

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

MINUTES

Regular Monthly Meeting
April 12, 2022

Chairman Robert Rimmer called the April 12, 2022 Regular Monthly Meeting of the Board of Finance of the Town of Clinton to order at 7:00 P.M in the Emergency Operations Center.

Members present: Chairman Robert Rimmer, Vice Chairman Annie Stirna, Tara Amatrudo (arrived at 7:08 P.M., Andrew O'Neill and Sara O'Brien

Member absent: Clerk Marcel Couture

Also present: First Selectman Nancy Gorski, Financial Director Regina Regolo, Suzanne Sack, Chairman, RSD #17 Board of Education, Eileen Blewett of the Killingworth Krier, Secretary Sherry Lee Hynes, and, a member of the public

Suzanne Sack, Chairman, RSD #17 Board of Education (BOE) for support of the proposed budget for RSD #17, noting that there is a proposed increase of 5.45%. The increase is attributed mostly to the need to bring the staffing levels up to meet the needs of the students and for facilities' current and long-term maintenance needs. She went on to say that for in the recent years the increase to the budgets was kept at 1% annually, leading to a decrease in staffing; however, the BOE is now proposing that the time is now to address the educational needs and facility maintenance projects that were postponed during those years.

Amatrudo arrived at 7:08 P.M.

She then addressed the questions of the Board of Finance, including, but not limited to, the current and proposed administrative positions in the Board of Education and the schools' staffing, with focus on the responsibilities of same, and the needs of the students. A member of the BOF asked for some information which Sack will provide.

Report: Selectman Nancy Gorski. The Board of Selectmen (BOS) is working with other agencies on the preservation of the Boy Scouts' Deer Lake. She has been contacted by Governor Lamont to see what help might be available to the Town from the state. The BOS is also addressing the pensions for members of the Killingworth Volunteer Fire Department and Ambulance Division.

Financial Director Regina Regolo distributed the March Financial Report prior to the meeting. O'Neill noted that the tax collection rate is above 100% and praised the remarkable efforts of Tax Collector Michele Nuhn. Stirna inquired about the expenses at Parmelee Farm which appear to be above normal. Regolo advised that heavy equipment was hired to perform trail maintenance. Town Legal Fees will be increasing due to the work being done on the fire department pensions.

Minutes

O'Neill **MOVED** to accept and approve as presented the Minutes of the March 8, 2022 Regular Monthly Meeting. Stirna seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

Stirna **MOVED** to amend the Minutes of the March 10, 2022 Special Meeting to reflect the meeting day to be Thursday. O'Neill seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

O'Brien **MOVED** to approve as amended the Minutes of the March 10, 2022 Special Meeting. Stirna seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

O'Brien **MOVED** to accept and approve as presented the Minutes of the March 17, 2022 Special Meeting. Stirna seconded the motion. Discussion: none. Voting in favor: O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: Rimmer. The motion was **carried**, 4-0-1.

Amatrudo **MOVED** to accept and approve as presented the Minutes of the March 22, 2022 Special Meeting. O'Brien seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

Amatrudo **MOVED** to accept and approve as presented the Minutes of the March 24, 2022 Special Meeting. O'Brien seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

O'Brien **MOVED** to accept and approve as presented the Minutes of the March 29, 2022 Special Meeting. Amatrudo seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

O'Brien **MOVED** to accept and approve as presented the Minutes of the March 31, 2022 Special Meeting. Amatrudo seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

O'Brien **MOVED** to accept and approve as presented the Minutes of the April 5, 2022 Special Meeting. Amatrudo seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

O'Brien **MOVED** to accept and approve as presented the Minutes of the April 7, 2022 Special Meeting. Amatrudo seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

RSD#17 Operating Budget Review. See discussion above with Sacks.

Status: 2019/2020 and 2020/2021 Annual Reports. Tabled to the May Regular Monthly Meeting.

Bills. O'Brien **MOVED** to accept and approve for payment the invoice of Hynes, in the amount of \$178.82, for her March 2022 Clerical Hours. Amatrudo seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

Old/New Business

1. Report: Consideration of Minimum Fund Balance Policy. Tabled to the May Regular Monthly Meeting.
2. **Report: Appointment of Auditor/Bid Request**

Bid Opening for Town Auditor

- a. Seward and Monde
166 Route 81
Killingworth, Connecticut 06419

Year 1 - \$28,800.00

Year 2 - \$29,500.00

Year 3 - \$30,300.00

Hours in excess:
\$110.00/hour for all personnel.

- b. Hoyt, Filippetti & Malaghan, LLC
1041 Poquonnock Road
Groton, Connecticut 06340

Year 1 - \$26,500.00

Year 2 - \$26,500.00

Year 3 - \$27,000.00

Regolo will review the bids and send her comments to the BOF. BOF members are asked to review the bids and her comments for a decision at the May Regular Monthly Meeting.

Selectmen's Preliminary Town Budget FY22/23

- a. Finalize Preliminary Selectmen's Budget FY22/23. Done at the last special meeting for the budget.
- b. Budget Deadlines per Town Charter:
 - a. Section 9-3(e): By Third Monday in April, Review final preliminary budget with Board of Selectmen (April 18, 2022)
 - b. Section 9-3(f): By Fourth Monday in April, copy of final preliminary budget to Town Clerk (April 25, 2022)
 - c. Section 9-3(g) By First Monday in May (May 2, 2022) the BOF shall hold a public Hearing (This is scheduled as a Regular Meeting on April 26, 7:00 P.M. at Killingworth Elementary School)
 - d. Section 9-3 (i): By the Second Monday in May (May 9, 2022), final proposed budget to Town Clerk.
 - e. By Third Monday in May (May 16, 2022), there shall be the annual town budget meeting
- c. Preparation for BOF Public Hearing: April 26, 2022

Rimmer reviewed the deadlines as noted above and led a discussion on the presentation of the budget at the BOF public hearing.

Additions to Regular Monthly Meeting Agenda for May 9, 2022:

- 1. Michele Nuhn, Tax Collector: Annual Suspense List Approval

There being no further business, O'Neill **MOVED** to adjourn the meeting. Amatrudo seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, Stirna, Amatrudo, and, O'Brien. Opposed: none. Abstentions: none.

BOF Minutes
Regular Monthly Meeting
April 12, 2022

The motion was **carried**, 5-0-0. The meeting was **adjourned** at 8:35 P.M.

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