

**MINUTES
REGULAR MEETING OF
THE BOARD OF SELECTMEN
Monday, June 23, 2025 at 7:00 p.m.
Killingworth Town Hall/Remote Access Available**

BOS Members in Attendance: First Selectman Eric Couture, Selectmen Joel D'Angelo and Eric Nunes

BOS Members Absent: None

Visitors: Elizabeth Disbrow, Dawn Mooney (Town Clerk), Regina Regolo (Director of Finance/Via Remote), Ted Langevin (Pathfinders, Inc.), and Jamie Sciascia (Via Remote)

Called to Order: First Selectman Couture called this meeting to order at 7:00 p.m.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Public Comment:

Town Clerk Dawn Mooney provided a detailed overview to clarify the distinct responsibilities between the Town Clerk's Office and the Registrar of Voters in administering elections, particularly addressing some confusion from the last Board of Selectmen's meeting.

Mooney began by acknowledging the important role the Registrars of Voters play, emphasizing that this clarification is not intended to diminish their responsibilities. She noted that the Registrars are tasked with maintaining the official voter lists for the Town of Killingworth and managing all in-person voting days. Their duties include staffing polling locations, ensuring proper setup, printing election results, and managing any issues that arise during voting.

Mooney explained that the Town Clerk's Office is responsible for a wide range of election-related duties that begin well in advance of Election Day. These responsibilities include:

- Coordinating with the Secretary of the State and local party committees beginning in January to identify the offices that will appear on the ballot;
- Determining the number of seats available (e.g., three for the Board of Finance) and how many candidates each voter may select;
- Receiving, verifying, and certifying party endorsements and candidate filings;
- Conducting the ballot placement lottery to determine candidate order;
- Designing ballots, entering data into the State's election management system, and coordinating with ES&S and the Town's designated ballot printer (Atkins in New Britain);
- Programming the Town's new voting tabulators, which require detailed configuration and were recently rolled out by the Secretary of the State's Office;

- Managing all campaign finance filings, monitoring deadlines, and assessing and collecting fines for non-compliance;
- Managing all aspects of absentee ballots, including application design and distribution, issuing and receiving ballots, tracking, securing, and delivering them to the polls;
- Safeguarding early voting ballots by verifying daily delivery counts, securing them in the vault, and ensuring proper delivery on Election Day (while Registrars oversee early voting site operations);
- Certifying the final election results;
- Swearing in winning candidates;
- Submitting all required post-election reports to the State (excluding the Moderator’s Report, which is submitted by the Registrars of Voters).

Mooney noted that while the Registrars are typically present at Town Hall for approximately two hours per week, the Town Clerk’s Office manages all related election responsibilities during regular business hours. This includes maintaining the voter list and assisting residents with election-related inquiries. She invited anyone interested to visit her office to learn more about the process and emphasized that, although elections are just one of the five core responsibilities of the Town Clerk’s Office, they are among the most complex and time-intensive. Mooney also advised that her office is open from 6:00 a.m. to 8:00 p.m. on all Election and Referendum days and that she is responsible for issuing emergency ballots as needed.

First Selectman Couture acknowledged a prior misstatement regarding the responsibilities of the Town Clerk’s Office and the Registrar of Voters, particularly concerning absentee ballots, and the Board expressed appreciation to Town Clerk Dawn Mooney for her clarification and for highlighting the critical role the Town Clerk plays in the election process.

Approval of Minutes:

Motion #1 - First Selectman Couture *Moved* and Selectman D’Angelo *Seconded* a motion to approve the Minutes from the Regular Meeting of the Board of the Selectmen that was held on Monday, June 9, 2025 with one amendment:

1. On Page 7, under the First Selectman’s Comments, in the First Paragraph, *Strike* Couture’s entire comment regarding a clarification of the Town Clerk and Registrar of Voters.

Motion unanimously passed [3-0-0].

Refunds, Abatements and Transfers: None.

Department Reports:

Town Clerk Dawn Mooney reported that preparations are underway for the third School Budget Referendum and advised that if the official school budget number is received tomorrow, Absentee Ballots will be available.

Appointments: None.

First Selectman Couture reported the town is currently looking to fill two open seats on the Committee on Aging. Couture noted that while some informal discussions have taken place with current members, he encouraged anyone interested to step forward, noting interested Community members do not have to be of Senior age to join. Additionally, Couture stated that there are other town committees that are still seeking members, including the Sustainable CT Committee.

Budget Report:

Director of Finance Regolo reported that while the fiscal year is nearly over, final budget figures won't be clear until early August due to delayed invoices. The budget appears to be on track overall. Couture reported that the maintenance line may be slightly over due to the ramp and front door work, noting that the front door work should be completed soon with minimal disruption. Lastly, Couture gave a brief update on the paving of Route 81 being delayed to next week and which may slightly impact the upcoming School Budget Referendum.

Old Business:

A. 2025 Neighborhood Assistance Act Applications

The Board had no additional questions for Ted Langevin, representing Pathfinders, Inc., following the conclusion of the Public Hearing. The Board made a motion thereafter to send his applications to the Department of Revenue Services for the Neighborhood Assistance Act Program.

Motion #2 - Selectman D'Angelo *Moved* and Selectman Nunes *Seconded* a motion to support and send to the Department of Revenue Services the two Applications for Pathfinders, Inc. for the Neighborhood Assistance Act Program.

Motion unanimously passed [3-0-0].

B. Traffic Safety

First Selectman Couture provided an update on traffic safety, reporting that the Town is expecting the delivery of two new speed feedback signs. These updated models will be paired with stop signs and are intended to help deter speeding in key areas of concern. Additionally, Couture reported that the town has submitted a permit request to the State for License Plate Reader cameras along Route 81 and Route 80 which is in the State's hands. The plan includes two cameras facing the Circle on Route 80, one by Wolf Hollow, and one facing Green Hill Road close to the James Madison House and the Killingworth Pharmacy.

Couture also reported that the paving is set to begin soon, with an emphasis on better flagging control to ensure clear access for the Ambulance and Killingworth Volunteer Fire Station, especially near Town Hall. Due to contractor delays, the start date is expected to be Monday, June 30th. Couture advised that the Volunteer Fire Company can navigate more easily due to vehicle lights, but the ambulance access requires careful coordination to avoid blockage. Couture stated that there are no new updates on the Safe Streets For All initiative and noted that there are a few public meetings planned for the Fall. The success of this year's projects depends on future improvements, and ongoing paving on Route 81 may increase the importance of the Route 80

and Route 81 intersection.

C. Ordinance Discussion

First Selectman Couture reported on two ordinances included in the Board's packet for review. The first concerns a Gross Vehicle Weight Limitations Ordinance, aimed at establishing "No Through Truck" routes, primarily on unimproved roads, and supplementing existing regulations on certain improved roads. To designate such routes, the Town must apply to the State, which conducts an investigation and issues approval. The ordinance prohibits trucks over a specified weight (e.g., 20 tons) from using these roads as cut-throughs between main roads but permits access for local deliveries. Roads such as Roast Meat Hill and River Road were cited as examples. Couture noted the ordinance would also apply to delivery vehicles, including Amazon trucks, if they are not making stops on the road. A proposed enforcement measure includes signage indicating roads not suitable for through truck traffic. Couture acknowledged the challenge of balancing enforcement with resident concerns, particularly on scenic roads where issues of paving and truck access are especially sensitive.

The second ordinance discussed involves Automated Traffic Enforcement Safety Device Ordinance as a potential tool to address ongoing speeding concerns. While acknowledging the effectiveness of such measures, the Board recognized that automated enforcement can be controversial and may face resistance from residents. Currently, the Town relies on a single Resident State Trooper for traffic enforcement, and the cost of hiring additional constables would be significant. Couture noted that a request for a second Resident State Trooper is planned for the next budget cycle, though its approval is uncertain. The Board referenced examples from other municipalities, including Washington, CT, where automated enforcement revealed a high volume of traffic violations committed by both residents and out-of-town drivers, underscoring challenges tied to seasonal traffic and weekend visitors. The Board acknowledged that while automated enforcement may be helpful, it presents a "slippery slope" in terms of implementation, oversight, and public acceptance. Couture noted that contracts for such programs typically span three to five years, providing an option for reevaluation over time.

D. Refund Policy - Land Use:

The Board reviewed preliminary options for establishing a formal refund policy related to land use applications. First Selectman Couture explained that this initiative is partially driven by the upcoming implementation of permanent permitting software, as well as the need to streamline administrative processes amid increased development activity and ongoing statewide housing policy discussions.

Couture gathered examples of refund policies from other municipalities, highlighting three models that were simple and clearly defined, and noted that additional samples are available through RiverCOG, which assisted in compiling the data. The aim is to establish clear and consistent parameters for refund eligibility, particularly in cases where applicants decide not to proceed with their projects months, or even a year, after receiving permits. Couture noted that without a formal policy, it is difficult to deny these refund requests fairly or consistently.

As the Board began reviewing the policy samples, they raised questions and sought clarification

on how specific language would be applied in practice. Couture advised that the land use fee structure hasn't been updated since 2006. While there was agreement that a substantial fee increase is not appropriate, the Board acknowledged that a modest and reasonable update, potentially modeled on 2015 rates, should be considered to better reflect current costs and operational needs.

The Board emphasized the importance of maintaining affordability and accessibility for residents undertaking home improvement projects. The Board emphasized that the Town's role is to guide and educate applicants, not to discourage development, and that fees must be realistic to ensure the Town can continue providing quality services, effective oversight, and responsible land use management.

New Business:

A. RFP Fire Truck Financing

Director of Finance Regolo explained that although she had recommended putting the RFP Fire Truck Financing item on the agenda, she did not yet have full clarity on the timeline or financial details. Regolo noted that she still needs to understand how the funds will flow and how the debt obligation will be structured. The Town's Legal Council advised to issue an RFP for financing, a process that hasn't been done in over 20 years so Regolo has drafted one based on examples from nearby towns. Regolo is waiting on more information on timelines before releasing it. She has been in contact with a leasing company recommended by the truck bidder and with TD Bank, which could provide a loan alternative, and has scheduled discussions with both. Regolo noted that a resolution for Board approval will also be needed, which Bond Counsel will prepare. Regolo further reported that a decision on the length of the debt term is also needed. Regolo will provide more information and add this onto a future Board of Selectmen meeting agenda for discussion.

Public Comment: None.

Selectmen's Comments:

Joel D'Angelo -

- D'Angelo urged the Community to show up for this School Budget referendum, acknowledging that voter turnout is often low during this time of year. D'Angelo stressed the importance of participation and encouraged everyone to vote.

Eric Nunes - No Comments.

First Selectman's Comments:

Eric Couture -

- First Selectman Couture reminded residents to "stay cool" as temperatures are expected to rise over the next several days.
- First Selectman Couture stated that the Library will serve as the Town's designated Cooling Center. He noted that he would be sending an email to the community the following morning to remind residents about the availability of the Cooling Center and the 211 Helpline. He emphasized that individuals seeking heat-related assistance should

not be directed to the Selectmen's Office, and that the Library should be considered the first point of contact for such needs.

Adjournment: First Selectman Couture *Moved* to adjourn the meeting at approximately 7:48 p.m.

Respectfully Submitted,

Jamie Sciascia
Clerk