

BOARD OF FINANCE

TOWN OF KILLINGWORTH
323 ROUTE 81
KILLINGWORTH, CONNECTICUT 06419

MINUTES Special Meeting July 25, 2023

Chairman Robert Rimmer called the July 26, 2023 Special Meeting of the Board of Finance of the Town of Killingworth to order at 7:04 P.M. in the Front Meeting Room of the Town Office Building, 323 Route 81, Killingworth, Connecticut

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

Members absent: None

Also present: Selectwoman Nancy Gorski (via telephone), Finance Director Gina Regolo, Tax Collector Michele Nuhn and Eileen Blewett

Visitors

Tax Collector Michele Nuhn read her proposed corrections, distributed prior to the meeting, to the May 9, 2023 Regular Meeting as to the Suspense List.

Eileen Blewett advised that an audit for the Board of Education has been completed. At this time, it appears funds may not be returning to the Town, which will affect the Town's budget.

Reports

First Selectwoman Nancy Gorski

Assessor's Office – She noted the personnel changes within the office. Tentatively, a new position of clerk will need funding during the current fiscal year.

Building Official – the new building official is proposing the creation of an emergency protocol for unsafe structures with a suggested budget of \$50,000. O'Brien suggested a controlled burn by the fire company for the structures. It serves as a training exercise for the fire company members. Rimmer suggested a blight ordinance with a blight officer.

Residential Food Composting. The Board of Selectmen approved \$2800 for the cost for kits for residences to use for the program. The funds will come from within the Public Works budget.

Killingworth Kriar. Since the Kriar is no longer in business, the ARPA Funding allocated for them will be transferred towards the request of another agency. The Board of Selectmen is developing an ARPA Plan.

Killingworth Ambulance Association. Their ARPA request is now

substantially higher due to the increase in the price of the units and an increase in the requested number of units from seven to twenty. The increased request will have to go back to a town meeting for approval. Members raised concern that both the Ambulance Association and the Killingworth Volunteer Fire Company are requesting ARPA funds for AED units and questioned if there could possibly be an overlap in the requests. The Selectman's office will clarify the respective requests.

PFAS Status. The design work is anticipated by the end of the week of July 24, 2023, for the Town Office Building and the Killingworth Elementary School. The use of an environmental attorney is being considered. Some of the project expenses may be reimbursable. Two houses on Route 81, tested by the Town, have come back with negative results.

Finance Director Regino Regolo

Review of FY 22/23. She distributed, ahead of the meeting, her year-end estimate of the general fund then addressed inquiries of the Board.

Electronic Budgeting Systems. She spoke about her reason for the preference of one of two companies and asked that the Board re-approve the previously approved \$10,000 for the purchase of the software.

O'Neill **MOVED** to re-approve the \$10,000 budget item for the ClearGov Budget Book software. Couture seconded the motion. Discussion: none. Voting in favor: Rimmer, Stirna, Couture, O'Brien, Amatrudo, and, O'Neill. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Municipal Spending Act. She is working on reporting questions relating to the Act.

Status: 2019/2020, 2020/2021 and 2021/2022 Annual Report.

Rimmer advised that one of the reports is at the printer. He is working on completing the remaining reports and asked that member assignments be completed.

RSD #17 Negotiation Attendance

The negotiation letter has been received, asking for a member of the Board to attend, and observe only, the negotiations. Couture attended the meeting that set the guidelines for the negotiations. O'Brien will represent the Board at the next meeting of the Negotiation Committee.

Discussion re PFAS Status. See above.

Bills – Hynes – April Clerical Hours

Hynes advised that her April 2023 invoice was approved at the BOF May 2023 Regular Meeting. Her combined invoice for May and June 2023 will be added to the August agenda as it was not specifically on this special meeting agenda.

Discuss Visitor Schedule

The consensus of the Board was to invite to future meetings:
Killingworth Volunteer Ambulance and the Killingworth Volunteer Fire Company – both at the same meeting
The Library Association
Youth and Family Services
Killingworth Park and Recreation and
Parmelee Farm

Approval of Minutes: May 9, 2023 Regular Meeting
May 15, 2023 Special Meeting
May 17, 2023 Special Meeting

May 9, 2023 Regular Meeting

Stirna **MOVED** to make the following corrections to the May 9, 2023 Regular Meeting as follows:

Pg. 1, Tax Collector – Annual Suspense List – Paragraph 1 –
Replace entire paragraph with

Michele Nuhn, Tax Collector presented the Annual Suspense List for the Grand List of 2019, and gave an overview of the same. Nuhn noted that two of the real estate accounts on the list were mobile manufactured homes which were evicted by the Superior Court and removed from the property.

Pg 7 – Paragraph 1

End the sentence after Town Meeting. Delete “noting that...basin cleaning.”

Couture seconded the motion. Discussion: none. Voting in favor: Rimmer, Stirna, Couture, O’Brien and Amatrudo. Opposed: none. Abstention: O’Neill. The motion was **carried**, 5-0-1.

Couture **MOVED** to accept the Minutes of the May 9, 2023 Regular Meeting Minutes as corrected. Amatrudo seconded the motion. Discussion: none. Voting in favor: Rimmer, Stirna, Couture, O’Brien, Amatrudo, and, O’Neill. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

May 15, 2023 Special Meeting

Amatrudo **MOVED** to accept and approve as presented the Minutes of the May 15, 2023 Special Meeting. Stirna seconded the motion. Discussion: none. Voting in favor: Rimmer, Stirna, Couture, O’Brien,

BOF – Minutes
July 25, 2023
Regular Meeting

Amatrudo, and, O'Neill. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

May 17, 2023 Special Meeting

Amatrudo **MOVED** to accept and approve as presented the Minutes of the May 17, 2023 Special Meeting. Stirna seconded the motion. Discussion: none. Voting in favor: Rimmer, Stirna, Couture, O'Brien, Amatrudo, and, O'Neill. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Additions to the August 8, 2023 Regular Meeting Agenda.

None at this time.

There being no further business, Rimmer **adjourned** the meeting at 8:20 P.M, to the August 8, 2023 Regular Meeting.

Respectfully submitted,

Sherry Lee Hynes

Sherry Lee Hynes, Secretary

E-mailed: Town Clerk

Board of Selectmen

Board of Finance

Michelle Nuhn, Tax Collector

Donna Dupuis, Town Treasurer

Elizabeth Disbrow, Administrative Assistant

Regina Regolo, Director of Finance

Sherry Lee Hynes, Secretary