

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

**MINUTES**  
Regular Monthly Meeting  
March 8, 2016

Chair Nancy Gorski called the March 8, 2016 Regular Monthly Meeting of the Town of Killingworth's Board of Finance to order at 7:02 P.M. in the Front Meeting Room of the Town Office Building, 323 Route 81, Killingworth, Connecticut. Members present: Chair Nancy Gorski, Clerk Carolyn Anderson, Shawn O'Connell, Robert Rimmer (arrived at 7:04 P.M.) and Marcel Couture. Vice Chair Gwenne Celmer was absent. Also present were Residents Robert and Marcella Sassi and a member of the public.

**Public Comment.** Robert Sassi inquired about the compensation for the zoning/wetland enforcement officer. This was tabled to old/new business.

**Visitors:**

- **Robert Sassi:** Defining "Sinking Fund". Gorski gave an explanation of a "sinking fund" and its purpose.

Rimmer arrived at 7:04 P.M.

- **Claudette Lagasse, Town Treasurer: February 2016 Report.** Lagasse, with input from Finance Director Regina Regolo and First Selectwoman Catherine lino, addressed several entries.
- **lino and Regolo** distributed and gave an overview of the Selectmen's Proposed Budget for FY16/17. The Board expressed their thanks to Regolo for the work she did to collate the materials.
- **Catherine lino, First Selectwoman**
  - **Funding Requests.** No requests.
  - **Status of LOCIP and/or Capital Projects.** No presentation.
  - **Governor's Municipal General Budget Cap.** Effective with budget year 17/18, a town will be penalized if its budget goes 2.5% over its previous year's budget. Some budget items are excluded.
  - **Middlesex Hospital Paramedic Fee Proposal.** A per capita fee has been proposed to help offset the reductions in funding from the state.
  - **ADA Compliance.** A funding request to address ADA compliance has been included in the proposed budget.

- **350<sup>th</sup> Celebration.** A funding request has been included in the proposed Selectman's budget.
- **Labor Negotiations.** Negotiations will soon be starting with the Highway Department. The BOF is allowed to have a non-voting representative attend the negotiations. No date has been set for the initial meeting.
- **Grants.** Gorski requested a listing of current and anticipated grant proposals.
- **Regina Regolo, Financial Director:**
  - **February 2016 Report.** Her Report was distributed prior to the meeting. Members should address inquiries to Regolo prior to the BOF regular meetings.
  - **Audit.** The auditor's recommendations are being addressed.

### Executive Session

- Labor Negotiations
- Land Acquisition

Not held.

**Minutes: February 9, 2016 Regular Meeting.** Gorski stated she has read the Minutes. Anderson **MOVED** to accept and approve as presented the Minutes of the February 9, 2016 Regular Meeting. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Anderson, Couture, O'Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

Anderson **MOVED** to add to the agenda: Invoice of Lynn Reed Design for the design of and preparation of the Annual Report. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Anderson, Couture, O'Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

### Bills/Correspondence

- **Invoice #16-0216 of Lynn Reed Design.** Anderson **MOVED** to approve for payment the February 16, 2016 Invoice #16-0216 from Lynn Reed Design in the amount of \$1,200. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Anderson, Couture, O'Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
- **Hynes – February 2016 Clerical Hours.** Anderson **MOVED** to approve for payment the invoice of Hynes for her February 2016 Clerical Hours in the amount of \$84.30. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Anderson, Couture, O'Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
- **MAWC February 2016 Invoice.** Not received. Gorski will research if there is a final invoice coming.

### Old/New Business

- **Action on Funding Requests.** No requests.
- **Tax Collector's Report: February 2016.** Not received.
- **Update: Annual Report.** Gorski will contract the Selectmen's Office to get the date for the town meeting.
- **Budget Workshops.** O'Connell **MOVED** to hold special meetings on March 15, 22, 29 and April 5, and 12, 2016 at 7:00 P.M. in the Front Meeting Room of the Town Office Building, 323 Route 81, Killingworth, Connecticut for budget workshops. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Anderson, Couture, O'Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
- **Determination of Probable Income: FY16/17.** Rimmer **MOVED** to add to the Agenda for the Special Meeting on March 22, 2016 determination of probable income for FY 16/17. O'Connell seconded the motion. Discussion: none. Voting in favor: Gorski, Anderson, Couture, O'Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
- **Request of Robert Sassi to be on All 2016 & First nine months of 2017 Agendas to Speak on Financial Matters.** Sassi withdrew the request.
- **Zoning/Wetland Enforcement Officer's Compensation.** Gorski noted that there was a joint BOF and Board of Selectmen Committee that looked into compensation for positions within the town. Sassi's inquiry as to the zoning/wetland enforcement officer's compensation was tabled to the April BOF Regular Meeting.
- **Reminder: Special Meetings: Budget Workshops: March 15, 22, 29 and April 5, 2016.** They will start at 7:00 P.M. Gorski will invite some department representatives to budget workshops.
- **BOF Annual Public Hearing: April 25, 2016.** Hynes will reserve the All-purpose Room at the Killingworth Elementary School. The hearing will start at 8:00 P.M. Gorski will work with Regolo on the legal notice of public hearing.
- **Reminder: April 11, 2016 Selectmen's Meeting.** BOF to present final preliminary budget: FY16/17 to the Board of Selectmen.

**Additions to Agenda: April 12, 2016 Regular Meeting:** Preparation for budget public hearing.

There being no further business, O'Connell **MOVED** to adjourn the meeting. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Anderson, Couture, O'Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0. The meeting was **adjourned** at 8:06 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