



# Town of Griswold

Board of Finance  
Regular Meeting  
December 16, 2014

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:

Steve Merchant Sr. – Chairman  
Gail Rooke-Norman – Vice Chairman  
Brian Baker - arrived at 8:15PM  
Scott Davis  
Peter Dorff  
Gary Levy  
Daniel Webster

#### Also Present:

Erik Christensen, Director of Finance  
Ryan Aubin, Youth and Family Services Director  
Paul Smith, Superintendent of Griswold Public Schools  
Kevin Skulczyck, First Selectman  
9 Other People

### 2. Approval of Minutes

**MOTION:** D. Webster made a **motion** that was seconded by P. Dorff to approve the minutes from the November 18, 2014 regular meeting as presented. All in favor; **motion carried.**

### 3. New Business

#### a. Finance Director monthly report.

The Finance Director stated the revenues thus far are \$14,423,380.66 which is 45.02% of budgeted revenues. Expenditures are \$9,355,059.02 or 29.20% of budgeted expenditures. He discussed three line items that have been over expended this fiscal year. The Finance Director also gave an update on all Town Funds. There was discussion on monies available in funds that are no longer active. The Finance Director stated that the Board of Finance would have to vote on moving those funds. He stated he will have a more detailed explanation of each fund for the next meeting.

#### b. Discussion and possible action on presentation by Paul Smith, Superintendent of Griswold Public Schools regarding security upgrades.

Paul Smith discussed the idea of adding security laminate to the glass for high risk areas of the three schools. He stated the Capital Improvement Committee has recommended funding the three highest risk areas in the upcoming budget for the project. Mr. Smith stated the three highest risk areas would cost \$45,934. The total project would cost \$115,934. Mr. Smith stated the project may be eligible for reimbursement of 72% from the state if the next round of funding is approved. If that is the case the total cost to the Town would be \$32,461.52. Mr. Smith asked the Board if they may want to consider funding the project with LOCIP funds available to take pressure off the Capital budget. After many questions from the board members the action was tabled until more information is obtained. There will be further discussion regarding this at the next meeting.

#### **4. Old Business**

##### **a. Discussion and possible action on presentation by Ryan Aubin, Griswold Youth and Family Services/ Park and Recreation Director.**

At this point Kevin Skulczyck, First Selectman, stated after speaking with Steve Mikutel, Second Selectman that the Board of Selectman would need to meet again with Ryan Aubin regarding the moving of the Youth Center to the school. Ryan Aubin was then answered numerous from the Board regarding the move and if it would be beneficial to all participating youths. After much discussion Steve Merchant thanked Ryan. No action was taken on this matter as the Board will wait until recommendation from the Board of Selectmen.

#### **5. Any Other Business**

K. Skulczyck gave the Board an update on the Main Street Project. He stated there was a cost overrun but the Town has not paid more than the grant funding available. He also spoke regarding the ambulance bid and the recommendation of the Board of Selectmen to choose American Ambulance as the service provider. The next step would be a Town Meeting for discussion on the Ambulance. Also, it was noted that we have an interim Assessor who is helping out at no cost to the town. She will be signing the Grand List and is scheduled to have that completed on time. It was noted that a full time Assessor and full time Assistant Assessor are needed in order to fully complete the job requirements. He stated there was a lot of lost tax revenue due to lack of communication and not having the proper staffing in place as permits were never closed out and put on the tax rolls going back to 2009.

#### **6. Public Forum**

N. Higgins commented he thought the ambulance move was in the best interest the Town. And the Board was right in the way they handled the issue and thanked them for it and apologized for not agreeing with them initially. He also noted that he thought K. Skulczyck was fabulous at explaining issues.

J. Barnie stated change orders should have been submitted on the Main St. project. He also asked the Board if the Capital plan submitted last year was useful and asked if they would like him to give them an updated version this year. The Board stated they were useful and would like an updated copy. Mr. Barnie also stated he agrees with N. Higgins comments regarding the ambulance.

7. **Adjournment MOTION:** D. Webster made a **motion** that was seconded by S. Davis to adjourn. There was no discussion. All in favor; **motion carried.** S. Merchant Sr. adjourned the meeting at 8:48PM.

**Respectfully Submitted,**

**Jeannette Bell**  
**Recording Secretary**