

In attendance: C. Iino, F. Dudek, L. Annino, Jr.,

Visitors: Board of Finance: Nancy Gorski, John W. McMahon, Mark F. Williams, Gwenne Celmer, Shawn E. O'Connell, Carolyn D. Anderson ; Finance Director Regina Regolo, Park and Rec. Chair Dan Colonia

1. Call to Order/Pledge of Allegiance
The meeting was called to order at 7:01 p.m. The Pledge of Allegiance was recited.

Motion by Iino, second by Annino to add the following item to the agenda under New Business Item E: Issue RFP for Sports Turf Maintenance. Motion passed unanimously.

2. Approval of Minutes: January 12, 2015

Motion by Dudek, second by Annino, to approve January 12, 2015 minutes as amended (below). Motion passed unanimously.

A. Additions/clarifications to Item 9. Selectman Dudek commented about resident complaint about drainage on Roast Meat Hill Road and raised concerns about the following:

1. That the resident was met with finger-pointing, and a "not my job" attitude from the Zoning Enforcement Officer and the Road Foreman.
2. Dudek noted that the Roast Meat Hill drainage project should be included in town capital plan
3. Drainage problems also due to fact that existing pipe in road has been blocked, not well maintained
4. While spot repairs have been done, the entire problem on that section of road has not been addressed

B. Item 8D On page 3, paragraph 2 add the word "not." It should read "would **not** fall within the usual setbacks."

3. Visitors' Comments: none

4. Tax Abatements and Refunds

Dudek moved that the following amounts, all for overpayment, be refunded in their normal course. Second by Annino. Motion passed unanimously.

1.	Honda Lease Trust	600 Kelly Way	\$63.95
2.	Daimler Trust	Box 685	\$272.80
a.	Michael E. or Judith E. Tencza	25 Madison Hollow	\$12.22
b.	Gelco Corporation	3 Capital Drive	\$79.84
c.	Nissan Infiniti LT	PO Box 650214	\$170.41
d.	Margaret I. or William T. Tobelman	61 Green Hill Rd.	\$38.31
e.	William T. Tobelman	61 Green Hill Rd.	\$12.90
f.	Emile L. & Elisabeth J. Boulpaep	96 Pond Meadow Rd	\$9.00
g.	Genevieve Favre	293 Route 148	\$14.89
h.	Anthony V. Budzinsky Jr. or Fie Budzinsky	242 Reservoir Rd	\$24.04
i.	Lereta on behalf of BSI Financial Services	1123 Parkview Drive	\$35.64
j.	Dwight P. Johnson	53 Chittenden Rd.	\$46.34

5. Appointments: see item 6D

6. Old Business

- A. Capital projects review: Progress at Transfer Station is being held up by weather, CL & P work is scheduled for Monday Feb 23. Everything is in place to issue RFP for Parker Hill project, except for one easement for which oral agreement has been secured. Waiting on signed agreement. Burr Hill surveying will commence as soon as conditions allow.
- B. Operating budget review: Regolo reported that town is half way through snow budget at this point. lino reported that Public Works has one injured worker, and another is scheduled to be out for medical reasons next week.
- C. Parker Hill Road Extension Land Purchase: Town attorney has advised we convey this small parcel of land as a quit claim deed. Assessor arrived at a value of \$3,000. Planning and Zoning is in favor of transaction.
- lino moved that we ask the Town Meeting to approve the transfer, by quit claim deed, of approximately one-third of an acre on the east side of Parker Hill Road Extension to Pattaconk Farm, in exchange for the sum of \$3,000, pending an accurate survey and mapping of the property in question, to be provided by Pattaconk Farm. Motion seconded by Annino.** Discussion: Annino asked whether the engineer has reviewed this transaction and confirmed that we will retain a 50-foot right-of-way. This was confirmed. There being no further discussion, vote was taken. **Motion passed unanimously.** Annino added his recommendation that the \$3,000 be used toward open space land purchase. BOS will investigate how that can be accomplished.

D. 350th Anniversary Committee

lino moved, with second by Annino, that we charge a Killingworth 350th Anniversary Commemoration Committee as follows:

Killingworth 350th Anniversary Commemoration Committee Charge

- Plan an appropriate commemoration of the 350th anniversary of the establishment of Killingworth.
- Present a proposal, along with a timetable and preliminary budget, to the Board of Selectmen by January 2016.
- Engage and coordinate local organizations in commemorative events.
- Communicate with the public about commemorative events.

lino moved, with second by Annino, that we nominate the following members to the Killingworth 350th Anniversary Commemoration Committee: Michelle Adametz, George DuPree, Andrea Freibauer (KWO), Tim Gannon (Lions, Chamber of Commerce), Lucinda Hogarty, Tom Lentz, Michael Parahus, Lewis Scranton, (Historical Society), Charlie Smith (Lions). Motion passed unanimously.

7. New Business

A. Assessor re: 2014 Grand List

Assessor Dinnean (not in attendance) supplied the 2014 Grand List Summary, Grand list Comparison and the 2014 Top Ten Taxpayer list. lino pointed out that this grand list would indicate an over \$90,000 revenue increase over last year. There was a brief discussion. No action was taken.

B. Board of Finance annual priorities review

lino began discussion, noting that town has cut all extraneous expenses. Moving forward, BOS is looking for ways to reduce expenses and bring in more income (e.g transfer station fees). The town also needs

to plan to invest in a few things including custodial services for the town office buildings. There is currently no one on staff or under contract for regular maintenance, upkeep and repairs.

Annino added that the BOS is committed to continue to be proactive in planning for road projects. All agreed we need to find ways to ensure that projects are further along when it comes time to start work. BOS and Board of Finance members discussed extensively the risks and benefits of planning and engineering for projects in advance, and considered accounting practices involved. Pre-engineering costs are actual operating expenses when incurred for potential capital projects .

Dudek added that the work done on EOC project will prove helpful as we look to replace the town office building modulars in 2015.

BOF chair McMahon asked if BOS had any sense about the level of state funding we might expect. Iino indicated that the state sounds somewhat less committed to holding the towns harmless than in recent past, but that time will tell. In the meantime, Iino has been lobbying on state programs that affect us (e.g. probate costs, requirements for legal notices).

Dudek referred to 10 year capital plan. Procedures for ensuring that the plan is updated continually by each department were discussed. This process should dovetail with the annual budget process.

Iino noted that findings of the Joint Compensation Committee study will also be considered as part of the budgeting process.

O'Connell applauded the improvements made to the annual budgeting process over the last 4-5 years and expressed appreciation for the BOS efforts on behalf of the BOF.

C. Budget meeting schedule

Regolo proposed a schedule of special meetings for 2015/2016 budget preparation to be held at the Town Office Building at 6 pm on February 11, 12, 17, 18, and 19 (subject to revision). She also asked BOS to consider which boards and commissions should be invited to attend. Iino noted that Health Director Hutcheon will present his report on restaurant inspection costs and revised fees for hair salons at one of these meetings.

**Motion by Iino, second by Annino to approve schedule of special budget meetings as presented.
Motion passed unanimously.**

D. Through-town bicycle events

Motion by Iino, second by Annino, to allow the following annual bicycling events to pass through town: Closer to Free – A ride for Smilow Cancer Hospital at Yale-New Haven Hospital on Saturday September 12, 2015 and the Connecticut tour de Cure to benefit the American Diabetes Association on Sunday June 14, 2015.

Discussion: It was asked that we remind the race organizers to ensure that riders ride single file.

E. Issue RFP for Sports Turf Maintenance.

Motion by Iino second by Annino to issue the following RFP for Sports Turf Maintenance:

LEGAL NOTICE: TOWN OF KILLINGWORTH, CONNECTICUT REQUEST FOR PROPOSALS SPORTS TURF MAINTENANCE SERVICES Feb. 10, 2015

The Town of Killingworth will receive sealed bids for **Sports Turf Maintenance Services** at the Sites of Irene

Sheldon Memorial Park (198 Route 80), Rocco M. Reale Memorial Field (Recycle Way – Route 81) and Bethke Field (Bethke Road) until 3 PM on Monday, March 16, 2015. Proposals will be opened in public and read aloud at a Special Board of Selectmen’s meeting on Monday, March 16, 2015 at 4 PM.

The documents comprising the Request for Proposals may be obtained from Regina Regolo, Finance Director, Killingworth Town Hall, 323 Route 81, Killingworth CT 06419 during the hours of 8:00 AM – 4:00 PM Monday through Friday or on the Town’s website, www.townofkillingworth.com , under “Town of Killingworth Public Notices.”

The Town of Killingworth reserves the rights to amend or terminate this Request for Proposals, accept all or any part of a proposal, reject all proposals, waive any informalities or non-material deficiencies in a proposal, and award the proposal to the proposer that, in the Town’s judgment, will be in the Town’s best interests.

Motion passed unanimously.

8. First Selectwoman’s Comments

1. Killingworth Resident John Connell, hired as new employee at the Transfer Station, starts 2/10/15.
2. Re: proposed bus route along Route 81 The Estuary Transit District was asked to apply for a Congestion Mitigation Air Quality Grant, a positive sign towards approving this route.
3. Re: 161 Burr Hill Road Part of the property, which has prompted renewed town discussion of a blight ordinance, has been sold to CT Water. Iino has spoken to property owner about moving along clean-up efforts.
4. Iino noted the passing of Carolyn Gordon (15 years) and Gaylord “Rocky” Rockwell (30 years) and expressed the BOS appreciation for their many years of dedicated service to the town.

9. Selectmen’s Comments

Dudek reported that the EOC project went out to bid, and the committee was pleased with the turnout of 9 potential bidders at the pre-bid meeting. There was brief discussion about P & Z traffic concerns, and about cutting and patching the driveway for IT conduits, etc. He noted that the EOC committee worked to keep the plans as simple as possible and is hopeful that the bids will come in as affordable. It is also hoped that this process will pave the way towards fixing or replacing the modulars in a similarly affordable manner.

10. Adjournment:

Motion to adjourn by Dudek, second by Annino, at 8:05 p.m. Motion carried.

Respectfully submitted by Elizabeth Doyle Disbrow, Recording Secretary on 2/11/2015.