

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

MINUTES
Regular Meeting
April 14, 2014

Vice Chair Gwenne Celmer, in the absence of Chair John McMahon, called the April 14, 2015 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, 323 Route 81, Killingworth, Connecticut. Members present: Vice Chair Gwenne Celmer, Clerk Nancy Gorski, Carolyn Anderson, Shawn O'Connell and Mark Williams. Chair John McMahon was absent. Visitors are noted below.

Town Treasurer Claudette Lagasse was not present; however, her March 2015 Report was distributed for review. There were no questions at this time.

Presentation of the Final Preliminary Proposed Budgets: FY 15/16 to the Board of Selectmen (First Selectwoman Catherine Iino and Selectman Fred Dudek were present).

The following changes were made by the Board of Finance to the Selectmen's Proposed Budget for FY 15/16:

Operating Budget:

- **First Selectman – Salary** – \$70,251.00 Requested. Reduced by \$2,739.00 to \$67,512.00 due to a concern over the percentage of increase requested.
- **Finance Director – Salary** – \$70,500.00 requested. Reduced by \$5,812.00 to \$64,688.00 due to a concern over the percentage of increase requested.
- **Board of Finance – Audit** - \$22,000.00 requested. \$5,000.00 increase to \$27,000.00 due to anticipated expenses associated with the new auditor.
- **1105308 – Traffic Speed Limit Enforcement** - \$10,000.00 requested. Reduced by \$5,000.00 to \$5,000.00 because this line item was significantly under-expended in prior fiscal year.
- **1203303 - Road Patch** - \$5,000.00 requested. \$5,000.00 added for a total of \$10,000.00 due to severe winter weather.
- **1203310 – Road Sweeping** - \$46,800.00 requested. \$20,000.00 added for a total of \$66,800.00 due to a reallocation of task from "Highway Other Other".
- **1203314 – Tree Work** - \$35,000.00 requested. \$21,000.00 added for a total of \$56,000.00 due to a reallocation of task from "Highway Other Other".
- **1203314 – Gravel Process** - \$20,000.00 requested. \$5,000.00 added for a total of \$25,000.00 due to severe winter weather.
- **1203348 – Highway Other** - \$43,000 requested. Reduced by \$41,000.00 to \$2,000.00 due to reallocation of specific line items.

Proposed Capital Projects:

- **Sheldon Playground.** Following a discussion led by O'Connell, O'Connell **MOVED** to restore \$20,000, to a total of \$60,000, to the capital line item for Sheldon Playground. Gorski seconded the motion. Discussion: none. Voting in favor: O'Connell. Opposed: Williams, Anderson, Gorski and Celmer. Abstentions: none. The motion **failed** to carry, 1-4-0.

Changes made by the Board of Finance to the Selectmen’s Proposed Capital Project Budget for FY 15/16:

- **P&R – Sheldon Playground** - \$60,000.00 requested. \$20,000 reduction to \$40,000 because no firm dollar amounts were available for specific elements of the project.
- **P&R – Rocco Reale Parking Lot Grading/Fill** - \$10,000.00 requested. Reduced by \$10,000.00 to \$0.00 because the project does not have to be completed in FY15/16.
- **Revaluation** - \$120,000.00 requested. Reduced by \$25,000.00 to \$95,000.00 upon the recommendation of the assessor.
- **HW – DEPT Brush Chipper** - \$60,000.00 Requested. Reduced by \$60,000.00 to \$0.00 because the chipper can be used for another fiscal year.
- **HW – DEPT Salt Shed** - \$30,000.00 Requested. Reduced by \$30,000 to \$0.00, the urgency for having the salt shed not justified.

Regina Regolo, Finance Director

- Upon the request of Regolo, Gorski **MOVED** to **REDUCE** the Operating Expense Line Item for Assessor’s Expenses from \$10,600 to \$10,200. O’Connell seconded the motion. Discussion: none. Voting in favor: Celmer, Gorski, Anderson, O’Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0. This addresses a mathematical error that was discovered after the submission of the Selectmen’s Proposed Budget for FY 15/16.
- Director of Finance Gina Regolo distributed a handout on the recommended fund balance

Opening of Bids for Auditing Services. The following bids were received:

- **Seward and Monde:**
 - \$23,000 for Year One
 - \$23,700 for Year Two
 - \$24,400 for Year Three
- **Michaud Accavallo Woodbridge and Cusano, LLC**
 - \$20,000 for Year One
 - \$21,000 for Year Two
 - \$22,000 for Year Three

Celmer established a subcommittee entitled “Auditor Selection Review Committee” and appointed Gorski and Anderson to same. The charge of the committee is to review the bids and bring a recommendation for appointment to the May meeting.

Finance Director Regina Regolo distributed her March 2015 Report prior to the meeting. There were no concerns at this time.

First Selectmen Catherine Iino. She had no funding requests.

Minutes

- Gorski **MOVED** to add to the Agenda under Minutes, the April 6, 2015 Special Meeting Minutes and the April 13, 2015 Special Meeting Minutes. Celmer seconded the motion. Discussion: none. Voting in favor: Celmer, Gorski, Anderson, O’Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
- Gorski **MOVED** to approve the **Minutes of the March 10, 2015 Regular Monthly Meeting** as presented. Anderson seconded the motion. Discussion: none. Voting in favor: Celmer, Anderson, O’Connell and Williams. Opposed: none. Abstention: Gorski. The motion was **carried**, 4-0-1.

- Williams **MOVED** to approve as presented the **Minutes of the March 24, 26 and 31, 2015 Special Meetings** as presented. Gorski seconded the motion. Discussion: none. Voting in favor: Celmer, Gorski, Anderson, O’Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
- Gorski **MOVED** to amend the **Minutes of the April 6, 2015 Special Meeting** as follows:
 - On the motions for the wood chipper and the salt shed to add the following vote for each: “Voting in favor: Celmer, Gorski and Anderson. Opposed: O’Connell and Williams. Abstentions: none.” before the count of the vote. O’Connell seconded the motion. Discussion: none. The motion to amend the Minutes **carried**, 5-0-0.
- Williams **MOVED** to approve the **Minutes of the April 6, 2015 as amended**. O’Connell seconded the motion. Discussion: none. Voting in favor: Celmer, Gorski, Anderson, O’Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

O’Connell **MOVED** to accept and approve for payment the invoice of Hynes in the amount of \$98.96 for her March Secretarial Hours. Williams seconded the motion. Discussion: none. Voting in favor: Celmer, Gorski, Anderson, O’Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

Old/New Business:

- **Action on Funding Requests.** No requests received.
- **Tax Collector’s Reports: February and March 2015** were distributed prior to the meeting. There were no concerns at this time.
- **Preparation for April 27, 2015 Budget Hearing.** Celmer will work with Regolo to get the notice of public hearing published.

Agendas:

- **Additions to May 12, 2015 Regular Meeting:** Appointment of Auditor.
- **May 18, 2015 Special Meeting.** The time will be 8:15 P.M. Agenda: review and action on Proposed Budget: FY15/16; set mil rate for FY 15/16.

There being no further business, Williams **MOVED** to adjourn the meeting. O’Connell seconded the motion. Discussion: none. Voting favor: Celmer, Gorski, Anderson, O’Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

Respectfully submitted,

Sherry Lee Hynes

Sherry Lee Hynes, Secretary

E-mailed: Town Clerk
Board of Selectmen
Webmaster