

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

MINUTES
Special Meeting
October 16, 2018

Chairman Gwenne Celmer called the October 16, 2018 Special Meeting of the Board of Finance of the Town of Clinton to order at 7:00 P.M. in the Front Meeting Room of the Town Office Building, 323 Route 81, Killingworth, Connecticut.

Members present: Chairman Gwenne Celmer, Vice Chairman Robert Rimmer, Clerk Marcel Couture, Derek Phelps (arrived at 7:09 P.M.) and Annie Stirna

Member absent: Matthew Young

Also present: First Selectwoman Catherine Iino and Financial Director Regina Regolo

Seward and Monde. They were not present. Financial Director Iino advised that they will be attending the November Board of Finance Meeting to present the audit.

Financial Director Regina Regolo

1. Presented the Overs and Unders for the Operating and Capital Budgets in FY 2017-2018 and the capital project closeouts in FY 2017-2018.

Phelps arrived at 7:09 P.M. during the presentation.

Regolo, with input from Iino, then addressed Board of Finance inquiries.

2. Audit FY 2017-2018. Regolo advised that the audit is on schedule according to an e-mail from Seward and Monde last week.
3. Financial Report: September 2017. Regolo addressed inquiries from Board of Finance members.

Overs and Unders and Capital Closeouts and Over Expenditures.

1. Rimmer **MOVED** to fund, from the underexpended lines, overexpenditures in FY 2017-2018 in excess of \$20,000 for the following line items: Town Counsel, Snow Removal, Tax Refunds & Abatements and Miscellaneous Grants, as previously approved by the Board of Selectmen, to be considered at the Town Meeting on Thursday, November 8, 2018. Phelps seconded the motion. Discussion: none. Voting in favor: Celmer, Rimmer,

- Couture, Phelps and Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
2. Rimmer **MOVED** to authorize the closeout of the following Capital Accounts as of June 30, 2018: it Upgrades , Parmelee Facilities Improvement, KVFS – Extrication Equipment, HW Department Small Mason Dump with plow, # PT Hitch Blower, 2017 John Deere Tractor and Mower, P&R – Replace Sheldon Flashing Lights, P&F p Sheldon Park Playground, P&R – Baseball Field – KRP Phase II, Transfer Station – grading, Town Hall Campus – Repairs to Modular, County Road – Pave, Green Hill Road – Pave, and, Little City, Jackson, Old Durham Road – Pave, as proposed by the Board of Selectmen. These balances revert to the Capital Assigned Fund Balance. Couture seconded the motion. Discussion: none. . Voting in favor: Celmer, Rimmer, Couture, Phelps and Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
 3. Rimmer **MOVED** to authorize the overexpenditure of the following capital projects as on June 30, 2018 for the School House Stabilization, Re-Roof Public Works Garage, P&R – KRP Playground, P&R extend ADA paths at Sheldon Park, Library Building Repairs, Dogwood Knoll – Repair, Binder, Paving and Sugar Hill – Pave to be funded by the Capital Assigned Fund Balance, as approved by the Board of Selectmen, to be considered at the Town Meeting on Thursday, November 8, 2018. Stirna seconded the motion. Voting in favor: Celmer, Rimmer, Couture, Phelps and Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

First Selectwoman Catherine Iino, discussed the following:

1. Emergency Declaration for Storm Damage. Iino declared a State of Emergency after the recent extraordinarily heavy rains to allow for storm damage repairs to roads. This is the first step in the process to apply for FEMA funds for re-imbusement. She explained the process to the Board. The Board of Selectmen authorized the repairs in an amount not to exceed \$250,000. Bids are being solicited for the repair work.
2. Regional Health Districts. The State is offering an incentive to those towns who do not belong to a regional health district. The Town's Public Health Agency is looking into this.
3. Building Official's Hours. Due to the increase in building activity within the Town, the hours of the building official may have to be increased. This will be considered during the upcoming budget season.
4. State Health Plans. Iino will be notifying several town agencies of the ability to join the state's health plans.
5. Funding Requests. None.
6. Anticipated Funding Requests. One at this time.
7. Status of LOCIP and Capital Projects. See above. Funding is extremely limited.

Minutes

1. September 11, 2018 Regular Monthly Meeting (Cancelled)
2. September 18, 2018 Special Meeting
Rimmer **MOVED** to accept and approve as presented the Minutes of the September 18, 2018 Special Meeting. Phelps seconded the motion. Discussion: none. Voting in favor: Celmer, Rimmer, Phelps and Stirna. Opposed: none. Abstentions: Couture. The motion was **carried**, 4-0-1.
3. October 9, 2018 Regular Monthly Meeting (Cancelled)

Proposed Town Purchase of Venuti Property. On the agenda in error.

Bills/Correspondence

1. Hynes, September 2018 Clerical Hours
Rimmer **MOVED** to accept and approve for payment the September 2018 Invoice of Hynes in the amount of \$200.69 for her Clerical Hours. Couture seconded the motion. Discussion: none. Voting in favor: Celmer, Rimmer, Couture, Phelps and Stirna. Opposed: none. Abstentions: None. The motion was **carried**, 5-0-0.
2. Seward and Monde: Installment for Audit Preparation. Not submitted.

Old/New Business

1. Treasurer's Report: September 2018. Distributed prior to the meeting. There were no inquiries.
2. Tax Collector's Report: September 2018. Distributed prior to the meeting. There were no inquiries
3. Annual Report Request. Update by Celmer.
4. Determine 2019 & January 2020 Meeting Date and Time. By consensus, the meetings will be on the Second Tuesday at 7:00 P.M. unless otherwise noted on an agenda.

Additions to November 13, 2018 Regular Monthly Meeting. In addition to the items noted above, the adoption of the 2019 and January 2020 Meeting Calendar. The budget workshops will be special meetings, the dates to be announced.

There being no further business, Celmer declared the meeting **adjourned** at 8:18 P.M. to the November 13, 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

BOF Minutes
Special Meeting
October 16, 2018

Board of Selectmen
Sherry Lee Hynes, Secretary
Seward and Monde