

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

MINUTES
Special Meeting
March 14, 2023

Chairman Robert Rimmer called the March 14, 2023 Virtual Special Meeting of the Board of Finance of the Town of Killingworth to order at 7:04 P.M.

Members present: Chairman Robert Rimmer, Vice Chairman Annie Stirna, Clerk Marcel Couture, Tara Amatrudo (arrived at 7:15 P.M.), Sara O'Brien, and, Andrew O'Neill.

Members absent: None.

Also present: First Selectwoman Nancy Gorski, Finance Director Regina Regolo, Secretary Sherry Lee Hynes, and, Residents John Samperi and Eileen Blewett.

Visitors. No visitors wished to speak.

Approval of Minutes. February 28, 2023 Special Meeting. Couture **MOVED** to accept and approve as presented the Minutes of the February 14, 2023 Regular Meeting. O'Neill seconded the motion. Discussion: none. Roll Call vote in favor: Rimmer, Couture, O'Brien, O'Neill, and, Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 5-0-0. Amatrudo was not present.

Board of Selectmen's Proposed Budget for FY23/24. First Selectwoman Gorski presented the Selectmen's Proposed Budget for Calendar Year 2023/2024. She gave an overview of same, including but not limited to, the effect of the proposed budget as presented on the mill rate, changes in personnel and some line item increases and decreases.

(Amatrudo arrived at 7:15 P.M.)

She then addressed general inquiries of the Board, noting that some funding may be available to apply to some line items.

Financial Director Regina Regolo

1. Year-End Projections. She will be starting to gather information.

2. Capital Plan. She gave a brief review of the status of some projects.
3. Budget Book. She encouraged all to contact her if they have questions. The back-up information is available upon request and is also available in a PDF format.
4. February 2023 Financial Report. The report was distributed prior to the meeting. She addressed several inquiries from the Board.
5. Electronic Budgeting System. Several bids came in. One was chosen. There is a funding request in the 23/24 budget.
6. Hybrid Meeting Equipment. There is a funding request in the proposed 23/24 budget.

Status 2019/2020, 2020/2021 and 2021/2022 Annual Reports

1. 2019/2020 and 2020/2021 Reports. No update.
2. 2021/2022 Annual Report. Assignments have been doled out.

Discussion re PFAS Status. Rimmer advised the Board of Selectmen is taking the lead on this.

Discussion re \$500,000 Baseball Field Grant. Couture advised that it appears that the \$500,000 will be for the start for the field but construction may go into the next fiscal year. Financial Director Regolo advised that, if necessary, project funding will be re-appropriated into the next fiscal year.

Determine Budget Workshop Dates. By consensus, the following budget workshop dates were established:

1. March 15, 23 (Remote), 28, 29, 30
2. April 4, 5, 10, 12,13,18 and 19.

Bills – Hynes – February Clerical Hours. Tabled.

Amend Meeting Schedule – Annual Budget Meeting. Couture **MOVED** to revise the Board of Finance 2023 Meeting Calendar to cancel the May 22, 2023 Regular Meeting following the Annual Town Meeting and to add the May 15, 2023 Regular Meeting following the Annual Town Meeting. Stirna seconded the motion. Discussion: none. Roll call vote in favor: Rimmer, Couture, Amatrudo, O'Brien, O'Neill, and, Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Budget Workshop.

1. Multiple Meetings in a Week. There was a discussion on holding multiple meetings in a week. No changes were made to the established workshop schedule.
2. Procedures. General discussion.
3. Public comment. Comments will be restricted to the budget discussion.

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4. Capital Line Item for sick/retirement payments for fire personnel. Regolo will be contacted.
5. Budget Tracking. Vice Chairman Stirna will track the activity and amendments by the Board.
6. Mill Rate. There was a general discussion on the Selectmen's Proposed Budget as submitted and the effect it could have on the mill rate.
7. Minimal General Fund Policy Percentage. There was a brief discussion.
8. Capital Fund Budget. There was a brief discussion.

Additions to the April 2023 Regular Meeting. None at this time.

There being no further business, Rimmer **adjourned** the meeting at 8:24 p.m. to the April 11, 2023 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