

MINUTES: REGULAR MEETING OF THE BOARD OF SELECTMEN

Monday, October 24, 2022 at 7:00 p.m. via GoToMeeting

In attendance: N. Gorski, L. Annino, Jr., J. Young

Visitors: K. Zandi, R. Darin, R. Regolo, D. Offner, E. Blewett, E. Unger, E. Nunes, J. Vece, J. Gay, E. Unger, E. Nunes, K. Emerson, R. Pleines, S. Lester, T. Hajek

1. The meeting was called to order at 7:00 p.m.
2. The Pledge of Allegiance was recited.
3. Public Comment
Fire Commissioner Don Offner expressed appreciation for the contributions of Rick Darin upon his acceptance of the nomination as KVFC Chief of Department.

4. Approval of minutes
Gorski moved to approve the minutes of the Monday, October 10, 2022 regular meeting of the Board of Selectmen as written/amended as follows:

- Under Appointments: Change “Conversation” to “Conservation”
- Under Selectmen comments: Change “putting a generator in the Library” to “considering putting a generator in the Library”,
- Under First Selectmen’s comments – last paragraph: change “has agreed to” to “was agreed to”
- Under Budget Reports: change “flat” to “at budget”

The motion, seconded by Annino, passed [3-0-0]

5. Refunds
Gorski moved to approve the following refunds, all for overpayment, and allow them to follow their normal course. The motion, seconded by Young, passed [3-0-0]

- Toyota Lease Trust 20 Commerce Way \$205.07 Overpaid COC#10638S
- John R. Raccio Jr. 44 Beech Tree Rdg \$25.08 Overpaid BAA#10676M
- John R. Raccio Jr. 44 Beech Tree Rdg \$19.97 Overpaid BAA#10677M
- Anthony J. Duva Jr. 83 Blueberry Hill Reserve \$26.94 Overpaid BAA#10673M
- Daimler Trust 14372 Heritage Parkway \$569.63 Overpaid COC#10680M

6. Appointments
Gorski moved to appoint Douglas G. Schueler (D) to the Traffic Safety Committee
The motion, seconded by Annino, passed [3-0-0]

Mr. Schueler was recommended by the Democratic Town Committee. Gorski will contact members and set up initial meeting.

7. Department reports

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A. Board of Education liaison Kathy Zandi reported on the following:

- Cougar Pride Alex Lara drawing wins Congressional District Art Competition
- Food Services
- Fiscal Department
- Class Rank: there was discussion about the decision to remove class rank and the research around the GPA distribution model. Zandi recommended watching the recording of the September meeting.
- Highschool Air Conditioning Project
- KES/BES Air Conditioning Project
- KES/BES Lighting Project
- Member Update: Brenda Buzzi resignation
- Website: rsd17.org

Gorski noted that the BOS will coordinate community service hours for HK students interested in leaf removal and snow shoveling for seniors in town. She also asked for an update on the Administrators' union contract. Zandi will report back.

B. KVFC Quarterly Report

Chief Darin acknowledged the contributions of the KVFC on its 70th year, and renewed the KVFC's commitment to quarterly updates, with the addition of regular updates on overall activities. Recognizing the excellent service of new accountant Kerry Emerson and treasurer Sean Lester, he noted that they have reported that things are on track. Darin noted a need to plan/budget for contingencies, and a announced plan for an energy audit to gain efficiencies.

There was brief discussion about the budgeted \$500,000 for firehouse building activities. A new building committee, chaired by Bill Wright, will review old concept drawings, then will assess and report back to BOS

Young asked about the mission of the new committee. Darin explained the intention to review the concepts and determine if they are sufficient to take the project forward. Young asked that consideration be made of the costs of certain activities like access to water, equipment storage during the construction/transition, etc. Darin assured the selectmen that these and other factors are being addressed by the committee. The Committee may report back as soon as November. He added that they are considering new fire management software products for QuickBooks, managing department activities, quarterly training, and certification of volunteers.

In closing, Darin stated that after 45 years, he has a new appreciation for the role of chief, which involves not only daily management of the company but also being available for calls. He emphasized the magnitude of responsibility the KVFC places on its officers, and recapped recent serious events and current concerns.

All three selectmen offered sincere gratitude and appreciation of the work that Darin and the KVFC do for the town.

8. Budget report

Regolo note that she is preparing worksheets for next budget year and that the current audit is close to completion. A preliminary presentation to BOF is expected in November.

9. New Business

A. Charter Revision Commission Update

Chair Kathy Zandi gave this first Commission progress report and thanked the members for their extensive contributions. She explained that there are 25 meetings scheduled before recommendations are due next spring. She emphasized two points:

1. The commission is charged with making recommendations, which then go to BOS, then to ballot
2. Final changes are subject to attorney review before ballot

- Items are prioritized so that the most important charter updates are certain to be addressed before the deadline.
- The town website will be updated to show a running list of current motions, meeting minutes and agendas
- Working groups have been formed to address individual topics and report back
- Public comment is encouraged, and will be taken by email. Submissions can be made to charterrevision@townofkillingworth.com or in person at Town Hall.

Young asked that Zandi make sure that Casey Jacob, who is documenting all updates, uses the correct version, as there appears to be some discrepancy (regarding capitalization) between the codified version and some other versions currently in use.

Nancy went over timeline with town attorney: once the Charter goes to BOS in spring, it next goes to public hearing, then to referendum. BOS needs to formally resolve a deadline for the draft report. There was brief discussion about whether that timeline was achievable. Zandi said that they will get as much as they can done by the statutory deadline. Other updates can be addressed in a future charter revision cycle.

Gorski moved the following resolution:

RESOLUTION: The Charter Revision Commission shall submit its draft report to the town clerk's office by March 10, 2023. The motion seconded by Annino, passed unanimously [3-0-0]

B. Open Bids: Sand Bid

Three sealed bids were opened on camera. 3 sample buckets were received to the selectmen's office. Bid results:

- | | | |
|---------------------------------|-----------------------|---------|
| • Seashore construction Company | Price per Cubic Yard: | \$21.90 |
| • Lombardi /Bove Brothers | Price per Cubic Yard: | \$32.94 |
| • Indian River | Price per Cubic Yard: | \$20.48 |

Gorski recommended that the road foreman evaluate the sand samples provided. Annino agreed, and noted that the high bid can be set aside.

Gorski moved to accept the bid for Screened Sand for Snow and Ice Removal from either Seashore Construction or Indian River, based on the recommendation of Public Works. The motion, seconded by Annino, passed [3-0-0].

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C. 2023 Meeting Schedule

Draft 2023 meeting schedule was distributed for consideration. There was brief discussion about the plan for February budget discussions. Gorski is open to holding a budget workshop on a Saturday to complete a top-down review of the budget prior to inviting departments for discussion. No action was taken.

D. Call to Town Meeting

Gorski moved to approve the following call to town meeting on Monday, November 28, 2022 at 7:00 PM. The motion was seconded by Annino.

Two items were reviewed. Gorski explained that Item 1 deals with an expenditure billed in one year, for a job executed in another. Item 2 references the amended and restated Defined Benefit Pension plan for the KAA and KVFC. Young questioned whether this board voted on making the pension plan retroactive to July 1, 2021. There was discussion.

Annino said that regardless of whether it is legal for the BOS to make the plan retroactive, and whether the BOS voted to that effect, it will be up to the taxpayers to decide whether to support it.

Town counsel will be consulted. **Motion passed [3-0-0]**

LEGAL NOTICE
TOWN OF KILLINGWORTH

The Electors of the Town of Killingworth and all those qualified to vote in meetings of said Town are hereby notified and warned that a Special Town Meeting will be held in the Emergency Operation Center on November 28, 2022 at 7:00 PM to consider and act upon the following items of business:

1. To approve a capital expenditure of \$400,309.04 for chip sealing for the fiscal year ending June 30, 2022 to be funded by the general fund balance.

2. To accept the amended and restated Defined Benefit Pension Plan for the Killingworth Ambulance Association and the Killingworth Volunteer Fire Company effective July 1, 2021 of copy of which is available for view on the town's website and in the town clerk's office.

Dated at Killingworth, Connecticut this 24th day of October 2022.

10. Old Business

A. Parmelee Lease

Town counsel Tycz has provided an updated KHS Barn Lease and an amendment to the Two-Bay Garage Lease including the Corn Crib. He indicated language that the lease cannot be assigned to anyone else is already included. Two copies of each lease will be executed, one for KHS and the other for Killingworth Land Records.

Gorski moved to approve for execution the KHS Barn Lease and the Two-Bay Garage Lease (including the corn crib) as submitted. The motion, seconded by Young, passed [3-0-0].

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B. KAA/KVFC Pension Plan

The KAA/KVFC Pension Plan was updated by the pension attorney and the current draft was distributed. One minor correction is pending regarding removing the term Trustee, but it is ready to go to town meeting for approval. Next steps include to have the actuary develop a plan summary document, and confirming the effective date.

C. PFAS Update

Gorski asked the selectmen to set aside Friday Nov 4th at 11:00 for a meeting with DPH and DEEP to review the data analysis of the samples collected at town campus and KES. Gorski is hoping to assemble John Mercier from KES, the KVFC, a representative from the BOE, and the RSD 17 superintendent. The public comment period for Drinking Water State Revolving Fund applications has begun and a public hearing is scheduled for November 22nd at 10 a.m.

D. Status of RFPs

Gorski reported on the status of the following pending RFP packages:

- Consultant Services for DPW – Next Steps

Decided to go back to sole bidder with a plan for a reduced scope for a revised quote

- Custodial Services – Final changes are being reviewed.
- Online Permitting Software – Draft was distributed
- Online Budgeting Software – Draft was distributed
- Barn Repair and Paint – Not Started Whether to combine or separate these was briefly discussed. Gorski recommends that the small shed also be included in these projects.
- Town Hall Modulars Replacement – Not Started
A simplified plan for functional needs assessment, design and construction is being considered.

E. Fair Rent Commission

Gorski moved to charge a Fair Rent Commission as described in Article V, Fair Rent Commission, §§ 15-14 through 15-16 The motion was seconded by Annino. The motion passed [3-0-0]

Gorski moved to appoint Graig Judge to the Fair Rent Commission. The motion failed for lack of a second. Annino stated that he would prefer to vote on a full slate of candidates. Young concurred.

F. Town Website Update

The updated website is ready for BOS review. Gorski expressed kudos to Dawn and Elizabeth for all of their work in preparation for the launch. She will send a link to a prototype to selectmen for review.

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11. Selectmen's comments : None

12. First Selectman's comments

A. Gorski noted that the roll-off truck requires a suspension repair. The 2006 truck is due for replacement in 2026. The quote came in at \$17K. Discussion of repair of this truck vs. outsourcing hauling followed.

B. Gorski congratulated assistant assessor Shauna Ham on passing the assessor's examination.

The meeting adjourned at 8:12 p.m.

Respectfully submitted by Elizabeth Doyle Disbrow on 10/27/2022.