

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

**Minutes**

Regular Monthly Meeting  
May 10, 2016

Chair Nancy Gorski called the May 10, 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, Vice Chair Gwenne Celmer, Clerk Carolyn Anderson, Marcel Couture, Shawn O'Connell (arrived at 7:47 P.M.) and Robert Rimmer. Visitors are noted below.

**Public Comments.** No members of the public were present.

**Visitors:**

- **Claudette Lagasse, Town Treasurer: April 2016 Report.** Lagasse was not present. Her report was distributed at the meeting. There were no inquiries at this time.
- **Michaud Accavollo Woodbridge & Cusano LLC (MAWC), Town Auditors.** The Town Auditors were not present. This agenda item should be "Discussion: Town Audits." See below.
- **Catherine Iino, First Selectwoman**
  - Funding Requests
  - Status of LOCIP and/or Capital ProjectsIino was not present. There were no funding requests.
- **Regina Regolo, Financial Director:**
  - **Discussion: Town Audits: June 30, 2015 & June 30, 2016.** Financial Director Regina Regolo, with input from Gorski, advised the status of the June 30, 2015 Audit and the procedural changes being implemented in response to the audit. A meeting is scheduled next week with the auditors for a discussion of expectations for the upcoming 2016 audit. BOF members are invited to attend.
  - **March 2016 Report.** The report was distributed prior to the meeting. There were no inquiries at this time.
  - **Budget Timetable.** Because the education budget failed to pass at the recent referendum, the Board of Finance Special Meeting on May 16, 2016 to set the mil rate will be rescheduled to Friday, May 27, 2016 at 3:15 P.M. in the Front Meeting Room of the Town Office Building, 323 Route 81, Killingworth, Connecticut.
- **Tax Collector Michele Nuhn** discussed the mailing of the tax bills. Assuming the mil rate will be set, the last date to get the information together

for printing is June 20, 2016. She discussed contingency options, should the education budget fail to pass at the next education budget vote.

In order to get input from Regolo and Nuhn, Gorski took up the following agenda items from Old/New Business next.

- **2015 Annual Report.** Anderson advised the 2015 Annual Report has been sent out for publication.
- **Town Charter Revisions.** Couture will review the sections for the Board of Finance and audit for possible recommendations for change.

### **Executive Session**

- Labor Negotiations
  - Land Acquisition
- Not held.

O'Connell arrived at 7:47 P.M.

### **Minutes:**

- **March 15, 2016 Special Meeting.** Celmer **MOVED** to accept and approve as presented the Minutes of the March 15, 2016 Special Meeting. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Celmer, Anderson, Couture, O'Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.
- **March 29, 2016 Special Meeting.** Celmer **MOVED** to accept and approve as presented the Minutes of the March 26, 2016 Special Meeting. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Celmer, Anderson, Couture, O'Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.
- **April 12, 2016 Special Meeting.** Anderson **MOVED** to accept and approve as presented the Minutes of the April 12, 2016 Special Meeting. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Anderson, Couture and O'Connell. Abstentions: Celmer and Rimmer. The motion was **carried**, 4-0-2.
- **April 12, 2016 Regular Monthly Meeting.** Anderson **MOVED** to accept and approve as presented the Minutes of the April 12, 2016 Regular Meeting. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Anderson, Couture and O'Connell. Abstentions: Celmer and Rimmer. The motion was **carried**, 4-0-2.
- **April 14, 2016 Special Meeting.** Anderson **MOVED** to accept and approve as presented the Minutes of the April 14, 206 Special Meeting. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Celmer, Anderson, Couture and O'Connell. Opposed: none. Abstentions: Rimmer. The motion was **carried**, 5-0-0.
- **April 18, 2016 Special Meeting.** Anderson suggested the following corrections:

- Celmer moved to reduce funding for the Park & Rec KRP Playground line item in the BOS Capital Budget from \$60,000 to \$40,000. Couture seconded. Board discussed the motion. Voting in Favor: Celmer, Anderson, Rimmer, Couture, and Gorski. Opposed: O’Connell. Motion passed 5–1– 0.
- O’Connell moved to eliminate funding for the Park & Rec Additional Funds to Replace Flashing Lights line item in the BOS Capital Budget. Celmer seconded. Discussion: None. Motion passed 6–0– 0.
- Celmer moved to increase funding for the KVFC Self Contained Breathing Apparatus Phase 2 of 3 line item in the BOS Capital Budget from \$125,000 to \$250,000. Anderson seconded. Discussion: The increased funding’s intent is to cover both Phase 2 and 3 of the project. Motion passed 6–0–0.
- Celmer moved to increase the BOS budget line item for Board of Finance – Expense from \$3,000 to \$3,200. Anderson seconded. Discussion: None. Motion passed 6–0–0.
- O’Connell moved to reduce the BOS budget line item Sinking Fund Vac/Sick Payout at Retirement Capital Transfer from \$20,000 to \$1. Anderson seconded. Discussion: None. Motion passed 6–0–0.
- Celmer moved to increase the BOS budget line item Transfer to Capital Reserve from \$600,000 to \$730,000. O’Connell seconded. Discussion: None. Motion passed 6–0–0.

Celmer **MOVED** to approve with the suggested corrections the Minutes of the April 18, 2016 Special Meeting. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Celmer, Anderson, Couture, O’Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

- **April 19, 2016 Special Meeting.** Anderson **MOVED** to accept and approve as presented the Minutes of the April 19, 2016 Special Meeting. Discussion: none. Voting in favor: Gorski, Celmer, Anderson, O’Connell and Rimmer. Opposed: none. Abstentions: Couture. The motion was **carried**, 5-0-1.
- **May 2, 2016 Special Public Budget Hearing.** Anderson **MOVED** to accept and approve as presented the Minutes of the May 2, 2016 Special Public Budget Hearing. Celmer seconded the motion. Discussion: none. Voting in favor: Gorski, Celmer, Anderson, Couture, O’Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

**Invoices.** Celmer **MOVED** to accept and approve as submitted the invoice of Hynes for her April 2016 Clerical Hours in the amount of \$139.27. Couture seconded the motion. Discussion: none. Voting in favor: Gorski, Celmer,

Anderson, Couture, O’Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

**Old/New Business**

- **Action on Funding Requests.** No requests
- **Update: Highway Department Labor Negotiations:** Couture advised the negotiations have been concluded.
- **Appoint BOF Non-voting Representative to Highway Department Labor Negotiations.** Not needed.
- **Tax Collector’s Report: February, March and April 2016.** These were received by the Board of Finance in a timely fashion and have been reviewed. There were no inquiries.
- **Update: Annual Report – June 30, 2015.** See discussion above.

**Next Meetings: May/June 2016**

- **Town Meeting:** May 16, 2016 Budget Vote
- **May 16, 2016 BOF Special Meeting** (8:15 PM at Town Office Building)
  - Set Mil Rate for 2016-2017 or Revisions to Proposed BudgetThis meeting will be rescheduled to Friday, May 27, 2016 at 3:30 P.M.
- **Additions to June 14, 2016 Regular Monthly Meeting**
  - Minutes: May 10, 2016 Regular Monthly Meeting
  - Minutes: May 16, 2016 Special Meeting (Cancelled)
  - Minutes: May 27, 2016 Special Meeting
  - Update: First Selectwoman lino: Highway Department Negotiations
  - Tax Collector Michele Nuhn – Suspense List

There being no further business, Celmer **MOVED** to adjourn the meeting. Anderson seconded the motion. Discussion: none. Voting in favor: Gorski, Celmer, Anderson, Couture, O’Connell and Rimmer. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0. The meeting was **adjourned** at 8:13 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

