

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 Iino, addressed several entries.
- **Iino 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 Iino, 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.

- **350th 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