



## Town of Griswold

Board of Selectman  
Regular Meeting  
March 24, 2009  
6:30pm  
Town Hall Meeting Room



### MINUTES

**1. Call to Order/Roll Call:** P. Anthony called the meeting to order at 6:00 pm.

**Members Present:**

Philip Anthony, First Selectman  
Steve Mikutel, Second Selectman  
Anne Hatfield, Third Selectwoman

**Also Present:**

Kathy Maxwell, Director of Finance  
Keleigh Baretincic, Recording Secretary  
Fourteen Interested Townspeople

**2. Approval of Minutes:**

- a. February 24, 2009 Regular Meeting Minutes
- b. February 27, 2009 Special Meeting Minutes
- c. March 5, 2009 Special Meeting Minutes

**MOTION:** S. Mikutel motioned and was seconded by A. Hatfield to approve the February 24, 2009 Regular Meeting Minutes, the February 27, 2009 Special Meeting Minutes and the March 5, 2009 Special Meeting Minutes as presented. There was no discussion. All in favor; **motion carried.**

- d. **March 13, 2009 Special Meeting Minutes:** **MOTION:** S. Mikutel motioned and was seconded by P. Anthony to approve the March 13, 2009 Special Meeting Minutes as presented. There was no discussion. P. Anthony and S. Mikutel voted in favor of the motion. A. Hatfield abstained; **motion carried.**

**3. Correspondence: Sent/Received**

- P. Anthony noted that an email correspondence dated March 23, 2009, received from Attorney Matt Willis of the law firm Branse & Willis, confirming that the current owner of the Triangle Wire property (Protease/Working Realty) has paid the remaining funds on the property from the recent auction.
- Letter dated March 19, 2009 from Town employee Ruth Wolinski stating her intent to retire as of April 7, 2009. The Board of Selectmen (BOS) thanked Ruth for her service to the Town.
- Letter dated March 23, 2009 from Peter Zvingilas regarding an executive session held by the Board of Finance on March 17, 2009. **MOTION:** A. Hatfield motioned and was seconded by P. Anthony to add this letter under Any Other Business. There was no discussion. All in favor; **motion carried.**
- Letter dated March 12, 2009 from the School Building Committee regarding the Griswold Elementary School Plan review process. The letter was for informational purposes.

**4. New Business**

- a. Call a Special Town Meeting on April 14, 2009 at 6:15 pm at the Griswold Town Hall to discuss and take action on the proposed Illicit Discharge and Connection to Stormwater Drainage Systems Ordinance: MOTION:** S. Mikutel motioned and was seconded by A. Hatfield to forward the proposed ordinance to Town Attorney for review. There was no discussion. All in favor; **motion carried.**
- b. Discussion on Farm Building Exemption criteria as requested by the Town Assessor:** The BOS agreed to let the Town Assessor know that form #1 was the appropriate form to use. **No action needed or taken.**
- c. Memo from the Senior Center Director relative to services provided by and charged by Day Kimball Hospital:** The BOS discussed that this was not a bill, but a budget request from Day Kimball Hospital. **No action needed or taken.**
- d. Funding request from the Griswold Senior Center, Youth Services and Commission on Aging for seed money to assist in securing planning grants for a community center:** There was discussion from the BOS that there has been no decision on the old Town Hall site. The letter notes that the funding requested would be seed money to seek out future grants for the proposed project. **No action taken.**
- e. Finance Director's Fiscal Year 2009 Report:** K. Maxwell stated that revenues are down considerably. She projected a revenue shortfall of approximately \$575,000.00. There will be some savings in health insurance coverage, tipping fees and insurance. The proposed use of surplus in the draft 09-10 General Government Budget would leave the undesignated fund balance at almost 14% of the budget. Auditors are typically recommending a 8 ½ %-17% balance. **No action taken.**
- f. Executive Session relative to personnel matters involving the Director of Finance:** The Director of Finance corresponded in writing to the BOS that she preferred this matter to be discussed publicly. A. Hatfield recused herself. P. Anthony reviewed the series of events that led to this agenda item. While out on sick leave K. Maxwell removed Town documents from the Town Hall building, including documents with sensitive employee personal information such as social security numbers. 36 Town Hall employees signed a petition like form stating that they would hold the Town and K. Maxwell responsible should any of their information be compromised as a result of their information being removed from the Town Hall premises. P. Anthony noted that he has spoken to K. Maxwell about this and she had returned the information shortly after it was removed upon being asked to do so by him personally. **No action taken.**

A. *Hatfield returned to the meeting.*

**5. Old Business: None**

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

- a.** Letter dated March 23, 2009 from Peter Zvingilas regarding an executive session held by the Board of Finance on March 17, 2009. **MOTION:** The BOS reviewed the letter and asked that the executive secretary forward the BOF copies of the Freedom of Information Act sections relative to executive session. **No action taken.**

**MOTION:** S. Mikutel motioned and was seconded by A. Hatfield to add Ruth Wolinski's letter under any other business. There was no discussion. All in favor; **motion carried. (Please see page 3)**

- b. Letter dated March 19, 2009 from Town employee Ruth Wolinski stating her intent to retire as of April 7, 2009. S. Mikutel saw no hardship to the Town in granting this request. K. Maxwell noted she felt there are contractual and IRS issues with granting this request. The BOS discussed the contract verbiage. R. Wolinski stated that she was not looking for extended benefits. A. Hatfield suggested that P. Anthony meet with R. Wolinski and union representation to discuss this matter. P. Anthony will call a Special BOS meeting to address this matter. **No action taken.**
- c. Correspondence from Kaestle Boos Associates, inc., recommending that Mr. Joseph Calabrese, P. E. be chosen for the Third Party Review. Mr. Calabrese was also the lowest bidder. The BOS would ask for supporting documents on this prior to making a decision.
- d. Letter dated March 10, 2009 from the Griswold Public Health and Safety Commission asking for their revised ordinance to be reviewed. **MOTION:** A. Hatfield motioned to send the ordinance to Town Attorney for review. There was no second, the **motion died.** The BOS decided that they will review the past ordinances and compare the changes then decide on whether or not to send it to Town Attorney. They will revisit this at their next regular meeting. **No action taken.**
- e. **MOTION:** A. Hatfield motioned and was seconded by S. Mikutel to add the correspondence from resident Theresa Madonna, dated March 12, 2009 regarding the possibility of using any remaining funds from the Pachaug Pond draw down to assist in further weed control at the pond to the agenda under any other business. There was no discussion. All in favor; **motion carried.** P. Anthony read the letter for the record. The BOS discussed that the Town has not received a bill yet from the Connecticut Department of Environmental Protection for the draw down of Pachaug Pond. K. Maxwell will contact the Town Planner to see if the bill has been received yet. The BOS will review the bill before addressing the request. **No action taken.**
- f. **MOTION:** P. Anthony motioned and was seconded by S. Mikutel to add Donald Walsh's request for the Griswold Visiting Nurses Association stone to be donated to the Griswold Housing Authority. There was no discussion. All in favor; **motion carried.** **MOTION:** S. Mikutel motioned and was seconded by A. Hatfield to allow the Griswold Housing Authority to take possession of the marker stone at the former Griswold Regional Visiting Nurses Association building, to be used according to the explanation of use by Mr. Donald Walsh of the Griswold Housing Authority. There was no discussion. All in favor; **motion carried.**

*\*P. Anthony stated that anyone wishing to speak during the Public Forum should come to the microphone and state their name clearly for the record. Anyone unable to get to the microphone could speak from their seat, but should speak loudly and clearly. He asked that any comments be kept to a reasonable time frame; a few minutes at most*

## **7. Public Forum:**

- A resident asked if the marker stone from the Griswold Visiting Nurses Building could be donated to the Griswold housing Authority for their two elderly housing properties. The resident noted that they have a volunteer to remove the sign and cut it to split between the properties. *Please see any other business above for action relative to this item.*
- A resident commented on the possibility of losing a resident state trooper due to budget constraints, but that the response time from the barracks in Montville was very timely. The troopers are paid out of the Borough budget, not the Town.
- There was concern from a resident regarding the cost of two new Ambulances. The BOS responded that they were paid for by the American Ambulance.

- Resident J.R. Norma Sylvestre attended an ethics conference for the Town through the Connecticut Conference of Municipalities and found it to be very informative.
- Resident Brian baker of the Health and Safety Subcommittee (HSC) noted that the HSC could hold a workshop meeting for members of the BOS to attend and offer input.

**8. Adjournment:** S. Mikutel motioned and was seconded by A. Hatfield to adjourn. There was no discussion. All in favor; motion carried. P. Anthony adjourned the meeting at 8:00 pm.

**Respectfully Submitted,**

**Keleigh Baretincic  
Recording Secretary**