



# Town of Griswold

28 Main Street  
Griswold, CT 06351  
Board of Selectman

Regular Meeting  
Downstairs Meeting Room  
Tuesday, January 25, 2011  
6:30 pm  
APPROVED MINUTES



1. **Call to Order:** P. Anthony called the meeting to order at 7:02 PM (meeting started late due to prior special meeting)  
**Members Present:** Philip Anthony, First Selectman  
Steve Mikutel, Second Selectman, Theresa Madonna, Third Selectwoman  
**Also Present:**  
Lisa Wood, Executive Assistant  
Todd Babbitt, Road Superintendent  
11 interested citizens
2. **Approval of Minutes**
  - a. **January 11, 2011 Regular Meeting Minutes**  
  
**MOTION:** Motion was made by T. Madonna, seconded by S. Mikutel, to approve the regular meeting minutes of January 11, 2011 as submitted. **Motion carried unanimously.**
  - b. **January 13, 2011 Special Meeting Minutes**  
  
**MOTION:** Motion was made by T. Madonna, seconded by S. Mikutel, to approve the special meeting minutes of January 13, 2011 as submitted. **Motion carried unanimously.**
  - c. **January 20, 2011 Special Meeting Minutes**  
  
**MOTION:** Motion was made by T. Madonna, seconded by S. Mikutel, to approve the special meeting minutes of January 20, 2011 as submitted. **Motion carried unanimously.**
3. **Correspondence: Sent/Received**
  - a. **Town of Griswold Ethics Commission 2010 Annual Report** – no comment
  - b. **Letter of interest from Debra Dossett-Robinson to serve as a member of the Griswold Housing Authority** – P. Anthony commented there is no vacancy at this time. We will keep this letter and if at some point there is a vacancy, we will advertise. T. Madonna asked if the reappointment on the agenda in 5a, indicates a vacancy. P. Anthony commented we are addressing reappointment and not a

vacancy, unless a current member is not reappointed.

- c. **Letter dated 1/21/2011 from Borough Warden, Cynthia Kata, regarding zoning issues within Borough limits** – P. Anthony gave a brief synopsis that the Borough has jurisdiction over zoning issues within the confines of the borough.

#### 4. New Business

**MOTION:** Motion was made by S. Mikutel, seconded by T. Madonna, to enter into executive session at 7:10 PM to discuss personnel matter. **Motion carried unanimously.**

- a. **Executive Session - Discussion and possible action on update of personnel matter concerning janitorial services at Town Hall**
- b. **Executive Session - Discussion and possible action on status of secretary hours cut from building department**

**Executive Session ended at 7:25 PM**

- c. **Update from Todd Babbitt, Road Superintendent, on road status and snow removal** – T. Babbitt presented a paper showing current fiscal year expenditures regarding snow repair and equipment repairs, to show where the budget stands. A few repairs to trucks were done recently, and are currently in good shape. FEMA is doing a preliminary assessment to see if the state meets the threshold for emergency funding. If the town qualifies, a guess would be about two months for funding after the declaration is signed by the president. Each board member commented that the public works department has been doing a good job taking care of the roads. S. Mikutel commented we need to find a way, when there is a lot of snow downtown, to remove it so that people can come downtown. T. Babbitt commented this last time they did concentrate on the parking areas since the budget is a concern and they did this in one night. This next time it may be better to come down the very next day and clean up what they can. In the past they did remove the snow from the side of the roads and the sidewalks. P. Anthony commented that overall, considering the size of the storm, there were not a lot of complaints.
- d. **Discussion and possible action on hiring Cole Fowler as a Meals on Wheels Driver pending background check approval** – P. Anthony commented this is a hardship issue. The gentleman being recommended is the son of the current meals on wheels driver and has been volunteering and filling in with his mother and has a clean background check. This is not a new position and this has been recommended by Tina Falck, Senior Center Director.

**MOTION:** - Motion was made by T. Madonna, seconded by S. Mikutel, based on Tina Falck's recommendation to hire Cole Fowler as a meals on wheels driver. **Motion carried unanimously.**

- e. **Discussion and update on bridge progress for Bitgood Road** - P. Anthony

commented that after attending several meetings recently, certain permitting requirements have been waived. The project is to be advertised next month with actual construction to begin no later than mid April with completion by the winter. The state will write the bid and bids should be received by the end of March.

## 5. Old Business

- a. **Discussion and possible action on reappointment of Leo Bordeleau to the Griswold Housing Authority for term 2/1/2011 – 1/31/2016 – tabled from January 11, 2011 meeting** - P. Anthony commented that he had received several letters in support of Mr. Bordeleau being reappointed to the Housing Authority. He advocates reappointment of Mr. Bordeleau because he has received no concrete evidence for not reappointing him. Mr. Bordeleau was asked to comment and noted that when he came to the Board he instituted parliamentary procedure. He has also made requests when he first started about energy audits and grants and that is now being followed out by Mr. Brycki. S. Mikutel commented that duties go beyond Robert's Rules of Order and is glad to see that things are coming along and being improved.

**MOTION:** Motion was made by S. Mikutel, seconded by P. Anthony, to reappoint Leo Bordeleau to the Griswold Housing Authority for term 2/1/2011 – 1/31/2011.

T. Madonna asked if the Griswold Housing Authority could clarify for her, that when someone's term expires it does not create a vacancy. P. Anthony commented it is the same for all Boards and Committee's that when a term expires, re-appointment does or does not take place. If it does not take place a vacancy is created. If the Board does not wish to have a certain member reappointed, then a letter must come from the entire Board to the Board of Selectmen stating so, and the reasons for such.

**The motion on the floor carried,** P. Anthony and S. Mikutel in favor, T. Madonna abstained.

- b. **Discussion and possible action on possibility of entering into a contract with American Legion Community Ambulance d/b/a Griswold Ambulance** – P. Anthony commented he spoke to most of the Board of Finance members and the general consensus is they do not support a contract with the Ambulance or any other service. The feeling is the budget cannot support a contract and also a concern for setting a precedent. P. Anthony commented he has some of the same concerns such as setting a precedent and whether or not the contract would be sustainable. The Board of Finance wants to see where the ambulance budget is thus far this fiscal year. P. Anthony's feeling is that at this time a contract is not in the best interest of the town, but thinks it would be wise for the BOS to sit down with the Griswold Ambulance and talk about a potential contract. T. Madonna supports the ambulance, but at this point is not in favor of a contract with the Griswold Ambulance. No action was taken on this item.
- c. **Discussion and possible action on previous correspondence and current letter**

**received from Mr. Polanski and meeting regarding Raytown cemetery – P.** Anthony commented he met with Mr. Wolinski and Mr. Wolinski feels the town took the deed to the cemetery in 1970-1974. The Town Clerk has been looking but has not found anything at this point to verify that transfer. Mr. Wolinski does pay Mr. Young \$50 per year for mowing. The town goes up at least once a year and cleans up, such as branches or leaves. Until it is determined who owns the cemetery, we cannot move forward.

## **6. Any Other Business that may properly come before the Board**

**MOTION:** Motion was made by T. Madonna, seconded by S. Mikutel, to add to the agenda discussion of future BOS special meeting dates for reviewing the budget. **Motion carried unanimously.**

It was discussed that the meeting scheduled for Thursday, January 27<sup>th</sup> will be the next meeting. It was then agreed the next meeting will be Tuesday, February 8<sup>th</sup> at 2:30 PM. B. Crouch should arrange to have the requested departments present to the BOS on Tuesday, February 8<sup>th</sup>. If there is not time to complete, another meeting will be scheduled.

**MOTION:** Motion was made by S. Mikutel, seconded by T. Madonna, to hold BOS special meeting to discuss and act on the upcoming budget on Tuesday, February 8<sup>th</sup>, 2011. **Motion carried unanimously.**

**MOTION:** Motion was made by S. Mikutel, seconded by T. Madonna, to add to the agenda under any other business the Jewett City Streetscape Program. **Motion carried unanimously.**

S. Mikutel commented he knows there is a committee on this but he would like to formally request that the Board of Selectmen be invited to participate in the interview process of the consultants.

**MOTION:** Motion was made by S. Mikutel, seconded by T. Madonna, that the Board of Selectmen will participate in the interviewing process for the consultant for the Streetscape Program.

P. Anthony commented that he did inform S. Mikutel that was the way it is set up and a formal motion is not necessary but we can formalize it.

**Motion on the floor carried unanimously.**

## **7. Public Forum**

Ransom Young – Expressed his belief that the association did not sell the Rixtown Cemetery to the town and the association no longer exists.

Bill Czmyr – Representing American Legion Ambulance commented what they are supposed to use for money. He has requested an additional \$20,000 for this current year

and the BOF will get back to him in February. As far as the contract, he would like to know what the town feels is a reasonable amount to start at. S. Mikutel mentioned that at the budget meetings, it came up that most of the funds in the surplus account are unrestricted. B. Czmyr commented, it is noted in a paragraph on the bottom of the auditor's report. It was further explained to B. Czmyr, that the paragraph at the bottom is not sufficient. It needs to be put into the form of a letter from your attorney or an accountant. B. Czmyr commented they have started collected funds since 1996 when the Board of Finance said they did not know how to manage money. So that money has been collected as a result of the Board of Finance saying we had no Capital Fund account. T. Madonna again explained the purpose of a letter indicating those funds is restricted and Mr. Czmyr understood and he said he would ask their attorney and accountant for a letter.

Joseph Foye – The assessor's card says that the Rixtown Cemetery Association owns the cemetery. Also, the \$6,000 for cemeteries being held by the town is for Rixtown cemetery. He also wanted to know where the money to pay Mr. Young came from. P. Anthony commented the association, according to Mr. Wolinski, no longer exists. However, the two pass books he has have been handed down to him from his grandmother. Mr. Foye wanted to know who authorized him to be treasurer. P. Anthony commented, Mr. Wolinski, did not want to do it, it just got passed down from family.

Norm Higgins – Agreed it is prudent for the ambulance to get the letter for restricted funds. Once that is received, he wants the Board of Selectmen to fight properly for the ambulance to get the funds they need to run. Secondly, the Public Works have been doing a good job, but for the merchants downtown, maybe we need to let them know we need to shut the road down for a certain amount of time, to clean up after a storm. Lastly, he questioned whether a and b were mentioned for executive session or just a, not both. P. Anthony commented he may be correct and he takes responsibility.

Peter Dorff – Peter stated the Board of Finance's opinion is that they do want clarification that the reserve funds for the ambulance are restricted for capital improvement projects. He also commented he feels the ambulance does a great job. It appears on the surface, since that money has been growing for the past three years, that the ambulance is making a profit. He also commented that when the ambulance is asking the Board of Finance for money they need to show a balance sheet for the month showing their revenues and expenses. If there were a contract, he suggests it just makes sure the ambulance runs and does not mention a specific amount.

## 8. Adjournment

**MOTION:** S. Mikutel made a motion, seconded by T. Madonna, to adjourn the meeting at 8:30 PM. **Motion carried unanimously.**

*Respectfully submitted,*

*Lisa M. Wood,  
Recording Secretary*