

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF SELECTMEN**  
**Monday, July 24, 2023 at 7:00 p.m.**  
**Killingworth Town Hall**

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

**BOS Members Absent:** None.

**Visitors:** K. Auer, R. Pleines, J. Vece, W. Linsley, G. Johnson, A. Stirna, B. Tobleman, E. Couture, M. Farrell, Charney, D. O’Sullivan, C. Jacob, M. Nuhn, K. Emerson, R. Reeps, R. Regolo, E. Disbrow, and J. Sciascia (Via Remote)

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

**Pledge of Allegiance:** The Pledge of Allegiance was recited.

**Public Comment:** None.

**Approval of Minutes:**

Motion #1 - Selectman Annino *Moved* and Selectman Young *Seconded* a motion to approve the Minutes of the Monday, July 10, 2023 Regular Meeting of the Board of Selectmen as amended:

**Corrections are as follows:**

1. Page 3, Under C, Eric Auer Ball Field - Third Sentence down after Annino stated replace the language with “that the entire Baseball Field Project should go out to bid and divided into phases, the base being the Multi-Purpose Field and a second phase to build the entire project to include the BaseBall Field. Based on the breakdown of these costs, the Town may best decide how to proceed with the Project.”
2. Page 2, Under A, Resident Trooper Contract - In the Discussion Part, 2) Work Performance Evaluation (required pursuant to the terms of their Collective Bargaining Agreement) add in after Agreement “and pursuant to our Contract”
3. Page 4, Under Selectmen’s Comments, Jamie Young - (1st Comment) delete “momentment” and replace it with “monument”
4. Page 4, Under Selectmen’s Comments, Jamie Young - (2nd Comment) After “Asked...on” Add in “the Food Scraps Recycling Program from”

Motion unanimously passed [3-0-0].

Motion #2 - First Selectman Gorski *Moved* and Selectman Young *Seconded* a motion to add an item onto the Agenda, Refunds and Abatements.

Motion unanimously passed [3-0-0].

**Refunds and Abatements:**

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

**Refunds**

<u>Name</u>	<u>Address</u>	<u>Amount</u>	<u>Reason</u>
1. Amanda McGowan	19 Coughlin Rd	\$333.56	Overpaid COC#11027M
2. Wyntre or Dale Fries	14 Stonehill Dr	\$24.87	Overpaid COC#11046M
3. John Bagnoli	204 Roast Meat Hill	\$95.59	Overpaid COC#11059M

**Abatements**

<u>Name</u>	<u>Address</u>	<u>Amount</u>	<u>Reason</u>
1. Killingworth Land Organization Conservation Trust Conservation	Lot 28-34A (ordinance 412-26)	\$154.44	12-81DD Non Profit Land

*Discussion - Gorski stated The Killingworth Land Conservation Trust owns Lot 28-34A and they are Non-Profit. Under Tax Law they are abating.*

Motion unanimously passed [3-0-0].

**Budget Report:**

First Selectman Gorski spoke about the Capital Projects operating with many requests supported by ARPA Funds. According to their policy, the ARPA funds need to be disbursed by 2026, therefore, the projects will be looked at on a monthly basis to make sure they are moving forward in the right direction. Gorski also briefly spoke about how she is in the process of looking into hybrid meeting solutions.

**Appointments:**

**A. Acting First Selectman**

First Selectman Gorsk is scheduled to be on vacation the week of August 2nd thru August 18th. Selectman Young stated that she will also be out of Town that second week of August.

Motion #4 - First Selectman Gorski **Moved** to Selectman Young **Seconded** a motion to appoint Louis Annino, Jr. as Acting First Selectman for the period of August 2, 2023 through August 18, 2023.

Voting to Approve - Gorski, Young

Voting to Abstain - Annino

Motion passed [2-0-1].

**New Business:**

**A. Unsafe Structure**

Karl Auer, Building Official for the Town of Killingworth, spoke about the need to establish an emergency fund reserve in order to be able to access it immediately when he deems a structure is unsafe causing a life safety issue. Karl is concerned about three possible situations in Town that are a potential liability, noting one of a higher concern. Discussion took place regarding one of those unsafe structures in length. Selectman Annino stated that while he is in full support of what Karl brought forth to the BOS, his recommendation would be that Karl identify the life safety concern first and then bring it to the First Selectman's attention where she would determine if she is in agreement in order to proceed forward. At that point, Gorski would communicate to the Board of Finance in order to draw on the unallocated Budgetary funds. Discussion took place about having a proper process in place going forward. Gorski will add Karl onto the Agenda for the BOS meeting at the end of August as a follow up on this topic and also to address other topics of importance he wants to bring forward to the BOS attention.

Motion #5 - Selectman Annino **Moved** and First Selectman Gorski **Seconded** a motion that in the event the Town needs to demolish a structure for safety reasons, as is required by Section 117.4 of the Emergency Work Section of the 2022 State Building Code, that the Town Building Official will notify the First Selectman, and upon the First Selectman's Authorization to do so, we will proceed with that action.

Motion unanimously passed [3-0-0].

**B. HKYFS Quarterly Update**

Kerry Emerson, Treasurer, of Haddam-Killingworth Youth and Family Services, gave the Quarterly Report Update to the BOS. She spoke on the following: The Strategic Plan process has been completed comprising of five different sections: Priorities on Mental Health, Prevention, Financial, Sustainability and Community Awareness. She noted that the Board of Directors expanded to a 10 member Board: 6 from Haddam and 4 from Killingworth. A Prevention Coordinator was hired in May and has resumed prevention work in the School District as well as completing their Prevention Grant Work. The Executive Director Interviews are underway and they decided to hold off on hiring a Clinician Director until the Executive Director gets appointed. A brief discussion took place regarding sharing Clinicians with neighboring Y&FS.

The Mentoring Program is continuing and embarking on their fourth year. Upcoming events were shared and scheduling a Joint meeting with the Board of Selectmen and the Board of Education is underway.

Selectman Young extended her appreciation and gratitude to the Board for all their hard work and also for knowing what they do has made such a profound difference in the families and children's lives they touched who take advantage of the services Y&FS has to offer.

Selectman Annino echoed Jamie's comments and also gave some feedback to be considered going forward. He suggested narrowing in on who Y&FS is, and what they are focusing on in terms of spectrum of services. He feels that would help generate the kind of support financially and/or could potentially provide the services that Y&FS would need, in order to be sustainable.

### **C. RFPs**

#### **1. Snow Plowing**

First Selectman Gorski reviewed the Snow Plowing RFP and spoke how the goal for the Town is to have better resources to be utilized going forward. Discussion about having a process going forward with Snow Plow Contractors making sure the Town receives a commitment in writing for the winter season with all the details including routes plowed and a financial commitment from the Town took place in length.

#### **2. Salt Shed Roof Repair and Painting**

First Selectman Gorski spoke about the Salt Shed Roof Repair and Painting Project that was budgeted for \$40,000 noting it looks like it will come in under budget. Director Regolo confirmed that with every standard RFP, a wrap-around package goes along with it (Environmental compliance, OSCA Compliance and Waiver of Liability) noting some provisions get pulled out when a project is smaller in nature.

Motion #6 - First Selectman Gorski ***Moved*** and Selectman Young ***Seconded*** a motion to advance the Snow Plow and Salt Shed Roof Repair and Painting Out to Bid.

Motion unanimously passed [3-0-0].

### **D. Assessor Office Update:**

First Selectman Gorski discussed the future of the Assessor's Office with Mike Bekech and Shauna Ham. Mike will be reducing his hours to 4 hours per week to stay within budget. Shauna plans on taking her CCMA II Exam in October. The Assessor's Office is looking to post a clerk position this year and their goal is to transition the position to an Assistant Assessor by the Fiscal Year 24-25 which would allow Mike to retire. Discussion circulated around the Assessor's office needing more staffing than what was previously discussed during Budget Season. Gorski suggested bringing in the Assessor's Office in order to get a more definitive update in terms of their future office personnel.

### **E. Assessor Appointment**

Motion #7 - First Selectman Gorski *Moved* and Selectman Annino *Seconded* to appoint Shauna Ham as the Town of Killingworth's Assessor effective July 24, 2023 through April 1, 2024.

Motion unanimously passed [3-0-0]

### **F. Municipal Employees Pension Plan Addendum**

First Selectman Gorski stated in late December/early January they reviewed the Memorandum of Agreement for employees grandfathered under the old Pension Plan. In reviewing with the Town's Actuary, the MOA is not sufficient and a planned Amendment is required as well as an amendment to the Summary Plan document. Gorski stated that all documents need to be consistent and in sync moving forward. A brief discussion followed. Gorski will come back to the BOS with more information from the Town's Actuary shortly.

### **Old Business:**

#### **A. Food Composting**

First Selectman Gorski stated that she reviewed Roslyn's Food Composting Plan to increase sustainability and is looking to get approximately \$2,800 in order to purchase Brochures, Posters and Welcome Kits. Roslyn said that the Welcome Kits would consist of a counter composting pail and bag. Neighboring towns that have already started this program appreciated the Welcome Kit and they also encouraged the family to start the program but Roslyn stated they are optional. Annino stated that \$2,800 is not additional money, it represents a shift in money, because there will be less municipal waste. He suggested funding it out of the MSW Budget. Roslyn reviewed the possible yearly revenues for the Town (Textile Rebate, NIT money, Registered Haulers).

Motion #8 - First Selectman Gorski *Moved* and Selectman Young *Seconded* a motion to Approve an Expenditure of \$2,800 to Support the Food Scraps Organic Material Collection at the Killingworth Transfer Station funds transferred from the Municipal Solid Waste Line Item.

Motion unanimously passed [3-0-0].

Selectman Young thanked Roslyn Reeps for all her hard work and for the implementation of the Food Scraps Program. An update will be given to the BOS on a quarterly basis on the progress of the program.

#### **B. KAA ARPA Request**

First Selectman Gorski spoke about how the KAA Requests with associated costs have increased since they were last approved at Town meeting. Director of Finance Regolo confirmed any changes to a Capital Expenditure regardless of the amount of threshold needs to go to Town Meeting, therefore, all three requests need to go back out for approval. Discussion took place that proper invoices should be presented to the BOS from the company where they are purchasing the equipment from reflecting price increases in order to show what they are committing to. Annino noted that the Town needs to be presented with the 3 original requests

along with the appropriate pricing and then shown the increase of equipment and the justification that goes along with it.

Director of Finance Regolo updated the BOS that there still is approximately \$200k of ARPA funds that have not been assigned to anything yet, and suggested they utilize the funds for normal business expenses such as Town Capital Projects. She noted that the Ambulance Association is not one of the normal business expenses for running the Town.

### **C. Charter Revision Commission**

Motion #9 - First Selectman Gorski **Moved** and Selectman Annino **Seconded** to accept the July 19, 2023 draft report as the final report of the Charter Revision Commission.

Motion unanimously passed [3-0-0].

Motion #10 - First Selectman Gorski **Moved** and Selectman Young **Seconded** a motion to approve the Charter Amendment of the final report of the Charter Revision Commission.

Motion unanimously passed [3-0-0].

Motion #11 - First Selectman Gorski **Moved** and Selectman Annino **Seconded** a motion to submit the Charter Amendment to the Electors at the next regular Election.

Motion unanimously passed [3-0-0].

*Discussion - Gorski noted at the BOS meeting scheduled at the end of August the details will be worked out in terms of what will be written on the Ballot, and how it will be published either in the Newspaper or via online. Attorney Tycz will confirm with Gorski.*

### **D. Eric Auer Ball Field:**

Glen Johnson spoke about being in compliance with the original Master Plan when the hard ball field was removed from Sheldon Field and now needs to be replaced. Glen reviewed the costs with the BOS for building the Ball Field, the original estimated cost was approximately \$441,000 has increased to approximately \$725,000 noting there are different ways to reduce cost, if needed. He spoke about how the majority of the grant money will be consumed in order to create and grate the BaseBall Field. Young mentioned that when the BaseBall Field Community was at one of the previous meetings, they indicated if the price came back too high, that they would be interested in working together to offset the cost and fundraise in order to raise money. She asked that Glen reach out to them once the final numbers are known. Glen stated that they are fully committed to building a Basefield Field also noting for reference it will say Multi Purpose Field on some of the RFP documents. The RFP will now be edited, approved and then go out to bid.

### **E. Rocco Field**

First Selectman Gorski stated that the HK Little League is interested in “skinning the in-field” at Rocco Field. Glen Johnson spoke about recent Park and Rec meeting discussions regarding taking up the sod to “skin the in-field”. Discussion as to why the HK Little League Members

want to do this took place. Annino noted this is more of a Park and Rec concern rather than BOS. Glen stated a decision hasn't been made but further discussions will continue at the next Park and Rec meeting.

### **Pickleball Ball Court:**

Motion #12 - Selectman Young *Moved* and Selectman Annino *Seconded* a motion to add an item onto the Agenda, Pickleball Court.

Motion unanimously passed [3-0-0].

Glen Johnson discussed how they are looking into putting in 4 Pickleball Courts. He briefly reviewed associated costs, and possible locations. Annino suggested looking at the small parcel on Bethke Pond Meadow, noting it is underutilized for what it is intended for.

### **Water Pollution Update:**

PFAS -

-She gave an update that two letters went out to all testing sites, there were four residential and one public well. For the two houses that are located on Route 81, the non-treated water current results show below the action level. The letter indicates that the water is suitable for consumption but one more sample needs to be collected per DPH request and they will coordinate that shortly.

-She spoke with Justin Kronholm from the Attorney General's office and he is expecting to set up a meeting with the Attorney General's Environmental Team to discuss the Town's situation and learn more about the State level plan. Attorney Dave Tycz is interested in attending this meeting with the Attorney General's office and Annino/Young noted they would like to attend the meeting as well.

-Should have the design from GZA for the filtration system this week. They are looking to go into KES tomorrow morning.

Salt - No Update.

### **Public Comment:**

-Michele Nuhn spoke about the Pension Plan Addendum and she wanted to make sure the BOS is aware of the extra sentence on Page 4. She stated that the employees were told the line would be removed in 2021 since it doesn't match what it says in the Employee Manual and the Pension Benefit Statements. She read page 4 to the BOS. She is concerned because she started at 34 and is fully vested but if she adds that fraction that is given then she wouldn't get her full pension if she retires tomorrow. Director of Finance Regolo clarified that she believes it's a standard clause, and the assumption is that she would be drawing her benefits at 65, but the Town's Actuary would be able to clarify that for her. Gorski also noted that she wants to make sure there is consistency across the documents and there are several discrepancies that need to be addressed, this being one of them.

-Richard Pleines spoke about his support with setting up an unsafe structure reserve fund but noted his concern with how the fund will be set up due to the amount of structures in Town that need roof replacements. He is concerned that the Town could potentially get more calls from Community members than needed.

- Roslyn Reeps suggested since the BOS is looking at increasing recreation at the parks that they also look at increasing security and the waste disposal on the properties. She stated there have been complaints from users and neighbors specifically at Auer Park and Sheldon Parks, how the trash cans are overflowing and entering onto the fields and Neighborhoods. A brief discussion about who holds the Trash Contract, who cleans up the parks, and utilizing a dumpster versus a trash can took place.

**Selectman's Comments:**

Jamie Young - None.

Lou Annino -

-Is thrilled to receive clarification on the Eric Auer BaseBall Field RFP. He noted how it is part of the Strategic Plan, and how it's important in terms of planning to be focusing on all of the needs, not just the majority needs, in terms of the different types of sports youths play in Town in order to accommodate as many they can. He is extremely happy that in this case it all worked out.

**First Selectman's Comments -**

-Mill and fill at the Transfer Station is tentatively scheduled for August 24th. Recycle Way will be milled and they are working to have a compactor Truck available for MSW. A sign will be posted.

-The roof continues to leak. Gorski will be on vacation and was planning to cancel the BOS meeting; however, the RFP responses are due to be opened during that meeting so she will dial in remotely. Annino suggested canceling the regular scheduled BOS meeting out and holding a special meeting the next day for purposes of opening RFPs and anything else of importance. Gorski noted that the Eric Auer Ball Field RFP will be ready to go for approval so they can add that on to the Agenda as well. Discussion about holding a special meeting was discussed, no motion was needed.

-They need to move forward on adopting an Ethics Policy to be in compliance with the State and also to finish the Personnel Manual. Once reviewed and adopted, the BOS will need to establish an Ethics Commission. Gorski will add onto the Agenda for the BOS meeting scheduled at the end of August.

**Adjournment:** First Selectman Gorski *Moved* to adjourn the meeting at approximately 9:05 p.m.

Respectfully Submitted,

Jamie Sciascia  
Clerk