

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

MINUTES
Regular Meeting
January 14, 2014

Chair John McMahon called the January 14, 2014 Regular Meeting of the Board of Finance of the Town of Killingworth to order at 7:00 P.M. in the Front Meeting Room of the Town Office Building, 323 Route 81, Killingworth, Connecticut. Members present: Chair John McMahon, Vice Chair Gwenne Celmer, Clerk Nancy Gorski, Carolyn Anderson, Shawn O'Connell and Mark Williams. Also present were First Selectwoman Catherine Iino, Finance Director Regina Regolo, Town Treasurer Claudette Lagasse, Killingworth Park and Recreation Director Dan Colona, Director, Killingworth Library Board of Trustee Allison Karam and members of the public.

Visitors

- **Claudette Lagasse, Town Treasurer.** Lagasse gave an overview of her December 2013 Report then answered inquiries of the Board to their satisfaction.
- **Catherine Iino, First Selectwoman**
 - **Snow Budget.** It is projected that this line item will be overspent based on expenses to date and the winter season has several months left.
 - **Funding Request: Killingworth Park and Recreation – Sheldon Park Renovation.** The Board of Selectman has approved an amount not to exceed \$750,000 to be funded as follows:
 - \$400,000 STEAP Grant
 - \$140,000 Allocated Capital Funds for the Sheldon Park Renovation Project
 - \$210,000 from the Assigned Fund Balanceand to send the request to a provisional town meeting set for January 28, 2014. Director of Killingworth Park and Recreation Dan Colona is looking into a grant request to the U.S. Tennis Association. Finance Director Regolo advised the current balance of the Assigned Fund Balance.
- **Dan Colona, Director, Killingworth Park and Recreation.** Colona displayed and explained the plan for the proposed renovations. He then addressed to its satisfaction inquiries of the Board regarding the project and the anticipated grant request. McMahon recognized an unnamed visitor who inquired what materials will be used. Colona briefly addressed this and McMahon advised the visitor to contact Colona outside the venue of the Board of Finance meeting to fully address his inquiries.
- **Regina Regolo, Finance Director.**
 - **Auditor.** The pre-bid mandatory meeting for potential applicants for town auditor was held. The bids are due on February 11, 2014 at 4:00 P.M.

- and will be opened at the Board of Finance meeting that evening. The applications will be reviewed and an auditor chosen at a later date.
- **Ten-year Projected Capital Plan.** At the direction of the Board of Selectmen, the plan was sent to departments requesting larger budgets for review for accuracy.
 - **December 2013 Report.** Inquires of the Board as to line items for attorney's fees and certain line items of the highway department were addressed by Regolo.
 - **Pre-budget meeting: Killingworth Library Board of Trustees.** Trustee **Allison Karam** gave an overview of major projects undertaken and funding in FY 12/13. She distributed a handout of a 5 year+ projection for capital requests and addressed to its satisfaction inquiries of the Board.

Executive Session: Labor Negotiations and Land Acquisition. Not held.

Minutes. O'Connell **MOVED** to accept and approve as presented the Minutes of the December 13 2013 Regular Monthly Meeting. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Anderson, Celmer and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Bills. Celmer **MOVED** to accept and approve for payment the invoice of Hynes for December 2013 in the amount of \$82.46. Williams seconded the motion. . Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Anderson, Celmer and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Tax Collector's Report: December 2013. The Report was distributed to members prior to the meeting. McMahon noted that the collection rate is 99 to 100%. There were no inquiries of the Board at this time.

Funding Request. O'Connell **MOVED** to send to town meeting the request of the Killingworth Park and Recreation Department for \$210,000 for the Sheldon Park Renovation project to be funded from the capital assigned fund balance. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, O'Connell, Celmer, Anderson, Celmer and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Proposed Budget: FY 14/15. The Board of Selectmen will present the proposed budget at the BOS meeting on February 10, 2014 at 7:00 P.M. Board of Finance members are encouraged to attend.

Recognition of visitors. Regarding the funding request of \$210,000 for the Sheldon Park Renovations, a visitor inquired what would happen if the tennis court grant comes through. McMahon advised that the Town would spend that much less on the renovation project.

Additions to the February 11, 2014 Agenda. Bid opening for the auditor 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, Anderson, Celmer and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0. The meeting was **adjourned** at 8:24 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
Board of Finance Members
Dawn Mooney, Webmaster
Elizabeth Disbrow, Administrative Assistant
Sherry Lee Hynes, Secretary