



TOWN OF KILLINGWORTH

AGENDA

REGULAR MEETING OF THE BOARD OF SELECTMEN

Monday, March 13, 2023 7:00 P.M.

Killingworth Town Office Building

1. Call to Order
2. Pledge of Allegiance
3. Public comment
4. Approval of minutes
5. Refunds and abatements
6. Department Reports
7. Appointments
 - A. Committee on Aging
 - B. Inland Wetlands and Watercourses Enforcement Officer
 - C. Assessor
8. Budget Report
9. New Business
 - A. Textile Recycling
 - B. Contractor RFP
 - C. Fire Station 1 RFP
 - D. Charter Revision
10. Old Business
 - A. Stakeholders - Opioid Issue Plan Development
 - B. PFAS Update
11. Selectmen's comments
12. First Selectman's comments
13. Adjournment


Nancy Gorski

**Town of Killingworth
Minutes
Special Meeting of the Board of Selectmen
Monday, February 27, 2023**

**Members Present – N Gorski, J. Young and L Annino
Visitors Present – R Regolo**

Meeting called to order at 6:04 PM.

Gorski distributed and presented the second draft of the operating and capital budget. Gorski confirmed that the assessors will attend tomorrow's special meeting to discuss their request.

There are special meetings scheduled for tomorrow, Tuesday February 28th at 6 p.m. to be held remotely and Wednesday, March 1st at 6 p.m. The Assessor's office will attend Tuesday's meeting and the Killingworth Library will attend Wednesday's. HK Youth and Family Services, the Fire Company and IT contractors – CT Computer and Sydell Associates have yet to be scheduled.

The board considered making several changes including a reduction in the Selectman's mileage from \$1,200 to \$600; a reduction in the Emergency Management budget from \$10,000 to \$6,000; the funding for the residential PFAS filtration systems. The proposed reductions to Selectman's mileage and Emergency Management are based on historical data as well as conservative projection for 23/24. The residential PFAS filtration system will be presented in budget narrative and not funded as this time as there are many unanswered questions with regard to anticipated costs, responsibility and funding sources.

There was a lengthy review of the assessor's current operations and staffing levels and well as the proposed changes for the coming year.

Gorski reminded the board that they will present the budget to the Board of Finance at their regular meeting scheduled for March 14, 2023 and that the Superintendent's Budget presentation to the boards of selectmen and boards of finance from Haddam and Killingworth will be held Thursday, March 9th at 6 p.m. at the middle school.

Gorski declared that there being no further business, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

**Nancy Gorski
Acting Recording Secretary**

MINUTES
REGULAR MEETING OF THE BOARD OF SELECTMEN
Monday, February 27, 2023 at 7:00 p.m.
Killingworth Town Hall

BOS Members in Attendance: First Selectman, Nancy Gorski, and Selectmen, Jamie Young and Louis Annino, Jr.

BOS Members Absent: None.

Visitors: G. Annino, L. Lefko, E. Blewett, J. Gay, E. Unger, R. Pleiness, J. Waterbury, C. Sawlleg, J. Burr, C. Jacob, J. Doe, D. Torre, B. Tobleman, L. Heinous, E. Perley, L. Perley, J. D. Callahan, E. Nunes, E. Merolla, J. Favalora, B. Goetsch, S. Papoosha, J. Duffield, B. Burley and J. Sciascia

Pledge of Allegiance: The Pledge of Allegiance was recited.

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

Public Comment:

Eileen Unger read her comments into the record:

“My name is Eileen Unger. I reside here in Killingworth. Most of you know me and of the many community-related things that I have been involved with, from my Covid vaccination efforts to my many donations of time and talent to civic organizations, including events thrown by both political town committees. I believe you would be hard-pressed to state that I have anything but the town's - and by extension, Its residents' - best interests at heart.

That being said, I am very dismayed and more than a bit taken aback by the tone of the last Board of Selectmen meeting, some of which I was present for and the rest of which I was able to view via video. Within the first seven minutes of this meeting we had devolved Into shouting and accusations that are unacceptable in polite society. And this is, unfortunately, not the first time.

As you are aware, I am married to Richard Pleines, who previously served as building official for our town. Richard stepped back into this role on top of his full time job in another town when the building official who held an interim position that went against state statute was deemed not acceptable to be appointed in an official capacity for another four years. Richard did this to help the town out on what was supposed to be a temporary basis. Due to the shortage of licensed building officials currently in the state of Connecticut, the part-time

nature of the job and our lack of any providing any incentives outside of salary, the long advertised position was not generating interest from anyone else with the necessary qualifications. I remind you that the position was advertised in the OEDM and even on the bulletin board here in town hall for over a year. I also remind you that the conditions and terms of Richard's temporary employment were discussed at every board of selectmen meeting for the past few months. Claims by the selectmen that you were unaware that this 180-day term was up is either patently false or shows a distinct lack of attention being paid to what is actually discussed at these meetings.

Let me tell you a little bit about Rich. He went back to school for the first time since his late teens at age 55, working a 40 hour week and attending classes two to three days a week with homework every night- and not only did he succeed but succeeded with very high scores on his tests, becoming licensed first as an assistant building official, followed quickly by licensure as a building official. This, in itself, is something to be admired. He was hired by our town and worked constantly through the pandemic, risking his health and in turn mine, In order to serve the residents of our town. Upon taking a full-time job with the town of Clinton, he continued to serve Killingworth on a part-time basis until his replacement could be named and brought up to speed. When, a year-plus later, that replacement was no longer adequately serving the town in his role, Richard once again stepped up to the plate - much to my dismay and against my wishes - to serve the residents of a town that he is so proud to call home.

Richard and I have given up our time together, our summer and fall afternoon and weekend plans with our friends and family, Rich's coveted time on his sailboat, and many lucrative construction projects, so that he could step in when the town needed him to fill a position that is not only a state mandated position, but one where the life/safety of the buildings and residents of our town is paramount. And he - and we did so without complaint. Richard does nothing halfway and he is committed to the residents of this town, often going above and far beyond the duties and hours of employment to make sure that everyone gets timely inspections, responses, etc. It is not unusual for him to run out to an inspection at 7:00 am before a full day of work and an evening of local inspections, or to go out on a Saturday or Sunday so that a resident can get their wood stove operable and legal before a cold spell. If there is a fire, the firemen know they can call Rich and he will drop everything and be there to insure that the homeowner or business owner is safe to reenter and remain in their homes. Ask town hall employees, residents and local contractors their impressions of Richard - I guarantee every one of them will give him a rousing endorsement. Understand that this is not about reversing your decision - Richard is not looking for that. However, the very least you owe Richard at this point is a thank you for his service. The right thing to do would be a very public apology for your utter disrespect.

Killingworth is a small town with a population of approximately 6,000 people, our friends

and neighbors, who have elected you to represent their best interests, everyone's best interests, not just the interests of those whom you have aligning political or social views. Your salaries, regardless of size, are paid with tax-payer dollars, tax-payer dollars from every resident. Killingworth functions well and is a wonderful place to live, raise children or operate a small business and much of this is due to the hard work and efforts of its residents whether they hold elected positions, volunteer their time to serve on numerous committees or commit their time, money and talent to the many different organizations/groups that operate here in town.

Why on earth would anyone choose to volunteer their time and talent, paid or unpaid, only to subject themselves to a screaming and condescending selectman? Why would any choose to volunteer their time and talent to potentially be accused of 'holding the town hostage'? This unacceptable behavior will be the true downfall of volunteerism in this small town.

Ms. Young, you are an attorney, as you take every opportunity to remind us during these meetings, and as such you are fully aware of the import of the rule of law and the importance of state statute. To openly suggest that the town do something that is clearly against state statute and to encourage an Individual who holds an official license issued from that state, and who has sworn an oath to uphold those laws as pertains to his job - much like your oath to the bar- to also go against statute is reprehensible. To use the previous administration's bad behavior to excuse continued bad behavior is simply outrageous. Mr. Annino, you too know better and I am extremely disappointed that you chose to go along with this."

Eileen Blweett spoke of her concerns with how the BOS at their last meeting chose to put a plan in place which went against State Statutes. This potential plan could have, if Mr. Pleines accepted the position, jeopardized his Building Official License.

Jen Favalora, Interim Executive Director at Haddam Killingworth Youth and Family Services, spoke about the coalition meetings currently taking place. Their Mission is about the youth, their families and their communities both to Haddam and Killingworth working with prevention and mental health services. There are currently two members of Killingworth on the Y&FS Board and they are seeking more assistance. Jen met with First Selectman Gorski about the Opioid Distribution Settlement Funds that have benefited Killingworth. Jen advised that the State Advisory Board was just formed, and not meeting until March 15th, and she spoke about how there are always mandates that they have to follow and appreciates the work to have all stakeholders involved. Jen wanted to mention this before the Opioid Settlement funds money are spent and/or donated, that consideration is given to the fact that there will be requirements that happen first. She suggested the Town create a comprehensive plan in stages that might be in the best interest for the Town of Killingworth.

Bill Burley stated how he is in agreement with what Eileen Unges commented on and also had his own concerns with the BOS going against State Statutes when Mr. Pleines was willing to fill the Building Official position.

Approval of Minutes:

Motion #1 - Selectman Young *Moved* and Selectman Annino *Seconded* a motion to approve the Minutes from the Regular Meeting of the Board of Selectmen held on Monday, February 13, 2023 as amended:

Motion unanimously passed [3-0-0].

Corrections are as follows:

1. *Under Item E. - KAA/ARPA Request - In the second sentence from the bottom, delete the word "arpha" and replace it with "ARPA"*
2. *In Page 2, Motion #4, Under Discussion in the last sentence delete "would be able to hire" and replace it with "could be supported by" and delete "the same" and replace it with "full time". It should now read: "Selectman Annino inquired whether or not the Town could be supported by a Building Official who works a full time position in a neighboring town."*

Discussion took place regarding Page 3 of the Minutes, Under Appointments - Selectman Young clarified with First Selectman Gorski that Thomas Hogarty held a position on the RiverCog Regional Housing Committee prior to stepping down since at the last meeting it was stated that he was never sworn in. First Selectman Gorski confirmed that he did hold a position. Selectman Young also clarified that the name of the Committee is, in fact, the RiverCog Regional Housing Committee to which Gorski confirmed that it was. First Selectman Gorski will provide more information under the report for Appointments.

Motion #2 - First Selectman Gorski *Moved* to approve the Minutes from the Special Meeting of the Board of Selectmen that was held on February 22, 2023 as presented.

Motion unanimously passed [3-0-0].

Refunds and Abatements:

Motion #3- First Selectman Gorski *Moved* and First Selectman Annino *Seconded* a motion to approve the following Refunds and Abatements, all for overpayment, and allow them to follow their normal course as presented below:

Motion unanimously passed [3-0-0].

<u>Name</u>	<u>Address</u>	<u>Amount</u>	<u>Reason</u>
1. Chery Dickson or	16 Cedar Drive	\$239.40	Overpaid COC#10789M

Erik Toman
2. USB Leasing LT 1850 Osborn Ave \$402.73 Overpaid COC#10788M

Appointments:

Committee on Aging - First Selectman Gorski stated that she received appointments from the KDTC but would like to *Table* this item until the next BOS meeting so she can receive additional appointments from the KRTC as well so the BOS can appoint everyone at the same time.

Motion #4 - First Selectman Gorski *Moved* and Selectman Annino *Seconded* a motion to appoint John F. Mancini (Republican) to the Open Space Committee.

Motion unanimously passed [3-0-0].

Motion #5 - First Selectman Gorski *Moved* and Selectman Annino *Seconded* a motion to appoint David J. Cutillo (Republican) to the Open Space Committee.

Motion unanimously passed [3-0-0].

First Selectman Gorski spoke about how RiverCog coordinates several Regional Plans and Committees. RiverCog Bylaws state each municipality can appoint one representative and an alternate. Majority representation doesn't apply here. First Selectman Gorski gave an example of such and stated Tom Hogarty was serving in that capacity on the Alternative Housing Plan. RiverCog inquired whether or not Mr. Hogarty was going to re-up this year to which he respectively declined.

Motion #6 - First Selectman Gorski *Moved* and Selectman Annino *Seconded* a motion to appoint Richard Pleines to the RiverCog Regional Housing Plan Committee.

Motion unanimously passed [3-0-0].

Department Reports:

Budget Report:

First Selectman Gorski stated how they are in the midst of Budget Season. There were no questions from the BOS regarding the Budget Report.

New Business:

A. Town Hall Emergency Repairs

First Selectman Gorski spoke about repairs that need to be addressed, specifically, the leaks and water damage in numerous locations of the Town Office Building estimated costs of repairs of approximately \$75,000. Gorski recommended following the normal process, with going out to RFP. She also needs to go to the Board of Finance to address where the allocation of funds will come from and then this will go to Town meeting for approval. Selectman Annino noted that the BOS needs to do a more comprehensive job and find a different approach to maintaining the assets of the Town and addressing items that are broken as soon as possible, while they are at an affordable stage versus waiting down the road.

B. Stakeholders - Opioid Issue Plan Development

First Selectman Gorski spoke about receiving an email from Journey Home Recovery Living looking to meet to develop an intervention prevention plan. Their goal is to develop an engaging program of outreach services that meet expectations once the initial development and implementation is executed that gives sustainable and measurable results. They are looking for suggestions from key stakeholders in this process. Board of Education Representative Kathy Zandi recommended Jeffrey Wihbey and First Selectman Gorski recommended Jen Favalora. Gorski is seeking Stakeholder recommendations from Selectmen Young and Annino and then will make arrangements to hold a special meeting.

New Business:

C. Through-town event: Pedal for Pies:

Motion #7 - Selectman Young *Moved* and Selectman Annino *Seconded* a motion to approve the Pedal for Pies through-town event scheduled on Saturday, May 13, 2023.

Motion unanimously passed [3-0-0].

Old Business:

A. KVFC List of Full Active Members in Good Standing

First Selectman Gorski received the executed letter from the KVFC along with the KVFC list of requirements that allows a full active member in good standing.

The below motion was *Tabled* at the February 13, 2023 BOS meeting and First Selectman Gorski picked the motion up from the Table for a vote:

First Selectman Gorski *Moved* and Selectman Annino *Seconded* a motion to approve the Killingworth Ambulance Association List of Full Active Members in Good Standing as of December 31, 2022.

Motion unanimously passed [3-0-0].

Eric Auer Park:

Jim Duffield, from Park and Rec, gave an update on Eric Auer Park. He reviewed the number of fields and number of user groups that utilize the fields in Haddam and Killingworth and noted that building a full size baseball field would not be beneficial to the town since very few teams would utilize it going forward. Further discussion regarding field usage took place in length.

Selectman Annino stated that this is not about a specific sport; rather it is about following the process, and is concerned that there was an initial plan put forward circa 2016, where the Jack Ahearn Field was taken out of Sheldon Park with the condition that the next stage of plan would be to replace that field. It was memorialized in the grant application that went into the Capital Plan that goes before the taxpayers

to vote on, presenting a baseball field to be built at the park. Selectman Annino stated if we don't have the funds to move forward on that specific plan then it's the obligation of the BOS to go back to the taxpayers and advise that a different path is being considered.

Selectman Young inquired about how they would present this information to the Taxpayers at the Town Meeting. Gorski agreed that the process needed to be addressed first. Selectman Young suggested itemizing extra costs so the Baseball Community could know how much needs to be raised by fundraising etc.

Chris Smalley, Member of the Park and Rec Commission, spoke about the Building Fields process and what it would take to build this full sized baseball field (going out to bid for a design, relocation of stone walls, blasting, underdrains, moving of material, looking into the well). He stated that the original budget for this grant was put together 10 years ago and circumstances have greatly changed. Chris recommended sending the original conceptual plan out to a design group and they can come up with a bid package, receive the actual bids, and see what the costs are. He noted that the Park and Rec concerns are losing the \$500k grant money.

Selectman Annino suggested updating the application with a narrative reflecting it will be a baseball field, with an initial phased approach to utilize grant money and then raise additional funds to proceed with the finishing pieces of the baseball field. This would meet with the spirit of what was presented to the Town and then reserving the possibility of the Baseball field in the future. Further, Annino suggested having the baseball field designed, bid on and get the costs of what it will take to fund the full project.

First Selectman Gorski stated that Elizabeth Disbrow has been in touch with the State to advise them that they are actively pursuing the grant and are in the process of getting their paperwork. There is no deadline for submission as of right now.

C. APPA Policy Update:

First Selectman Gorski reviewed with Finance Director Regolo the Motion that was brought forth by Selectmen Annino and Young at their last BOS meeting regarding the APRA Policy. They went through the process and noted that they might need to tweak a form or two as they move forward.

The below motion was *Tabled* at the February 13, 2023 BOS meeting and First Selectman Gorski picked the motion up from the Table for a vote:

Selectman Annino *Moved* and Selectman Young *Seconded* a motion that effective 2/14/2023, The Town of Killingworth by action of the Board of Selectman establishes the following practice for approval, distribution, and reporting of American Rescue Plan Act (ARPA) funds. The Board of Selectmen shall

consider uses for such funding consistent with its current capital and operating budget practices. This shall include input from the various town operating departments and organizations as well as input from the community. Recommendations made to the Board of Selectmen shall include a written narrative and detailed rationale for the approval. This rationale shall be based on the eligible ARPA uses and key objectives or other criteria used for the recommendation. Those needs meeting the criteria of the ARPA shall be evaluated by the Board of Selectman for approval based on a priority assessment of overall town needs while considering the town's economic, social, facilities/infrastructure, and health needs. Also, while we are not bound to the designated uses of the ARPA funds, the Board of Selectmen may consider the overall spirit of the act and consider projects that fall outside of "general governmental services" subject to the following: Eligible uses: Responding to the public health emergency and the negative economic impacts of COVID-19; Replacement of loss revenue; Premium pay; Water and sewer infrastructure; and Broadband infrastructure. Treasury's key objectives: Fight the pandemic and support families and businesses struggling with its public health and economic impacts; Maintain vital public services, even amid declines in revenue resulting from the crisis; Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity. Support general government services. Recommendations for approved spending of ARPA funding shall be submitted by the Board of Selectmen to the Board of Finance consistent with and at the same time as the annual budgeting process. ARPA funds will be reflected in such submission as a "funding source" within the budget and spending will be accounted and tracked against the same partitioned funding source by the Town's Finance Director. The Board of Finance presents final recommendations at town meeting as part of the overall annual budget submission. As with all budgeted items, the town will consider ARPA projects as part of the town budget approval. Following approval at town meeting, the Finance Director shall, with the approval of the Board of Selectmen and the Town Treasurer, disburse the funds. The submission of appropriate supporting invoices and/or other documentation ensuring that funds are used in the intended manner will be required by the receiving organization prior to fund distribution. (These records are required to meet federal audit criteria). In addition to the above, the following shall also be required: Town bidding regulations will be followed as warranted. Finance Director shall provide to Boards of Selectmen and Finance, a monthly report of fund balance, approved projects, encumbered funds, transfers and interest earned. This can be part of an overall monthly budget report of town spending. Finance Director shall disclose this information as part of the town's annual report, Finance Director shall make the required annual reporting to the US Treasury of the disbursement of these funds.

Motion unanimously passed [3-0-0].

PFAS Update:

First Selectman Gorski spoke about how the Town's insurance carrier no longer covers environmental claims. Finance Director Regolo and First Selectman Gorski will be speaking with Joshua Kline, who is an insurance coverage specialist, and will update the BOS once this happens.

The PFAS Public Hearing was well attended and successful in communicating information to the public. First Selectman Gorski will be speaking with DPH on an investigation into whether the salt shed is

leaking into a residential well. She stated there is possibility of another opportunity for a drinking water State revolving fund and will submit an application for sodium remediation.

Selectman Annino asked for clarification on the history of the Town's Insurance claims, specifically, that there are insurance policies put in place for the Town and Fire Department for these types of reasons and stated that if the insurance companies don't want to pay for these types of claims that we need stand united and start advocating to the State representatives in order to get more resources in place other than from tax dollars.

Motion #8 - Selectman Young *Moved* and Selectman Annino *Seconded* a motion to add a second Public Comment onto the Agenda.

Motion unanimously passed [3-0-0].

Public Comment:

Lauren Perley, who represents the Baseball Community in Town, spoke of their support in building a full sized Baseball Field since that is what the grant money is being funded for.

Jascon Waterbury, President of the Haddam Little League, spoke about the importance of being included in the discussion about the Baseball Field. His recommendation would be to design the Baseball Field, and go out to bid to see the actual cost of the build and research other grants the Little League International could come up with, if more money is needed.

Laura Lelfko spoke about the Minutes of August 2019 when this grant was awarded when former First Selectman Iino received it, citing that the funds are no longer sufficient. She noted that if this goes to Town Meeting there is a possibility of the taxpayers voting it down. Laura further spoke about how we are expecting a large Budget increase of the RSD17 Board of Education and close to a 5% increase from the Town so there will be a good sized tax increase. Her position is that you do what you can do now and prepare for the future, build later.

Ed Merola recommended going out to bid to get actual numbers to build a Baseball Field. He appreciates the Park and Rec for what they do and also letting the kids in the Community use the fields. He suggested working together and getting better communication between everyone.

Brian Blair, Park and Rec Commission, spoke about how he feels the baseball field topic of discussion should go to Town Meeting for a vote since Jim Duffield has the number of the User Groups, and accurate information pointing in the direction of building a Multi Purpose Field versus a Baseball Field.

J.D. Callahan spoke on following the process of what the grant was designed for, working together and not changing the design without taxpayer approval.

Chris Smalley, Park and Rec Commission, spoke about designing something that fits in the budget since the Grant was written 10 years ago and it doesn't seem likely that it would work well today. He recommended getting the Grant signed, money funded and getting a design for the field.

First Selectman Gorski concluded Public Comment with a Summary noting a two phased project approach, and also noting the extensive amount of passion that has been put forth from the Park and Rec and Baseball Community. The taxpayers need to be aware of the possible changes to have thier input and design work needs to be done accompanied by numbers. The BOS will decide what the order of process is. All Community members are encouraged to come to the Park and Rec meetings to voice their concerns about the Multi Purpose Field/Baseball Field.

Selectmen's Comments:

Selectman Young Commented on:

- Suggested if the Fields were hard to maintain from a budgetary prescriptive to bring forward the items to the BOS for consideration since they are in budget season now. She appreciates the coaches and managers volunteering their time to make sure we have fields to play on for the kids.
- Thanked Mr. Pleines for his service and for all his hard work.
- Thanked First Selectman Gorski for organizing and putting together all the material related to PFAS hearing which was very well attended.

Selectman Annino commented on:

- Baseball Field - He stated how we are in a position and have an approved plan and need to proceed in the direction of the Baseball Field and continue to evaluate what the right thing to do is. He stressed the importance of figuring out what the baseball field will cost, and getting all that information including field maintenance costs and then making the decisions based on that.
- He commended First Selectman Gorski for all her hard work on PFAS. He emphasized to reach out to State Representatives to make your voices heard as a person who lives in Killingworth and as a taxpayer.
- He echoed Selectman Young's comments and thanked Richard Pleines for his fantastic work in Town.

First Selectman's Comments:

- She gave her sincere condolences to the Clifton Family on the loss of Mark who was a pillar in the Community. Mark volunteered his time as a Firefighter, and was also an EMT.
- She thanked Richard Pleines for all his hard work and stated the Town is lucky to have him.
- Mike Bekech's appointment is ending on March 31, 2023.

- Jen Favalora is looking to meet regarding the Budget and will be put on the schedule once the BOS has their Budget dates confirmed. She is also looking to meet regarding HKY&FS on a quarterly basis moving forward.
- Richard McManus, who is the Building Official in Durham, and is looking to retire and is interested in the Building Official position in Town. A meeting is set up on March 16th with him in the evening.
- She attended the first of many meetings to develop a RSD17 District Master Plan. They are requesting a Town representative to attend their meetings and stated if either Selectman Young or Annino is interested to please let her know. The next meeting is scheduled on March 16th at 5:30 p.m.

The Board of Selectmen went into Executive Session at 8:24 p.m.

A. Executive Session: Real Estate

The Board of Selectmen discussed a Real Estate Matter.

The Board of Selectmen came out of Executive Session at 8:39 p.m.

Adjournment: The meeting was adjourned at 8:39 p.m.

Respectfully Submitted,

Jamie Sciascia
Clerk

**Town of Killingworth
Minutes
Special Meeting of the Board of Selectmen
Monday, February 28, 2023**

Members Present – N Gorski, J. Young and L Annino

Visitors Present – M Bekech, S Ham, R Regolo, D Mooney, M O’Toole, M Nuhn, R Pleines

Meeting called to order at 6:03 PM.

Gorski reminded board that Killingworth Library will present their budget at tomorrow’s special meeting and that HK Youth & Family Services, the Fire Company, Registrar of Voters, and IT have not been scheduled. No other special meetings have been set. Gorski will reach out regarding future possible dates.

The current assessor, Michael Bekech provided the history and evolution of the current staffing along with a blueprint for the coming year. Shauna Ham, the town’s current assistant assessor, recently completed her certification. Currently the assistant assessor position is full time while the assessor position is part time. Bekech is looking to transition away from Killingworth into retirement but is willing to remain available during next year in whatever capacity makes sense to help ensure a smooth transition. There was discussion regarding the need for a clerk, assistant assessor and consultant and about the overall office coverage during business hours. Bekech explained that the ultimate goal would be to have a full time assessor and a part time clerk.

As the meeting was about to close, Gorski lost connection at approximately 7 p.m. Annino declared that there being no further business, the meeting was adjourned at 7:05 p.m.

Respectfully submitted,

**Nancy Gorski
Acting Recording Secretary**

**Town of Killingworth
Minutes
Special Meeting of the Board of Selectmen
Wednesday, March 1, 2023**

Members Present – N Gorski, J Young, L Annino

Visitors Present – B Sodergren, J O’Sullivan, H Perry, R Regolo

Meeting called to order at 6:06 PM.

Ben Sodergren, the new library director, Jan O’Sullivan library board treasurer and Holly Louise Perry, library board president presented the Killingworth Library Association’s request for 23/24 support.

O’Sullivan gave an overview of their operating budget as well the history behind the significant reduction in town support in fiscal year 22/23. The board asked to see actual expenditures to compare against the budget requests. O’Sullivan explained that this information is included in the monthly board minutes which are filed with the town clerk. The selectmen and the finance director asked to be added to the distribution list. The group discussed the various encumbered fund line items as well as the library’s endowment and endowment policies. O’Sullivan spoke of the on-going challenges with regard to lower income having lost the room rental from Middlesex Community College and the cancellation of the annual golf tournament during the height of the COVID outbreak.

Perry explained that the library board will be updating their strategic plan as many of the goals in the current plan have been achieved. The group discussed staffing levels, growth in demand for programs and activities in the post-COVID era, and their utilization statistics.

Gorski informed board that the town’s IT service provider, Tom Riggio from CT Comp and Larry Sypher from Sydell Associates will attend the special meeting on Monday, March 6th at 6 p.m. along with representatives from Youth & Family Services. This meeting will be held remotely. Gorski is waiting to hear from the Killingworth Volunteer Fire Company. She has filed agendas for remote meetings for both Wednesday March 8th and Friday March 10th in anticipation.

Gorski declared that there being no further business, the meeting was adjourned at 7:35 p.m.

Respectfully submitted,

**Nancy Gorski
Acting Recording Secretary**

**Town of Killingworth
Minutes
Special Meeting of the Board of Selectmen
Monday, March 6, 2023**

Members Present – N Gorski, J Young, L Annino

Visitors Present – T Riggio (CT Comp), L Sydell (Sydell Associates), K Emerson (HKYFS), J. Favalora (HKFYS), E. Blewett, R. Pleines, R. Regolo, E. Unger

Meeting called to order at 6:02 PM.

Riggio and Sydell presented the 23/24 IT budget. A discussion regarding cybersecurity took place. The town has taken the first step in protecting its assets through the introduction dual authentication. However, the town does need to consider adding policies to enforce protection, including adding text to the Personnel Manual to restrict the use of flash drives. Gorski inquired whether additional software poses additional security threats. Young requested a list of all of the software currently used by the town.

Emerson and Favalora present the HKYFS budget. HKYFS provided a detailed budget justification and a review of their 22/23 activities. The board is creating a long-term strategic plan. Gorski inquired about current staffing. The clinical department is seeing success, however, the caseload for one clinician is not sustainable and they will be seeking a per-diem clinician. They also have an opening for a prevention coordinator, a role that has been hard to fill. This position is funded by grant monies.

The BOS discussed the capital projects. Gorski commented on the mulch head attachment, a new request being raised in lieu of a snow blower attachment for the over the guard rail mower. Gorski also provided justification for the drainage swale. Drainage swales need to be added to the MYCIP. There was discussion on how to move forward with needed repairs to town hall. Annino suggested a facilities assessment be performed to recommend need repairs and their priority. The BOS discussed how best to fund this effort.

Gorski indicated there are two additional remote meetings this week. One is on Wednesday, March 8 at 6:00 PM, and another is on Friday, March 10 at 5:00 PM. Gorski is planning to have the Fire Chief attend one of those meetings. Gorski will add another special meeting on Monday, March 13 at 6:00 PM to finalize the budget.

Gorski declared that there being no further business, the meeting was adjourned at 7:35 p.m.

Respectfully submitted,

**Nancy Gorski
Acting Recording Secretary
March 7, 2023**

**Town of Killingworth
Minutes
Special Meeting of the Board of Selectmen
Wednesday, March 8, 2023**

Members Present – N Gorski, L Annino

Members Absent – J Young

Visitors Present – R Darin, R Regolo, W Tobelman, R Pleines, and E Blewett

Meeting called to order at 6:00 PM.

Fire Chief Rick Darin reviewed both the operating and capital requests from the fire company. The operating request is \$191,402, an increase of \$14,040 or 7.9% over last year. The overall capital request \$191,500.

Gorski and Annino reviewed the full operating and capital request for next year. Regolo will provide a clean version of draft reflecting the proposed changes by Friday morning.

Gorski declared that there being no further business, the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

**Nancy Gorski
Acting Recording Secretary**

Killingworth Health Department
Environmental Reporting Fiscal Year 2022-2023

FEB 2023

<u>Date</u>	<u>Name</u>	<u>Type</u>	<u>Address</u>	<u>Description</u>	<u>Fees</u>
2/1/2023	John Wills	B	108 Parker Hill Rd Ext	B-100a	CRAHD
2/6/2023	Mark Imbriglio	B	151 Iron Works Rd	B-100a	CRAHD
2/6/2023	Frank Crohn	WTW	7 Ivy Cottage Lane	New Water Treatment Wastewater Disposal	CRAHD
2/7/2023	Joe Wren	S	17 Chestnut Hill Rd	Soil Testing	CRAHD
2/7/2023	Joe Wren	B	17 Chestnut Hill Rd	B-100a	CRAHD
2/8/2023	Wholesome Pool & Spa	B	13 Bear Path Lane	B-100a	CRAHD
2/8/2023	Thomas A Stevens Assoc	S	91 Parker Hill Rd Ext	Soil Testing	CRAHD
2/15/2023	Anderson Bros	R	177 Emmanuel Church Rd	Repair Septic System - Permits	CRAHD
2/21/2023	Thomas Hogarty	B	25 Madison Hollow	B-100a	CRAHD
2/23/2023	Northeast Carpentry & Landscape	B	30 Spencer Hill Rd	B-100a	CRAHD
2/24/2023	CT WELLS INC	W	17 Beckwith Rd	Well Permit	CRAHD
2/24/2023	Thomas A Stevens Assoc	NP	91 Parker Hill Rd Ext	New Septic System - Permits	CRAHD
2/14/2023	Daniel Sherrin	B	51 Parker Hill Rd	B-100a	CRAHD
				Total Fees	\$ -
				<u>Quantity</u>	
				Soil Testing	2
				New Septic System - Plan Review	1
				New Septic System - Permit	0
				Repair Septic System	1
				Lot Line Change/Sub Division	0
				Well Permit	1
				Complaint	0
				B-100	7
				Temporary Food Event License	0
				Temporary Food Inspection	0
				Restaurant Inspection	0
				Restaurant Re-Inspection	0
				Restaurant Food Service License Renewal	0
				Salon Inspection	0
				Salon Re-Inspection	0
				Salon License Renewal	0
				Daycare Inspection	0
				Septic Pumpout Reminders	0
				Re-issued Permits to Discharge	0
				Water Treatment Wastewater	1
				Other	0
				Totals	13

TOWN OF KILLINGWORTH
MONTHLY BUILDING REPORT

FEB 2023

<u>Permit Breakdown</u>	<u>Quantity</u>	<u>Value</u>
New Dwellings	0	\$ -
Commercial	0	\$ -
Renovation	10	\$ 371,857.00
Additions	1	\$ 23,500.00
Out Buildings	2	\$ 21,578.71
Garages	1	\$ 40,000.00
Electrical	18	\$ 84,537.22
Plumbing	13	\$ 35,758.14
Mechanicals	8	\$ 68,276.00
Pools	4	\$ 126,500.00
Wood Stoves	0	\$ -
Solar	3	\$ 107,227.00
Demolition	0	\$ -
New Mobile Home	0	\$ -
	60	\$ 879,234.07

TOWN OF KILLINGWORTH
MONTHLY BUILDING REPORT

FEB 2023

Permit #	Date	Type	Address/Owner	Contractor/Description	Value	Days	Lot
F22-401	2/2/2023	G	108 PARKER HILL RD EXT JOHN WILLS	JOHN WILLS CONSTRUCT A (26' X 46') 2-STORY GARAGE W/2ND FLOOR OFFICE, ELECTRICAL FEE INCLUDED, PERMIT TO FOLLOW; NO PLUMBING TO BE INSTALLED AT THIS TIME. MOVE EXISTING (10' X 24') SHED 10 FEET BEHIND PROPOSED GARAGE. REMOVING HOSE BIB & ELECTRICAL CONNECTIONS FROM SHED.	\$ 100,000.00	13	01B
F22-402	2/2/2023	S	17 DUDLEY TOWNE RD KAREN PFROMMER	SUNRUN INSTALLATION SERVICES INSTALLATION OF (27) SOLAR PANELS, (9.86KW DC) ROOF-MOUNTED SOLAR PV SYSTEM W/DISCONNECT. NO ROOF UPGRADES NOTED.	\$ 19,227.00	36	41E
F22-403	2/2/2023	E	17 DUDLEY TOWNE RD KAREN PFROMMER	SUNRUN INSTALLATION SERVICES CRS# 11671167; INSTALLATION OF (27) SOLAR PANELS, (9.86KW DC) ROOF-MOUNTED SOLAR PV SYSTEM W/DISCONNECT.	TWOP#F22-402	36	41E
F22-404	2/2/2023	E	182 ROUTE 148 DENVER LAMONT	DENVER LAMONT CRS# 11866641; REPLACE METER CAN. REPLACE 200 AMP PANEL W/200 AMP TRANSFER PANEL. UPDATE GROUNDING	\$ 2,000.00	20	31A
F22-405	2/2/2023	R	47 FAWN HILL RD KENNETH CHOLEWINSKI	CT PERMIT SERVICES FOR DIGIORGI ROOFING & SIDING STRIP AND RE-ROOF HOUSE ONLY. APPROX 425Q OF CERTAINTED LANDMARK PRO ARCH SHINGLES. ADD ICE & WATER BARRIER, UNDERLAYMENT, PLYWOOD AS NEEDED, FLASH CHIMNEY & VENTING, ADD RIDGE VENTS	\$ 27,237.00	32	53AL
F22-406	2/2/2023	R	75 IRON WORKS RD MARCELA RIVERA	MARCELA RIVERA CONSTRUCT A (24' X 12') ROOF OVER EXISTING CONCRETE PATIO.	\$ 6,000.00	37	24
F22-407	2/2/2023	P	30 BRIDLEPATH TRAIL MIRIAM THOM	FOX HEATING SERVICE INC. *NO HOT WATER* REMOVE CURRENT WATER HEATER AND REPLACE WITH NEW STATE ENG 40 DORT WATER HEATER.	\$ 3,200.00	24	07-30
F22-408	2/8/2023	R	40 TITUS COAN RD MARK EDWARDS	WOMB LLC REMOVE EXISTING CEDAR ROOF, REPLACE WITH NEW 18" PREMIUM RED CEDAR. APPROX 50 SQ.	\$ 11,220.00	33	44I

TOWN OF KILLINGWORTH
MONTHLY BUILDING REPORT

FEB 2023

F22-409	2/9/2023	R	21 SUGAR HILL RD MATTHEW HEBBERD	M ADORNO LLC	\$ 40,000.00	35	03D	REMODEL BASEMENT TO CREATE AN OFFICE, BOX IN OIL TANK AND BOILER, ADD WALLS FOR HALLWAY AS PER DRAWING. ELECTRICAL FEE INCLUDED. PERMIT TO FOLLOW.
F22-410	2/9/2023	P	21 SUGAR HILL RD MATTHEW HEBBERD	M ADORNO LLC	\$ 10,000.00	35	03D	ADD BLACK WATER SYSTEM TO EXISTING BATHROOM WITH ABOVE GRADE PLUMBING, REPLACE SHOWER
F22-411	2/9/2023	OB	151 IRON WORKS RD BARBARA IMBRIGLIO	MARK & DONALD IMBRIGLIO	\$ 8,000.00	38	02	CONSTRUCT A (16' X 20') SHED ON PIERS FOR ART STUDIO. ELECTRICAL FEE INCLUDED. PERMIT TO FOLLOW
F22-412	2/9/2023	E	12 BLUEBERRY HILL RESERVE KEVIN & LILLIANE GRANT , AND	PE ELECTRIC LLC	\$ 11,003.66	25	02I	INSTALLATION OF A 24 KW GENERAC GENERATOR W/200 AMP ATS
F22-413	2/9/2023	E	666 ROUTE 81 MARY SOLERA	VOLTZ ELECTRIC	\$ 9,000.00	12	18	INSTALLATION OF A 10 KW GENERAC GENERATOR W/ 16C 100A ATS
F22-414	2/9/2023	E	28 BEAVER DAM RD ROBERT & DEBORAH ABRAMS	VOLTZ ELECTRIC	\$ 11,000.00	32	56B	INSTALLATION OF A 24 KW GENERAC GENERATOR W/200 AMP ATS
F22-415	2/9/2023	M	28 BEAVER DAM RD ROBERT & DEBORAH ABRAMS	WILCOX FUEL INC	\$ 1,894.00	32	56B	SET (2) 120 GAL A/G LP TANKS AT RT CORNER OF HOUSE, RUN LINES TO HOUSE AND GENERATOR.
F22-416	2/9/2023	OB	130 LITTLE CITY ROAD PETER LOOMIS	PETER LOOMIS	\$ 13,578.71	6	05B	(ATF-2015) INSTALLED OUTDOOR WOOD BOILER, (ATF-2019) INSTALLED 16' X44' HOOP HOUSE.
F22-417	2/9/2023	E	2 WELSCH FARMS RD DAVE MULLEN	SHORE ELECTRIC LLC	\$ 1,000.00	17	21A	CRS# 11774331; REPLACE CORRODED ELECTRICAL METER ENCLOSURE.
F22-418	2/9/2023	R	9 WHITEWOOD RD MARY LEE FIRANI	ARTISAN BUILDING & REMODELING	\$ 3,000.00	24	01-09	STRIP AND RE-ROOF SHED (APPROX 25 SQ)

TOWN OF KILLINGWORTH
MONTHLY BUILDING REPORT

FEB 2023

F22-419	2/9/2023	SP	52 TOWER HILL RD JOHN CACASE	CRYSTAL CLEAR POOLS AND EPAS INSTALLATION OF A (18' X 36') INGROUND GUNITE POOL, W/ DRY LOCK PAVER PATIO. PERM FENCING AND ELECTRICAL BY OTHERS.	\$ 30,000.00	34	10
F22-420	2/9/2023	R	256 ROUTE 81, UNIT#3 (SHIPWRECK A & R BUILDING & REMODELING VISHAL LLC	RENOVATE BATHROOM TO ADA COMPLIANCE, ADD SHEET ROCK TO CEILING, AND SOUND PROOFING PANELS. PLUMBING FEES INCLUDE ONLY, PERMIT TO FOLLOW	\$ 10,000.00	28	19
F22-421	2/9/2023	R	256 ROUTE 81 VISHAL INC	(ATP) ADDED 2 ADDITIONAL 1-BEDROOM APARTMENTS TO SECOND FLOOR. (APPROVED PRIOR FOR A 2-BEDROOM APT ONLY) . ALL MECHANICAL FEES INCLUDED.	\$ 30,000.00	28	19
F22-422	2/9/2023	SP	58 BLUEBERRY HILL RESERVE DAX & KATHERINE WILLIAMS	IMPERIAL POOLS BY NOVA INSTALL A 21 FT A/G POOL WITH FILTER, LADDER, ALARM SYSTEM. FENCING AND ELECTRICAL DONE BY OTHERS.	\$ 6,500.00	25	02P
F22-423	2/14/2023	E	15 OLD MINE RD MARILYN SIVIGNY	L-TRAIN ELECTRIC INSTALL 22KW GENERAC GENERATOR W/200 AMP ATS	\$ 11,000.00	36	41K
F22-424	2/14/2023	M	215 N. PARKER HILL RD BRUCE KITOVICH	WILCOX FUEL INC SET (2) 120 GAL/A/G LP TANK, PIPING TO HEATING SYSTEM	\$ 1,283.00	17	35F
F22-425	2/14/2023	M	215 N. PARKER HILL RD BRUCE KITOVICH	WILCOX FUEL INC REPLACE CURRENT OIL BOILER W/NEW LP WALL HUNG BOILER. VISSMAN B1KE-120	\$ 14,004.00	17	35F
F22-426	2/14/2023	E	35 ROAST MEAT HILL RD ATHOS GAMBACORTA	FE ELECTRIC INSTALL A 24KW GENERAC GENERATOR W/200 AMP ATS	\$ 10,537.43	41	11A
F22-427	2/14/2023	E	362 ROUTE 148 JOSEPH HUTCHINS	CONNECT ELECTRIC INC INSTALL A 18KW GENERAC GENERATOR W/200 AMP ATS	\$ 11,213.00	19	13A

TOWN OF KILLINGWORTH
MONTHLY BUILDING REPORT

FEB 2023

F22-428	2/14/2023	M	41 RIVER RD JENNIFER VITALI	GLASCO HVAC INSTALL ECOER SYSTEM (BCRBODA18H-2486) W/MATCHING COIL & LP GAS FURNACE MODEL(GH96MD60B3A)	\$ 31,850.00	35	10A
F22-429	2/14/2023	E	10 SWAN LAKE TRAIL BERNICE MONTGOMERY	TERNULLO ELECTRIC INSTALL RECEPTICLE IN 3-SEASON ROOM, INSTALL LIGHT FIXTURE OUTSIDE SLIDING DOOR	\$ 800.00	24	04-10
F22-430	2/14/2023	R	46 TITUS COAN ROAD JERRY & MARGARET GALE	NEWTON CARPENTERS LLC CLOSING IN AN ATTACHED PORCH TO MAKE A 4-SEASON LIVING SPACE. (A BATHROOM, AND LAUNDRY ROOM) ALL MECHANICAL FEES INCLUDED. PERMITS TO FOLLOW	\$ 123,600.00	33	44H
F22-431	2/14/2023	SP	13 BEAR PATH LANE MEGAN ENGLISH	WHOLE SOME POOLS & SPA INSTALL A (15' X 40') INGROUND POOL W/ PAVERS. FENCING, PATIO, ELECTRIC BY OTHERS	\$ 40,000.00	19	18B
F22-432	2/14/2023	P	15 OLD MINE RD MARILYN SIVIGNY	ALL-GAS SET (2) 120 GAL LP TANKS, RUN GAS LINE TO GENERATOR	\$ 3,206.00	36	41K
F22-433	2/23/2023	S	61 FAWN HILL RD HEIDI HICHLER	SUNPOWER SYSTEMS INSTALLATION OF (32) APTOS DNA-120-BF26-370W PV ROOF-MOUNTED MODULES & (32) ENPHASE IQ7HS-66-M-US MICROINVERTERS. NO ROOF UPGRADES PER LETTER.	\$ 32,000.00	32	53
F22-434	2/23/2023	E	61 FAWN HILL RD HEIDI HICHLER	SUNPOWER SYSTEMS CRS# 12005150: FOR ELECTRICAL WIRING OF (32) APTOS DNA-120-BF26-370W PV ROOF-MOUNTED MODULES & (32) ENPHASE IQ7HS-66-M-US MICROINVERTERS.	IWOP# F22-433	32	53
F22-435	2/23/2023	E	13 FRITZ RD MIKE & SHARON SIEROTA	DEER ELECTRIC LLC ELECTRICAL WIRING FOR KITCHEN RENO & ADDITION. HARD WIRED SMOKE & CO DETECTORS REQUIRED.	IWOP#F22-349	11	09J
F22-436	2/23/2023	P	197 ROUTE 80 ANTHONY SAVINO	ANTHONY SAVINO ROUGH AND FINISHED PLUMBING FOR BATHROOM RENOVATION (TOILET, SHOWER, TUB, 2 LAVS)	IWOP#F21-454	28	42B

TOWN OF KILLINGWORTH
MONTHLY BUILDING REPORT

FEB 2023

Permit No.	Date	Type	Address	Contractor	Amount	Days	Notes
F22-437	2/23/2023	P	2 STONEHILL DR SUN BEECHWOOD LLC	QUALITY PROPANE	\$ 300.00	36	41E INSTALLATION OF (1) 120 GAL LP TANK. TYING INTO STUB FOR A NEW UNIT.
F22-438	2/23/2023	SP	17 POND POND MEADOW RD DOUGLAS BEHAN	AQUATIC POOL & SPA	\$ 30,000.00	16	36 INSTALLATION OF A (16' X 32') INGROUND POOL WITH LINER, FILTER AND ALARM. FENCING, ELECTRICAL, PATIO BY OTHERS
F22-439	2/23/2023	P	195 ROAST MEAT HILL RD BRUCE PARENT	R.M. MACY PLUMBING	\$ 1,000.00	33	44A INSTALLATION OF A GASLINE ALREADY OUT OF GROUND, CAPPED. RUN LINE SIDE OF GARAGE W/QUICK DICONNECT FOR PORTABLE GENERATOR. ELECTRICAL PLUG ALREADY EXISTING.
F22-440	2/23/2023	E	117 CHITTENDEN RD ETHAN DRAIN	J.M. EDWARDS ELECTRIC LLC	IWOPWF22-383	32	44 CRS# 11545612; INSTALLATION OF THE 200 AMP SERV OVERHEAD TO UNDERGROUND ONLY.
F22-441	2/23/2023	G	25 MADISON HOLLOW THOMAS HOGARTY	SHEDS UNLIMITED	\$ 40,000.00	26	06H INSTALLATION OF A (24' X 24') 2-CAR DETACHED GARAGE
F22-442	2/23/2023	E	8 COUNTRY CLUB TRAIL DON LABANCA	SHORE ELECTRIC LLC	\$ 7,000.00	24	13-08 INSTALLATION OF A 14 KW STANDBY GENERATOR W/100 AMP ATS
F22-443	2/23/2023	P	11 BECKWITH RD HANNAH KOWALSKI	C2G ENVIRONMENTAL CONS. LLC	\$ 1,495.00	19	19 CUT, CLEAN, INSPECT & REMOVE (1) 275 GAL A/G OIL TANK FROM BASEMENT. FILL/VENT TO BE REMOVED.
F22-444	2/23/2023	P	8 COUNTRY CLUB TRAIL DON LABANCA	QUALITY PROPANE	\$ 1,302.64	24	13-08 INSTALLATION AN ADDITIONAL (1) 120 GAL LP TANK & GAS PIPING TO THE GENERATOR, TYING INTO THE SYSTEM.
F22-445	2/23/2023	E	7 PATRIDGE HOLLOW RICHARD CUMPSTONE	PE ELECTRIC	\$ 9,983.13	5	26A INSTALLATION OF A 22 KW GENRAC GENERATOR W/200AMP ATS
F22-446	2/23/2023	P	30 DEER RIDGE RD BRIAN MCCAFFREY	N.J. PLUMBING LLC	\$ 1,500.00	27	05AY INSTALLATION OF A 50 GAL ELECTRICAL WATER HEATER REPLACEMENT

TOWN OF KILLINGWORTH
MONTHLY BUILDING REPORT

FEB 2023

F22-447	2/23/2023	A	30 SPENCER HILL RD FREDERIC JAMBSON	NORTHEAST CARPENTRY REMOVE EXISTING CONCRETE STEPS AND REPLACE WITH WOODEN STAIR AND FRONT STOOP (3' X 6'). REMOVE EXISTING DECK AND EXTEND NEW DECK AROUND TO REAR OF HOUSE (8' X 15')	\$ 23,500.00	40	050
F22-448	2/23/2023	P	18 N CHESTNUT HILL RD CORY LARKINS	HOCON GAS OF GUILFORD SELL & INSTALL (1) 1000 GAL U/G LP TANK, RUN APPROX 60 FT OF 3/4" U/G POLY PIPING & CONNECT TO STUB AT HOUSE. TEE OFF & CONNECT TO GENERATOR.	\$ 10,160.00	23	03
F22-449	2/23/2023	B	169 ROUTE 148 SCOTT ERSKINE	VENTURE SOLAR INSTALLATION OF (25) ROOF-MOUNTED SOLAR MODULES AND INVERTERS. NO STRUCTURAL UPGRADES PER LETTER.	\$ 56,000.00	20	34B
F22-450	2/23/2023	B	169 ROUTE 148 SCOTT ERSKINE	VENTURE SOLAR CRS# 1200879; INSTALLATION OF (25) ROOF-MOUNTED SOLAR MODULES AND INVERTERS.	IWOPWF22-449	20	34B
F22-451	2/27/2023	M	7 PARTRIDGE HOLLOW RD RICHARD CUMPSTONE	BANTUM WESSON INSTALL (2) 120 GAL LP TANKS ON RT SIDE OF HOUSE BEHIND FENCE. RUN APPROX 25 FT OF LP LINE IN TRENCH TO GENERATOR SUPPLIED BY OTHERS.	\$ 2,909.63	5	26A
F22-452	2/27/2023	M	35 ROAST MEAT HILL RD ATHOS GAMBACORTA	BANTUM WESSON INSTALL (2) 120 GAL LP TANKS ON RT SIDE OF HOUSE. RUN APPROX 25 FT OF LP LINE IN TRENCH TO GENERATOR SUPPLIED BY OTHERS.	\$ 2,909.63	41	11A
F22-453	2/27/2023	P	19 BECKWITH RIDGE CINDI FRASER	PRECISION PLUMBING SOLUTIONS LLC CONVERT EXISTING GAS LINE TO 2PSI & CONNECT NEW GOVERNOR TO EXISTING GAS LINE STUB FOR GENERATOR HOOK-UP.	\$ 1,000.00	19	38C
F22-454	2/27/2023	R	51 PARKER HILL RD DANIEL SHERRIN	BETTER BUILT BASEMENTS LLC FINISH BASEMENT AREA FOR FAMILY ROOM, BEDROOM, LAUNDRY ROOM, AND FULL BATHROOM. ELECTRICAL & PLUMBING FEES INCLUDED. PERMITS TO FOLLOW.	\$ 75,600.00	21	21

TOWN OF KILLINGWORTH
MONTHLY BUILDING REPORT

FEB 2023

Permit No.	Date	Type	Address	Contractor	Amount	Days	Code
F22-455	2/27/2023	P	51 PARKER HILL RD DANIEL SHERRIN	L&P PLUMBING PLUMBING FOR LAUNDRY ROOM, AND FULL BATHROOM	IWOP#F22-454	21	21
F22-456	2/27/2023	E	51 PARKER HILL RD DANIEL SHERRIN	TRANMER ELECTRIC WIRE BASEMENT AREA TO INCLUDE OUTLETS, SWITCHES, CABLE, SMOKE & CO DETECTOR, GFI OUTLET, RECESSED LIGHTING, SCONCES AT TOP OF STAIRS, COMBO BATHROOM VENT/LIGHT & ELECTRIC HEAT FOR FAMILY ROOM, BEDROOM, LAUNDRY ROOM, AND FULL BATHROOM.	IWOP#F22-454	21	21
F22-457	2/27/2023	R	102 BURR HILL RD JULIEN & MEGHAN HENSEN	BETTER BUILT BASEMENTS LLC REMODEL BASEMENT FOR REC-ROOM/FAMILY ROOM & AN OFFICE. ELECTRICAL PERMIT FEE INCLUDED. PERMIT TO FOLLOW	\$ 45,200.00	11	07B
F22-458	2/27/2023	E	102 BURR HILL RD JULIEN & MEGHAN HENSEN	TRANMER ELECTRIC WIRE BASEMENT TO INCLUDE OUTLETS, SWITCHES, RECESSED LIGHTING, DEDICATED LINE, C/O SMOKE DETECTOR, SUB-PANEL AND ELECTRIC HEAT	IWOP#F22-457	11	07B
F22-459	2/27/2023	M	4 LIVEMORE TRAIL KAREN BURGESS	QUALITY PROPANE REPLACEMENT OF EXISTING HVAC- WITH A RHEEM PACKAGE UNIT. MOVING UNIT FROM INDOOR TO OUTDOOR.	\$ 8,425.74	24	17-04
F22-460	2/27/2023	M	222 RIVER RD ROBERT ANDERSON	FIREWORKS HOME & HEARTH REPLACE EXISTING GAS FIREPLACE WITH A PANORAMA P36 ZERO CLEARANCE DIRECT VENT FIREPLACE USING EXISTING VENTING SYSTEM IN SAME MASONRY CHIMNEY	\$ 5,000.00	39	18
F22-461	2/27/2023	P	436 ROUTE 148 GUS GERTZ	HIGH GRADE GAS SERVICE INSTALL (2) 120 GAL LP TANKS, RUN APPROX 20 FT 3/4" BLACK IRON PIPE ON WALL TO NEW GENERATOR SUPPLIED BY OTHERS.	\$ 2,594.50	15	6
					\$ 963,213.83		



TOWN OF KILLINGWORTH

To: Dawn Mooney, Town Clerk
From: Elizabeth Disbrow
Subject: Creation of Committee on Aging
Date: 3/9/2023

At a regular meeting of the Board of Selectmen held on February 13, 2023 the board voted to create a Committee on Aging, described and charged in the motion as follows:

...a new five-member Town of Killingworth Appointive Board to be known as the Killingworth Commission on the Aging effective February 14, 2023. This appointive board or "Commission on Aging" is to be initially set up as a Committee until such time as a Town Meeting establishes the ordinance for such continuing Board pursuant to Section 5-15 of the Town Charter. Membership to such Commission on Aging shall be established for two-year terms and pursuant to Section 5-16 of the Town Charter, three members will initially serve two years and two members will initially serve one year. The Municipal Agent will serve as a non-voting ex-officio member of the Commission.

The Board of Selectmen charges the Killingworth Commission on the Aging with the following mission. The Commission on the Aging will study the conditions and needs among our senior residents and community as such needs are related to housing, economics, employment, health, and recreational matters. It will review services provided and make recommendations to the Board of Selectmen, the Municipal Agent and to our Town. It will provide and sponsor programming. The Commission has the authority to apply for available state, federal and private grants to support its purpose.

February 16, 2023

To Nancy Gorski, Killingworth First Selectman,

I am very interested in applying for the position of "Zoning/ Inland Wetland Enforcement Officer" with the Town of Killingworth.

Approximately 23 years ago, I began a career as a State Trooper with the Connecticut State Police. I spent most of my time at Troop F-Westbrook, which covers Killingworth. I was the Haddam Resident Trooper with a focus on small town criminal investigations and then became a sergeant / supervisor of several different investigative units, including the Resident Trooper Program at Troop F. As a supervisor, I was directly involved in the investigations of my Detectives and Troopers. I also regularly conducted internal investigations on Troopers, Resident Troopers, and Town Officers. I was also involved with the hiring process and background investigations of Detectives, Resident Troopers and Town Officers.

I have a proven history of resolving problems. Much of my time in the Resident Trooper program was spent dealing with neighbor disputes and other civil issues that I was able to resolve with my interpersonal skills. I regularly would review, interpret, and apply Connecticut General Statutes, work with attorneys, and make presentations at town meetings. I have reviewed CGS Title 8 in regard to zoning regulation.

For formal education, I have a Master's degree in Public Administration from the University of New Haven and a Bachelor's degree in Business Administration/ Finance and Real Estate from the University of Connecticut. I have also become a Certified Fraud Examiner (CFE) to improve my skills.

I look forward to the opportunity to speak with you about my qualifications in more detail. My contact information is 203-668-2008 or debar1221@yahoo.com.

Sincerely,



Charles Burns, MPA, CFE

RECEIVED
SELECTMEN'S OFFICE

FEB 21 2023

TOWN OF
KILLINGWORTH



Charles D. Burns
11 Country Walk, Higganum CT 06441
Debar1221@yahoo.com • 203-668-2008
www.linkedin.com/in/charles-burns-debar1221

Recognized as an impactful, empathetic leader with a 23+ years public safety career specializing in public safety, investigations, strategic leadership, and administrative/ financial management.

Experienced self-aware financial minded manager and investigator with history of building success through collaboration, application of healthy business principles, and efficient use of personnel and resources.

**Leadership * Investigation Management * Emergency & Crisis Management * Critical Thought
Physical Security Management * Logistics * Team Development/ Training * Open-Source Research
Root- Cause Analysis * Risk- Based Approach * Problem Solving
*Certified Fraud Examiner (CFE)**

Professional Experience

Police Officer for the Town of Essex, CT 2022- present
Part-time law enforcement: criminal and motor vehicle investigations as well as administrative duties.

Connecticut State Police 2000- 2022
Resident Trooper Supervisor • Detective Supervisor • Supervisor • Resident Trooper • Patrol Trooper

Leadership Roles- Served in four distinct leadership roles with increasing levels of responsibility:

- Resident Trooper Supervisor/ Manager- Troop F** 2016- 2022
- Managed primary police services, public safety initiatives, emergency response, incident investigation, and multi-agency coordination. Directly involved with budgeting, short/long term planning, recruitment, staffing, collective bargaining issues, and day-to-day operations. Coordinated efforts & Liaison with town officials. Conducted internal investigation on complaints of misconduct of police officers.
 - Led 25 sworn law enforcement and civilian personnel. Directed 24/7 police services for seven towns, covering approximately 162 square mile area with an approximate population of 42,000 people. Leveraged incident data to identify trends and deploy resources to prevent, deter and investigate criminal activity.
 - Managed and performed operational / administrative functions, including the creation & coordination of operational plans for several large special events in the Middlesex County area (i.e., Durham Fair, parades, fireworks, toy & food drives) that involved multi-agency response and attended by tens of thousands of people.

- Detective Supervisor- Bureau of Criminal Investigations** 2012-2016
- Supervised criminal investigations within *Statewide Narcotics Task Force; CT Regional Auto Theft Task Force; Fugitive Task Force; Firearms Trafficking Task Force; Electronic Surveillance; Supervise Detectives assigned to Federal Agencies and Hartford PD Shooting Task Force*. Investigated organized drug trafficking organizations, vehicle theft rings, fraudulent insurance claims, and related complex crimes. Conducted covert stakeouts and surveillance. Registered and worked with confidential informants. Prepared and executed search & seizure warrants and arrest warrants, collected evidence collection, and conducted interviews/ interrogations.
 - Collaborated with local/ state/ federal law enforcement agencies, insurance companies, and the National Insurance Crime Bureau (NICB).

- Patrol Supervisor- Troop F and Troop I** 2009-2012
- Led 10 sworn law enforcement and civilian personnel, overseeing patrol operations, administrative/ schedule and dispatch functions. Managed criminal and accident investigations from routine to complex assignments that involved fatalities and multi-agency response.

Charles D. Burns

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Debar1221@yahoo.com • 203-668-2008

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Haddam Resident Trooper

2007- 2009

- Chief law enforcement officer in Haddam, CT. which covers approximately 46 square mile area with an approximate population of 8,500 people.
- Deterred criminal activity through preventative patrol. Conducted criminal and accident investigations. Collected and preserved evidence. Prepared detailed investigative reports.
- Liaison between Haddam First Selectman, CT State Police, local business and political leaders.

Patrol Trooper- Troops F, I and G

2000- 2007

Law enforcement, criminal and motor vehicle investigations. Field Training Officer. Desk Trooper

Police Officer for the City of Milford, CT

1999-2000

Law enforcement, criminal and motor vehicle investigations.

Insurance Adjuster: The Infinity Insurance Group

1997- 1999

Conducted investigations of auto accidents with a focus on fraud and auto theft. Liaison with Special Investigations Unit (SIU) concerning suspected insurance fraud related claims. Conducted field interviews and obtained recorded statements. Negotiated, adjusted and settled auto casualty claims with clients and attorneys.

Certifications

- **Certified Fraud Examiner (CFE)** 2020 to present
- **Insurance Casualty Adjuster License** (excluding worker's compensation)
State of Connecticut #001013327 1997 to present
- **Insurance Motor Vehicle Property Damage Appraiser License**
State of Connecticut #001011114 1997 to present

Education

- University of New Haven, West Haven, CT** *Master's Degree in Public Administration (MPA)* 2006
- Connecticut State Police Training Academy, Mansfield, CT** 2000
- City of Milford POST Police Academy, Milford, CT** 1999
- University of Connecticut, Storrs, CT.** *Bachelor of Science in Business Administration* 1995
Finance Major - Concentration in Real Estate and Urban Economic Studies

Volunteerism/ Membership

- International Association of Special Investigation Units (IASIU)** 2022 to present
- Association of Certified Fraud Examiners (ACFE)** 2020 to present
- 2nd Degree Black Belt /Teacher, Middletown YMCA Judo Club (USJA)** 2003 to present

TOWN OF KILLINGWORTH, CONNECTICUT

CONTRACTOR EQUIPMENT RENTAL

Proposal Number: 2023-02PW

SPECIFICATIONS

OVERVIEW: The town is seeking hourly rates for contractor equipment. The Board of Selectmen and the Director of Public Works will review bids and may consider past performance, financial responsibility and sales and service experience of the vendors. Bidders may bid on one or all listed items, and may add additional items for consideration.

ONE YEAR CONTRACT, RENEWABLE: I shall be understood that this is a one year contract, renewable up to 4 years for a total of 5 years and shall remain in full force and effect until the bidder no longer chooses to participate. Participation shall mean response to the Town's annual request for certificates of insurance and equipment lists.

The Selectmen reserve the right to reject any or all bids, to waive any defects in same, or to choose to make purchases other than strictly in accordance with price considerations, and/or to choose other than the lowest bidder, if it be deemed in the best interest of the Town of Killingworth. Multiple vendors may be awarded this contract.

SPECIFICATIONS:

- **SEEKING HOURLY RATES:** Prices will be quoted PER HOUR for each classification of labor/each type of equipment, including Operator
- **SEEKING RENTALS FOR:** earth moving, paving, pipe laying, excavation, drainage and general hauling, but may not be limited to these.
- **RENTAL PERIOD:** Rental time will begin when the labor/equipment arrive at the Killingworth Public Works garage (or such other place as may be designated) and are accepted by the Director of Public Works (or other designee).
- **LICENSE/REGISTRATION:** No labor/equipment will be accepted unless they/it are properly licensed/registered
- **INSURANCE REQUIREMENTS:** see page 17.for operation and accompanied by evidence of insurance acceptable to the Town of Killingworth, naming the Town as "additional insured" and holding the Town harmless against any claims due from or by the negligence or other unsafe act of any individual, the operator or the equipment itself. The Town of Killingworth is not the employer of any labor/operator, evidence of insurance shall be so conditioned.

- **WORKERS' COMP:** Workers Compensation insurance is the responsibility of the bidder.
- **BIDS ARE ALL INCLUSIVE:** It shall be understood that bids for labor are inclusive of all insurance/other costs – no higher rate will be paid, no add-ons will be allowed.
- **OPERATORS AND FUEL INCLUDED:** It shall be understood that bids for equipment include operators (e.g.: trucks have drivers, pavers have crews, etc.). No higher rate will be paid, no add-ons will be allowed – the Town of Killingworth will solely determine whether drivers/operators are capable and whether or not “crews” are sufficient in size to efficiently accomplish the work required in a timely way. Fuel is included in your bid.
- **CDL:** Bidders are to submit with their proposal their CDL plan, which includes drug policy, etc. All drivers that require a CDL must possess one at the time the contract is awarded.
- The Town of Killingworth will provide traffic control at work sites as may be needed.
- The Town of Killingworth will provide all construction management/inspection.
- Bidders are responsible for their own fuel consumption
- All equipment must have all safety equipment and warning lights per DOT regulations.