

MINUTES: REGULAR MEETING OF THE BOARD OF SELECTMEN
Monday, August 8, 2022 at 7:00 p.m. Town Office Building

Members in attendance: N. Gorski, L. Annino, Jr., J. Young

Visitors: R. Regolo, E. Nunes, E. Blewett, D. Long, E. Pleines, L. Lefko, R. Pleines, J. Vece, K. Zandi, B. Joyce, J. Young

1. The meeting was called to order at 7:00 p.m.

2. The Pledge of Allegiance was recited.

3. Public comment: none

4. Approval of minutes

Gorski moved to approve the minutes of the July 11, 2022 Regular Meeting of the BOS, amended as follows:

Page 1, Item 4: Change [3-0-0] to [2-0-1] to reflect Young's abstention

Page 2, Item 10C: Item 10 C, line 3: change 6/30/2021 to 6/30/2022.

Page 2 Item 11A Young requested that the ARPA draft policy be attached to the minutes.

Page 3: Item 13D, line 2: change "eight" to "eighty"

Page 4: Item 13D, line 1: change "I" to "Gorski", also note that Young asked if the position would be posted.

The motion, seconded by Annino passed [3-0-0].

5. Refunds and abatements

Gorski moved to approve the following refunds, all for overpayment, and allow them to follow their normal course:

• Daniel Severino	145 Iron Works Rd.	\$86.50 Overpaid COC#10497M
• Vicki J King-Fontneau	312 Old Deep River Tpke	\$10.59 Overpaid COC#10533M
• Timothy or Pearl Elliott	57 Wolf Hollow Lane	\$58.91 Overpaid COC#10500M
• Emily or Geoffrey Picard	91 Kelseytown Rd	\$24.50 Overpaid COC#10547M
• Deborah Gallagher	24 Burr Hill Road	\$150.28 Overpaid COC# 10544M
• Acar Leasing LTD	PO Box 1990	\$837.08 Overpaid COC#10485M
• Joseph M. Slater	67 Stevens Rd	\$285.09 Overpaid COC#10538M
• Edmund L. Phelan	12 Rebecca Lane	\$12.77 Overpaid COC#10211M
• Robin or Mitchell Faircloth	37 Titus Coan Rd	\$139.25 Overpaid COC#10577M
• Denis or Loriann Jakuc	154 River Rd	\$26.93 Overpaid COC#10613M

The motion, seconded by Young, passed. [3-0-0]

6. Appointments

Gorski moved to appoint David L. Long (R) to the Economic Recovery Committee. The motion, seconded by Annino passed [3-0-0]. It was noted that Mr. Long will be filling the vacancy left by the resignation of Richard Bauer, and that the vacancy left by the resignation of Lucinda Hogarty has yet to be filled. A recommendation from the Killingworth Democratic Town Committee is expected.

Gorski moved to appoint Richard R. Pleines II as Acting Building Official for a period of 180 days beginning August 18th.

MINUTES: REGULAR MEETING OF THE BOARD OF SELECTMEN
Monday, August 8, 2022 at 7:00 p.m. Town Office Building

There was discussion. The 180 days for the current ABO are expiring on August 17th. Gorski proposes that the current parttime building inspector, Pleines, assume the ABO role while the town searches for a longer-term solution. An ABO is required to sign permits.

A memo detailing the conditions of employment/job description of the Acting Building Official, and a proposed description of a more permanent arrangement will be presented at the next meeting.

The motion, seconded by Annino, passed [3-0-0]

7. Department Reports

- A. BOE: Kathy Zandi delivered the June and July update, including Cougar Pride, Superintendent's Update, and Board Sub-committee Reports. She then fielded questions from the board about new hires and the recommendations from the Tecton Assessment.
- B. Building Department
Monthly reports were distributed. Gorski noted that a letter went out regarding open pool permits, and added that other mailings are planned in an effort to close all open permits.
- C. CRAHD:
Young asked about how the health district arrangement was working out. Gorski noted that things were going very well, and that the coverage, availability and updates have been comprehensive. Gorski noted some clarification was warranted regarding the responsibility for water testing.
- D. Tax Collector reports: No discussion
- E. Transfers for July: No discussion
- F. Engineering: NLJA's quarterly report was noted.

8. Budget report

These were distributed prior to the meeting. There was no discussion.

9. New Business

- A. End of Charge for Committee on Alternative Housing
Gorski, noting that the committee has fulfilled its charge, moved to disband the Committee on Alternative Housing. The motion, seconded by Annino, passed [3-0-0].
Young asked about a question about deed restrictions and affordable housing in town. The question was addressed later in the meeting.
- B. Traffic Safety Committee
Gorski noted 11 accidents in the past 30 days and has received numerous communications from residents requesting more attention be paid to road safety in town. She suggested the town reinstate the Traffic Safety Committee, which was disbanded in 2013.

MINUTES: REGULAR MEETING OF THE BOARD OF SELECTMEN
Monday, August 8, 2022 at 7:00 p.m. Town Office Building

Gorski moved to charge a Traffic Safety Committee to review safety issues and make recommendations to the BOS to make our roads safer. The Traffic Safety Committee will be comprised of 5 members and the Resident State Trooper as an ex-officio member.

It was suggested that the road foreman and a member of the KVFC be included.

The motion seconded by Annino passed. [3-0-0]

C. 2021 DEMHS 3-Year Homeland Security Grant MOA and Resolution

Gorski moved to approve the resolution of the BOS authorizing and directing her to execute and deliver any and all documents on behalf of the BOS. The motion, seconded by Annino, passed. [3-0-0]

Gorski gave a brief recap of the DEMHS Grant application 3- year schedule. DEMHS has asked for the FY 2021 now; the FY 2022 will be executed in the fall.

Gorski moved to approve the 2021 DEMHS 3-Year Homeland Security Grant MOA.

The motion, seconded by Young, passed [3-0-0]

D. Vista Life Innovations proclamation

Gorski gave background on the organization, and its request for a proclamation celebrating the 2022 graduating class. **Gorski moved to approve the following proclamation to the Vista Class of 2022.**

The motion was seconded by Annino.

There was discussion about the merits of the program, and the accomplishments of the graduates, but It was suggested that a letter would be more appropriate as none of this year's graduates are from Killingworth, and other organizations in town are not recognized in this manner.

Voting in favor: Gorski, Opposed: none Abstain: Annino, Young The motion did not pass.

E. Pickleball courts

Young reported that several people have spoken to her about pickleball opportunities in town. She said there are many seniors who play in town and asks that the BOS speak with the Park and Rec commission about dedicated courts, not just adding nets to existing tennis courts. Annino agreed and added that Park and Rec should also be asked about recommendations for court placement. There was discussion, including possibility of grant funding, and a consensus that options should be explored immediately. Regolo noted that Pickleball courts appear in the 2024-25 year of the MYCIP. David Long, as a member of the local Pickleball Association, provided information about growing participation in town.

Young moved to request that the Park and Recreation Commission provide alternatives for siting permanent pickleball courts in Killingworth, reporting back in 90 days. Annino added that the alternatives should consider input from the local pickleball community. **The motion, seconded by Gorski, passed [3-0-0]**

F. Through-town events

Gorski moved to allow the following events to pass through town:

- **Closer to Free Ride on Saturday, September 10, 2022**
- **CCAP ConnectiCare Gran Fondo on Saturday, September 17, 2022**

MINUTES: REGULAR MEETING OF THE BOARD OF SELECTMEN
Monday, August 8, 2022 at 7:00 p.m. Town Office Building

The motion, seconded by Annino, passed [3-0-0]

G. Town-owned properties

Gorski moved to table this item until after the Selectwoman's comments. Young seconded the motion, which passed [3-0-0]

10. Old Business

A. KVFC/KAA Pension Plan

Gorski updated the board on progress with the revised documents, and on the changing membership of the pension committee. Pension committee comments are being reviewed by the pension plan attorney.

B. Personnel Manual

The selectmen will meet at a special meeting in the coming days to review comments and updates.

C. RFP for Custodial Services

Gorski moved to execute the RFP for Custodial Services. The motion, seconded by Annino, passed [3-0-0]

11. Selectmen's comments

A. Annino inquired about the status of the Annual Reports. Gorski noted that the Board of Finance is working on the FY2019/20 and FY 2020/21 reports.

B. Young reported on her attendance at an event at the new Turnbridge facility in town. She is impressed with the facility, and by the organization's responsiveness to neighbors' concerns. She added that the facility is a good use of the properties, makes a big difference to the residents and their families, and that the town was lucky for the opportunity to have it here.

C. Young followed up on the question of whether the affordable housing units would be included in the list of deed-restricted properties compiled by the state discussed at the last meeting. Gorski is still waiting for an update from the Assessor. This item will appear on the next agenda.

D. Young thanked Gorski for including her proposal for dedicated pickleball courts on this agenda.

E. Annino asked for a follow-up on the formation of the Sustainable CT committee. Gorski is seeking clarification from the Town Clerk on the best way to make these appointments. This will be put on the agenda for the next meeting.

F. Young asked to add discussion of the board's WPCA responsibilities, overall and specifically with regards to pumpouts at Jensens, to the agenda for next meeting.

12. First Selectman's comments

A. Gorski thanked the town hall staff for all they did to support the tax office during the busy tax season.

MINUTES: REGULAR MEETING OF THE BOARD OF SELECTMEN
Monday, August 8, 2022 at 7:00 p.m. Town Office Building

B. The town received a check for \$5,039 from CIRMA. CIRMA has been able to provide members with an equity distribution for 11 out of the last 12 years.

C. Beechwood residents are experiencing septic issues. Ordinance 445-20 Maintenance of Existing Systems requires septic systems to be pumped out once every 5 years. Clinton has included in their ordinance for manufactured home parks to be pumped out every 3 years. Gorski will confirm with town attorney on steps to revise requirements. Young asked about recordkeeping for Beechwood pumpouts. This item will be placed on the next agenda.

D. Gorski requested a quote to have the bushes replaced on the south side of town hall.

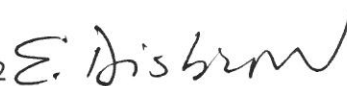
Gorski moved to go into Executive Session at 8:03. Annino seconded the motion, which passed [3-0-0]

Gorski moved to come out of Executive Session at 8:18. Annino seconded the motion which passed [3-0-0]

13. Adjournment

The meeting adjourned at 8:18 pm.

Respectfully submitted by Elizabeth Doyle Disbrow on 8/10/2022



Attachment: ARPA policy statement

Town of Killingworth
Policy regarding the use of ARPA Funds
Approved at the Board of Selectmen meeting held July 11, 2022

Funds must be obligated or incurred by:	December 31, 2024
Funds must be expended by:	December 31, 2026
Total ARPA grant (excluding interest):	\$1,883,429.50
US Treasury Reporting Deadlines for Non-Entitlement Units (NEUs):	April 28, 2023 for period April 1, 2022 thru March 31, 2023

The Town of Killingworth has established the following policy regarding the approval, distribution, and reporting of American Rescue Plan Act (ARPA) funds.

As outlined in ARPA, the possible **eligible uses** are as follows:

- Responding to the public health emergency and the negative economic impacts of COVID-19;
- Replacement of loss revenue;
- Premium pay;
- Water and sewer infrastructure; and
- Broadband infrastructure.

The **Treasury's key objectives** with the funding are to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts;
- Maintain vital public services, even amid declines in revenue resulting from the crisis;
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.
- Support general government services

1. Economic Recovery Committee – formed by the Board of Selectmen is charged with
 - Soliciting input from the community, and
 - Analyzing Killingworth’s economic, social, facilities, and health needs resulting from the pandemic,
 - Making recommendations to the Board of Selectmen to include a complete application inclusive of a detailed rationale for the approval based on the eligible uses and key objectives above or other criteria used for the recommendation.

2. Board of Selectmen
 - Considers recommendations made by the Economic Recovery Committee,
 - May make recommendations independently of the Economic Recovery Committee,
 - Brings those recommendations approved by the Board of Selectmen to the Board of Finance for approval,
 - If approved by Board of Finance, presents the recommendations at town meeting at which time the town considers and approves both the particular project and the funding source.

3. Finance Director
 - Following approval at town meeting, the Finance Director shall, with the approval of the Board of Selectmen and the Town Treasurer, disburse the funds after appropriate supporting invoices and/or other documentation have been provided to ensure that funds were used in the intended manner. *(Records are subject to federal audit)*
 - Town bidding regulations will be followed as warranted.
 - Finance Director shall provide a monthly report to Boards of Selectmen and Finance showing the estimated fund balance, approved projects, encumbered funds, transfers and interest earned. Detail expenditure reports will be available on demand.
 - Finance Director shall disclose this information as part of the town’s annual report,
 - Finance Director shall make the required annual reporting to the US Treasury of the disbursement of these funds.

Check List

Organization or Entity making the request: _____

Address: _____

Contact name: _____

Phone: _____ Email: _____

Date of Request: _____

Description: _____

Rational for recommendation:

Amount Requested: \$ _____

Eligible Use: _____

Treasury's Key Objective: _____

Reviewed and recommended by:

ERC: _____

BOS: _____

BOF: _____

Town Meeting Date: _____ Result: _____

Following approval at town meeting:

Subject to town bidding regulations – Yes or No

Supporting invoices provided – Yes or No

Disbursement date: _____