

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

Minutes

Regular Monthly Meeting
Tuesday, May 14, 2013

Chair John McMahon called the May 14, 2013 Regular Monthly Meeting of the Town of Killingworth's Board of Finance to order at 7:01 P.M. in the Front Meeting Room of the Town Office Building, 323 Route 81, Killingworth, Connecticut. Members present: Chair John McMahon, Vice Chair Shawn O'Connell (arrived at 7:35 P.M.), Secretary Gwenne Celmer, Hilary Kumnick, Mark Williams and Nancy Gorski. Also present was First Selectwoman Catherine Iino and Financial Director Regina Regolo.

(Celmer left the meeting at 7:01 P.M.)

Visitors

- **Claudette Lagasse, Town Treasurer** was not present; however, she distributed her April 2013 Report prior to the meeting. An inquiry about "Other Revenues" was addressed by Financial Director Regolo.
- **Catherine Iino, First Selectwoman**
 - a. **C-PACE.** The Board of Selectman has endorsed the adoption of C-PACE: A Clean energy Opportunity for Commercial Buildings in Connecticut. This is a state tax initiative program on energy savings to be administered on the local level by individual municipalities upon their adoption of the program. Upon adoption by a municipality the program will be available to commercial, industrial and non-profit property owners. Adoption of this incentive will be an agenda item on the Town Meeting scheduled for May 20, 2013. She then addressed inquiries of the Board regarding the program.
 - b. **Proposed Budget: FY 13/14.** Iino advised that there is a petition calling for a budget referendum circulating. The deadline for the submission of the petition to the town clerk is Friday, May 17, 2013 at 4:00. P.M. The town clerk is required to verify the signatures (200 verified signatures is the minimum needed for a valid petition). If necessary, a referendum will be called no later than June 3, 2013.

- **Regina Regolo, Financial Director**
 - a. **April 2013 Report** – distributed prior to the meeting. She noted that the year-to-date totals are in line with this time last year. She endeavored to answer inquiries about a highway line account and Federal reimbursement for the two fall storms.
 - b. **Five-year Capital Plan** – Regolo is developing five-year capital plans for LOCIP projects and for other capital projects. She is gathering data now.
 - c. **Town Website.** She noted that tax collection data is now available on-line.
 - d. **State Funding for Municipalities.** There are no firm numbers available from the State at this time.

(During discussion of state funding for municipalities, O’Connell arrived at 7:35 P.M. and Celmer returned at 7:45 P.M.)

Proposed Budget: FY 13/14. McMahon outlined the process should a referendum be called.

Executive Session

- Labor Negotiations
- Land Acquisition

Not held

Minutes

- **April 9, 2013 Regular Meeting.** O’Connell **MOVED** to accept and approve as presented the Minutes of the April 9, 2013 Regular Monthly Meeting. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O’Connell, Celmer, Gorski, Kumnick and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.
- **April 29, 2013 Public Hearing.** O’Connell **MOVED** to accept and approve as presented the Minutes of the April 29, 2013 Public Hearing. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O’Connell, Celmer, Kumnick and Williams. Opposed: none. Abstentions: Gorski. The motion was **carried**, 5-0-1.

Bills. Celmer **MOVED** to accept and approve as presented the Invoices of Hynes for April 2013 (\$26.64) and March 2013 (\$86.50). Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O’Connell, Celmer, Gorski, Kumnick and Williams. Opposed: none. Abstentions: none. The motion was **carried** 6-0-0.

Gorski **MOVED** to add to the agenda: appointment of town auditor for Fiscal Year Ending June 30, 2013. Williams seconded the motion. Discussion: the process of adding an item to a regular meeting agenda. Voting in favor:

McMahon, O'Connell, Celmer, Gorski, Kumnick and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Appointment of Auditor for Fiscal Year Ending June 30, 2013. McMahon explained that state statute requires municipalities to appoint an auditor every year. The town has a multi-year contract with Seward & Monde. Celmer **MOVED** to appoint Seward & Monde as the Town's Auditors for Fiscal Year Ending June 30, 2013. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Gorski, Kumnick and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Old/New Business

- **Action on Funding Requests.** No requests.
- **Tax Collector's Report: April 2013.** Distributed prior to the meeting. Tax Collector Dinnean was praised for the collection rate.
- **Town Governance of Regional School Districts Subcommittee.** No status report.
- **Proposed Budget: FY 13/14.** McMahon distributed an e-mail inquiry he received after the budget hearing to members. No action was taken as the inquiries were addressed at the BOF Budget Hearing held in April.
- **C-PACE Initiative.** Kumnick **MOVED** to endorse the C-PACE Initiative. Celmer seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Gorski, Kumnick and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Agenda:

- **May 20, 2013 Special Meeting:** Review Budget or set mil rate
- **June 11, 2013 Regular Meeting:** Michelle Nuhn, Tax Collector – Suspense List and Budget Planning for FY14/15 will be added to the agenda.

There being no further business, Celmer **MOVED** to adjourn the meeting. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Gorski, Kumnick and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0. The meeting was **adjourned** at 8:15 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