



# Town of Griswold

28 Main Street  
Griswold, CT 06351



**Board of Selectman  
Special Meeting  
Selectmen's Meeting Room  
Thursday, February 5, 2015  
4:30 PM**

## MINUTES

- 1. Call to Order/Roll Call** – Meeting was called to order at 4:36 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  
Valerie Pudvah, Town Clerk  
Todd Babbitt, Road Superintendent  
Richard Grabowski, Tax Collector  
Ryan Aubin, Director of Parks & Recreation/Youth Services  
1 interested citizen

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

**Maintenance of Town Hall** – T. Babbitt noted the changes as full time payroll, contract increase. Carpet replacement for the meeting room and common areas and exterior painting were additional costs figured into the budget. He also suggested posting no food allowed in the meeting room.

**Maintenance of Pachaug** – T. Babbitt noted there is a quote from an engineer to do structural repair to the building to support the roof. The building is currently under lock down. There is currently money in a roof account to fix the situation, totaling about \$9,000. E. Christensen noted they are going before the BOF to request using that money. Building repairs has been increased to \$3500 to do some repairs needed to the boiler room and the room adjacent to it.

**Highway Department** – T. Babbitt proposed changing the seasonal person to a full time person by taking the \$11,000 from the seasonal position and getting rid of the borough plowing services and savings from tipping fees. S. Mikutel noted concern over the duties of the seasonal person as having to maintain the parks and does not want to lose that. It was suggested creating two seasonal positions. Equipment repairs went up \$3,000 to cover the increased need due to lack of replacement as part of capital funding and snow removal went up to include the option of switching to straight salt. There has been \$5000 added in for research to determine road ownership. Contractual road repairs is budgeted for \$60,000 and includes catch basin cleaning, crack sealing or other contracted services. This is the same as it has been.

**Waste Disposal** – T. Babbitt commented the tipping fees have decreased. They are trying to charge the town for a more accurate figure of what they are really using instead of having to give back a subsidy check and the price went down \$1 per unit.

**Town Clerk** – V. Pudvah went over the budget. Transportation increased by \$100 and the raise for elected official was suggested at 3%. Index and recording went up as a direct increase in costs. Code book was also increased due to an expected increase in the number of anticipated ordinances this year.

**Tax Collector** – R. Grabowski noted changes in payroll as a result of union contract negotiations and overtime is pretty standard. He also noted that the DMV collection fees of \$2900 may be removed completely but has left them in there at this time since there is no guarantee. Elected official salary is proposed at 3% increase. Service contracts were increased as a result of mailings being outsourced but postage was dropped.

**Youth & Family Services** – R. Aubin noted changes for employee salary and benefits as per the union contract. Changes are noted as far as location of program changes. Minimum wage is going up so there is an increase for that. There is a fee for the CT clearinghouse which offers us information and pamphlets on different topics.

**Recreation** – R. Aubin noted staff increases due to contract negotiations. There are new fees associated with Sheldon Field and the building use. The need for a dumpster with an \$80 fee/month was discussed as maybe not necessary. It was suggested that organizations using the field contribute to such costs. The town event budget has been increased \$800 due to the addition of an Easter egg hunt and \$1,000 Griswold Hero's Day. Spooktopia has been increased \$1,000 more and Youthtopia for \$500 more. R. Aubin stated some of that money is recouped from sponsorships and goes right back to the Recreation fund. It was suggested taking the event line item out and put in advertising and sponsoring all events from donations received. It was also discussed that the Rec department will be involved with the Bicentennial events. There is nothing budgeted for the Bicentennial through the Rec department because the Bicentennial committee has their own budget. K. Skulczyck suggested if

\$5000 was allotted for all the events, could that work, with the difference coming from donations. It was suggested to budget it a \$7000.

### **3. Adjournment**

Another special meeting budget date was scheduled for 2/12/15 at 4:45 PM.

**MOTION**: Motion was made by P. Anthony, seconded by S. Mikutel, to adjourn the meeting at 5:52 PM. **Motion carried unanimously.**

Respectfully Submitted,

Lisa M. Wood,  
Executive Assistant