

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

MINUTES

Regular Monthly Meeting
July 9, 2013

Chair John McMahon called the July 9, 2013 Regular Monthly Meeting of the Town of Killingworth's Board of Finance to order at 7:05 P.M. in the Front Meeting Room of the Town Office Building. Members present: Chair John McMahon, Vice Chair Shawn O'Connell (arrived at 7:13 P.M.), Clerk Gwenne Celmer, Mark Williams and Nancy Gorski. Hilary Kumnick was excused. Visitors: as noted.

Visitors

- **Claudette Lagasse, Town Treasurer.** Lagasse presented and gave an overview of her June 2013 Report. She noted several deposits which come in occasionally.
- **First Selectwoman Catherine Iino.**
 - a. **FEMA:** reimbursement for Snowstorm Nemo is anticipated soon.
 - b. **FEMA:** reimbursements were received for other storm-related expenses. This went into the general fund and line items will be reimbursed.
- **Regina Regolo, Director of Finance.**
 - **Post Issuance Tax Compliance Procedures.** This is State mandated. Following a brief discussion, Celmer **MOVED** to adopt the Town of Killingworth Connecticut Tax Exempt Bond Post Issuance Tax Compliance Procedures as presented. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Williams and Gorski. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
 - **Invoices: FY12/13.** The invoices are still coming in. A final accounting will be distributed.
 - **RFP for Auditing Services: 2014.** Regolo is working on the timeline for the RFP. Gorski volunteered and was appointed to be the liaison for the BOF.
 - **P.A. 13247.** This is a Uniform System of Accounting adopted by the State to be phased in starting in 2014. She will be reviewing this with the auditor.
 - **Five Year Capital Plan.** This plan has been completed. She is now working on a Ten Year Capital Plan.

- **June 2013 Report.** This will be updated after all invoices have been received. There were no Board inquiries at this time.

Town Office Building. lino advised that the current Town Office Building Committee has done due diligence in responding to the public response to the proposed building and has met their present charge. They presented their findings to the BOS. The BOS will be looking into the next steps. BOF members gave some suggestions for approaching a town building project.

Executive Session

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

The Session was not held.

Minutes. Williams **MOVED** to accept and approve as submitted the Minutes of the June 11, 2013 Regular Meeting. Gorski seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Gorski and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

Bills.

- Gorski **MOVED** to accept and approve for payment the Invoice of Seward and Monde for \$7700 for the first installment for the audit. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Gorski and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
- Celmer **MOVED** to accept and approve as presented the Invoice of Hynes for \$73.26 for her June 2013 Clerical Hours. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Gorski and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

Old/New Business

- **Action on Funding Requests.** No requests.
- **Tax Collector's Report: June 2013.** The Report was distributed prior to the meeting. There were no inquiries at this time.
- **Budget Process: FY14/15.** Tabled.
- **Post Issuance Tax Compliance Procedures.** See above.

Agenda: Celmer **MOVED** to cancel the August 13, 2013 Regular Meeting. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Gorski and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0. A special meeting will be called if necessary.

There being no further business, McMahon **adjourned** at meeting at 7:55 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