

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

Minutes
Regular Monthly Meeting
Tuesday, April 8, 2014
7:00 P.M.

Chair John McMahon called the April 8, 2014 Regular Monthly Meeting of the Board of Finance for 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, Shawn O'Connell, Carolyn Anderson and Mark Williams. No members were absent. Also present were the Board of Selectmen (First Selectman Catherine Iino and Selectmen Fred Dudek and Louis Annino, Jr.), Town Treasurer Claudette LaGasse, Finance Director Regina Regolo and Resident John Sampere (who did not wish to speak).

Town Treasurer LaGasse gave an overview of her March 2014 Report (distributed prior to the meeting) and, with input from Iino and Regolo, addressed several inquiries of the Board.

Selectmen's Proposed Budget: FY 14/15.

Regolo **distributed** the final proposed budget reflecting the changes made by the Board of Finance, based on the Board of Finance budget workshop minutes.

McMahon reported on changes to the following line items made by the Board of Finance (BOF) to the Selectmen's Proposed Budget: FY 14/15:

- **Capital Plan:** Long-term planning
- **Snow budget:** reduced based on the 10-year snowfall average
- **Loan expenses**
- **Medical plan:** a \$25,600 allowance was added for additional buy-in medical coverage
- **Finance Director's Salary:** reduced \$2,998 from the Selectmen's proposal to reflect the BOF multi-year plan for a set percentage of increase yearly until the position is adequately funded based on comparable towns' financial director salaries.

The Board of Selectmen inquired why there was no adjustment to the elected position salaries. The BOF suggested a salary study committee be established consisting of two members from the Board of Selectmen, two members of the BOF and one additional member. The charge of the committee shall be to development policies and standards for salaries. Where increases in salaries of town officials – elected and non-elected - are warranted a plan be initiated to gradually increase a salary based on end of terms until a position is adequately funded as compared to comparable towns.

McMahon thanked the Board of Selectmen and Regolo for an outstanding capital plan, especially the proposal for general obligation loans over bonding as it will allow the BOF to adequately plan funding for capital projects.

As to the proposed operating budget as it stands there will be no increase to the mill rate.

Regolo **distributed** handouts dated April 8, 2014 of the proposed power point presentation and a citizens guide to the budget process to be utilized at the budget hearing. Members were asked to review same and send suggestions directly to Regolo for incorporation into same.

Finance Report. Financial Director Regolo distributed her **March 2014 Report** prior to the meeting. There was no inquiries by the BOF at this time.

Appointment of Town Auditor

Anderson **distributed** a summary of her contacts with references provided by a candidate. McMahon reported on his contacts with references provided by a candidate. McMahon asked for and received input from Finance Director Regolo on the general working relationships with auditors.

O'Connell **MOVED** the vote for the appointment of the town auditor. Williams seconded the motion. Discussion: clarification of the motion. Voting in favor: McMahon, Celmer, Gorski, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Williams **MOVED** to appoint Albert Rusilowicz as the Town's Auditor. Celmer seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Gorski, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Executive Session

- Labor Negotiations
- Land Acquisition

Not held

Minutes

- **March 11, 2014 Regular Monthly Meeting.** Williams **MOVED** to accept and approve as presented the Minutes of the March 11, 2014 Regular Monthly Meeting. Gorski seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Gorski, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.
- **March 18, 2014 Special Meeting.**
 - O'Connell **MOVED** to correct the date of the Minutes to March 18, 2014. Discussion: none. Voting in favor: McMahon, Celmer, Gorski, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.
 - Celmer **MOVED** to approve as corrected the Minutes of the March 18, 2014 Special Meeting. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Gorski, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.
- **March 22, 2014 Special Meeting.** Williams **MOVED** to accept and approve as presented the Minutes of the March 22, 2014 Special Meeting. Gorski seconded the motion. Discussion: none. Voting in favor: McMahon, Gorski, Anderson, O'Connell and Williams. Opposed: none. Abstentions: Celmer. The motion was **carried**, 5-0-1.
- **March 25, 2014 Special Meeting.** Gorski **MOVED** to accept and approve as presented the Minutes of the March 25, 2014 Special Meeting. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, Gorski, Anderson, O'Connell and Williams. Opposed: none. Abstentions: Celmer. The motion was **carried**, 5-0-1.
- **April 1, 2014 Special Meeting – Amended.**
 - Gorski **MOVED** correct the April 1, 2014 Amended Minutes to reduce the Selectmen's Proposed Salary by \$2,998. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Gorski, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.
 - Gorski **MOVED** to correct the Minutes of the April 1, 2014 Amended Minutes to reflect the finance director's salary to be \$59,896.20 which is a reduction from the Board of Selectmen's Proposed Budget by \$2,998. O'Connell seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Gorski, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.
 - Celmer **MOVED** to approve the April 1, 2014 Amended Minutes as corrected above. Williams seconded the motion. Discussion:

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

Bills. Celmer **MOVED** to approve as presented the March 2014 Invoice of Hynes for clerical hours in the amount of \$136.23. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Gorski, Anderson, O'Connell 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: March 2014.** The report was distributed prior to the meeting. There were no inquires by the BOF at this time.
- **Report: RSD #17 Budget Presentation.** The revised budget going to referendum is available for review. The copy is in the BOF mail box for review. There was a brief discussion of the budget presentation.
- **Appointment of Non-participating Member to Highway Department Negotiations.** McMahon advised that the contract is not up for negotiation this year.
- **Preparation for Town Budget Meeting: April 28, 2014.** McMahon urged all members to be present and to participate.

Additions to Agenda

- BOF Budget Public Hearing: April 28, 2014 (KES All-purpose Room).** The final preliminary budget will be published.
- May 13, 2014 Regular Meeting.** Final preliminary town budget.

There being no further business, Williams **MOVED** to adjourn the meeting. Celmer seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Gorski, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0. The meeting was **adjourned** at 8:05 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
Elizabeth Disbrow, Administrative Assistant