

**Minutes of the
SPECIAL MEETING OF THE BOARD OF SELECTMEN
Thursday, February 11, 2016 @6:00 p.m.
TOWN OFFICE BUILDING**

A Special Meeting of the Board of Selectmen was called to order at 6:00 p.m. by First Selectwoman Catherine Iino. In attendance were Selectman Fred Dudek and Finance Director Regina Regolo. Selectman Lou Annino Jr was absent.

Also in attendance: Robert and Marcella Sassi

The Board of Selectmen elected to review the operating budget line by line.

Regolo reminded board that the Salary Survey Committee had made salary recommendations for the 1st selectman and the finance director that the board of finance decided to phase in over 2 years. These increases are not reflected the agency request at the moment.

Iino recommended reducing the Meeting Expense by \$250 and the Mileage Expense by \$250.

Regolo advised board that there is an additional \$4,400 in Committee Support for the 350th Committee. About \$2,000 that had been in the old Killingworth Town Picnic fund was returned by the state last year and has gone into the general fund. The 350th Committee is also expecting to do some fundraising.

Regolo said that she's still waiting for operating budget request from the Board of Finance.

With regard to the Assessor's budget, Iino noted that the not-to-exceed figure of 600 hours of contracted work was for a nine-month period and said that the full year should allow for 800 hours. She recommended increasing the Assessor's budget accordingly. Net impact would be a total agency request of \$28,000. This is significantly below the 15/16 budget.

The board added \$1,000 to the Board of Assessment Appeals Expense to cover the cost of a clerk to assist during BAA hearings, which will follow the 2016 revaluation. This amount is in line with the incurred cost in 2012.

The Tax Collector has requested a fireproof cabinet at a cost of \$1,100. Board opted to purchase the cabinet in the current fiscal year.

Board would like to see the budget requests and narratives from the Board of Elections, Town Clerk, Health Director, & Emergency Management, Resident State Trooper. Regolo will provide copies.

Board moved RST request for \$5,000 traffic control equipment to capital. Trooper Ward will conduct a demonstration on demand.

lino suggested that we consider removing the \$6,000 for "Unemployment Insurance." Regolo explained that the town pays only if a former employee receives benefits. Historically the town has budgeted \$6,000. There has been very little actual expense. This figure may or may be realistic.

Regolo reminded board that the municipal employee pension line does not include the estimated cost for Defined Contribution plan, which will for new hires only. She will get back to board with some estimated costs.

Regolo informed board that the Health Insurance line does not reflect the cost of the additional personnel requested by the Highway Department. One employee could impact that line by \$9,000 to \$25,000 depending upon the type of coverage required. (Single, Dual, or Family).

The Board reduced the "Tax Abatement & Refund" by \$5,000 to \$20,000 to more accurately reflect historical experience.

The Board anticipates further review and consideration of the full operating budget at a future meeting.

The next special meeting is scheduled for Tuesday, Feb. 16, 2016 at 6 p.m. The Haddam Killingworth Youth & Family Services and the Killingworth Volunteer Fire Company will present their budget requests at that meeting.

Motion by Selectman Dudek, seconded by Selectwoman lino to adjourn at 7:30 p.m.
Motion carried unanimously.

Respectfully submitted,

Regina Regolo
Acting Recording Secretary