

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

MINUTES
Regular Monthly Meeting
June 11, 2013

Chair John McMahon called the June 11, 2013 Regular Monthly Meeting of the Town of Killingworth's Board of Finance to order at 7:00 P.M. in the Front Meeting Room of the Town Office Building. Members present: Chair John McMahon, Vice Chair Shawn O'Connell, Clerk Gwenne Celmer, Hilary Kumnick, Mark Williams and Nancy Gorski (left at 7:25 P.M. and did not return). Visitors were as noted.

Visitors

- **Michele B. Nuhn, Tax Collector: Suspense List.** Nuhn presented and gave an overview of the Suspense List for the 2009 Grand List in the amount of \$16,272.19. She noted that 94 accounts were uncollectable. She then addressed inquiries of the Board on the process for the pursuance of the collection of the suspended past-due taxes.

Celmer **MOVED** to accept the Suspense List for the 2009 Grant List as presented by Tax Collector Michele B. Nuhn. O'Connell seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Kumnick, Gorski, and, Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

- **Claudette Lagasse, Town Treasurer.** Lagasse presented and gave an overview of her May 2013 Report. With input from First Selectwoman Iino and Finance Director Regina Regolo, she addressed inquiries of the Board on her April and May 2013 Reports.
- **Regina Regolo, Director of Finance.** Regolo:
 - Distributed her **May 2013 Report** prior to the meeting and addressed inquiries from the Board.
 - **RFP for Auditing Services: 2014.** Per Town Charter, it will be time to change auditors for 2014. Regolo, at the direction of the Board, will send a draft RFP to members for review.

(Gorski left the meeting at 7:25 P.M. and did not return.)

- **Catherine Iino, First Selectwoman**
 - a. **Legal Fees: FY12/13.** Iino advised that this line account is over budget by \$3500 due to fees for labor negotiations and the

assessor's revaluation in excess of that anticipated and budgeted for. She anticipates additional billings to come in prior to the end of the fiscal year.

- b. **Funding requests.** The Board of Selectmen has approved the adoption of the Connecticut Neighborhood Assistance Act which will allow businesses to make donations to non-profit organizations and municipalities in exchange for a tax credit (the amount is governed by the type of donation) on their state income taxes. Applications have been received from the Killingworth Library Association and the Killingworth Land Conservation Trust. The town will not be held responsible for the tracking of the funds. The cost to the Town will be for administration only.
- c. **Draft Five-year Capital Plan.** The draft plan was distributed for review. The capital plan for projects qualifying for LoCIP funding must be adopted as soon as possible in order for the Town to continue receiving funding. The balance of the projects can be acted upon at a later date.
- d. **Update: Bar Gate Road Capital Project.** The project is coming in under budget at this time.
- e. **Update: Storm Nemo.** The Town's application for Federal reimbursement for expenses related to Storm Nemo been accepted and partial reimbursement of expenditures is anticipated.
- f. **Update: Budget process.** The budget process will be reviewed in the near future.
- g. **Annual Report.** lino inquired if the deadline for submittal could be moved up. It was the consensus that the request will be sent out in July with a submission deadline of October 31 (subject to change by McMahon).

Executive Session

- **Labor Negotiations**
- **Land Acquisition**

The Session was not held; however, lino advised that the Town and the Highway Workers Union have settled their contract effective July 1, 2013 thru June 30, 2016. She gave an overview of some elements of the contract.

Minutes

- May 14, 2013 Regular Meeting
- May 20, 2013 Special Meeting (Cancelled)
- June 3, 2013 Special Meeting

Williams **MOVED** to accept and approve as presented the Minutes of the May 14, 2013 Regular Meeting and the June 3, 2013 Special Meeting. Kumnick seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Williams and Kumnick. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0. Gorski was not present.

Bills. Celmer **MOVED** to accept and approve as presented the Invoice of Hynes for \$96.57 for her May 2013 Clerical Hours. O’Connell seconded the motion. Discussion: none. Voting in favor: McMahon, O’Connell, Celmer, Kumnick and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0. Gorski was not presented.

Old/New Business

- **Action on Funding Requests. Legal Fees.** It was the consensus of the Board that no action shall be taken at this time.
- **Connecticut Neighborhood Assistance Act.** Celmer **MOVED** that the Board of Finance endorses the Connecticut Neighborhood Assistance Act and moves the acceptance of the Act to a town meeting to be called by the Board of Selectmen. Kumnick seconded the motion. Discussion: adding the Multi-year LoCIP Project Capital Plan to the motion. Celmer **AMENDED** her motion to add: to accept and send to Town Meeting the Multi-Year Capital Improvement Plan LoCIP Eligible Projects. Kumnick seconded the amended motion. Further discussion: none. Vote on the motion as amended: Voting in favor: McMahon, O’Connell, Celmer, Kumnick and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0. Gorski was not present.
- **Tax Collector’s Report: May 2013.** The Report was distributed prior to the meeting. There were no inquiries at this time.
- **Town Governance of Regional School Districts Subcommittee.** No discussion. This will be removed from future agendas.

Agenda:

- **May 20, 2013 Special Meeting:** Review Budget or set mil rate (on in error)
- **June 11, 2013 Regular Meeting** (on in error)
- **July 9, 2013 Regular Meeting.** Additions to agenda: Town Office Building Project, Budget Process: FY 14/15, Close out: FY 13/14, delete: Town Governance...

There being no further business, Williams **MOVED** to adjourn the meeting. O’Connell seconded the motion. Discussion: none. Voting in favor: McMahon, O’Connell, Celmer, Kumnick and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0. Gorski was not present. The meeting was **adjourned** at 8:25 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

Michele B. Nuhn, Tax Collector