

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

MINUTES
Regular Meeting
September 13, 2022

Chairman Robert Rimmer called the September 13, 2022 Regular Meeting of the Board of Finance of the Town of Killingworth to order at 7:05 P.M. in the Front Meeting Room of the Town Office Building. Members present: Chairman Robert Rimmer, Clerk Marcel Couture, Sarah O'Brien and Andrew O'Neill. Members absent: Vice Chairman Annie Stirna and Tara Amatrudo. Also Present: First Selectwoman Nancy Gorski, Financial Director Regina Regolo and Resident Eileen Blewett.

Visitor: Eileen Blewett did not wish to speak at this time.

Minutes

1. July 12, 2022 Regular Meeting. O'Neil **MOVED** to accept and approve as presented the Minutes of the July 12, 2022 Regular Meeting. Couture seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, O'Brien and O'Neil. Opposed: none. Abstentions: none. The motion was **carried**, 4-0-0.
2. July 28, 2022 Special Meeting. O'Brien **MOVED** to accept and approve as presented the Minutes of the July 28, 2022 Special Meeting. O'Neil seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, O'Brien and O'Neil. Opposed: none. Abstentions: none. The motion was **carried**, 4-0-0.

First Selectwoman Nancy Gorski:

1. Town Meeting. First Selectwoman Gorski announced the Board of Selectmen approved the call of the meeting for the September 21, 2022 Town Meeting. There will be multiple items on the agenda.
2. Town Barn. The Barn is in need of repairs. The repairs may qualify for ARPA funding. An RFP will be going out soon. Rimmer voiced his concerns for the use of the ARPA funds for this project when other projects may have precedence. Gorski said it might be considered a capital project.
3. **Electronic Budgeting Systems.** Gorski and Financial Director Regina Regolo are looking into a few systems along with some members of the Board of Finance (BOF). An RFB is forthcoming.

Regina Regolo, Finance Director.

1. June 2022 Audit. The audit is underway. Several members of the Town's auditor company have been in Town Hall seeking information that has been provided.
2. Financial Report: August 2022. The Report was distributed prior to the meeting.
 - a. Operating Budget. She answered inquiries of the Board of Finance.
 - b. Capital Projects. Regolo, with input from Gorski, undated the status of some projects.
3. RSD @17.
 - a. Oversight/Attendance Administrator's Labor Negotiations. There are two types of meetings:
 - i. Observe Negotiations. Couture has attended these meetings in the past. He advised a member of the Board of Finance is invited to observe but will have no input in the negotiations.
 - ii. Meet and Confer Meetings. Eileen Blewett was recognized and advised a BOF member is allowed to observe and participate in the negotiations. Rimmer will advise the District that the BOF will send a representative.
 - b. RSD #17 Education Facilities Assessment. The plan will be for 15 years. There was a meeting. Future meetings have not been set.

Annual Reports. Rimmer advised that the 2019/20 Annual Report still needs a report from the Estuary (O'Neil will re-send it to him) and he needs suggestions for the cover photograph.

Public Works Consultant. O'Neil **MOVED** to send the proposal for a public works consultant to a town meeting for approval with the \$40,000 appropriation to be funded from the General Fund Balance. Couture seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, O'Brien and O'Neil. Opposed: none. Abstentions: none. The motion was **carried**, 4-0-0.

Overs and Unders Fiscal Year 2021/2022.

Couture **MOVED** to send a proposal to fund, from the underexpended lines, overexpenditures in FY2021-22 in excess of \$20,000 for the following line items:

Town Counsel	\$35,777
Snow Removal	\$26,177

to town meeting. Seconded by O'Neil. Discussion: none. Voting in favor: Rimmer, Couture, O'Brien and O'Neil. Opposed: none. Abstentions: none. The motion was **carried**, 4-0-0.

Couture **MOVED** to town meeting a proposal to authorize the closeout of the following Capital Accounts as of June 30, 2022:

Revaluation	\$1,386
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KVFC – Turnout Gear Replacement	\$ 3
KVFC – Bay Doors and Openers – Station 1	\$ 6,240
KVFC – Station 1 Roof Replacements	\$58,065
Paving Projects	\$93,360
Chip Sealing Projects	\$88,050

These balances revert to the Capital Assigned Fund Balance.
O'Brien seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, O'Brien and O'Neil. Opposed: none. Abstentions: none. The motion was **carried**, 4-0-0.

O'Neil **MOVED** to send to town meeting a proposal to authorize the overexpenditure of the following Capital Accounts as of June 30, 2022:

IT Upgrades	\$ 204
Sick/Vacation Payout at Retirement	\$1,092

These balances to be funded by the Capital Assigned Fund Balance.
O'Brien seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, O'Brien and O'Neil. Opposed: none. Abstentions: none. The motion was **carried**, 4-0-0.

O'Neill **MOVED** to send to a town meeting the proposal to approve a \$10,000 ARPA funds distribution to the Middlesex County Chamber of Commerce/Killingworth Krier as a one-time assistance payment for operating expenses impacted during the pandemic. O'Brien seconded the motion. Discussion: clarification that the motion is only to go to town meeting. Voting in favor: Rimmer, O'Brien and O'Neil. Opposed: Couture. Abstentions: none. The motion was **carried**, 3-1-0.

Couture **MOVED** to send to a town meeting the proposal to approve a \$66,864.11 ARPA funds distribution to the Killingworth Ambulance Association to cover the cost of a new stretcher and power loader for their new ambulance. O'Brien seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, O'Brien and O'Neil. Opposed: none. Abstentions: none. The motion was **carried**, 4-0-0.

Couture **MOVED** to send to a town meeting the proposal to approve a \$10,000 ARPA fund distribution to the Shoreline Soup Kitchen to support their purchase of a refrigeration truck. O'Neill seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, O'Brien and O'Neil. Opposed: none. Abstentions: none. The motion was **carried**, 4-0-0.

Invoices. Couture **MOVED** to accept and approve for payment the invoice of Hynes for her July and August 2022 Clerical Hours in the amount of \$106.74. O'Brien seconded the motion. Discussion: none. Voting in favor:

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Rimmer, Couture, O'Brien and O'Neil. Opposed: none. Abstentions: none.
The motion was **carried**, 4-0-0.

Old/New Business

1. Report: Consideration of Minimum Fund Balance Policy. Tabled.
2. Considerations of Actions Re Bond Rating. Tabled.
3. Youth & Family Services. Rimmer advised that the Board is filling positions. A director has been hired.
4. Electronic Budgeting Systems. See above.
5. Report: Use of Budgeted Funds and Bidding Procedures Committee. Tabled.

Additions to Next Meeting Agenda: October 11, 2022 Regular Meeting.
Rimmer will be inviting various agencies to the next few Board Meetings to discuss the status of their operating and capital budgets. Visitor Eileen Blewett was recognized. She suggested that the Director of Finance of RSD #17 be invited to attend a future meeting.

There being no further business, Rimmer **adjourned** the meeting at 8:18 P.M. to the October 11, 2022 Regular 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