

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

**MINUTES**  
Regular Meeting  
December 12, 2017

In the absence of a Chairman, Vice Chairman Gwenne Celmer called the December 12, 2017 Regular Monthly Meeting of the Town of Killingworth to order at 7:00 P.M. in the Front Meeting Room of the Town Office Building, 323 Killingworth Turnpike, Killingworth, Connecticut. Members present: Vice Chairman Gwenne Celmer, Marcel Couture, Derek Phelps, Robert Rimmer (arrived at 7:05 P.M.), Annie Stirna, and, Matthew Young. Others present are noted below. Celmer appointed Couture as Acting Clerk. She then welcomed Phelps, Stirna and Young to the Board and asked members to introduce themselves.

**Recognition of Nancy Gorski, Shawn O'Connell and Carolyn Anderson.** Celmer recognized the valuable contributions of recent past members Nancy Gorski, Shawn O'Connell and Carolyn Anderson. They will all be missed.

**Catherine Iino, First Selectwoman**

1. Funding Requests. None.
2. Anticipated Funding Requests. None.
3. Status of LOCIP and Capital Projects. See below.
4. State Funding Update. With input from Director of Finance Regina Regolo, she summarized some grant monies that have come in.
5. Re-establishment of the Joint Committee on Compensation by the Board of Selectmen. She asked the Board to appoint three members to the Committee which was re-established by the Board of Selectmen. The Committee's report will be due in early March.

Robert Rimmer (arrived at 7:05 P.M.)

With input from Director of Finance Regina Regolo, she then addressed inquiries of BOF Members. Regolo advised applications have been sent in for project reimbursements from the State's Fiscal Year 17/18 LOCIP Funds that were recently re-opened by the State.

**Resident Philip Stull joined the meeting.** He suggested that the rate of veteran tax abatements, and especially for 100% disabled veterans, be adjusted and salaries for volunteer firefighters be considered by the Joint Committee on

Compensation. He was advised to contact the Board of Selectmen since these were not the purview of the Board of Finance.

**Regina Regolo, Financial Director**

1. November 2017 Report. She addressed inquiries of the Board.
2. Final invoice from MAWC, LLC for the Audit Ending June 30, 2017 has been submitted. The Final Audit was distributed and shall be a part of the Annual Report Ending June 30, 2017.
3. Annual Report: July 1, 2016 through June 30, 2017. She asked that the final draft be distributed to Assessor Michelle Nuhn and her when it becomes available.
4. RFP for Auditing Services. She distributed a draft for BOF consideration.
5. Adoption of 2018 Mileage Reimbursement Rate. She advised that by Charter this should be adopted by the BOF on a yearly basis and suggested that it be on the agenda for future December monthly meetings. For 2017, the BOF adopted the Federal rate. The Federal rate for 2018 is not yet available. She suggested that the 2017 rate be adopted pending notification of the Federal rate which should then be considered for adoption.

**Minutes: November 14, 2017 Regular Monthly Meeting.** Rimmer **MOVED** to approve the Minutes of the November 14, 2017 Regular Monthly Meeting with the following corrections:

1. Page 1 – Audit. The Audit is for Fiscal Year Ending June 30, 2017;
2. Page 1 – No. 2, Line 2: change “Minute” to “Minutes”; and
3. Page 2 – Resident Philip Stahul should be Resident Philip Stull.

Couture seconded the motion. Discussion: member voting eligibility. Voting in favor of the November 14, 2017 Minutes as corrected: Celmer, Couture and Rimmer. Opposed: none. Abstention: Phelps. The motion was **carried**, 3-0-1. Not voting: Stirna and Young.

**Bills/Correspondence**

1. Hynes’ November 2017 Clerical Hours. Couture **MOVED** to accept and approve for payment the November 2017 Clerical Hour Invoice of Hynes in the amount of \$110.18. Rimmer seconded the motion. Discussion: none. Voting in favor: Celmer, Couture, Phelps, Rimmer, Stirna and Young. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Rimmer **MOVED** to add to the agenda, the final invoice of MAWC, LLC, for the Audit Ending June 30, 2017. Couture seconded the motion. Discussion: none. Voting in favor: Celmer, Couture, Phelps, Rimmer, Stirna and Young. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

2. MAWC, LLC, November 2017 Invoice. Couture **MOVED** to accept and approve for payment the November 2017 Invoice of MAWC, LLC in the amount of \$6500 for the Final Invoice for the Audit Ending June 30, 2017. Rimmer seconded the motion. Discussion:

duration of the contract and the rate of compensation. Voting in favor: Celmer, Couture, Phelps, Rimmer, Stirna and Young. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

### **Old/New Business**

1. Treasurer's Report: November 2017. Distributed prior to the meeting. There were no inquiries.
2. Tax Collector's Report: November 2017. Distributed prior to the meeting. It was noted that the collection rate is outstanding.
3. Update: Annual Report Request. Former Member Nancy Gorski turned the submitted annual reports over to Celmer who is drafting the report. She will send the final draft to Regolo and Nuhn for review when it is available.

**Adoption of 2018 Meeting Calendar.** Following discussion of the elements of the Town Charter as to the budget schedule and revisions to the proposed calendar, Couture **MOVED** to approve the 2018 Calendar as revised at this meeting. Young seconded the motion. Further discussion: none. Voting in favor: Celmer, Couture, Phelps, Rimmer, Stirna and Young. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Couture **MOVED** to add to the Agenda, Appointments to the Joint Committee on Compensation. Young seconded the motion. Discussion: none. Voting in favor: Celmer, Couture, Phelps, Rimmer, Stirna, and, Young. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

**Appointments to Joint Committee on Compensation.** Following a general discussion of the probable charge of the Committee, Couture, Stirna and Young volunteered for and were appointed by Celmer to be the BOF Representatives on the Committee.

Young **MOVED** to add to the agenda, Adoption of the 2018 Mileage Reimbursement Rate. Couture seconded the motion. Discussion: none. Voting in favor: Celmer, Couture, Phelps, Rimmer, Stirna, and, Young. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

**Adoption of 2018 Mileage Reimbursement Rate.** This will be added to the January Monthly Meeting Agenda.

### **Election of Officers for 2018/19.**

Chairman. Celmer opened the floor for nominations for Chairman. Rimmer **NOMINATED** Celmer. Stirna seconded the nomination. There being no further nominations, Celmer had Couture cast one ballot for Celmer for Chair.

Vice Chairman. Celmer opened the floor for nominations for Vice Chairman. Couture **NOMINATED** Rimmer for Vice Chairman. Stirna seconded the

nomination. There being no further nominations, Celmer had Couture cast one ballot for Rimmer for Vice Chairman.

Clerk. Celmer opened the floor for nominations for Clerk. Rimmer **NOMINATED** Couture for Clerk. Stirna seconded the nomination. There being no further nominations, Celmer had Couture cast one ballot for himself for Clerk.

The BOF Officers for 2018/2019 are:

Chairman: Gwenne Celmer

Vice Chairman: Robert Rimmer

Clerk: Marcel Couture.

**Additions to Agenda: January 9, 2018 Regular Monthly Meeting:**

1. Adoption of 2018 Mileage Reimbursement Rate; and
2. RFP for Auditing Services

**Resident Philip Stull.** He again stated his position on tax abatements for disabled veterans and compensation for volunteers.

There being no further business, Rimmer **MOVED** to adjourn the meeting. Young seconded the motion. Discussion: none. Voting in favor: Celmer, Couture, Phelps, Rimmer, Stirna and Young. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0. The meeting was **adjourned** at 8:22 P.M. to the January 9, 2018 Regular Monthly Meeting.

Respectfully submitted,

*Sherry Lee Hynes*

Sherry Lee Hynes, Secretary

Emailed: Claudette Lagasse, Town Treasurer  
Dawn Moony, Town Clerk & Webmaster  
Elizabeth Disbrow, Administrative Assistant  
Regina Regolo, Director of Finance  
Board of Finance  
Board of Selectmen  
Sherry Lee Hynes, Secretary