

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

MINUTES
Regular Meeting
July 12, 2022

Chairman Robert Rimmer called the July 12, 2022 Regular Monthly Meeting of the Board of Finance of the Town of Killingworth to order at 7:03 P.M.

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

Members absent: None.

Also present: First Selectwoman Nancy Gorski, Finance Director Regina Regolo Secretary Sherry Lee Hynes and members of the public.

Visitors

Pickle Ball Rolling Nets. Three residents asked the Board for three rolling nets for pickle ball to be used on the tennis courts at Sheldon Field at the cost of \$400 to \$1,000 each. Currently they have two donated nets, which are kept in a locked box at the field. Both are in disrepair, and have to be assembled and disassembled yearly. They pointed out that area towns provide the nets and also have dedicated pickle ball courts and inquired why this was not the case in Killingworth. They have approached the Killingworth Park and Recreation Department, the H-K Recreation Department and the Senior Group for the rolling nets with no success as there were no funds in the current budgets for these. It was noted by First Selectwoman Gorski, with input from Finance Director Regolo that the teams pay for the tennis courts. There are no pickle ball teams in Killingworth. They have been told that H-K Recreation runs the park and recreation fields and Killingworth Park and Recreation maintains the fields within Killingworth. They also approached the senior organization and were told there was no funds available for the nets.

O'Neill stepped out of the meeting at 7:18 P.M. and returned at 7:20 P.M.

The availability of pickle ball to the seniors is invaluable for exercise for health/mobility concerns. Younger people and children are also using the courts for pickle ball. Pickle ball is a sport that is presented to students in the school system. Currently, the Town of Madison in-door courts in the winter are available to Killingworth residents on a limited basis whenever they are not in use by Madison residents. Pickle ball is played year round.

BOF Minutes
Regular Monthly Meeting
July 12, 2022

Chairman Rimmer, with input from Finance Director Regolo, explained the procedure for an expense request to be brought before the Board of Finance. It was suggested that the residents again approach the individual boards and the seniors' group, to request the nets and courts be considered during their operating and capital budget request preparations for next year.

Minutes: June 14, 2022 Regular Meeting. Stirna **MOVED** to accept and approve as presented the Minutes of the June 14, 2022 Regular Meeting. Couture seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, Amatrudo, O'Neill and Stirna. Opposed: none. Abstention: O'Brien. The motion **carried** 5-0-1.

First Selectwoman Nancy Gorski spoke about:

FY22/23 Road Projects. Overruns are anticipated due to the increasing costs of materials. The Board of Selectmen has told the Department to proceed with the three approved capital road projects now to help reduce the anticipated overruns.

Amatrudo stepped out at 7:27 P.M. and returned at 7:28 P.M.

As to ARPA Funds for the projects, Gorski with input from Financial Director Regolo spoke about their availability. BOF members raised concern for changing the Capital Plan as to approved capital road projects and led a discussion on same.

During this discussion, Amatrudo stepped out at 7:45 P.M. and returned at 7:51 P.M.

In connection with the above, Rimmer led a discussion of potential special meetings of the Board of Finance (BOF) in July and August for several items of concern, including road projects, ARPA Funding and a consultant for the Department of Public Works.

Public Works Consultant. Gorski advised that RFPs went out and they have had one response. The Selectmen acted favorably to send the expense request to the Board of Finance (BOF). If the BOF votes favorably on the expense for the consultant, the expense will have to go to town meeting.

Couture **MOVED** to add to the agenda, "Funding for Public Works Consultant to Town Meeting". O'Brien seconded the motion. Discussion: the setting of a precedent, should there be a special meeting of the Board of Finance for further discussion and discussion with First Selectman Gorski on a tentative date for a town meeting. Voting in favor: Couture and O'Brien. Opposed: Rimmer, O'Neil, Stirna and Amatrudo. Abstentions: none. The

motion **failed to carry**, 2-4-0. This request will be considered at the August 9, 2022 BOF Regular Monthly Meeting.

Youth and Family Services. Selectwoman Gorski is on the Interview Committee for the position of Director. An interview was scheduled for a new director; however, that candidate withdrew from consideration for the position. She anticipates a new candidate interview in the future. At the current time, there is only one non-certified employee in that department.

PFAS. Selectwoman Gorski gave an update on the remediation plan for Killingworth Elementary School and available funding.

Regina Regolo, Director of Finance

June Financial Report. The Financial Report for June was delayed due to the closing of the fiscal year.

Budget FY21/22. She spoke about preliminary projections and anticipated large overruns with several major budgets which will need to go to town meeting for approval. She suggested a reminder be sent out to agencies, boards and commissions on the procedure to follow for overruns as set forth in the Town Charter.

Interim Budget Reviews. Rimmer will invite representatives from the Parmelee Farm Board of Directors to the September 8, 2022 Regular Monthly Meeting as well as the new fire chief.

Use of Budgeted Funds and Bidding Procedures. In a response to concerns raised by some members of the BOF, Rimmer created a BOF subcommittee and appointed Amatrudo, Stirna and O'Neill to the Committee. Amatrudo was appointed the Committee chairman.

Electronic Budgeting System. A special meeting of the Board of Finance may be called to discuss this.

Status: June 30, 2022 Audit. There was a general discussion on the general fund balance.

ARPA Funds. A new page for this has been added to the monthly financial report.

FY22/23 Road Projects. See discussion above.

Report: Consideration of Minimum Fund Balance Policy. Director of Finance Regolo expressed her preliminary thoughts as to the setting of this

policy. A discussion followed and further research is needed to see if this should be a policy or be added to the town charter.

RSD #17

Operating Budget Review. Annie Stirna noted that in the new budget, the Pre-K Special Needs Program has been reduced to two days a week.

Educational Facilities Assessment. Tabled for further review by BOF members. It was pointed out by Annie Stirna that not one school is ADA compliant and there appears to be no mention of bringing them into compliance in the plan.

Youth and Family Services. The service is located at a RSD #17 facility. See Selectwoman's Report. The Board is actively seeking candidates to fill vacancies. The Board of Directors, along with other invitees, will be invited to a special meeting of the Board of Finance, the date and time to be determined.

Return to RSD #17

H-K Recreation Department. Annie Stirna pointed out that a child enrolled in a program taking place at a facility, was asked to leave a program because the program could not accommodate the child's ADA needs.

Invoice. Couture **MOVED** to accept and approve for payment the Invoice of Sherry Lee Hynes for her June 2022 Clerical Hours in the amount of \$106.44. Stirna seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, Amatrudo, O'Brian, O'Neill, and, Stirna. Opposed: none. Abstention: O'Brien. The motion **carried**, 6-0-0.

Status: 2019/2020 and 2020/2021 Annual Reports. Rimmer is waiting for a report from the Municipal Agent. He contacted the company that did the formatting for the last annual report. The charge will be \$40 per hour. By consensus BOF Members directed Rimmer to have the company do the formatting. Photographs are needed for the front covers of the reports. BOF members were asked to submit or make suggestions for photographs to Rimmer for consideration.

Additions to Next Meeting Agenda:

July 28, 2022 BOF Special Meeting. A special meeting was tentatively set up for Thursday, July 28, 2022 at 7:00 P.M. The location, agenda and invitees to be determined.

August 11, 2022 Regular Monthly Meeting. Cancelled by Rimmer.

BOF Minutes
Regular Monthly Meeting
July 12, 2022

There being no further business, Rimmer **adjourned** the meeting at 9:04 P.M.

Respectfully submitted,
Sherry Lee Hynes
Sherry Lee Hynes, Secretary

E-mailed: Town Clerk
Board of Selectmen
Board of Finance
Regina Regolo, Director of Finance
Elizabeth Disbrow, Administrative Assistant
Michele Nuhn, Tax Collector
Donna Dupuis, Town Treasurer