

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

**Minutes**

Virtual Regular Monthly Meeting  
February 8, 2022

Chairman Robert Rimmer called the February 8, 2022 Virtual Regular Monthly Meeting of the Board of Finance of the Town of Killingworth to order at 7:01 P.M.

Members present: Chairman Robert Rimmer, Vice Chairman Annie Stirna, Clerk Marcel Couture, Tara Amatrudo, Sara O'Brien (at 7:05 P.M.), and, Andrew O'Neil

Members absent: None

Also present: First Selectwoman Nancy Gorski, Financial Director Regina Regolo, Selectman Jamie Mowat Young, Tax Collector Michele Nuhn, Eileen Blewitt, and, Secretary Sherry Lee Hynes

**Visitor: Tax Collector Michele Kuhn** had a question on the annual report format. At the last BOF meeting it was stated that a narrative was expected, not numbers. She pointed out that her report, as well as some other department reports, is more numbers than text. Their reports may be submitted in their customary form.

**Report: First Select Nancy Gorski:**

1. Proposed Budget 2022/2023. The Board of Selectmen (BOS) is still reviewing the submissions.

O'Brien arrived at 7:05 P.M.

2. PFAS. The Town is preparing remediation funding applications for the Town Office Building (TOB) and the Killingworth Elementary School (KES). Regional District #17 wants to review the application involving KES prior to submission.
3. Return to No. 1. Rimmer encouraged BOF members to view the BOS budget hearings which are virtual.
4. BOS February 14, 2022 Virtual Meeting. The BOF is on the agenda to discussion town priorities for FY 22/23. BOF Members should attend.
5. Town Meeting. There will be a Town Meeting on February 15, 2022 **AT KES**. The ordinance for the Board of Assessment Appeals, the appointment of the Connecticut River Area Health District (CRAHD) as the

Town's Health Department and appointments to commissions and agencies are on the agenda.

**Report: Financial Director Regina Regolo.** The January 2022 Financial Report was distributed prior to the meeting. She then addressed questions of the BOF on some line items and the timely submission of billings. Gorski will check on the status of two subdivision lots the Town received title to from a contractor.

**Approval of Minutes. January 11, 2022 Regular Monthly Meeting.** Couture **MOVED** to accept and approve as presented the Minutes of the January 11, 2022 Regular Monthly Meeting. O'Neill seconded the motion. Discussion: Rimmer entertained a motion to add a No. 4 to Report: First Selectman Nancy Gorski, regarding the position of Zoning Enforcement and Inland Wetlands Enforcement Officer.

O'Neill **MOVED** to amend the Minutes to add on Page 1, as No. 4 to the Report: First Selectman Nancy Gorski:

4. Position of Zoning Enforcement and Inland Wetlands Enforcement Officer. Tom Talbott, will be filling the position of Zoning Enforcement and Inland Wetlands Enforcement Officer. The position will be 19 hours per week.

Couture seconded the amendment. Discussion: none. Vote on the proposed amendment. In favor: Rimmer, Couture, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The **amendment** to the motion to approve the Minutes of the January 11, 2022 Regular Monthly Meeting was **carried**, 6-0-0.

Further discussion on the Motion to approve the January 11, 2022 Regular Monthly Minutes: none. Vote on the Motion as Amended: in favor: Rimmer, Couture, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion to approve the January 11, 2022 Regular Monthly Minutes as amended was **carried**, 6-0-0.

**RETURN to First Selectwoman.** Amatrudo inquired when maintenance repairs to the Town Office Building would commence since there is money in the current budget. First Selectman Gorski advised that the Facility Management Committee was recently appointed. Selectman Louis Annino, Jr. is on the Committee. He is gathering information on the maintenance/repairs that are needed.

**RSD17 Operating Budget Review.** Stirna advised that their Audit(s) has not been completed. They have an extension to complete same. A joint meeting of the Boards of Selectmen and Finance for Killingworth and Haddam with the Board of Education is set for March 3, 2022 for budget discussions.

**Status: 2019/2020 and 2020/2021 Annual Reports.** Rimmer noted that the majority of the reports have been forwarded to him. Members obtained contact information for boards and commissions they have been unable to reach.

**Bills.**

1. Hynes – January 22 Clerical Hours - \$97.92. O'Neill **MOVED** to accept and approve for payment the invoice of Hynes in the amount of \$97.92 for her January 2022 Clerical Hours. Couture seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.
2. Seward and Monde – Inv. #12376 – 12/31/21 - \$17,900.00. Couture **MOVED** to accept and approve for payment Invoice #12376 of Seward and Monde, dated December 31, 2021, in the amount of \$17,900.00 for the final payment due for the June 30, 2021 Audit. Amatrudo seconded the motion. Discussion: none. Roll call vote: in favor: Rimmer, Couture, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

**Consideration of Minimum Fund Balance Policy.** Tabled.

**Appointment of Auditor.**

O'Brien **MOVED** to go out to bid, the appointment of an auditor. Amatrudo seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Finance Director Regolo expressed concern for the term of the appointment being only three years when most are five. O'Brien suggested putting in language that the three-year period may be extended pending a future charter revision. Regolo will submit the bid language to Rimmer who will modify the language to reflect O'Brien's suggestion.

**Additions to Next Regular Meeting Agenda: March 11, 2022.** In addition to that mentioned above, will be the schedule for special meetings for BOF budget workshops. Selectman Jamie Young inquired if the BOF will be modifying the schedule to reflect the Board of Education budget presentation. Rimmer advised it would not be.

**Capital Improvements.** Couture viewed the BOF meeting on capital improvements. It appears the consideration for a new town hall building is contemplated. He suggested, and all agreed, that the minutes regarding the failed proposal be reviewed. He has collected the minutes and other documents for that

BOF Minutes  
Virtual Monthly Meeting  
February 8, 2022

proposal. He will have a PDF created of his documentation and send it to the other members.

There being no further business, O'Neill **MOVED** to adjourn the meeting. Couture seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0. The meeting was **adjourned** at 8:15 P.M. to the March 11, 2022 Virtual Regular Monthly Meeting.

Respectfully submitted,  
*Sherry Lee Hynes*  
Sherry Lee Hynes, Secretary

E-mailed: Dawn Mooney, Town Clerk  
Board of Finance  
Board of Selectmen  
Regina Regolo, Director of Finance  
Elizabeth Disbrow, Administrative Assistant  
Michele Nuhn, Tax Collector  
Donna Dupuis, Town Treasurer