



Town of Griswold



**Board of Finance
Regular Meeting Minutes
December 15, 2015
7:00PM
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:

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

Also Present

Erik Christensen, Director of Finance
Jeannette Bell, Recording Secretary
1 Other Person

2. Approval of Minutes

MOTION: P. Dorff made a **motion** that was seconded by S. Davis to approve the following minutes with changes noted:

November 17, 2015 Special Meeting
November 17, 2015 Regular Meeting
November 24, 2015 Special Meeting 6:45 PM

November 24, 2015 Special Meeting 6:30 PM with the following changes: G. Rooke-Norman stated she would like to add that she indicated that the notice was posted and stated the purpose of the meeting to appoint a new member to fill the vacancy and after roll call it was stated there was a quorum. All in favor with J. Wolkowski abstaining; **motion carried.**

3. New Business

a. Finance Director monthly report.

E. Christensen stated the revenues thus far are \$14,391,315.64 which is 43.89% of budgeted revenues. The State has announced their budget reductions this week and we will be losing \$45,662 in PILOT funds and \$16,620 in funds for the public school transportation grant for a total of \$62,282. He also stated we will be receiving \$54,761 more in ECS than was budgeted which will help offset the cuts. We have also received FEMA reimbursements of \$24,465 that was not included in the budget. Therefore all in all we are net-net ahead. Expenditures are

\$11,940,994 or 36.42% of budgeted expenditures. E. Christensen stated there are no major concerns at this point. There are currently three line items over expended thus far. The newest being Assessor- Overtime Payroll which is mostly due to the fact of there being no Assistant Assessor for most of the year.

b. Discussion and possible action on electing officers of the Board of Finance.

G. Rooke-Norman asked for a **motion** for nominations for the Chair of the Board of Finance. **MOTION:** D. Webster made a **motion** that was seconded by P. Dorff to nominate B. Baker for Chairman of the Board of Finance. **MOTION:** G. Levy made a **motion** that was seconded by G. Rooke-Norman to nominate S. Davis for Chairman of the Board of Finance. G. Rooke-Norman asked for a vote of all in favor of B. Baker being Chair to raise their hands. B. Baker received four votes from B. Baker, P. Dorff, G. Levy and D. Webster. G. Rooke-Norman asked for a vote of all those in favor of S. Davis to raise their hands. S. Davis received four votes from S. Davis, G. Levy, G. Rooke-Norman and J. Wolkowski. G. Rooke-Norman noted three although four hands were raised. G. Rooke-Norman then asked G. Levy if he voted for B. Baker to which he stated why can't I vote for either of them it comes down to the vote anyway. G. Rooke-Norman then informed G. Levy this was the vote for Chair to which G. Levy stated he rescinded his vote for Brian he thought the vote was for nominations. G. Rooke-Norman then asked if there were any more nominations for Chair. She then stated we would be voting for Chair. G. Rooke-Norman asked for a show of hands for B. Baker to be Chair. B. Baker received three votes from B. Baker, P. Dorff and D. Webster. G. Rooke-Norman asked for a show of hands for S. Davis to be Chair. S. Davis received four votes from S. Davis, G. Levy, G. Rooke-Norman and J. Wolkowski. G. Rooke-Norman stated that S. Davis has been elected Chair of the Board of Finance. G. Rooke-Norman then asked for a **motion** for Vice Chair of the Board of Finance. **MOTION:** D. Webster made a **motion** that was seconded by P. Dorff to nominate B. Baker for Vice Chairman of the Board of Finance. **MOTION:** G. Rooke-Norman made a **motion** that was seconded by J. Wolkowski to nominate P. Dorff for Vice Chairman of the Board of Finance. G. Rooke-Norman then asked for a show of hands for B. Baker. B. Baker received four votes from B. Baker, P. Dorff, G. Levy and D. Webster. G. Rooke-Norman asked for a show of hands for P. Dorff. P. Dorff received three votes from S. Davis, G. Rooke-Norman and J. Wolkowski. G. Rooke-Norman stated that B. Baker was elected as Vice Chairman of the Board of Finance. G. Rooke-Norman asked for a **motion** for nominations for Secretary of the Board of Finance. **MOTION:** J. Wolkowski made a **motion** that was seconded by S. Davis to nominate G. Rooke-Norman for Secretary of the Board of Finance. **MOTION:** D. Webster made a **motion** that was seconded by G. Levy to nominate P. Dorff for Secretary of the Board of Finance. G. Rooke-Norman asked for a show of hands for G. Rooke-Norman. G. Rooke-Norman received three votes from S. Davis, G. Rooke-Norman and J. Wolkowski. G. Rooke-Norman asked for a show of hands for P. Dorff. P. Dorff received four votes from B. Baker, P. Dorff, G. Levy and D. Webster. G. Rooke-Norman stated that P. Dorff has been elected Secretary of the Board of Finance.

c. Discussion and possible action on request from Capital Improvement

Committee to fill vacancy in BOF representation.

B. Baker stated that there was a vacancy due to S. Merchant being elected to the Board of Selectman. D. Webster expressed his interest in the position. **MOTION:** G. Levy made a **motion** that was seconded by P. Dorff to nominate D. Webster to fill the vacancy on the Capital Improvement Committee. All in favor; **motion carried.**

4. Any Other Business

- a. G. Rooke-Norman welcomed J. Wolkowski as the newly elected member on the Board of Finance. D. Webster stated at the last meeting the topic of having a public forum at the beginning of the meeting was brought up. After discussion, **MOTION:** D. Webster made a **motion** that was seconded by B. Baker to add the discussion of public forum to tonight's meeting. All in favor; **motion carried.** **MOTION:** D. Webster made a **motion** that was seconded by G. Levy to move the Public Forum on regularly scheduled meeting agendas to item two after the roll call and to limit discussion to the Agenda on that meeting and limit each individual speaker to two minutes. All in favor; **motion carried.** After discussion, **MOTION:** S. Davis made a **motion** that was seconded by D. Webster to add the discussion of adding a second public forum to tonight's meeting. All in favor; **motion carried.** **MOTION:** S. Davis made a **motion** that was seconded by B. Baker to add a public forum at the end of the meeting not to exceed two minutes per person and limited to fifteen minutes in total to discuss Board of Finance matters. All in favor; **motion carried.**

5. Public Forum

J. Bernie - Stated he was happy to see voting which did not follow party lines. J. Bernie stated he was somewhat confused regarding the new motion on the Public Forum.

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 7:28 PM.

Respectfully Submitted,

Jeannette Bell
Recording Secretary