

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

MINUTES

Regular Monthly Meeting
September 8, 2015

Chair John McMahon called the September 8, 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: Chair John McMahon, Clerk Nancy Gorski, Shawn O'Connell and Mark Williams. Vice Chair Gwenne Celmer and Carolyn Anderson were absent. Also present was Marcel Couture, a candidate for the Board of Finance. Other visitors are noted below.

McMahon was welcomed back after a long absence due to illness.

Visitors:

- Claudette Lagasse, Town Treasurer: Distributed her July & August 2015 Income Reports and gave an overview of some income distributions. She then addressed inquiries of the Board. O'Connell inquired about a person who is apparently taking computer equipment, repairing them and reselling for personal gain. This is not permitted. First Selectwoman lino will look into this. O'Connell inquired if gun permits were still being issued. Lagasse advised that permit requests have slowed down.
- **Catherine lino, First Selectwoman.**
 - **Status of LOCIP and/or Capital Projects.** At the request of O'Connell, lino updated the Board on the status of several major road projects.
 - **Funding requests.** The Board of Selectman has applied for a \$2,000 grant from the State's Office of Office of Policy and Management - Neglected Cemeteries Account Grant Program for cemetery grounds maintenance and stone repairs. She asked for an endorsement from the Board of Finance.
 - **Tax Assessor's Position.** This position is now filled by an independent contractor (Terrance Dinnean) and the office staffing has been adjusted accordingly.
 - **AFSCME Contract Negotiations.** Negotiations have concluded and an agreement signed by the Union and the Town.
 - **Town Clerk Linda Dudek** has formally submitted her resignation effective in mid-October. The Board of Selectmen will be filling this appointed position.
 - **GPIS Trackers.** In response to an inquiry by Gorski, lino advised these have or will be installed in the near future in town truck vehicles and

eventually will be in other town vehicles and contracted vehicles when used for Town business.

- **DPW OSHA Review.** In response to an inquiry by a Board member, lino advised a review has been requested by the head of Public Works. The date for the review is unknown at this time.
- **Regina Regolo, Financial Director:**
 - **Audit Update.** The Audit Ending June 30, 2015 has been initiated.
 - **July 2015 Report.** Distributed prior to the meeting. There were no inquiries at this time.
 - **August 2015 Report.** Distributed prior to the meeting. She talked about several line items which are over-expended due to court costs and OSHA mandatory training. Court costs are recouped when properties are sold. O'Connell inquired if outside contractors are used for flagging rather than public works employees. Regolo advised she thought they were but lino would know better.
 - **FY 16/17 Budget Season.** Regolo is doing the preliminary preparation work for the annual budget request. She has asked for updates on on-going capital projects and the pre-project status for other proposed capital projects.

Executive Session

- Labor Negotiations
- Land Acquisition

Not held.

Minutes:

- July 14, 2015 Regular Monthly Meeting
- July 21, 2015 Special Meeting
- August 11, 2015 Regular Monthly Meeting (Cancelled)

These were tabled until Celmer and/or Anderson can be present.

Bills/Correspondence. See below.

Funding Request: Gorski **MOVED** to endorse the Board of Selectmen's grant application in the amount of \$2,000 to the State of Connecticut Department of Operations & Policy Management – Neglected Cemeteries Account Grant Program to be used for grounds maintenance and stone repairs. O'Connell seconded the motion. Discussion: none. Voting in favor: McMahan, Gorski, O'Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

Bills revisited. Gorski **MOVED** to accept and approve for payment the invoice of Hynes in the amount of \$91.63 for her July and August Clerical Hours. O'Connell seconded the motion. Discussion: none. Voting in favor:

McMahon, Gorski, O’Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

Old/New Business

- **Action on Funding Requests.** See above.
- **Annual Report Request.** General discussion led by McMahon.
- **Tax Collector’s Reports: July & August 2015.** Distributed prior to the meeting. There were no inquiries or concerns at this time.
- **Future Planning for Budget Referendums.** After discussion led by McMahon, it was the consensus that this be removed from the agenda.
- **Haddam/Killingworth Recreation Payment Schedule.** After a discussion led by McMahon, it was the consensus that this be removed from the agenda.
- **Report: Annual Report Review Committee.** Update by Gorski. It was the consensus that this be removed from the agenda. It will be revisited in the future if necessary.

Additions to Agenda: October 13, 2015 Regular Monthly Meeting. None at this time.

There being no further business, O’Connell **MOVED** to adjourn the meeting. Williams seconded the motion. Discussion: none. Voting in favor: McMahon, Gorski, O’Connell and Williams. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0. The meeting was **adjourned** at 7:45 P.M.

Respectfully submitted,
Sherry Lee Hynes
Sherry Lee Hynes, Secretary

E-mailed: Town Clerk
Board of Selectmen
Board of Finance
Claudette Lagasse, Town Treasurer
Dawn Moony, Webmaster
Elizabeth Disbrow, Administrative Assistant
Regina Regolo, Director of Finance
Sherry Lee Hynes, Secretary