



# Town of Griswold

28 Main Street  
Griswold, CT 06351



## Board of Selectman Special Meeting Selectmen's Meeting Room Monday, February 8, 2016 2:30 PM

### MINUTES

1. **Call to Order/Roll Call** – Meeting was called to order at 2:30 PM by First Selectman, Kevin Skulczyck

**Members Present:** Kevin Skulczyck, First Selectman  
Steve Merchant Sr., Second Selectman

**Members Absent:** Martin McKinney Jr., Third Selectman

**Others Present:** Erik Christensen, Finance Director  
Tina Falck-Babbitt, Senior Center Director  
Ryan Aubin, Director of Parks & Recreation/Youth Services  
Valerie Pudvah, Town Clerk  
Cathlene Briody, Registrar

2. **Discussion and possible action on 2016/2017 departmental budgets**

**Senior Center** – T. Falck commented she is looking for an extra part time person to help with programming and that can also drive if needed to pick up a few people. There are more programs that are going to be scheduled for evening hours. K. Skulczyck commented perhaps filling in with people who can actually run a program or be a backup for a specific stipend, rather than hiring an actual part-time person. Current overtime allotted for this year is not sufficient. It was suggested to increase the overtime request to \$3000 and increase contractual to \$5000 and eliminate the part-time position request. Insurance costs are only projected at this time. Kevin mentioned asking the BOS for an audit concerning the energy savings that should be shown from JC Electric for the Senior Center, Town Hall, School system and the Recreation center. There were no other changes to the proposed department. The final bottom line comes in under budget without wages.

**Recreation/Youth & Family Services** – Ryan Aubin presented his budget. K. Skulczyck commented the BOS will not approve more than a 2% increase in the budget

and instructed R. Aubin to make his adjustments accordingly. R. Aubin noted his biggest increase was the electricity for the youth center and the maintenance for the Sheldon Road field. It was noted some of the shortfall may be made up through sponsored programs.

**Town Clerk** – V. Pudvah presented her budget. The proposed budget request was an increase of 5% and K. Skulczyck gave her the number she needs to meet to make it 2%. V. Pudvah gave brief mention to e-recordings which is budgeted for \$1800 and is something the state wants everyone to do. Town Clerk salary, code book and vitals were briefly discussed. Money was cut from the Town Clerk salary and still left an additional amount to be cut. That amount to be cut should be presented to Erik.

**Registrars** – C. Briody presented the Registrars budget. K. Skulczyck gave the 2% increase limit, which meant an amount of \$1160 had to be cut. S. Merchant inquired about the increase in contractual services. There is also a \$1000 increase in meetings and dues for classes required. C. Briody commented she would like to pay the poll workers a flat rate instead of an hourly rate, which really doesn't make much of a difference. The only position stipend raised was that of moderator because they do have to be certified. They are only making \$10 more. EDR moderators are only required for presidential elections. K. Skulczyck noted cutting extra pay for the registrars to work the election. E. Christensen had a concern about labor laws as far as paying them a stipend and being considered salaried employees, which they are not.

### 3. Adjournment

**MOTION**: Motion was made by S. Merchant, seconded by K. Skulczyck to adjourn the meeting at 3:52 PM. **Motion carried unanimously.**

**Respectfully Submitted,**

**Lisa M. Wood,  
Executive Assistant**