

Killingworth Board of Selectmen  
Special Meeting  
December 22, 2011 8:30 a.m.

1. Call to order: The Killingworth Board of Selectmen held a special meeting on Thursday December 22, 2011 at 8:30 a.m. in the Town Office Building, 323 Route 81 Connecticut. In attendance were First Selectwoman Catherine Iino and Selectman Fred Dudek. Selectman Louis Annino, Jr. participated via phone. *First Selectwoman Catherine Iino called the meeting to order at 8:35.*
2. Visitor: Regina Regolo, TOK Finance Director
3. New Business
  - a. *Approval of Plan Document for Town of Killingworth Deferred Compensation 457 (b) Plan:* The board discussed adopting a plan document that will bring the town into compliance with new IRS regulations. This voluntary plan is NOT funded by the town, only a few employees participate in this plan.

*Motion to continue the plan and to approve Plan Document for Town of Killingworth Deferred Compensation 457 (b) Plan by Catherine Iino, seconded by Fred Dudek. Voting in favor: all. Opposed: none Motion passed.*

- b. *RFP for architectural services for Parmelee Farmhouse:* C. Iino presented request for proposal for architectural services to develop documents related to the restoration and adaptive reuse of the Parmelee farmhouse and the design and construction of restrooms.

Annino asked for clarification of both the scope of the RFP and the development of cost estimates. C. Iino added that funds have already been set aside for this use, and estimated costs to develop documents are in the \$10 – 15,000 range, based on research provided by the Parmelee steering Committee working in conjunction with the CT Trust for Historic Preservation. Annino thought the estimate might be high and he cautioned that town should be careful of being tied to historic preservation restrictions .

Iino clarified that this concern has been discussed thoroughly by the Parmelee Farm Steering Committee. Iino further noted that all systems will be contemporary, up to code, and ADA compliant.

*Motion to issue RFP by Lou Annino, seconded by Fred Dudek. Voting in favor: all Opposed: None. Motion passed.*

c. Committee appointments: C. Iino presented two candidates for appointment to the IWWC, noting that the commission has multiple vacancies. The first candidate, returning resident Raina Huebner holds a MS in Watershed and Ecosystem Science. The second, Glenn Johnson, is fluent in the engineering aspects of IWWC matters and has expressed a willingness to serve on this committee in addition to serving on two other town committees. Dudek inquired about party affiliation, to which C. Iino replied that both candidates are unaffiliated.

*Motion to approve appointments by C. Iino, seconded by Fred Dudek  
Voting in favor : all Opposed : none. Motion passed.*

d. Agenda for January 9 Board of Selectmen Meeting  
Catherine Iino submitted agenda items to Fred Dudek who will serve as Acting First Selectman in her absence at the January 9<sup>th</sup> meeting. Dudek will finalize and post agenda.

Proposed agenda items included the continuance of the Municipal Land Use Committee (MLUC) . At the December 12<sup>th</sup> BOS meeting, Fred Dudek suggested the BOS revisit the charge of the MLUC and the board agreed not to make appointments at that time. Annino inquired about a MLUC charge. C. Iino cited the language:

*The Land Use Committee will review all applications for improvements and uses of municipal properties and submit in writing to the First Selectmen a recommendation concerning the completeness of the application, the consistency of the application with the Town Plan, and the consistency of the application with the applicable plans of other town commissions and boards.*

Annino noted that there was some redundancy in terms of function with other town committees and boards, such as P & Z. This was discussed and Annino suggested the language should be more specific regarding municipal development. C. Iino recommended that a representative from MLUC be invited to the January 9 meeting.

A second agenda item discussed briefly was generator assessment. Fred Dudek clarified that we will be assessing the town's needs overall as well assessing the viability of current generator equipment. C. Iino recommended that Walter Adametz attend the meeting as well.

#### 4. Adjournment

*Motion to adjourn by Fred Dudek, seconded by at Louis Annino. Voting in favor: all Opposed: none. Motion passed.*

Respectfully submitted,  
Elizabeth Doyle Disbrow