



# Town of Griswold

28 Main Street  
Griswold, CT 06351  
Board of Selectman

Regular Meeting  
Downstairs Meeting Room  
Tuesday, August 24, 2010  
6:30 pm  
APPROVED MINUTES



**1. Call to Order:** P. Anthony called the meeting to order at 6:48 PM

**Members Present:** Philip Anthony, First Selectman

Steve Mikutel, Second Selectman, Theresa Madonna, Third Selectwoman

**Also Present:**

Lisa Wood, Executive Assistant

Barbara Richardson-Crouch, Finance Director

2 interested citizens

**2. Approval of Minutes**

**a. August 10, 2010 Regular Meeting Minutes**

**MOTION:** Motion was made by S. Mikutel, seconded by T. Madonna, to approve the regular meeting minutes of August 10, 2010 as submitted. Motion carried unanimously.

**b. August 19, 2010 Special Meeting Minutes**

**MOTION:** Motion was made by S. Mikutel, seconded by P. Anthony, to approve the special meeting minutes of August 19, 2010 as submitted. Motion carried. T. Madonna abstained.

**3. Correspondence: Sent/Received - None**

**4. New Business**

- a. Discussion and possible action on proposal by W.R. Allen Co. Inc. for HVAC installation for 68 Ashland Road** – P. Anthony commented that only one bid was received on this project. The original proposal was approximately \$39,000 and P. Anthony negotiated them down to about \$36,000. T. Madonna asked if this is covered with grant money or capital budget. P. Anthony responded the damage is a result of the flood. The insurance policy has a \$50,000 deductible which is worthless. FEMA will pay for roughly 75% of the cost and we will pay for the balance. B. Richardson Crouch commented we have a contingency fund, but if the Board of Finance will not allow use of the contingency, we also have the rents from

the building which is being rented by Day Kimball Hospital. T. Madonna commented we have already budgeted the revenue side, so the money would have to come out of the contingency. The contingency amount is \$75,000. S. Mikutel commented he feels the contingency amount, to begin with, is too small.

**MOTION:** S. Mikutel made a motion that the Board of Selectmen approve the proposal by W.R. Allen Co. Inc. for flood repairs and damage to the nurses' building on 68 Ashland Street in the amount of \$36,954 and forward to the Board of Finance for their review and consideration. T. Madonna seconded the motion based on the information that 75% of the cost is going to be covered by FEMA. Motion carried unanimously.

- b. Discussion and possible action on proposal by Nutmeg Services, Inc. for HVAC repairs in the amount of \$12,705 for Town Hall at 28 Main St. – P.** Anthony commented that Nutmeg has been repairing our system for a number of years. However, the repairs have not cured the issues of uneven heating and distribution. The cost will be paid for by a grant received in the amount of \$57,000. A complete walk through was done by Nutmeg in preparing for the bid, so they should have addressed all issues in the bid. T. Madonna pointed out page 9 states the repairs are to be done at 68 Ashland Road. B. Richardson-Crouch commented that it was a typo and an addendum was issued and was put on the website. She also commented work gets done based on the proposal but there will also be a contract.

**MOTION:** Motion was made by T. Madonna, seconded by S. Mikutel, to approve the \$12,705 proposal by Nutmeg System Services Inc. for HVAC repair at 28 Main Street. Motion carried unanimously.

## 5. Old Business

- a. Discussion and possible action on proposal from RMI Associates LLC, tabled from August 19, 2010 special meeting**

P. Anthony commented that the Board of Education does not wish to continue services with Mr. Ivins. If only the town continues with Mr. Ivins the cost to the town will be \$7,000 per year instead of \$9,000 per year, for a three year contract. B. Richardson-Crouch commented that Mr. Ivins is a consultant and not a broker. He was basically brought in to do the RFP's for Worker's Comp and Liability and analyze the bids. We can continue with our current broker H.D. Seger, which ends this year, or we can bid it out again this fall. The school and the town piggy-back policies with the school taking the lead on health insurance and the Town taking the lead on liability and worker's compensation. If the school wants to secure insurance on their own at the end of the current policy they can do that. We generally save money by combining the two. B. Richardson-Crouch also commented, if we choose to stay with our current broker for renewal or go out to bid and not change the bid specs, then in her opinion the services of Mr. Ivins are probably not needed. Insurance is a service contract and we are not obligated to re-bid it and we do not pay the broker a fee. T. Madonna, commented the school

feeling was not so much they did not want to continue with the Town, sharing policies, just that now there is enough in-house expertise to not need the services of a consultant.

The Board of Selectmen agreed to **take no action** on this item.

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

## **7. Public Forum**

Brian Baker – Commented on behalf of the Public Safety Committee about the repair needed to the sidewalk in front of Rite-Aid. P. Anthony commented that Rite-Aid corporate headquarters has been notified in writing, regarding the repair needed to the sidewalk. They have agreed to make such repairs by the end of the second week in September. They have been notified if the repair is not done by that time, the town will proceed with the repair and the town will place a lien on the property for all costs incurred. B. Baker asked if the agenda for the Board of Selectmen could be e-mailed to him. P. Anthony commented the agenda is made available on the web for everyone to access, as soon as it is available.

Norm Higgins – Commented that the sidewalk, also in front of the gas station has fell in by the catch basin causing quite a dip when you enter into the parking lot from Route 12. N. Higgins also commented he is still in contact with a guy from Norwich and has requested a written copy of the report on the traffic light at Pleasant View and Rt. 138. He is now going to try to reach someone at the State Department of Transportation in Hartford. N. Higgins commented there is grant money available for farmers and suggested having an informational meeting for all the town farmer's to make them aware of the grant money available to them.

Ransom Young – R. Young commented that forestry farmers should also be invited to participate in any information forwarded to farmers. R. Young mentioned that he has been maintaining the land on both sides of Rixtown Road and Mr. Babbitt said the town generally maintains the land on each side of Town roads to four feet.

## **8. Adjournment**

**MOTION:** T. Madonna made a motion that was seconded by S. Mikutel to adjourn the meeting at 7:28 PM. **Motion carried unanimously.**

*Respectfully submitted,*

*Lisa M. Wood,  
Recording Secretary*