

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

**MINUTES**

Regular Monthly Meeting  
March 8, 2022

Chairman Robert Rimmer called the Virtual March 8, 2022 Regular Monthly Meeting to order at 7:01 P.M.

Members present: Chairman Robert Rimmer, Vice Chairman Annie Stirna, Clerk Marcel Couture, Tara Amatrudo, Sara O'Brien and Andrew O'Neil

Members absent: None

Also Present: First Selectman Nancy Gorski, Financial Director Regina Regolo, Selectman Jamie Mowat Young, Secretary Sherry Lee Hynes, Eileen Blewitt, Eileen Unger, of the Killingworth Krier, and, Residents Wayne Linsley, John Samperi, and Greta Venuti

**Visitors.**

**Eileen Unger**, Killingworth Krier, gave a synopsis of the coverage and services the paper has been providing to the community, free of charge. Because of rising costs and the steadily reduction of financial support received from public and private entities, commercial entities and residents, the free newspaper delivery to residents can no longer be continued. The Krier asked the Board of Selectmen for consideration of a budget line item in the amount of \$5400 to support the paper. The request was voted down by the Board of Selectmen. The Krier is now asking the Board of Finance to consider the addition of this line item.

Wayne Linsley, John Samperi and Greta Venuti did not participate in the meeting.

**Reports.**

**First Selectman Nancy Gorski** presented the Selectmen's Preliminary Town Budget for FY 2022/23 with input from Financial Director Regolo. The Budget represents a 1.6% increase over the current budget. It does not reflect ARPA Funds and Covid funding/reimbursements that may come to the Town. She asked that consideration be given for funding for major

repairs needed for the Town Hall, the Fire Hall, incentive plans for ambulance personnel and firefighters, a drinking water filtration system for the Town Hall and the Killingworth Elementary School, and the Deer Lake property, the rising costs of fuel in relation to supply demands, all of which are not in the preliminary budget. They then addressed a few inquiries of the Board. Gorski noted that there have been fewer assessment appeals than anticipated; so, there should not be too many adjustments to the Grand List. There were a few inquiries on several line items which were addressed by Gorski and Regolo.

Largely due to the persistence of Stirna, RSD #17, after getting a legal opinion from its counsel, applied or will be applying a substantial one-time credit to the Town.

**Financial Report.** The February 2022 Report was distributed prior to the meeting by Financial Director Regolo. She noted that the collections and expenses were predictable for this time in the fiscal year. There is now an assessment for the Connecticut River Area Health District, the new health department for the Town. Regolo and Gorski noted that the snow budget is just about depleted, mostly because of the number, timing and duration of the storms and resulting icing conditions due to low temperatures at night. At this time there is no way to estimate additional costs that will be incurred for future storms and for the cost of replacing materials, which is traditionally done prior to the end of the fiscal year.

**Proposed Budget: FY22/23**

- a. Determination of Probable Total Income for FY22/23. Regolo advised that she has collected the informational she needs to produce a document for the Board.
- b. If available, Board of Selectmen's Presentation of Preliminary Town Budget for FY 2022/2023 (Per Charter, must be received by third Monday in March). See above.

**Approval of Minutes: February 8, 2022 Regular Monthly Meeting. MOVED** to accept and approve as presented the Minutes of the February 8, 2022 Regular Monthly Meeting. O'Neill 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.

**RSD17 Operating Budget Review.**

Self-Insurance Fund. A one-time return of proportionate surplus funding has been or will be sent to the Town. State Statutes do not permit Boards of Education to hold surplus funds. Rimmer thanked Stirna for her

persistence in following through on this issue, which ultimately is resulting or has resulted in a refund to the Town.

Proposed Budget. Rimmer thanked all that attended and participated in the joint meeting of the RSD #17 Board of Education and Boards of Selectmen and Finance, in particular, the new BOF Members. O'brien will be following up with the District on her inquiry that was not addressed at the meeting.

**Status: 2019/2020 and 2020/2021 Annual Reports.** Rimmer will be following up with BOF members on to their assignments.

**Bills: Hynes – February 2022 Clerical Hours - \$89.41.** Couture **MOVED** to accept and approve for payment the invoice of Hynes, in the amount of \$89.41, for her February 2022 Clerical Hours. O'Brien 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.

### **Old/New Business**

- a. Report: Consideration of Minimum Fund Balance Policy. Tabled to the next Regular Meeting.
- b. Report: Appointment of Auditor/Bid Request. The bid request was published. There is a mandatory pre-bid meeting scheduled for March 17, 2022. Stirna will represent the Board at the Meeting.
- c. Preliminary Town Budget FY22/23. Regolo is completing the "Big Book" which has the proposed budget along with copies of all documentation submitted in support of all funding requests. She will advise when it will be available at the TOB. There will be one book unless otherwise requested. Rimmer noted that generally the Board shares the book amongst them.
  - a. Set special meetings for budget workshops. See below.
  - b. Per Charter Section 9-3(d): By First Monday in April: complete budget review

### **Budget Schedule**

Members determined the meeting dates based on member availability. There was a discussion on whether the meetings should be in-person, virtual or hybrid. During the discussion, Amatrudo volunteered and was appointed as the Technical Liaison for any electronic meetings.

Stirna **MOVED** to set the following special meetings, all at 7:00 P.M., for budget workshops:

Virtual, Thursday, March 10, 2022

Virtual, Thursday, March 17, 2022

Virtual, Tuesday, March 22, 2022, at which meeting it will be determined to continue with virtual, in-person or hybrid meeting

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Couture seconded the motion. Discussion: format of meetings.

O'Brien **MOVED** to amend the motion above as follows:  
All special meetings for budget workshops will be held **virtually** at 7:00 P.M.  
on the following dates:

Thursday, March 10, 2022  
Thursday, March 17, 2022  
Tuesday, March 22, 2022  
Thursday, March 24, 2022  
Tuesday, March 29, 2022  
Thursday, March 31, 2022  
Tuesday, April 5, 2022 and  
Thursday, April 7, 2022

Marcel 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.

Roll call vote in favor on the original Motion as Amended: Rimmer, Couture,  
O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions:  
none. The motion **as amended** was **carried**, 6-0-0.

**Additions to Next Regular Meeting Agenda: April 12, 2022.** None other than  
mentioned above.

There being no further business, O'Brien **MOVED** to adjourn the meeting. Stirna  
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. The meeting was **adjourned** at 8:21 P.M. to the  
Regular Monthly Meeting on April 12, 2022,

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