



Town of Griswold

Board of Selectmen

Special Meeting

December 12, 2013

6:00 PM

Downstairs Meeting Room, Town Hall
28 Main Street, Jewett City



APPROVED MINUTES

1. **Call to Order/Roll Call** – Meeting was called to order at 6:08 PM by First Selectman, Kevin Skulczyck

Members Present: Kevin Skulczyck, First Selectman
Steve Mikutel, Second Selectman
Philip Anthony, Third Selectman

Others Present: Lisa M. Wood, Executive Assistant

2. **New Business**

- a. **Discussion and possible action on tax refunds as presented by Rich Grabowski, Tax Collector** – None
- b. **Discussion and possible action on redoing the process for approval of funding and bonding of the High School roof replacement project** – Attorney Joe Fasi was present to explain the bonding procedure. Atty. Fasi commented there were two problems with the process that has taken place previously with the funding of the school roof project. The first issue is the ballot question for the referendum did not reference bonding at all. The second is the School Building Committee requires two public hearings prior to the town meeting. Those public hearings have to be published in a newspaper and were not, so they were not noticed correctly. BOF meeting, BOS meeting, two public hearings, town meeting and prior to the town meeting the BOE has to vote on the project, then town meeting, then referendum are the events that need to take place. K. Skulczyck commented we would invite parties involved and hold a conference call for Monday, December 16, 2013 at 1 PM for planning of required meetings and dates. A special Board of Selectmen's meeting was scheduled for 10:30 AM on Tuesday, December 17, 2013.
- c. **Discussion and possible action on update by Larry Laidley, Chairman of the Bicentennial Committee**

MOTION: Motion was made by P. Anthony, seconded by S. Mikutel, to table this item. **Motion carried unanimously.**

d. Discussion of 2014 Ethics update by Liz Sibickey

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to table this item. **Motion carried unanimously.**

e. Discussion and possible action on appointment of Elizabeth Osga to serve as a town representative for the Uncas Health District

MOTION: Motion was made by P. Anthony, seconded by S. Mikutel, to appoint Elizabeth Osga to serve as a town representative for the Uncas Health District. **Motion carried unanimously.**

f. Discussion and possible action on appointment of Retina Luft as an alternate member of the Recreation Commission for a term of 12/11/2013 – 12/10/2014 –
The letter from Ms. Luft was read into the record. K. Skulczyck noted Ms. Luft does have children in the school system and is a local real estate agent and has much enthusiasm.

MOTION – Motion was made by S. Mikutel, seconded by P. Anthony, to appoint Retina Luft as an alternate member of the Recreation Commission for a term of 12/11/2013 – 12/10/2014.

P. Anthony commented his concern to make sure the vacancies available are being posted in the newspaper as well as on the web.

Motion on the floor carried unanimously.

g. Discussion and possible action on appointment of Jill Drobiak from the position of alternate member to a regular member of the Recreation Commission to fill the unexpired portion of a term of 5/17/2013 to 5/16/2016

MOTION: Motion was made by P. Anthony, seconded by S. Mikutel, to appoint Jill Drobiak from the position of alternate member to a regular member of the Recreation Commission to fill the unexpired portion of a term of 5/17/2013 to 5/16/2016. **Motion carried unanimously.**

h. Discussion and possible action on appointment of Paul Lach as a member of the Griswold Public Health & Safety Committee for the remainder of term expiring 6/30/2014

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to appoint Paul Lach as a member of the Griswold Public Health & Safety Committee for the remainder of term expiring 6/30/2014. **Motion carried unanimously.**

i. Discussion and possible action on reappointment of Lauren S. Churchill as an alternate member of the Inland Wetlands & Conservation Commission for a term of 2/01/2014 to 1/31/2016

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to appoint Lauren S. Churchill as an alternate member of the Inland Wetlands & Conservation Commission for a term of 2/001/2014 to 1/31/2016. **Motion carried unanimously.**

j Discussion and possible action on appointment of Leona Minski as a member of the Housing Authority to fill an unexpired portion of a term ending 2/1/2015

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to appoint Leona Minski as a member of the Housing Authority to fill an unexpired portion of a term ending 2/1/2015. **Motion carried unanimously.**

k. Discussion and possible action on reappointment of Joan Hoar as a member of the Griswold Housing Authority for a term of 2/1/2014 – 1/31/2019

MOTION: Motion was made by P. Anthony, seconded by S. Mikutel, to reappoint Joan Hoar as a member of the Griswold Housing Authority for a term of 2/1/2014 to 1/31/2019. **Motion carried unanimously.**

l. Discussion and possible action on appointment of a member of the Board of Selectmen as representative to serve on the Open Space Committee – Hearing no volunteers K. Skulczyck would nominate himself as the representative.

MOTION: Motion was made by P. Anthony, seconded by S. Mikutel, to appoint Kevin Skulczyck, First Selectman, as the Board of Selectmen representative to serve on the Open Space Committee. **Motion carried unanimously.**

m. Discussion and possible action on appointment of a member of the Board of Selectmen as representative to serve on the Space Needs Committee – S. Mikutel nominated P. Anthony. P. Anthony commented he cannot commit at this time.

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to table this item. **Motion carried unanimously.**

n. Discussion and possible action on re-appointment of Erik Kudlis and Lou Rubino as members of the School Building Committee

MOTION: Motion was made by P. Anthony, seconded by S. Mikutel, to reappoint Erik Kudlis and Lou Rubino as members of the School Building Committee. **Motion carried unanimously.**

o. Discussion and possible action on appointment of James Barnie as a member of the School Building Committee

MOTION: Motion was made by P. Anthony, seconded by S. Mikutel, to appoint James Barnie as a member of the School Building Committee. **Motion carried unanimously.**

- p. Discussion and possible action on proposed tax settlement for Ames Department store** – K. Skulczyck commented this has been brought forward by the Tax Collector, Richard Grabowski. Rich has called the attorney and they are offering a half settlement on the back taxes that have not been received. P. Anthony asked if the amount included interest and if not what the interest amount was. K. Skulczyck commented it did not include interest but will have Rich get a number. P. Anthony would like to know what the accrued interest amount is and what the actual dollar amount due is. K. Skulczyck also commented this is a onetime offer and if we don't proceed may get nothing. P. Anthony would like to get a written opinion from the town attorney on whether we should take the settlement and why. S. Mikutel suggested waiting to the special meeting on the 17th to make a decision.

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to table action on this item until the December 17, 2013 special meeting. **Motion carried unanimously.**

3. Old Business

- a. Discussion and possible action on revised proposed ordinance for town-based businesses** – S. Mikutel had expressed that the Town Attorney still did not address his concerns as requested regarding part D. His concerns were residency requirement and what constitutes a qualified tradesperson.

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to table action on this item an answer addressing the concerns mentioned is received. **Motion carried unanimously.**

- b. Discussion and possible action on making the Town Planner a full time position** – K. Skulczyck commented the handout shows the amount of \$31,202.41 to make this a full time position for the rest of the fiscal year, starting December 23, 2013. P. Anthony commented he has been advocating for a while for the position to be full time and has no problem with it. S. Mikutel questioned if the money is available. K. Skulczyck commented E. Christensen, Finance Director, assures we can pay the cost but it would be a burden on the present budget. S. Mikutel noted he also has been in support of the full-time position. He commented we can wait till the budget process starts in January and make the recommendation for a full-time planner in the next fiscal year. If we have some money available, perhaps we should pay the Planner needed overtime for projects until we get through the budget process. P. Anthony commented it would have to come from that department budget so any expenditure to it would have to come from the Board of Finance. S. Mikutel would support money for overtime if it is available and would send that forward to the Board of Finance. P. Anthony commented let's take the dollar amount we get and translate it into hours.

MOTION: Motion was made by S. Mikutel, seconded by P. Anthony, to table action on this item until the figures are available. **Motion carried unanimously.**

4. Public Forum

Phil Flowers – P. Flowers commented residents are thinking about initiating a town ordinance to require public forums at town commission meetings. P. Anthony commented some boards do but not all and suggested bringing it before commissions individually . P. Flowers commented it was brought up to vote at a Board of Finance meeting and it was voted down. K. Skulczyck commented he would talk to each chair and try to get some feedback on it. S. Mikutel commented he would like to see it done on a voluntary basis.

Norm Higgins – N. Higgins also believes there should be a public forum part on the agenda, especially the Board of Finance. He suggested the public forum be on only issues being discussed that night. This is the time for residents to voice their opinions on what they want. He also commented more people may show up if there is an opportunity for them to voice their opinion. He also commented when employees are given a certain amount of overtime for a certain amount of time, you may be required to offer them benefits such as insurance.

Peter Dorff – P. Dorff mentioned in regards to the Town Planner position you may want to check into how many times you can make transfers into a line item of the budget. S. Mikutel commented there are state guide lines for transferring amounts but if a fund is established, you may be able to get around it.

Donna Fenter – D. Fenter wanted to know what happened with the previous meeting regarding the Griswold Ambulance. K. Skulczyck commented a tentative agreement has been reached. D. Fenter commented she was at Backus this weekend and the Griswold Ambulance was there twice during her stay there. D. Fenter also noted she would like to be added to the next agenda to discuss the Griswold dog pound. K. Skulczyck asked if she could bring a letter to their meeting on Friday.

Ken Willey – K. Willey commented he would like the ability to be able to speak on any item during public forum portions of agendas, because there may be a meeting that falls on a night when someone like himself cannot attend. S. Mikutel commented the idea is to have the public forum item on the agenda all the time to address any issues not just those on the agenda.

Ed Burdick – E. Burdick commented on using modern technology and filming the meeting for broadcast to our residents at a later time. Social media is available to do rather cost effectively. More informed citizens would hopefully allow them to make better decisions for the community. E. Burdick also commented you can institute public forums but if you decide to take them away, it could be challenged.

5. Adjournment

MOTION: Motion was made by P. Anthony, seconded by S. Mikutel, to adjourn the meeting at 6:52 PM. **Motion carried unanimously.**

Respectfully Submitted,

**Lisa M. Wood,
Executive Assistant**