

In attendance and participating via GoToMeeting were Catherine Iino, Louis Annino, Jr., Eileen Blewett, Regina Regolo, Board of Finance members Robert Rimmer, Gwenne Celmer, Marcel Couture, Andrew J. O'Neill and Annie Stirna; Roger Nemergut representing the Killingworth Library, Walter Adametz (Public Works), Dick Bauer, Don Venuti, Kathleen Zandi, Laura Lefko, Elizabeth Disbrow and Bettie Perreault, acting as clerk.

1. Call to Order: First Selectwoman Iino called the meeting to order at 7:01 P.M.

2. Public comment: nothing was brought up.

3. Department reports: nothing was brought up.

a. Land Use reports: nothing was brought up.

b. Board of Education report:

Kathleen Zandi advised that some winter sports are now being allowed; the Field House is back on line with limited uses allowed; the high school is operating in "hybrid mode" based on pandemic risks; six professional half-days are being scheduled to give teachers, who are having a "very tough job," time to prepare, and the district's new website provides current COVID details.

4. Approval of minutes: January 25, 2021; February 3, 2021

a. Motion by Eileen Blewett, seconded by Lou Annino to approve the minutes of the January 25, 2021 meeting of the Board of Selectmen as presented. Unanimously approved.

b. Motion by Lou Annino, seconded by Eileen Blewett to approve the minutes of the February 3, 2021 meeting of the Board of Selectmen as presented. Unanimously approved.

5. Refunds and Abatements

Motion made by Lou Annino, seconded by Eileen Blewett to approve the following refunds and abatements:

Refunds

<u>Name</u>	<u>Address</u>	<u>Amount</u>	<u>Reason</u>
Fred Stefanik Jr.	14 Woodland Trail	\$ 88.98	Overpaid
Honda Lease Trust	600 Kelly Way	\$ 491.51	Overpaid
Kenneth or Sharyl Jacobs	1 Boulder Trail	\$ 5.00	Overpaid
Alberta or David Zita	29 Bridle Path Trail	\$ 75.70	Overpaid
JP Morgan Chase Bank	PO Box 901098	\$ 366.90	Overpaid

Motion unanimously approved.

6. Appointments: there were none made.

First Selectman Iino advised that there are vacancies on the Conservation Commission that have led to an imbalance in political representation.

7. Fiscal Year Budget 2021 Budget Review

Members of the Board of Finance were present, with the two boards having shared priorities for the upcoming budget considerations.

8. Old Business – Charter Review Commission Appointments

Filling vacancies on the Charter Revision Commission was discussed. The Board of Selectmen fills some Town boards, others have Charter requirements, and some have statutory requirements. The length of time taken to fill a vacancy, what statutory requirements are involved, and having a clearer path for filling vacancies in the Charter were noted.

9. New Business

a. Library grounds lighting proposal—Roger Nemergut

Roger Nemergut, Chair of the Library Board’s Building & Grounds Committee, presented a plan to install/replace five exterior lighting fixtures in the parking area. A 1991 site plan showed what was currently installed, with proposed location of two additional lights indicated. Fixtures would be pole-mounted, of New England decorative design. Planning & Zoning review will be required, as well as an electrical permit from the Building Official. It was recommended that an Eversource incentive program be investigated for supplementary funding.

Motion made by Cathy Iino, seconded by Lou Annino to approve the project to replace and install exterior lighting fixtures in the area of the parking lot of the Killingworth Library utilizing pole-mounted lighting fixtures of New England decorative design. Motion approved unanimously.

b. Board of Finance FY22 budget priorities discussion

The Grand List has increased by about 1%, but the Board of Assessment Appeals has not yet met, with the final Grand List subject to adjustment following its actions. Tax abatements for Fire Department and Ambulance personnel are currently under review and could result in a loss of approximately \$40,000 in tax revenue. The ADM for Region 17 has been reported, showing a shift in population that will result in an additional \$728,000± tax burden, or about one mil on the tax rate.

The Town’s operating budget remains relatively level, with the Board of Finance determining where funding will come from and the Board of Selectmen establishing what needs to be spent. Positions that have been filled by volunteers in the past may now require the service of paid personnel; a benefits package for Fire Department and Ambulance volunteers is needed; and expansion of hours and services for Animal Control is up for consideration. Maintaining responses for needed services while maintaining a flat budget is challenging.

It was pointed out by members of both boards that the Town Hall and Fire Station facilities need to be addressed, and planning for such projects require at least two years of preparatory planning. More than one project included in bonding is an option. Requirements for bonding were discussed, with note that final approval requires vote by a Town Meeting. Capital expenditures for the Fire Department, infrastructure projects (chip sealing) as well as the town buildings need to be considered for bonding, or increase in the mil rate would be required.

There was considerable discussion by members of both boards concerning capital plan needs, the need to look beyond the current year, determining what needs might be considered to be

critical, what items might be considered bonding options as well as what Charter requirements might impact increases to the annual mil rate.

c. Highway Department FY22 budget proposal—Road Foreman Walter Adametz

Highway Foreman Adametz reviewed the Highway Department budget, which is the largest portion of the Town's operating budget. That proposed budget is 8 percent lower, with the shift of expenditure for tree work moved to capital expenditures a major reason. Line-by-line review of these budgets was made, with note made of the following:

- Guidelines for determining what is an operating expense versus a capital expense should be addressed to the auditors;
- Snow removal contractor rates are significantly lower for Killingworth contractors than for state contractors;
- Increased hourly rates are needed to ensure reliability and retention;
- There is no way to predict snow removal costs; what is not spent from that line item is returned to the General Fund;
- There are currently four employees on the Public Works crew, including the foreman;
- Transfer Station supervisor and attendant costs are increased in accordance with UPSEU union contract;
- MSW and tire disposal fees will be increasing, with MSW likely going from \$85/ton to \$100-\$105/ton. lino noted that the town's current long-term contract with MRA gives us the lowest rates available;
- The number of tires brought to the Transfer Station needs to be addressed;
- Contamination of recyclables is driving up costs;
- Tree work included in the Cemetery Care budget is really brush clearing;
- Modest State funding helps keep upkeep costs for cemeteries down while contractors are "holding the line."

In the discussion of the Capital Budget for FY21-22, the following was noted:

- A five-year program for cemetery headstone rehabilitation is included in Capital Expenditures this year;
- Vehicles on the replacement list were reviewed individually, with deterioration, age, damage caused by salt and rust, as well as age noted;
- Replacement of a guard rail mower with staff operation is more economical than use of an outside contractor;
- Multiple-uses for individual equipment allows for more versatility for needed projects;
- Reclamation and paving should be done together, with proposed lighting installation at the Library completed before work at that location;

- Drainage installation at the Town garage can be completed by Town personnel;
- Chip sealing, which had been deferred last year, needs to be done to prevent multiple roads from deteriorating and requiring costly remediation; and
- The Board of Finance requested prioritizing what are the worst roads.

10. First Selectwoman's comments – there were none.

11. Selectmen's comments – there were none.

12. Adjournment

Motion made by Eileen Blewett, seconded by Lou Annino to adjourn the meeting at 9:21 P.M.
Motion was unanimously approved.

Respectfully submitted,

Bettie Perreault

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Acting Clerk