

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

**Minutes**  
Virtual Regular Monthly Meeting  
July 13, 2021

When Chairman Gwenne Celmer had technical issues connecting with the meeting, Vice Chairman Robert Rimmer called the meeting to order at 7:11 P.M.

Members present: Vice Chairman Robert Rimmer, Clerk Marcel Couture, Annie Stirna and Andrew O'Neill. Also, present were First Selectwoman Catherine Iino, Finance Director Regina Regolo and Selectwoman Eileen Blewitt.

Member absent: Chairman Gwenne Celmer and Doug Lefko were absent.

Chairman Gwenne Celmer joined the meeting at 7:12 P.M. and assumed her seat and office.

**Catherine Iino, First Selectwoman**

Multi-Year Capital Plan. The Board of Selectmen approved the Multi-Year Capital Plan on July 12, 2021 and sent it on to an in-person town meeting to be held on August 9, 2021, at Parmelee Farm. She noted that the following items were added to the proposed capital budget: the Park and Recreation Appropriation for the Eric Bauer Park Phase 2; The appropriation for the Center School Renovations; and the appropriation for Parmelee Farm for removable sides for the pavilion. Some projects will be starting preparation work in FY21/22 with actual work commencing in a future year. Some of the items added are due to the recent opening up of some state grant programs. It is assumed that the grants will be forthcoming. She further noted that the funding for the fire company was reduced for FY21/22 as the roof project has been deferred to a future fiscal year and, under the Highway Department, some chip sealing has been deferred to a future fiscal year. With help from Finance Director Regolo, she addressed inquiries of BOF members. She asked BOF members to look over the plan and get back to her with any concerns.

**Regina Regolo, Financial Director**

1. June 2021 Financial Report. The report was distributed prior to the meeting. There were no inquires.

2. FY 20/21 Operating Budget Close Outs. The proposed close-outs were sent out with the June 2021 Financial Report. This is a preliminary list as some anticipated large-ticket items are outstanding.
    - a. She noted that the State Trooper Invoice was received and paid today; so, that line item will be removed from the next list.
    - b. The closeout from RSD#17 was applied to the first payment for FY21/22.
    - c. Tax Collections. First Selectwoman lino noted that Tax Collector Michele Nuhn stated that the tax collection rate is higher than last year due in part from the reduced mill rate and the collection of past-due accounts.
    - d. Capital Budget Overs and Unders: FY 2021. There are no overages. The unused balance from this year will be applied to the current fiscal year.
- O'Neill **MOVED** to approve the FY2021 Capital Closeouts in the amount of \$278,203 as presented. Couture seconded the motion. Discussion: none. Voting in favor: Celmer, Rimmer, Couture, O'Neill and Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
3. Audit FY 20/21. The audit has started.

**Minutes: June 8, 2021 Virtual Regular Monthly Meeting.** Rimmer **MOVED** to approve the June 8, 2021 Virtual Regular Monthly Meeting Minutes with the following corrections under Michele Nuhn, Tax Collector:

1. Change "2017 Grand List Suspense List" to "2017 Grand List Suspense List; and
  2. First Paragraph, Sentence Two: replace with "She noted that the accounts will be removed and placed on the suspense list for the full 15 years."
- O'Neill seconded the motion. Discussion: none. Voting in favor: Celmer, Rimmer, O'Neil and Stirna. Opposed: none. Abstention: Couture. The motion was **carried**, 4-0-1.

#### **Bills**

1. Hynes, Clerical Hours – June 2021 - \$58.45. Rimmer **MOVED** to accept and approve for payment the invoice of Hynes for her June 2021 Clerical Hours in the amount of \$58.45. O'Neil seconded the motion. Discussion: none. Voting in Favor: Celmer, Rimmer, Couture, O'Neil and Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.
2. Seward and Monde: First Installment for Audit for FY20/21 in the amount of \$8,900 per contract agreement. Couture **MOVED** to accept and approve for payment the Invoice for the First Installment for Audit for FY20/21 in the amount of \$8,900 per contract agreement. O'Neill seconded the motion. Discussion: none. Voting in Favor: Celmer, Rimmer, Couture O'Neil and Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0.

**Old/New Business**

1. Continued Discussion: RSD#17 FY20/21 Operating Budget. See discussion above.
2. RSD#17 FY 21/20 Budget. Payment Schedule. See discussion above.
3. RSD#17 FY20/21 Operating Budget. Selectmen Blewett: medical insurance. First Selectwoman lino advised this is still on the agenda for discussion by RSD#17.

**Additions to Agenda:**

1. August 10, 2021 Virtual Regular Monthly Meeting (Cancelled)
2. September 14, 2021 Regular Monthly Meeting. The meeting will be held at 7:00 P.M, in-person, at the Emergency Operations Center.

There being no further business, Chairman Celmer wished all a safe summer and **adjourned** the meeting at 7:41 P.M. to the September 14, 2021 Regular Monthly Meeting. Special meetings will be called if action is needed before that date.

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