

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

MINUTES
Regular Meeting
September 12, 2023

Chairman Robert Rimmer called the September 12, 2023 Regular Meeting of the Board of Finance of the town of Killingworth to order at 7:00 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, Tara Amatruda, Sarah O'Brien, and, Andrew O'Neill.

Members absent: none.

Others present: Finance Director Regina Regolo (via telephone), Secretary Sherry Lee Hynes, Members of the Killingworth Volunteer Fire Company and Residents Eric Couture and Eileen Blewett

Visitors. No visitors wished to speak at this time.

Discussion with Killingworth Volunteer Fire Company Representative

Present for the Killingworth Volunteer Fire Company
Rick Darin, Chief
Ethan Darin, Assistant Chief
Damon Manz, Chief Engineer and
Todd Hajek, Senior Trustee

Chief Rick Darin thanked the Board for the support of their budget and the support from the Town Hall Staff.

With input from the other members present, he gave an overview of the type of calls for assistance they receive and the response to same, including mutual aid calls. Their focus now is on training and recruitment. The fire prevention program will be re-instated and member in-house training which were discontinued during Covid.

He noted that last year's operating expenses came in on target with their budget which included unanticipated major expenses for unanticipated repairs, discovered during a routine maintenance review, that had to be performed to keep an apparatus on the road.

Anticipated expenses for the coming operating budget will include an increase in administrative support which is needed due to the increased required documentation for apparatus, training, equipment and supplies inventory, apparatus and facility maintenance.

As to their capital budget, he noted that they are still waiting for the new rescue truck to be delivered. RFQs, developed with help from Selectman Louis Annino, have gone out for the needs assessment of the current Department and facilities and their future needs. A committee has been established for apparatus replacement. There is a need for upgrading the current radio system to allow the Town to fully equip members with radios that are capable of communicating with other Towns during mutual aid events. This is a State system that local fire agencies can join. Currently Killingworth has a small number of members that have the radios in addition to radios installed in some/all apparatus. The goal is to outfit each member with the radios.

They then addressed inquiries of the Board. The Board recommended that when the Fire Company prepares their future budgets, they indicate how some of their donated funds and/or donated equipment are used to offset some of their expenses that benefit the safety of the public, which result in a savings to the taxpayers.

Reports:

First Selectwoman Nancy Gorski. She was not present but distributed her written comments for consideration. They were reviewed.

Stirna **MOVED** to add to the agenda, ARPA Funding for 24 Additional Defibrillators. O'Neill seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, Amatruda, O'Brien, O'Neill, and Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

ARPA Funding for 24 Additional Defibrillators

O'Neill **MOVED** to send to town meeting, the purchase of 24 additional defibrillators through Arpa funding as approved by the Board of Selectmen. Stirna seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, Amatruda, O'Brien, O'Neill, and Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Reports (Continued)

Finance Director Regina Regolo

Town Audit. Regolo noted that the auditors have started their audit.

Monthly Finance Report.

Distributed prior to the meeting.

ARPA Fund Spending. This is now showing on the monthly finance report.

Bookkeeping Software. The installation is almost complete.

ARPA Fund Status. She discussed with the Board the remaining funds and allowable requests.

Status 2019/2020, 2020/2021 and 2021/2022 Annual Reports. Update by Rimmer.

Bills – Hynes – August 2023 Clerical Hours

Couture **MOVED** to accept and approve for payment the invoice of Hynes for her August 2023 Clerical Hours in the amount of \$39.17. O'Brien seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, Amatruda, O'Brien, O'Neill, and Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Visitor Schedule

October: Parmelee Farm and Killingworth Park and Recreation

November: Killingworth Library

Minutes

August 8, 2023 Regular Meeting. O'Neill **MOVED** to approve the Minutes of the August 8, 2023 Regular Meeting with the following correction:

1. On the approval of the bills, add Stirna to votes for approval.
2. Change the roll count to 4-0-0.

O'Neill seconded the motion. Discussion: none. Voting in favor: Rimmer, O'Neill, O'Brien and Stirna. Opposed: none. Abstentions: Amatruda and Couture. The motion was **carried**, 4-0-2.

Amatruda **MOVED** to add to the agenda: Minutes: July 25, 2023 Special Meeting. O'Brien seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, Amatruda, O'Brien, O'Neill, and Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

July 25, 2023 Special Meeting. O'Brien **MOVED** to approve with the following corrections the Minutes of the July 25, 2023 Special Meeting with the following corrections:

1. Page 1 - Under Reports – Killingworth Kriar
 - a. Change Kriar to Krier and
 - i. Delete: “of another agency...ARPA Plan.” and replace with “the request is going to the Chamber of Commerce to honor the Town’s decision”.
2. Page 2 – RSD Negotiation Attendance
 - a. Change O'Brien to Amatruda

Amatruda seconded the motion. Discussion: none. Voting in favor: Rimmer, Couture, Amatruda, O'Brien, O'Neill, and Stirna. Opposed: none. Abstentions: none. The motion was **carried**, 6-0-0.

Additions to the October 10, 2023 Regular Meeting:

Visitors: Killingworth Library and the Killingworth Park and Recreation.

BOF – Minutes
Regular Meeting
September 12, 2023

Discuss November Meeting date. The date stands.

There being no further business, Rimmer **adjourned** the meeting at 8:24 P.M. to the October 10, 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