



Town of Griswold

28 Main Street
Griswold, CT 06351



Board of Selectman Special Meeting Selectmen's Meeting Room Thursday, January 29, 2015 3:00 PM

MINUTES

1. **Call to Order/Roll Call** – Meeting was called to order at 3:05 PM by Kevin Skulczyck, First Selectman

Members Present: Kevin Skulczyck, First Selectman
Steve Mikutel, Second Selectman
Philip E. Anthony, Third Selectman

Others Present: Lisa M. Wood, Executive Assistant
Erik Christensen, Finance Director
Tina Falck, Sr. Center Director
Cathleen Briody, Registrar of Voters
Peter Zvingilas, Building Official/ZEO
Mario Tristany Jr., Town Planner
Atty. Matt Willis (via phone call)

2. **Executive Session: Discussion regarding opinion of town attorney on a personnel matter**

MOTION: Motion was made by P. Anthony, seconded by S. Mikutel, to enter into executive session at 3:06 PM and to invite in Atty. Matt Willis. **Motion carried unanimously.**

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to come out of executive session at 3:22 PM. **Motion carried unanimously.**

3. **Discussion and possible action on 2015/2016 departmental budgets**

Sr. Center – Slight increase to postage of \$50 due to increased social services. Recreation increase of \$500 to try to a tai-chi instructor. Slight increase in water of

\$100. There is a \$1000 increase in overtime based on the number of evening and weekend programs that are being offered. Transfer to Sr. Center expansion is a line item in the amount of \$10,000 to establish funding for the future.

Registrars – Everything in this budget pretty much stayed the same except for an increase in postage.

Building – The position of building official was proposed to be reinstated to full time. P. Zvingilas stated upcoming business development in the next year as a reason for increasing the hours. The pros and cons were discussed briefly among the selectmen. Secretary position was also proposed to be reinstated to full time for the same reasons. K. Skulczyck asked how much blight was being handled by the Building office and suggested hiring a contractual person to handle the blight and lighten the load of the building official. It was suggested adding money to the contractual line in the amount of \$3000 to allow for blight enforcement. Insurance and taxes went up due to the proposed full time positions. More information on permit numbers was requested in order to make a final decision on the increase to full time.

Planning – Planner position is proposed as full time and the selectmen had no opposition to that. Secretary position is to remain at full time and the board agreed. There was a substantial increase in the amount of overtime suggested. It was discussed if the position becomes full time, then there should not be such a need for the overtime, and would perhaps be only that required for the secretary. FICA and insurance have gone up based on the full time planner position. Contractual services were mentioned as a need if they have to obtain a professional opinion such as an engineer or wetlands specialist. Hearing officer contractual was discussed as a place holder for a small amount in case someone from the outside needs to come in such as a stenographer for a hearing. EDC Consultant was explained as if a consultant came in or perhaps workshops were offered that money would be utilized for that. Request for a new wide format printer was supported by M. Tristany as needed for their printing of large maps. The one they are using is on the way out and is no longer made so cannot reasonably be updated. State of CT MS4 program is increasing. Total budget increase request is \$90,550. K. Skulczyck suggested possibly lowering some numbers in an effort to make the overall departmental budget and full time position appealing.

4. Adjournment

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to adjourn the meeting at 4:35 PM. **Motion carried unanimously.**

Respectfully Submitted,

Lisa M. Wood,
Executive Assistant