**5. Public Forum**

**T. Madonna-** Ms. Madonna encouraged the Board to think about possibly having a brief comment period should at the beginning of the meeting to get some voter input on items on the agenda.

**J. Barnie-** Mr. Barnie agreed with having the public forum in the beginning of the meeting as well.

**6. Adjournment**

**MOTION:** D. Webster made a **motion** that was seconded by P. Dorff to adjourn. There was no discussion. All in favor; **motion carried.** G. Rooke-Norman adjourned the meeting at 8:35PM.

Respectfully Submitted,

Jeannette Bell  
Recording Secretary