

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

**MINUTES**  
Regular Meeting  
March 10, 2015

Chair John McMahon called the March 10, 2015 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, 323 Route 81, Killingworth, Connecticut. Members present: Chair John McMahon, Vice Chair Gwenne Celmer, Carolyn Anderson, Shawn O'Connell and Mark Williams. Clerk Nancy Gorski was absent. Visitors are noted below. McMahon named Anderson as Acting Clerk for this meeting.

**Claudette Lagasse, Town Treasurer** was not present. Her February 2015 Report was distributed for review. There were no inquiries at this time.

**Catherine Iino, First Selectwoman:**

- **Salary Review & Personnel Policy Committee:** The charge of the Committee has been met.
- **Snow Removal:** this line account will be over budget.
- **Status: LOCIP Accounts:** no update.
- **Funding Requests:** none.

**Selectmen's Proposed Budget: FY15/16.** Iino, with input from Director of Finance Regina Regolo, distributed the Selectmen's Proposed Budget for FY 15/16 and gave an overview of the setup of the Budget Book. Included in the book are the proposed operating budget, capital budget and new 10-year capital plan. The proposed budget was approved by the Board of Selectmen on March 9, 2015.

**Regina Regolo, Finance Director**

- **February 2014 Report.** This was distributed prior to the meeting. There were no inquiries at this time.
- **RFP for Auditor Services.** The RFP mandatory pre-bid conference will take place on March, 13, 2015. McMahon and O'Connell will represent the Board of Finance at the meeting.
- **Audit Ending June 30, 2014.** The Audit for FY 13/14 was distributed for review. It has been submitted to the State of Connecticut Office of Policy and Procedure.

**Return to Selectmen's Proposed Budget FY 15/16.** McMahon **MOVED** to adopt the following schedule for budget workshops: Wednesday, March 18, 2015, Tuesday, March 24, 2015 and Tuesday, March 31, 2015. The workshops will start at 7:00 P.M. in

the Front Meeting Room of the Town Office Building. Celmer seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

**Return to Audit Ending June 30, 2014.** McMahon distributed and read the February 28, 2015 Letter from Albert Rusilowicz, CPA. Following discussion, McMahon was authorized to respond to the letter, stating the Board chose not to reconsider their position on the auditor's contract for Fiscal Years 14/15 and 15/16.

**Executive Session:**

- Contracts
- Land Purchases

This was not held.

**Minutes.** Tabled to later in the Agenda.

**Bills/Correspondence**

- O'Connell **MOVED** to accept and approve for payment the February/March 2015 invoice of Rusilowicz in the amount of \$7,500. Williams seconded the motion. There was a brief discussion. Voting in favor: McMahon, Celmer, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

**Return to Minutes.**

- Anderson proposed a correction to the February 13, 2015 Minutes: change Williams' time of arrival from 8:15 P.M. to 7:18 P.M the second time it appears in the Minutes. O'Connell **MOVED** to adopt the correction as proposed by Anderson. Celmer seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
- O'Connell **MOVED** to approve the Minutes of the February 13, 2015 Regular Meeting as corrected. Celmer seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

**Return to Bills/Correspondence**

- O'Connell **MOVED** to accept and approve for payment the February 2015 Invoice of Hynes in the amount of \$49.50. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, Celmer, Anderson, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

**Proposed Budget: FY 15/16.** See above.

**Old/New Business**

- **Audit: FY13/14 (Ending June 30, 2014).** See above.

- **Action on Funding Requests:** no requests.
- **Tax Collector's Report: February 2015.** Not received.

#### **Additions to April Meetings**

- **April 14, 2015 Regular Meeting:** review final preliminary town budget with board of selectmen,
- **April 27, 2015 Special Meeting: Budget Hearing.** No further additions to the agenda at this time. The clerk will reserve the All Purpose Room at Killingworth Elementary School. The start time will be 7:00 P.M.

There being no further business, Celmer **MOVED** to adjourn the meeting. Williams seconded the motion. Discussion: none. Voting in favor: Voting in favor: McMahan, Celmer, O'Connell, Anderson and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0. 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  
Regina Regolo, Finance Director  
Claudette Lagasse, Town Treasurer  
Board of Finance  
Dawn Mooney, Webmaster