

BOARD OF FINANCE
TOWN OFFICE BUILDING
TOWN OF KILLINGWORTH
323 ROUTE 81
KILLINGWORTH, CONNECTICUT 06419

MINUTES
Regular Monthly Meeting
October 8, 2013

Chair John McMahon called the October 8, 2013 Regular Monthly Meeting of the Town of Killingworth's Board of Finance to order at 7:05 P.M. Members present: Chair John McMahon, Vice Chair Shawn O'Connell, Clerk Gwenne Celmer, Nancy Gorski, Hilary Kumnick (arrived at 7:25 P.M.) and Mark Williams.

Visitors

- **Claudette Lagasse, Town Treasurer**, distributed her September 2013 Report and reviewed some deposits.
- **Catherine Iino, First Selectwoman** – was not present
- **Regina Regolo, Financial Director**
 - a. **June 2013 Final Report (FY11/12)**: this will be removed from the agenda.
 - b. **September 2013 Report (FY12/13)**: distributed prior to the meeting. There were no comments at this time.
 - c. **Audit Ending June 30, 2013**. Michele Loso, CPA, Town Auditor will present the preliminary audit at the November 12, 2013 Board of Finance (BOF) Regular Meeting.
 - d. **RFP for Auditing Services**. A tentative schedule was discussed.

(Kumnick arrived at 7:25 P.M.)

It was the consensus of the Board to send the RFP out in December.

- e. **Proposed Budget: FY14/15**. Requests for budgets will be going out at the end of October with a return date of January 1, 2014.
- f. **Ten-year Capital Plan**. She is working on the draft to be presented to the Board of Selectmen.
- g. **Library Roof**. McMahon inquired about the status. The repairs will be made in the next month. A contractor is being chosen soon.

Executive Session (not held)

- Labor Negotiations
- Land Acquisition

Minutes: September 10, 2013 Regular Meeting. McMahon made a correction to page 2 – request for funding – change “donation” to “appropriation”. Celmer **MOVED** to approve the Minutes with the correction as proposed by McMahon. Gorski seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Gorski and Williams. Opposed: none. Abstentions: Kumnick and O’Conner. The motion was **carried**, 4-0-2.

Bills. Celmer **MOVED** to accept and approve for payment in the invoice of Hynes for secretarial hours for September 2013 in the amount of \$57.36. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O’Connor, Celmer, Gorski, Kumnick and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Old/New Business

- **Action on Funding Requests.** None.
- **Tax Collector’s Report: September 2013.** Distributed prior to the meeting. There were no inquiries at this time.
- **Budget Process: FY14/15.** McMahon discussed the letter drafted by Celmer for pre-budget meetings with some departments, agencies, boards and commissions. It was the consensus that the letter with minor changes discussed this evening be distributed as soon as possible.
- **Invitation from RSD #17 Board of Education (BOE):** October 9, 2013 BOE Meeting – 6:00 P.M. McMahon discussed with the BOF the invitation to attend the BOE meeting. On the agenda will be contracts with administrators. The BOF appreciates the invitation and members plan to attend the BOE meeting.

Agenda:

- **November 12, 2013 Regular Meeting.** Michele Loso, Town Auditor: Town Audit Ending June 30, 2013 will be added to the agenda.

There being no further business, McMahon **adjourned** the meeting at 8:10 P.M.

Respectfully submitted,

Sherry Lee Hynes

Sherry Lee Hynes, Secretary

E-mailed: Town Clerk
Board of Selectmen
Claudette Lagasse, Town Treasurer
Regina Regolo, Director of Finance
Sherry Lee Hynes, Secretary
BOF Members
Dawn Moony, Webmaster
Elisabeth Disbrow, Administrative Assistant