



Town of Griswold

Board of Selectmen

Special Meeting

January 5, 2016

1:00 PM

Griswold Town Hall, Downstairs Meeting Room
28 Main St, Jewett City, CT 06351



Minutes

1. **Call to Order/Roll** – Meeting was called to order at 1 PM by Kevin Skulczyck, First Selectman

Members Present: Kevin Skulczyck, First Selectman
Steve Merchant Sr., Second Selectman
Martin McKinney, Third Selectman

Others Present: Lisa M. Wood, Executive Assistant
Erik Christensen, Finance Director
Tina Falck-Babbitt, Senior Center Director
2 interested citizens

2. **Discussion and possible action on appointment of members to the Ordinance Committee** – All names selected by the three selectmen were tallied. Members of the Committee are to be comprised of two elected officials, one town employee and four town residents, of which two would be alternate members. There are no terms day and Commission will resolve upon request of the Chairman.

MOTION: Motion was made by M. McKinney, seconded by S. Merchant to appoint, Steve Merchant and Laurie Sorder as elected officials, Todd Babbitt as town employee, James Barnie and Shannon Webster as resident members, and Jennifer Vincent and Fabiola Proulx as alternate resident members. **Motion carried unanimously.**

3. **Discussion with Tina Falck, Senior Center Director, on programming and issues regarding the Sr. Center** – T. Falck-Babbitt gave a synopsis of the changing times at the Senior Center in regards to event planning. She commented that the majority population of the Sr. Center is getting younger and a lot of them work at least part time. More events are being requested to take place at night. She noted due to staff scheduling restraints it is difficult to provide staff to handle the events. K. Skulczyck commented they are looking into the possibility of allowing Tina flex time. However, there are still restraints on the other two senior center staff members. Recreation has similar issues with events but a lot of his help for such events are part-time/non-union workers so the hours can be scheduled differently. T. Falck-Babbitt suggested allocating some of the overtime funds to part-time personnel. M. McKinney asked if we could factor some of the cost for additional staff into the cost of event participation. T. Falck-Babbitt also noted that if we are successful in getting a new Sr. Center facility, she expects the membership to rise as well as the participation in scheduled events.

4. **Executive Session: Discussion on proposed contract of employment of the Finance Director**

MOTION: Motion was made by S. Merchant, seconded by M. McKinney, to enter into Executive Session at 1:15 PM and to invite in Erik Christensen, Finance Director. **Motion carried unanimously.**

MOTION: Motion was made by S. Merchant, seconded by M. McKinney, to come out of executive session at 1:25. **Motion carried unanimously.**

MOTION: Motion was made by S. Merchant, seconded by M. McKinney, to accept the employment agreement of Erik Christensen, Finance Director, as a new contract with an ending date of June 30, 2020. **Motion carried unanimously.**

M. McKinney suggested having future contracts reviewed before they are signed.

5. **Executive Session: Discussion on proposed contract of employment of the Executive Assistant to the First Selectman**

MOTION: Motion was made by S. Merchant, seconded by M. McKinney, to enter into Executive Session at 1:27 PM and to invite in Lisa Wood, Executive Assistant. **Motion carried unanimously.**

MOTION: Motion was made by S. Merchant, seconded by M. McKinney, to come out of executive session at 1:40 PM. **Motion carried unanimously.**

MOTION: Motion was made by S. Merchant, seconded by M. McKinney, to accept the employment agreement of Lisa Wood, Executive Assistant, with an ending date of June 30, 2020. **Motion carried unanimously.**

6. **Adjournment**

MOTION: Motion was made by S. Merchant, seconded by M. McKinney, to adjourn the meeting at 1:42 PM. **Motion carried unanimously.**

Respectfully Submitted,

**Lisa M. Wood,
Executive Assistant**