



Town of Griswold

Town of Griswold
Board of Finance
Regular Meeting
December 16, 2008

7:00pm

Town Hall Meeting Room



MINUTES

1. **Roll Call/Call to Order:** Steve Merchant called the meeting to order at 7:01 pm.

Members Present:

Steve Merchant, Sr. – Chairman
Joe Przylucki, Jr. – Vice Chairman
Peter Dorff
Gail Rooke-Norman
Daniel Webster

Also Present:

Kathy Maxwell – Director of Finance

Members Absent:

Alan Geer
John Wolkowski

2. **Approval of Minutes**

- a. **November 18, 2008 Regular Meeting Minutes: MOTION:** G. Rooke-Norman motioned and was seconded by D. Webster to approve the November 18, 2008 Regular Meeting Minutes. P. Dorff noted the following corrections:

- Page 1, item 3a, the amendment should reflect that the first sentence should end at the word funds; and the words “to be used for Griswold residents only” struck from the record.
- Page 3, the motion from item 3f, the sentence should read: The BOF discussed any consequences that not funding the bookkeeper position could have.

There was no further discussion. All in favor; **motion carried with the corrections to the minutes noted above.**

3. **New Business:**

- a. **Finance Director Monthly Report:** The Director of Finance noted that the State budget will be completed soon. She expects that State funding will be substantially lower in major areas. She also noted that the Capital Improvement committee is set to have its first meeting on December 30, 2008 at 6:00pm.

- b. Discussion on the breakdown of charges for Health Services provided by Griswold employees to surrounding towns:** The BOF discussed the breakdown with the Town Sanitarian and the Building Inspector. The First Selectman will implement a log for both positions to keep track of their hours worked in other towns to allow the BOF to more accurately charge the other towns for these services. **MOTION:** J. Przylucki motioned and was seconded by P. Dorff to request the health department billing and budget requests from the towns of Lisbon and Voluntown. There was no discussion. **All in favor; motion carried.**
 - c. Request from the Senior Center to add a new line item to the Senior Center Budget with an initial contribution of \$1,000.00 received from Thames Valley Council for Community Action:** **MOTION:** J. Przylucki motioned and was seconded by P. Dorff to transfer \$1,000.00 from the contingency line item into line item 5216 as a one time reimbursement from the Thames Valley Council for Community Action. There was no discussion. All in favor; **motion carried.**
- 4. Old Business**
 - a. Bookkeeper Salary Adjustment:** **MOTION:** J. Przylucki motioned and was seconded by D. Webster to table this item until the January meeting to allow it to be posted as an executive session. There was no discussion. All in favor; **motion carried**
- 5. Adjournment:** J. Przylucki motioned and was seconded by P. Dorff to adjourn. There was no discussion. All in favor; motion carried. Chairman Merchant adjourned the meeting at 8:00 pm.

Respectfully Submitted,

Keleigh Baretincic
Recording Secretary