

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

MINUTES

Regular Meeting
February 13, 2018

Chairman Gwenne Celmer called the February 13, 2018 Regular Monthly Meeting of the Board of Finance of the Town of Killingworth 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, Annie Stirna and Derek Phelps. Matthew Young was not present.

Rimmer **MOVED** to adjourn the Board of Finance Meeting to the Joint Meeting with the Board of Selectmen to hear the Town's Priorities for FY 2018/2019. Phelps seconded the motion. Discussion: none. Voting in favor: Celmer, Rimmer, Couture, Stirna and Phelps. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0. The Board of Finance meeting was **adjourned** at 7:01 P.M.

Joint Meeting with Board of Selectmen to set Priorities for Town Budget for FY18/19

At the Joint Meeting, Board of Finance members listened to the presentation by First Selectwoman lino with input from Selectmen Annino and Gorski. Board of Finance members then expressed inquiries which were addressed and/or taken into consideration by the Selectmen.

Celmer called the Board of Finance Meeting back to order at 7:34 P.M. Rimmer was not present.

Visitors

1. Walter Adametz
 - a. Role and Responsibilities of Public Works
 - b. Capital Projects: current and proposed
 - c. Operating Budget: FY17/18
 - d. Proposed Budget: FY18/19

Adametz contacted Celmer and asked to postpone his visit to the March 13, 2018 Regular Monthly Meeting. The request was honored.

2. Catherine lino, First Selectwoman
 - a. Funding Requests
 - b. Anticipated Funding Requests
 - c. Status of LOCIP and Capital Projects

d. State Funding Update

Not present.

3. Regina Regolo, Financial Director

- a. January 2018 Report. Distributed prior to the meeting.
- b. RFP for Auditing Services – Report and/or Action. Tabled to the March Meeting as Regolo was not present.

Rimmer returned at 7:39 P.M.

Minutes: January 9, 2018 Regular Monthly Meeting. Couture **MOVED** to accept and approve the Minutes of the January 9, 2018 Regular Monthly Meeting as presented. Stirna seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, Stirna and Phelps. Opposed: none. Abstention: Celmer. The motion was **carried**, 4-0-1.

Bills/Correspondence:

1. HK Recreation Department: 2017-2018 Schedule of Payments;
2. Community Renewal Team: 2017 Annual Report.
3. Internal Revenue Service: 2018 Mileage Reimbursement Rates
4. Invoice: Hynes, January 2018 Clerical Hours - \$240.04. Couture **MOVED** to accept and approve for payment the January 2018 invoice for Hynes in the amount of \$240.04 for clerical hours. Phelps seconded the motion. Discussion: none. . Voting in favor: Celmer, Rimmer, Couture, Stirna and Phelps. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
5. Invoice: MOSA Graphics, February 1, 2018 Invoice for Annual Report Compilation - \$260.00. Couture **MOVED** to accept and approve for payment the February 1, 2018 Invoice from MOSA Graphics for the Annual Report Compilation in the amount of \$260.00. Phelps seconded the motion. Discussion: breakdown of fee. Voting in favor: Celmer, Rimmer, Couture, Stirna and Phelps. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

Old/New Business

1. Treasurer's Reports. December 2017 and January 2018 Reports were distributed prior to the meeting. There were no inquiries.
2. Tax Collector's Report: January 2018. The report was distributed prior to the meeting. There were no inquiries.
3. Finance Report: January 2018. Rimmer requested and was given an explanation of capital closeouts by Finance Regolo prior to the meeting.
4. Update: Annual Report. Update by Celmer. Couture **MOVED** to print 15 copies of the Annual Town Report prior to the Town Meeting and to print subsequent copies as needed. Rimmer seconded the motion. Discussion: none. Voting in favor: Celmer, Rimmer, Couture, Stirna and Phelps. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

5. Report: Joint Committee on Compensation. The meeting scheduled last week was cancelled due to the ice storm.
6. Schedule for Submission of Agenda Items. General discussion.
7. Determine Location for BOF Public Hearing for Proposed Budget. By consensus the hearing will be at 8:00 P.M. at the Killingworth Elementary School on May 7, 2018.
8. Appointment to Joint Committee on Compensation. Prior to the meeting, Young advised Celmer that he had to step aside from the Committee for personal reasons. Couture **NOMINATED** Rimmer to replace Matthew Young on the Joint Committee on Compensation. Phelps seconded the nomination. There were no further nominations. Voting in favor: Celmer, Rimmer, Couture, Stirna and Phelps. Opposed: none. Abstentions: none. The nomination was **carried**, 5-0-0.
9. Additional Items of Business. None

Additions to Agendas for March Meetings: no additions to those noted below.

1. Special Meeting: March 8, 2018 – 7:00 PM. Joint Meeting of Haddam and Killingworth Boards of Finance and Selectmen at H-K Middle School
2. Regular Monthly Meeting: March 13, 2018
3. Regular Meeting: March 20, 2018 for Budget Workshop
4. Regular Meeting: March 27, 2018 for Budget Workshop

There being no further business, Phelps **MOVED** to adjourn the meeting. Couture seconded the motion. Discussion: none. Voting in favor: Celmer, Rimmer, Couture, Stirna and Phelps. The motion was **carried**, 5-0-0. The Meeting was **adjourned** at 8:37 P.M. to the March 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
Board of Selectmen
Sherry Lee Hynes, Secretary