

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

MINUTES
Special Meeting
April 5, 2023

Chairman Robert Rimmer called the April 5, 2023 Special Meeting of the Board of Finance of the Town of Killingworth to order at 7:00 P.M. in the Selectmen's Meeting Room of the Town Office Building, 323 Route 81, Killingworth, Connecticut.

Members present: Chairman Robert Rimmer, Vice Chairman Annie Stirna, Clerk Marcel Couture, Tara Amatrudo, Sara O'Brien, and, Andrew O'Neill

Members absent: None

Also Present: Finance Director Regina Regolo, Tax Collector Michele Nuhn, Jim Duffield for the Killingworth Park and Recreation Commission, Secretary Sherry Lee Hynes and a member of the public

Visitors. No visitors wished to speak at this time.

Discussion Re: Budget Requests of Town Tax Collector. Tax Collector Michele Nuhn distributed a handout in support of her budget request. She spoke about her budget request which varies from the budget request submitted by the Board of Selectmen. She then addressed inquiries from the Board.

Discussion Re: Budget Requests of Park and Recreation Commission. Jim Duffield, advised that as to the field(s), this was re-bid following Covid. The bids came back much higher than the bids pre-Covid.

Operating Budget

1. Seed/fertilizer. During Covid there was no field use. There were no applications of materials. All fields now need these materials.
2. Tree Work. This is for work that must be done. It was pointed out that there is this line item and a line item under Highway. Previously, Park and Recreation hired a private contractor. Now they are contacting the Highway Department when work is needed.
3. Earth Materials. This is for clay for the fields. In the past a local contractor donated time and materials. The upper field must be done in FY23/24.
4. Clerk's Salary. This position is filled by a volunteer.

5. Field Maintenance: this is for mowing.
6. Equipment Maintenance: this is for field irrigation systems.
7. AED's. The Fire Department is helping out.

Capital Request.

1. Pavilion Repairs. We asked for funding but the Board of Selectmen took the request out. He answered inquiries of the Board on
2. Pickle Board Court. This has been pushed off to FY24/25.
3. Ice Skating Rink. This needs to be maintained.

Status: Baseball field/All-purpose field. There are on-going discussions on the grant application/award.

Budget Workshop

Operating

Community Organizations. All line items were reviewed.

Estuary Council of Seniors. This includes Meals on Wheels. Rimmer noted that this line item has been expended at this time.

Return to H/K Recreation. Rimmer received the following information from them:

1. Health Plan. There is a health plan and eligible employees are enrolled.
2. Vandalism: this covers vandalism to schools during rental times.
3. ADA Access.
4. There is an elevator at the Killingworth Elementary School.
5. There is no one-on-one instruction at this time due to staffing.
6. Relocation of Office. There is no relocation proposed at this time. If and when it happens it will be costly.

Return to Community Organizations:

Youth and Family Services. The Board reviewed their proposed budget.

The Board asked for:

1. Actuals to Budget for FY 20/21 and 21/22
2. Does the Service have a bank account.
3. A copy of their strategic plan.
4. The use of unexpended funds.
5. Do they bill insurance companies to offset their costs?
6. The current positions that are filled.

Rimmer noted that the Service has been invited to the April 12, 2023 Special Meeting of the Board of Finance.

The Connection's Eddy Shelter. This is an emergency center in Middletown open to men and women.

Miscellaneous. All line items were reviewed.

1. Tax Refunds and Abatement. More information is needed.

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Welfare. All line items were reviewed. There were no comments.
Debt & Lease Obligation. The line item was reviewed. There were no comments.

Set date for Public Budget Hearing. O'Neill **MOVED** go change the Public Budget Hearing to Tuesday, April 25, 2023, 7:00 P.M. at the Killingworth Elementary School – All Purpose Room. Couture seconded the motion. Discussion: none. Voting in favor: Rimmer, Stirna, Couture, Amatrudo, O'Brien and O'Neill. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Special Meeting Schedule.

1. April 6, 2023. No guests are scheduled.
2. April 13, 2023. Scheduled guest: Killingworth Volunteer Fire Company.

Return to Budget Workshop

CAPITAL Projects

KVFC. All line items were reviewed.

1. KVFC – Station 2 Flat Membrane Roof. More information is needed.

HW Dept. All line items were reviewed.

2. Small Mason Dump w plow & sander. More information is needed.

There was a general discussion on the use of ARPA funds in relation to the Town Charter.

The next budget workshop, on April 5, 2023, will start with Capital - HW Department Road Project – Chip Seal.

There being no further discussion, Rimmer **adjourned** the meeting at 9:01 P.M. to the April 5, 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