

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

MINUTES
Special Meeting
April 16, 2020

Chairman Gwenne Celmer called the April 16, 2020 Special Meeting of the Board of Finance of the Town of Killingworth to order online at 5:39 P.M.

Members present: Chairman Gwenne Celmer, Vice Chairman Robert Rimmer, Secretary Marcel Couture, Cheryl Fine, Andrew O'Neill, and, Annie Stirna

Members absent: None

Also present: First Selectwoman Catherine Iino, Finance Director Regina Regolo, Tax Collector Michele Nuhn, Selectman Eileen Blewett and BOF Secretary Sherry Lee Hynes

First Selectman Iino noted that this meeting is being recorded and will be available to the public.

Budgets:

1. Governor Lamont's Executive Order Concerning the FY20/21 Budget Process:
Selectwoman Iino summarized that budget deadlines have been extended by 30 days and power has been given to local municipal boards of finance (or other duly appointed budget authorities) to adopt a budget for FY 20/21. For the Killingworth BOF these are the proposed deadlines:
 - a. The preliminary budget to be adopted on or before May 18, 2020.
 - b. Copies of the preliminary budget to be available to the public on May 23, 2020.
 - c. Budget hearing on May 30, 2020.
 - d. decision on budget on June 9, 2020 in order to get tax bills issued by the end of June 2020.
2. Issuance of Tax Bills. The Board of Selectmen will be looking at the following options for the issuance of tax bills:
 - a. Option 1. Defer tax bills to a due date of October 1, 2020 and taxpayers will have to file an affidavit that they were financially affected by Covid-19; or
 - b. Option 2. Issue tax bills with the July 1, 2020 due date with a decreased interest rate for 90 days on delinquent taxes. The interest for taxes currently in arrears will also be reduced for the same time period. Starting on day 91 the interest on all delinquent taxes will go back to the traditional interest rate.

Financial Director Regolo and Tax Collector Nuhn explained the implications for the options on the current fiscal year and FY20/21 then all addressed inquiries of BOF members. First Selectwoman lino advised the Board of Selectmen will be reviewing the current and proposed budgets for areas that may be able to have reduced spending and/or the deletion of some capital projects. Financial Director Regolo noted that several large funding items budgeted for by the State for the current fiscal year have not yet come in. First Selectwoman lino and Finance Director Regolo explained options for covering any budget deficits that might incur. Tax Collector Nuhn explained how bank escrow payments are received by the Town. After discussion, it was the consensus of the Board of Finance that the adoption of Option 2 was preferable.

Annual appointment of auditor. Couture **MOVED** that Seward and Monde, North Branford, Connecticut, be appointed as the Town's Auditors. Discussion: none. Voting in favor: Celmer, Rimmer, Couture, Fine, O'Neill, and, Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Minutes. Couture **MOVED** that the Minutes of the March 10, 2020 Regular Monthly Meeting be accepted and approved as presented. O'Neill seconded the motion. Discussion: none. Voting in favor: Celmer, Rimmer, Couture, Fine, O'Neill, and, Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Old/New Business

1. Tax Collector's Report: February 2020. The report was distributed prior to the meeting. There were no questions.
2. Annual Report Update. Celmer advised the Report is being drafted. She will e-mail two photographs for consideration for the front cover. Members should advise her of their photograph preference.
3. General Discussion: RSD#17 April 15, 2020 Joint Meeting of Haddam and Killingworth Boards of Selectmen and Finance. Stirna advised that she was not advocating a change to their proposed budget, she was concerned that expenses related to any mandated social distancing and expenses for additional health procedures/personnel incurred upon the re-opening of RSD#17 schools be covered.

As to RSD#17's proposed budget for FY20/21, Selectman Blewett advised that the RSD#17 Board of Education has stepped up to present a responsible proposed budget, it is expected that the municipalities will also step up and RSD #17 is responsible for the education of the children. She noted that the sizable request for replacement of a gymnasium floor at one of the schools has been removed from the budget at this time; however, the gymnasium cannot be used for some activities due its poor condition. She noted that the project is eligible for state reimbursement. BOF member(s) asked that when the final budget is presented, it reflects the interest of all citizens, not just those who have children in the schools.

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Discussion of budget review process/approval process.

1. Board of Selectmen. Celmer asked First Selectwoman lino to revisit the Selectmen's Proposed Budget to see if there are any further reductions and/or eliminations of projects that can be made. Any further recommendations should be made as soon as possible.
2. Budget workshops. By consensus BOF members determined the on-line meetings will be on Tuesdays and Thursdays at 5:00 P.M. The format (go-to-meeting) will be the same as this meeting and the special meetings (budget workshops) will be recorded. The recordings will be made available to the public.
3. Budget Hearing. This will be in an electronic format. First Selectwoman lino advised that it may not be the same electronic format as the budget workshops will be in. After discussion with First Selectwoman lino, the BOF determined that the final preliminary budget will be published prior to the public hearing on June 1. In order to do this, the BOF will have to finish their review of the budget by May 12, 2020, submit the final preliminary budget to the newspaper by May 14, 2020 and the final preliminary budget published on May 21, 2020.

There being no further business, Celmer adjourned the meeting at 7:04 P.M.

Respectfully submitted,

Sherry Lee Hynes

Sherry Lee Hynes, Secretary

Emailed: Donna Dupuis, Town Treasurer
Dawn Mooney, Town Clerk & Webmaster
Elizabeth Disbrow, Administrative Assistant
Regina Regolo, Director of Finance
Board of Finance
Board of Selectmen
Sherry Lee Hynes, Secretary
Michele Nuhn, Tax Collector