

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

MINUTES
REGULAR MEETING
December 9, 2025

1. Call to Order

Chair Annie Stirna called the December 9, 2025 Regular Meeting of the Board of Finance of the Town of Killingworth to order at 7:01 P.M. in the Front Meeting Room of the Killingworth Town Office Building. Members present: Chair Annie Stirna, Vice Chair Marcel Couture, William Kosturko, Steve Reeps and John Mancini. Michael Kovacs was not present. Also present: First Selectman Eric Couture, Director of Finance Regina Regolo, BOF Secretary Sherry Lee Hynes and Resident Tim Emerson.

She welcomed new members Steve Reeps and John Mancini.

2. Visitors

No visitors wished to speak at this time.

3. Nominations and vote for new officers 25-27

A. Stirna opened the floor for nominations for Chair.

W. Kosturko **NOMINATIONED** A. Stirna for Chair. M. Couture seconded the nomination. A. Stirna asked three times for additional nominees. There were none.

W. Kosturko **MOVED** to close the nominations for Chair. M. Couture seconded the motion. Discussion: none. The motion **carried** by unanimous vote.

A. Stirna is the Chair.

B. A. Stirna opened the floor for nominations for Vice Chair.

W. Kosturko **NOMINATED** M. Couture for Vice Chair. A. Stirna seconded the nomination. A. Stirna asked three times for additional nominees. There were none.

S. Reeves **MOVED** to close the nominations for Vice Chair. A. Stirna seconded the motion. Discussion: none. The motion **carried** by unanimous vote.

M. Couture is the Vice Chair.

C. A. Stirna opened the floor for nominations for Clerk.

M. Couture **NOMINATED** W. Kosturko for Clerk. A. Stirna seconded the nomination. A. Stirna asked three times for additional nominees. There were none.

S. Reeves **MOVED** to closed the nominations for Clerk. A. Stirna seconded the motion. Discussion: none. The motion **carried** by unanimous vote.

W. Kosturko is the Clerk.

The officers for 2025-27 are:

Chair: Annie Stirna
Vice Chair: Marcel Couture
Clerk: William Kosturko

December 9, 2025 Letter from the Parmelee Committee

A. Stirna distributed the informational letter from the Committee to the BOF prior to the meeting. There was no discussion.

4. Reports

a. First Selectman Eric Couture

1. Fuel Assistance

E. Couture gave an overview of the program for 25/26

2. Capital Projects

E. Couture gave status updates on the Fire Company Building, PFAS at Killingworth Elementary School and the baseball field.

3. Connecticut Conference of Municipalities (CCM)

E. Couture advised there is a new economic development group, CMDA, that he is investigating to see if Killingworth will qualify to join based on the Town's location.

4. High School Feasibility Study. E. Couture is now a member of the Committee.
- b. Finance Director, Regina Regolo
 - a. Her December 2025 Report was distributed prior to the meeting.
 - b. She gave S. Reeps and J. Mancini their BOF Handbook.
 - c. She updated the Board on the status of the new OpenGov and ClearGov software programs.
- c. Tax Collector, Abigail Albrecht.
 - a. Her Report was distributed prior to the meeting. There were no inquiries.

2026 Calendar of Meetings

W. Kosturko **MOVED** to adopt, as presented, the 2026 Meeting Calendar. M. Couture seconded the motion. Discussion: none. The motion **carried** by unanimous vote.

6. Parmelee Farm Pre Budget Discussion-Peg Scofield

Peg Scofield was not present. A. Stirna gave an overview of the format of their budget.

7. Library Pre Budget Discussion-Chris Larsen

Chris Larsen was not present. A. Stirna gave an overview of the format of their budget.

8. Approval of Meeting Minutes

- a. November 11, 2025 Regular Meeting. M. Couture suggested two changes to No. 8 – Annual Reports
 - Change FY 22/23 to 23/24 and
 - Change FY23/24 to 24/25

M. Couture **MOVED** to approve the November 11, 2025 Regular Meeting with the following changes:

- Change FY 22/23 to 23/24 and
- Change FY23/24 to 24/25

W. Kosturko seconded the motion. Discussion: none. Voting in favor: M. Couture, W. Kosturko and A. Stirna. Opposed: none. Abstentions: none. The motion **carried**, 3-0-0. S. Reeps and J. Mancini were not eligible to vote.

- b. September 9, 2025 Regular Meeting and
September 24 Special Meeting

M. Couture **MOVED** to accept and approve, as presented, the Minutes of the September 9, 2025 Regular Meeting and the September 24, 2025 Special Meeting. W. Kosturko seconded the motion. Discussion: none. Voting in favor: M. Couture, W. Kosturko and A. Stirna. Opposed: none. Abstentions: none. The motion **carried**, 3-0-0. S. Reeps and J. Mancini were not eligible to vote.

9. RSD17 and Master Plan Discussion, ADM Enrollment

No discussion.

10. ARPA Funds

No discussion.

11. Discussion of current annual report and future formatting plans and approval of ABCO, The Paper Man invoice

M. Couture gave a status on the FY 24/25 Report.

J. Mancini **MOVED** to accept and approve Invoice No. 34436, dated December 4, 2025, in the amount of \$212.50 from ABCO the Paperman. M. Couture seconded the motion. Discussion: none. The motion **carried** by unanimous vote.

12. Budget Timeline

A. Stirna noted that the budget workshops are generally held on Tuesdays and Thursdays starting at 6:00 P.M. and ending at 9:00 P.M. She will forward general information on the process

13. Additions to agenda

None at this time.

14. Bill

a. Sherry-minutes

J. Mancini **MOVED** to accept and approve the invoice from Sherry Lee Hynes for her October/November Clerical Hours in the amount of \$85.28. M. Couture seconded the motion. Discussion: none. The motion **carried**

by unanimous vote. unanimous vote.

There being no further business, A. Stirna **ADJOURNED** the meeting at 8:52 P.M. The next Regular meeting will be on Tuesday, January 13, 2026.

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, Admin Asst
Abigail Albrecht, Tax Collector
Donna Dupuis, Town Treasurer