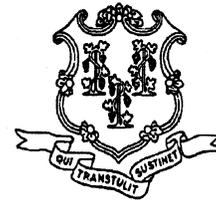




# Town of Griswold

28 Main Street  
Griswold, CT 06351



**Board of Selectman  
Special Meeting  
Selectmen's Meeting Room  
Tuesday, February 9, 2016  
4:00 PM**

## MINUTES

1. **Call to Order/Roll Call** – Meeting was called to order at 4:02 PM by Kevin Skulczyck, First Selectman

**Members Present:** Kevin Skulczyck, First Selectman  
Martin McKinney Jr., Third Selectman

**Members Absent:** Steve Merchant Sr., Second Selectman

**Others Present:** Todd Babbitt, Road Superintendent  
Bob Hanson, JCFD Chief  
Tom Holowaty, GVFD Chief  
Fred Marzec, Fire Marshal  
Brian Baker, CIP Chairman  
Erik Christensen, Finance Director

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

**Highway Department** – K. Skulczyck commented the overall department budget should not exceed a 2% increase. T. Babbitt commented overall there is a decrease due to bulky waste. E. Christensen commented they are slightly over with the full-time position. T. Babbitt commented town hall maintenance has gone down overall, for telephone, electricity, heating oil and water, all based on use. Pachaug maintenance remained the same. Maintenance of highway building went up on supplies by \$100. Brief discussion took place about an energy audit to track energy savings in the Borough due to the solar panels. New full-time position was budgeted at an increase of approximately 29,000 plus benefits because the 13,000 seasonal would be eliminated. Overtime is figured by last year's use. New position would be a light truck driver and with benefits would be around \$50,000 increase. T. Babbitt's

salary increase had also not been figured in. M. McKinney asked about hiring the new person as a Tuesday-Saturday in order to eliminate some overtime expense. Road signage was increased. SCRRRA fee is slightly decreased. Tipping fees were kept the same but amount budgeted went down based on actual figures the past couple of years. Total overall proposed budget shows 4% increase.

**Jewett City Fire Department** – K. Skulczyck pointed out the 2% increase limit. B. Hanson presented his budget. He noted this year they were told they have to pay for electricity and it would cost 5-6 thousand dollars. Jewett City electric made a comment that what they have been doing in the past of providing the electricity at no cost is illegal. He noted both departments went up on the retention. Training costs have gone up. K. Skulczyck noted \$1000 would have to be cut in order to meet the maximum 2% increase on his operating budget. Everything else such as retention and dispatch services would also have to meet the maximum 2% increase. M. McKinney asked about efforts done to lower heating costs. B. Hanson did note that insulation was done in the downstairs and a new roof was recently put on and he is looking into an energy program to have insulation blown in.

**MOTION:** Motion was made by M. McKinney, seconded by K. Skulczyck, to take a brief recess at 4:49 PM. **Motion carried unanimously.**

**MOTION:** Motion was made by M. McKinney, seconded by K. Skulczyck, to reconvene the meeting at 5:01 PM. **Motion carried unanimously.**

**Griswold Volunteer Fire Department** – K. Skulczyck commented the proposed budget should not exceed a 2% increase. T. Holowaty presented his budget. He confirmed for M. McKinney that he has not seen a large savings in electricity since the solar panels were installed. T. Holowaty noted equipment is increased because they need to start replacing things such as hose and radios. Retention and training is also increased. T. Holowaty commented the operational budget is required to keep the department running and there is nothing he can do about the testing costs as the testing is mandated.

**MOTION:** Motion was made by M. McKinney, seconded by K. Skulczyck, to take a recess at 5:20 PM. **Motion carried unanimously.**

**MOTION:** Motion was mad by M. McKinney, seconded by K. Skulczyck, to reconvene the meeting at 5:30 PM. **Motion carried unanimously.**

**Capital Improvement Projects** – K. Skulczyck commented the projected overall increase should not exceed 2%. B. Baker presented the department budget. He started by explaining the requests of the School Board in order of priority. These included finishing the safety glass in the front of the schools, auditorium seats, truck, maintenance building, underground storage tanks, building windows, GHS library carpet replacement. BOE total comes to \$152,000. Public safety is looking for a service towing vehicle for the GVFD at a total of \$60,000 looking for \$20,000 this

year and complete funding by FY 2019. Public works is budgeted for \$700,000 for roads. Dump truck needs to be replaced and is funded right now for \$55,000 we would like to add \$120,000 this year to be able to fund this outright. Roadside mower needs \$20,000 to keep funding going for that and should be able to be purchased this year. Wood chipper is completely funded at \$55,000. Wash rack is being allotted \$20,000 to bring total up to \$85,000. Public works total is \$923,000. General Government, Town Hall has four servers which need to be replaced which is \$26,000. The total Capital Budget is \$1,121,000. Criteria for Capital Improvements is cost over \$10,000 and a shelf life of at least three years.

**Fire Marshal** – K. Skulczyck commented the projected overall increase should not exceed 2%. T. Holowaty and F. Marzec were present to review the department budget. K. Skulczyck noted they seem to be experiencing more calls. F. Marzec noted there is a new person in the court system who is helping them to be successful in doing their job. Creating a fee structure for inspections was discussed as a possible ordinance creation. Burn permit fees were also discussed. Both these possibilities are going to be researched and the departmental budget will be no more than a 2% increase.

### 3. Adjournment

**MOTION:** Motion was made by M. McKinney, seconded by K. Skulczyck, to adjourn the meeting at 6:20 PM. **Motion carried unanimously.**

Respectfully Submitted,

Lisa M. Wood,  
Executive Assistant