

BOARD OF FINANCE

TOWN OF KILLINGWORTH
323 ROUTE 81
KILLINGWORTH, CONNECTICUT 06419

MINUTES

Special Meeting
May 12, 2020

Chairman Gwenne Celmer called the May 12, 2020 Special Meeting of the Town of Killingworth's Board of Finance to order at 5:00 P.M. on the internet website "My Meeting".

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

Also present: First Selectwoman Catherine Iino, Selectwoman Eileen Blewett, Financial Director Regina Regolo, Tax Collector Michele Nuhn, Town Clerk Dawn Mooney, Administrative Assistant Elizabeth Disbrow, Public Works Foreman Walter Adametz, Board of Finance Secretary Sherry Lee Hynes, and, Town residents Don Venuti, Wayne Lindsey and Jan O'Sullivan

Suspense List.

Tax Collector Michele Nuhn presented an overview of the 2016 Suspense List. She noted that there were 94 accounts outstanding, totaling \$22,267.28. She explained that the accounts are still collectable and she does so whenever possible.

Couture **MOVED** to accept and approve as presented the 2016 Suspense List for 94 accounts totaling \$22,267.28 owed to the Town. 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.

Financial Report. The April Report was distributed prior to the meeting. Financial Director Regolo addressed inquiries of the Board of Finance (BOF) with input from First Selectwoman Iino. Financial Director Regolo advised that at this time it appears there will be some line items over budget in the operating budget and some capital projects anticipated to be completed under budget. She noted that some anticipated State funding has not yet been received.

Minutes.

April 16, 2020 Special Meeting. Rimmer and Couture noted the following proposed corrections:

1. Page 1 – No. 2b – "errors" should be "arrears"; and

BOF Minutes

May 12, 2020 Special Meeting

2. Page 2 – No. 3, Paragraph 2 – the “removal of the gymnasium floor” should be the replacement of the gymnasium floor is going forward.

O’Neill **MOVED** to approve the Minutes of the April 16, 2020 Special Meeting with the corrections noted above. Discussion: none. Voting in favor: Celmer, Rimmer, Couture, Fine, O’Neill, and, Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Special Meetings for Budget Workshops. O’Neill **MOVED** to accept and approve as presented the Minutes of the Special Meetings on April 21, April 23, April 28 and May 5, 2020 as presented. Rimmer 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.

May 7, 2020 Special Meeting for Budget Workshop. O’Neill **MOVED** to accept and approve as presented the Minutes of the May 7, 2020 Special Meeting. Rimmer seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, Fine, O’Neill and Stirna. Opposed: none. Abstention: Celmer. The motion was **carried**, 5-0-1.

Correspondence. None.

Old/New Business

Annual Report Update. Celmer advised that after review of the preliminary report by several Town Officials, the revisions have been delivered to the appropriate individual. The Report should be ready soon.

Discussion of Proposed Budget. Celmer turned the meeting over to Rimmer for a status update from the May 7, 2020 Special Meeting. Rimmer advised that the budget review has been completed and discussion of the budget is now appropriate. Celmer opened the floor for adjustments. The following actions and/or discussions took place:

Operating Budget: General Government

Office Expense Line Item. Rimmer **MOVED** to reduce the Office Expense Line item by \$20,000 to \$15,060. O’Neill seconded the motion. Discussion: BOF members and lino discussed the possibility of shortfalls in the current and proposed budget for this line item. Voting in favor: Rimmer, Fine, O’Neill and Stirna. Opposed: Celmer and Couture. Abstentions: none. The motion was **carried**, 4-2-0.

Salary Freeze. Following a discussion of a salary freeze, Fine **MOVED** that in order to send an encouraging sign to the taxpayers, that we freeze all salaries, that are not subject to contractual increases, at last year’s levels. O’Neill seconded the motion. Discussion: none. Voting in favor: Fine. Opposed: Celmer, Rimmer, Couture and Stirna. Abstention: O’Neill. The motion **failed to carry**, 1-4-1.

Board of Elections Expense Line Item. The Board, with input from Town Clerk Mooney, discussed the impact of Covid-19 on the proposed expense line item. It was noted that at this time it appears some expenses, as a result of Covid-19, related to the voting location may be reimbursed in part by the State but not added expenses incurred by the Town Clerk's Office. Members asked that the registrars of voters come to a budget workshop to further discuss this. Celmer was asked to contact them.

Board of Finance Expense Line Item. Following a discussion with First Selectwoman lino and Financial Director Regolo, Rimmer **MOVED** to reduce the Board of Finance Expense Line Item by \$500. Stirna 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.

Town Counsel Fees. Following a discussion with First Selectwoman lino, Stirna **MOVED** to reduce the Town Counsel Fees Line Item from \$35,000 to \$30,000. Couture 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.

Town Engineer Fees Line Item. Following discussion with First Selectwoman lino, Stirna **MOVED** to reduce the Town Engineer Line Item by \$5,000. Rimmer seconded the motion. Discussion: further discussion with First Selectwoman lino. Voting in favor: Rimmer, Fine, O'Neill and Stirna. Opposed: Celmer and Couture. Abstentions: none. The motion was **carried**, 4-2-0.

Worker's Compensation Line Item. Following notification from First Selectman lino, Couture **MOVED** to reduce the Workmen's Compensation Line Item by \$1,338. Stirna 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.

Property Casualty Line Item. Following discussion, no action was taken.

Building Official Expense Line Item. Fine **MOVED** to reduce the Building Official Expense Line Item by \$500. Because there was no second to the motion, Celmer withdrew the motion.

IT Network Expense Line Item. Financial Director Regolo noted that there are additional expenses due to Covid-19 and suggested that \$2,280 be added to the line item. Couture **MOVED** to **INCREASE** the IT Network Expense Line Item by \$2,280. Rimmer seconded the motion. Discussion: none. Voting in favor: Celmer, Rimmer, Couture and Stirna. Opposed: Fine and O'Neill. Abstentions: none. The motion was **carried**, 4-2-0.

Public Safety Line Item. Rimmer **MOVED** to reduce the fire marshal stipend by \$5,000. Stirna 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.

Resident State Trooper Expense Line Item. Following discussion with First Selectwoman lino, Couture **MOVED** that the Resident State Trooper Expense Line Item be reduced by \$5,000. Prior to a second to the motion, Celmer did

BOF Minutes

May 12, 2020 Special Meeting

not recommend the motion. Rimmer seconded the motion. Discussion: BOF members discussed expenses with First Selectwoman lino. Stirna expressed her concern for response times since most of the expenses appear to be for overtime. O'Neill noted that the proposed funding request is the same as the current year. Voting in favor: Rimmer and Couture. Opposed: Celmer, Fine, O'Neill and Stirna. Abstentions: none. The motion **failed to carry**, 2-4-0.

Office of Emergency Operations. First Selectwoman advised that there is a new director who is making long over-due improvements. No action was taken on the line item.

Highway Department Other Line Account. Highway Foreman Walter Adametz with input from First Selectwoman lino and Financial Director Regolo, discussed his request to add \$30,000 to this line item, noting that this line item includes mowing, sweeping and tree work. Couture **MOVED** to add \$30,000 to the Highway Department – Other Line Item. Celmer seconded the motion. BOF members, lino and Adametz discussed the basis for the proposed increase \$30,000 increase. O'Neill **MOVED** the question. Voting in favor: Celmer and Couture. Opposed: Rimmer, Fine, O'Neill and Stirna. Abstentions: none. The motion **failed to carry**, 2-4-0.

Adjournment. Due to the need to further review the proposed budget and another virtual meeting scheduled for 7:00 P.M. (there could only be one meeting at a time), further discussion of the budget will be continued to the May 13, 2020 Special Meeting. Celmer **ADJOURNED** the meeting at 7:07 P.M. to the May 13, 2020 Special Meeting.

Respectfully submitted

Sherry Lee Hynes

Sherry Lee Hynes, Secretary

E-mailed: Town Clerk

Board of Selectmen

Board of Finance

Donna Dupuis, Town Treasurer

Elizabeth Disbrow, Administrative Assistant

Regina Regolo, Director of Finance

Michele Nuhn, Tax Collector

Sherry Lee Hynes, Secretary