

**MINUTES
REGULAR MEETING OF THE
BOARD OF SELECTMEN
MONDAY, March 11, 2024 at 7:00 p.m.
Killingworth Town Hall/Remote Access Available**

BOS Members in Attendance: First Selectman Eric Couture, Selectmen Joel D’Angelo and Eric Nunes

BOS Members Absent: None.

Visitors: Peg Scofield, Bill Koutakas (Via Remote - Joined at 7:19 p.m.), Nancy Gorski, Eileen Blewett, Wayne Linsley, Richard Pleines, Michelle Nuhn, Elizabeth Disbrow, Peg Scofield, Jim Duffield, Regina Regola (Via Remote), Eileen Unger-Pleines (Via Remote), and Jamie Sciascia (Via Remote)

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

Pledge of Allegiance: The Pledge of Allegiance was recited.

Approval of Minutes:

The Minutes of the Thursday, February 29, 2024 Special Meeting of the Board of Selectmen were approved as presented.

The Minutes of the Monday, February 26, 2024 Regular Meeting of the Board of Selectmen were approved as presented.

Motion #1 - Selectmen Nunes *Moved* and Selectman D’Angelo *Seconded* a motion to approve the Minutes of the Monday, March 4, 2024 Special Meeting of the Board of Selectmen with proposed amendments.

Amendments are as follows:

1. At the Top Header, Delete “Thursday, February 29” and add “Monday, March 4”

Motion unanimously passed [3-0-0].

Selectman Nunes inquired about the first Public Comment not being listed on the Agenda. First Selectman Couture advised since it is a heavier Agenda, especially due to the Budget discussion,

Public Comment will only appear once towards the end of the meeting but will continue its normal path appearing twice at its next Regular Board of Selectmen meeting.

Refunds, Abatements and Transfers:

<u>Name</u>	<u>Address</u>	<u>Amount</u>	<u>Reason</u>
Frank Lindner or Jacob Lindner	185 Emanuel Church Rd.	\$238.69	Overpaid COC#11283M
Frank Lindner or Jacob Lindner	185 Emanuel Church Rd.	\$290.48	Overpaid COC#11282M
Frank Lindner or Jacob Lindner	185 Emanuel Church Rd.	\$310.49	Overpaid COC#11281M
Lauren Y. Marvin	900 Pacific St Apt 1510	\$238.22	Overpaid COC#11278M
Lauren Y. Marvin	900 Pacific St Apt 1510	\$275.85	Overpaid COC#11277M

Discussion - The Board had discussion about two individuals being charged car tax by other municipalities. First Selectman Couture will follow up with Michele Nuhn to get more information on where the car is registered.

First Selectman Couture **Tabled** the Agenda Item until the next Board of Selectmen’s meeting.

Budget:

First Selectman Couture reported that Michele Nuhn forwarded to the Board the Report regarding taxes that have been collected, also noting that they are on target for the Budget for this year. Director of Finance Regolo stated that due to the mild winter the Town is in a good position.

2024 Appointments:

First Selectman Couture reported that they are still seeking Candidates to seat in order to form the Ethics Committee. In addition, there are two Appointments that are being brought forth tonight, one for the Park and Recreation Commission and one for the Inlands Wetlands Watercourses Commission. Motions were made shortly thereafter.

Motion #2- Selectman D’Angelo **Moved** and Selectman Nunes **Seconded** a motion to appoint Christopher D. Swiss (Republican) to the Park and Recreation Commission with a term beginning January 1, 2023 and ending effective December 31, 2025.

Motion unanimously passed [3-0-0].

Motion #3 - Selectman Nunes **Moved** and Selectman D’Angelo **Seconded** a motion to appoint Linda Kieft-Robitaille as the Inlands Wetlands Watercourses Enforcement Officer with a term ending on December 31, 2024 pending consultation from the Inlands Wetlands Watercourse

Commission.

Motion unanimously passed [3-0-0].

Department Reports:

First Selectman Couture reported that the Building, Land Use and Town Clerk’s Reports are in the packet regarding the transfers and permits being done in Town. Selectman Nunes inquired about the Permitting Software being utilized yet. Couture advised that they haven’t approved the funding in order to implement the Permitting Software.

Board of Education Report:

Kathy Zandi, from the Regional School District 17 Board of Education, presented the February 2024 Summary Report. The following topics were discussed:

1. Accolades
2. High School Opportunities Book
3. Hearing Officer Selection
4. Budget Transfer Requests
5. Master Plan Update
6. Personnel & Evaluations Subcommittee
7. Finance & Facilities Subcommittee
8. Policy Subcommittee
9. Communications Subcommittee
10. 2024-2025 Budget

You can find information regarding the Board of Education relating to their Meeting Agendas, Minutes, Budget, Master Plan etc. directly on their website by going to: [Board of Education - Regional School District 17 \(rsd17.org\)](http://Board of Education - Regional School District 17 (rsd17.org))

Old Business:

First Selectman Couture reported that copies of the most recent Budget as of March 7th were in the Board’s packet which included the changes they discussed. The Proposed Budget will be sent to the Board of Finance for their review tomorrow. Selectman Nunes suggested since all the special meetings were extremely beneficial, and especially being new to the Budget process, going through each section tonight giving the “official seal” in order to send the Proposed Budget off to the Board of Finance. Nunes stated this also will be captured in the Meeting Minutes. Couture noted they received an additional request from the Park and Recreation Commission on Friday which isn’t reflected in the Proposed Budget number so he is attaching it as a separate document and will let the Board of Finance know. Nunes stated how this process is all new to him this year, noting how during the Budget special meetings, the Board spoke in more generalities for the Minutes. Going forward, as a way of an improvement, Nunes’ suggestion would be during the Budget process, to make it more concise in order for more transparency.

The Board reviewed the Budget sections line by line and raised additional questions if

needed:

**General Government to Office Expenses no further changes noted.*

1000000 · General Government:

1001200 · First Selectman Salary
1001301 · First Selectman Meeting Expense
1001303 · Mileage Expense
1002200 · Selectmen Stipend (2)
1002201 · TOB Receptionist
1003201 · Financial Director
1004200 · Admin Assistant (1 FTE)
1005000 · Office Expense
1005301 · Stationery
1005304 · Selectman meeting
1005305 · Committee sup
1005306 · Office Supplies
1005308 · Other
 Capitol Regional Purchasing Council (CRPC)
 1005309 · Payroll Expenses
 1005311 · Monthly General Fund Audit
 1005313 · GASB 45 Compliance
 1005314 · Professional Development
 1048300 · Legal Notices
Total 1005000 · Office expense

1006000 · Probate Court: **Couture noted they had no changes.*

1007200 · Board of Elections: **Couture discussed this section is largely driven by Early Voting.*

Selectman Nunes inquired when State Aid would kick in. Couture stated that the Secretary of State's office is pushing the Legislation to fully fund the Early Voting process and it is unclear if it will pass in the General Assembly. Couture advised that the Town is required to provide Early Voting per Statutory requirements (number of days that people are allowed to partake in Early Voting). Couture noted that it may change, since it is everyone's first year in Connecticut doing it, and the Town Clerk's Office and Town Registrars still have a lot of questions.

1007300 · Board of Elections -
 1007301 · Printing
 1007303 · Office supplies

- 1007304 · State Conf
- 1007305 · Town Meetings
- 1007306 · Election Worker
- 1007307 · Other/Mileage/Cert Classes
- 1007308 · Machine Repairs

Total 1007300 · Board of Elections

1008000 · Board of Finance:

- 1008301 · Expenses
- 1008302 · Auditing
- 1008304 · Publication of Annual Budget
- 1008305 · Publication of Annual Report

Total 1008000 · Board of Finance

1009000 · Annual Capital Transfers:

- 1009301 · Transfer to Capital Reserve

Total 1009000 · Annual Capital Transfers

**Discussion - Annual Capital Transfers - Nunes spoke about the Annual Capital Transfers could generally be up to 1 ½ million and inquired who has the final say. Couture noted that the Town has the final say through Town Meeting and Referendum. The Board of Finance will take it up and then the Board will set final numbers by presenting information or speaking with them. Once the Budget leaves their hands tonight, the only component left will be addressing the Multi Year Plan.*

1009300 · Contingency Fund: **Couture noted this is set up for Construction projects.*

1009401 · Grant Writer: **Couture noted this is set aside for when they need a Grant Writer but they try to do grant writing in-house. This line item hasn't been used in a while; however, Couture suggested it is a good idea that it stays open.*

1010200 · Assessor Salary: **Nunes stated that the Assessor's salary makes the most sense with the 2.8% increase and inquired if there was any more information about the new hire and moving the expense to Capital. Couture went over Mike Bekech serving limited hours, and moving him towards the full Assistant Assessor position/Consultant position and reevaluating the position as time moves forward. Couture spoke about how in the past few years there has been a transition of the Assistant Assessor to the Assessor role with Mike scaling down his hours. The \$7,200 will move to Capital for the Assistant Assessor position in terms of being reevaluated in order to be a component of that position.*

1010201 · Assistant Assessor Salary new FT Hire; Assistant or Clerk?

Reval Assessment Consultant

1010202 · Assessor's Clerk

1010300 · Assessor Expenses **Couture noted that this line includes training for new Assistants, maintain licensing etc.*

1010302 · Schooling and meeting additional training for new assistant

1010303 · Pricing manuals

1010304 · Office supplies

1010308 · Other

1010306 · Mileage

1010310 · Mapping - annual

Total 1010300 · Assessor Expenses

1012000 · Board of Assessment Appeals Exp

1013200 · Tax Collector Salary (1 FTE)

1013201 · Tax Collector Clerk Salary

1013300 · Tax Collector Expenses

1013301 · Supplies

1013303 · Meetings and Sues

1013304 · Other - DMV Direct

1013307 · Certification Courses

1013300 · Tax Collector Expenses

1015300 · Treasurer stipend

1015301 · Deputy Treasurer Stipend

1016000 · Town counsel

P&Z expenses 1017300 · Town Engineer - fees **Couture reported this is about the smaller Bridge repairs in Town.*

Abner Lane Rd Bridge project - 26/27

1018200 · Town clerk salary (1 FTE)

1018201 · Assistant A - salary (1 FTE)

Assistant B - salary (1 person 15 hrs/wk)

1018300 · Town clerk

1018301 · Recording/Indexing

1018303 · Mapping/Microfilming

1018305 · Conference/School/Mile

1018306 · Supplies

1018309 · Record Preservation

1018315 · Codification/Ordinances

Total 1018300 · Town Clerk

1020200 · Building Official Salary **Nunes stated it was helpful to have a discussion about the hours due to the 7% increase.*

Building Official Expenses

1020303 · Office and Inspection Supplies

1020304 · Auto Mileage

1020307 · Other

1020309 · Violat Abate

1020311 · Codes/BOCA/NFPA

1020312 · State Training Fees

Total 1020300 · Building Official Expenses

1020310 · Building/Sanit. Secretary Sal.

1022000 · Operation and Maintenance **Couture noted that water testing is up due to the State increasing the changes.*

1021300 · Water Testing Fees

1022302 · Fuel

1022303 · Water - TOB

1022304 · Paper & Cleaning Supplies

1022305 · Furnace Maintenance

1022306 · Town Property Maintenance

1022309 · Rug and Dry Cleaning

1022310 · Other

1022311 · Spraying/Exterminator

1024300 · Telephone

1025300 · Town Prop Custodian

1036300 · Duplicating Expense **Nunes inquired whether this item is being driven by State Statute. Regolo reported that this line is a blended line item with expense of paper, service contracts and lease payments all relating to having copiers within Town Hall.*

1037300 · Postage & Meter Rental

Total 1022000 · Operation and Maintenance

1023300 · Electricity **Regolo stated that there are other Electricity lines like Parmelee Farm that it hits noting two Eversource accounts. Regolo noted that this is an Artifact from years ago and that it is very difficult to get Eversource to rename their accounts. The rest of the lines are "housed" on Campus. Regolo stated that they were able to separate the Food Pantry. Regolo confirmed this morning the \$35,530 is a reasonable number for next year. Couture/Nunes spoke about the Food Pantry Building needing to be more energy efficient. Regolo reported when Gorski was in office, Eversource came to the Food Pantry*

and said there was nothing they could do, noting the large amount of refrigeration. The Board noted this is an area to look at going forward to be more energy efficient.

1023301 · New EOC, Old Garage & Dog Pound

1023302 · Town Office Building

1023303 · Street Lights

1023304 · Food Pantry at Circle

1023307 · CCM Electric Purchasing

Total 1023300 · Electricity

CIRMA

VFIS

1030300 · Fire/Liab/Casualty Insurance

1030350 · Fringe Benefits

1031300 · Workers' Compensation

1032300 · Unemployment Insurance

1033300 · Social Security-Medicare

1034300 · Medical/Dental Benefits

1035300 · Disability & Life Insurance

1050300 · Pensions - Defined Benefit

1050300 · Pensions - Defined Contribution **Nunes inquired what the \$2,300 adjustment reflects. Regolo reported it represents two things: defines the benefit plan that is what the actuary determines based on census and portfolio performance that the Town is obligated to contribute to that plan and the defined contribution plan which is an estimate based on the people who are eligible to be in that plan based on 4% of their salary.*

1050301 · Actuarial Exp - Emp Pension

Total 1030350 · Fringe Benefits

1041301 · Information Technology:

1041310 · Hardware & Supplies

1043305 · Assessor - Lic/support

1043306 · Tax Collector - Lic/support

1043313 · Town Clerk - Serv/Lic/Support

Finance - On-line Budget Book

Land Use - On-line Permitting Software

1043319 · TOB - File Server License Renew

Total 1043000 · Software Licenses/Support

1043314 · TOB Network Support

1043315 · Website - TOB
1043320 · GIS Applications
1043321 · Internet Access Expense

Total 1041301 · Information Technology
Total 1000000 · General Government

1100000 · Public Safety:

1101300 · Fire Company
1101310 · Ambulance/Fire Service Recognition Plan
Volunteer Stipend in Lieu of tax abatement
1101311 · Life Benefit - KVFC & KAA
1101312 · Actuarial Fees - KVFC & KAA
1102200 · Fire Marshal - Stipend **Couture noted that there is a small increase in the Stipend amount.*
1102301 · Fire Marshal - Expense
1102302 · Open Burning Official
1103000 · Emergency Management **Couture noted that they discussed not being at a point to add options in for Emergency Management.*
1103001 · Local Emergency Planning
1105200 · Resident Trooper Assessment
1105300 · Resident Trooper Expense
1105301 · Office Supplies
1105302 · Community Relations Materials (formerly DARE)
1105303 · Other - Internet
1105307 · Trooper OT
Total 1105300 · Resident Trooper - Expense

1107400 · Paramedic Services Assessment
1107300 · Valley Shore Emergency Comm **Couture noted this is the Assessment they get for being part of their Operations.*
Total 1100000 · Public Safety

1200000 · Highway: **Couture noted big changes in FTEs and expectations over time for Snow and Special. Not budgeted in this line item is any contracting changes if they need to sub out for equipment etc.*

1201000 · Snow Removal
1201301 · OT - Snow Removal - Snow Pay **Regolo stated that the overtime funding is paid to the employees. Regolo also confirmed that \$5,000 is a reasonable number for what they have been seeing for the past few years.*

Couture noted that when the Public Works Department is plowing, it is considered Overtime. Wayne Linsley stated that 1 FTE that will be hired will take away hiring an outside contractor to drive the Town's vehicle during snow plowing season.

1201302 · Contractors

1201303 · Salt

1201304 · Sand

1201305 · Plowblades/parts

1201307 · Other

Total 1201000 · Snow removal

1202000 · Highway wages ****Nunes suggested establishing a Hiring Committee and volunteered D'Angelo and himself to assist Couture if needed when hiring the full time Public Works employee.***

1202200 · Regular wages (2 FTEs)

1202201 · Foreman (1 FTE)

1202202 · Mechanic (1 FTE)

1202203 · O.T/Special

1202204 · Groundskeepers

1202205 · Seasonal Help

Total 1202000 · Highway Wages

1203000 · Highway Other

1203303 · Road patch

1203304 · Road signs

1203305 · Basin cleaning

1203306 · Culvert cleaning

1203307 · Pipe and block

1203308 · Road striping/stop bars

1203309 · Road mowing

1203310 · Road sweeping

1203311 · Tree work

1203312 · Tires

1203314 · Gravel/Process

1203315 · Part and supplies

1203316 · Hired equipment

1203317 · Bridge repair

1203318 · Safety shoes

1203319 · Uniforms

1203320 · Physicals

1203323 · Cable TV/Internet

- 1203325 · Miscellaneous
- 1203326 · Req. training & manuals
- 1203328 · Diesel fuel
- 1203329 · Gasoline
- 1203330 · Security alarm
- 1203331 · Building maintenance
- 1203332 · Lubricants
- 1203333 · Hardware
- 1203334 · Custodial supplies
- 1203336 · Fire extinguishers
- 1203337 · Crack sealing
- 1203338 · Radios
- 1203339 · Equipment refurbish
- 1203340 · Office supplies
- 1203341 · Small equipment
- 1203342 · Spot paving & Curbing
- 1203344 · Spraying of Guard Rails
- 1203345 · Shop equipment
- 1203346 · Traffic Control **Nunes inquired what the \$1,500 was in reference to. Regolo stated that this line has not been used in a while but there were past projects that they had to hire outside contractors in order to flag. Couture mentioned a project on Green Hill and also Beckwith. Wayne Linsley reported that the Public Works Department are all Certified to flag; however, there are some bigger projects that have used one or two of the Public Works guys and still needed to hire outside Contractors.*
- 1203343 · Calcium Chloride
- 1203348 · Other
- 1203349 · Guard Rail Repair
- 1203350 · Beaver Control

Total 1203000 · Highway Other

1204300 · Cemetery care

Total 1200000 · Highway

1300000 · Sanitation & Health: *Couture noted no adjustments.

1301000 · Compactor Operations

1301201 · Supervisor salary (.48 FTE)

1301301 · Uniforms

1301302 · Contracted Hauling **Couture noted you might see some reduction in this line from the hiring of 1 FTE. He said throughout the year they will be looking at what savings they will have, and what expenses will be accrued.*

1301303 · Electric

- 1301305 · Porta Potti
- 1301307 · Site modification
- 1301308 · Truck operation & repairs
- 1301309 · Compactor attendants (3 @ .48 FTE)
- 1301310 · Permit fees
- 1301311 · Other
- 1301314 · Waste Oil
- 1301315 · Anti Freeze
- 1301318 · Repairs to Compactor

Total 1301000 · Compactor Area Maintenance

- 1302000 · Compaction CTG & Disposal
 - 1302301 · Municipal Solid Waste
 - 1302303 · Other

Total 1302000 · Compaction CTG & Disposal

- 1303000 · Bulky waste disposal
 - 1302306 · Chipping
 - 1303301 · Tipping Fees **Couture noted this is a separate contract from MERA. RiverCOG is looking at what the responsibilities will be as far as trash.*
 - 1303304 · Tires - **Nunes inquired whether or not the Tires disposal reached the \$6,000 limit. Regolo stated they are at 40% right now.*
 - 1303305 · Other

Total 1303000 · Bulky Waste Disposal

1306300 · Hazardous Waste Collection

1307300 · Health District Assessment **Couture noted that there is a reduction in the Health District Assessment*

1311300 · Public Health Agency

1312300 · Vital Statistics

Total 1300000 · Sanitation & Health

1400000 · Conservation & Land Use:

- 1401000 · Planning and Zoning Commission
 - 1401301 · Clerk Salary
 - 1401304 · Courses and conferences
 - 1401305 · Printing
 - 1401307 · Other
 - 1401310 · Land Use Reporting Fees (DEP)
 - 1401311 · Consultant

Total 1401000 · Planning and Zoning Commission

1402000 · Zoning Enforcement Officer

1402300 · Zoning Enforce-Salary
 1402301 · Zoning Enforc - Office Expense
 Total 1402000 · Zoning Enforcement Officer
 1403000 · Zoning Board of Appeals
 1403303 · Clerk
 Total 1403000 · Zoning Board of Appeals
 1404000 · Conservation commission
 1404301 · Meetings and Workshops
 1404302 · Newsletters and Meetings
 1404305 · Conservation Improvement
 1404307 · Membership Fees & Dues
 1404309 · Educational Outreach
 Total 1404000 · Conservation Commission
 1405000 · I.W.W.C.
 1405301 · IWWC Clerk Salary
 1405302 · Office Supplies
 1405305 · Conferences and Workshops
 1405307 · Other
 Total 1405000 · I.W.W.C.
 1406000 · IWWC A&E Officer
 1406301 · IWWC Officer Salary
 1406302 · IWWC Office Expense
 Total 1406000 · IWWC A&E Officer
 1408300 · CT. River Conservation District
 1410300 · Tree Warden
 Total 1400000 · Conservation & Land Use
 1500000 · Recreation
 1501000 · Killingworth Recreation Program
 1501301 · Salary - Gatekeeper - **Nunes inquired about the salary to Gatekeeper. Couture reported it is a minor stipend, for two people to monitor and close the gate after dusk. Regolo reported its \$10.00 a day. The Gatekeeper is also someone used to protect the Town's Soccer/Baseball fields.*
 1501302 · Salary - Clerk
 1600000 · Community Services / Misc
 1600001 · Town Organizations
 1607300 · Library
 1607310 · Dog Fund Support
 1613300 · Housing partnership
 1618300 · Municipal Properties Committee
 1618310 · Parmelee Farm Committee

- 1618311 · Committee on Aging
- 1624300 · Open Space Committee
- 1624301 · Open Space Acquisition
- 1501306 · Seed/fertilizer
- 1501307 · Equipment Maintenance
- 1501308 · Earth Materials

1501309 · Trash Carting **Sweitzer does the trash pick up, and the contract gets bidded out. Nunes inquired if there are any other trash pick ups to look at. Couture noted there are other Towns that do more in-house based trash collecting but those Towns have more Public Works staffing. The question is....What does the future of Public Works look like? Other Towns Public Work Departments do their own lawn mowing. Nunes suggested identifying areas as the Board discusses implementation next Budget Season. These numbers can be adjusted as a result of things that the Board puts in place, job descriptions etc. which the Board can go back and refer to this data. Couture noted that the Budget is a guideline “living document” and recognizes that it could change at any point in time.*

- 1501310 · Miscellaneous
- 1501311 · Park & Rec Eversource
- 1501312 · Field Maintenance
- 1501313 · Fishing Derby
- 1501315 · Porto Potty
- 1501316 · Other
- 1501318 · Wood Chips
- 1501320 · Tree Work
- 1501321 · Signage

Total 1501000 · Killingworth Recreation Program

1502300 · HK Recreation program

Total 1500000 · Recreation

1600000 · Community Services / Misc:

1600001 · Town Organizations

1607300 · Library

1607310 · Dog Fund Support **Regolo addressed this Fund. It supports the Salary for the Animal Control Officer which includes the electricity, and also the money that flows in and out to the State (revenue received from State). Regolo further stated that there was a surplus for years in this account, which slowly was consumed. In order for this Department to stay active, it needs to be funded.*

1613300 · Housing Partnership

1618300 · Municipal Properties Committee

1618310 · Parmelee Farm Committee

1618311 · Committee on Aging

- 1624300 · Open Space Committee
- 1624301 · Open Space Acquisition
- 1625300 · Community Services Support

Total 1600001 · Town Organizations **Nunes stated that he feels the \$500 for programing is appropriate for the Committee on Aging. Further, he discussed the \$970 reduction from the Parmelee Farm Committee, noting after giving it some additional thought, he feels in terms of fairness, both the Library and Youth and Family Services should be looked at equally this year. Nunes further spoke how Parmelee Farm is owned by the Town and the Board has an obligation to them. He also acknowledged how it is Volunteer driven in terms of cutting their own grass. Couture was open to keeping the Town's contributions to both the Library and Youth and Family Services flat in the Budget especially since Youth and Family Services will be receiving the Opid Settlement Money. Also, noting the Library has been discussing with the Board of Finance about Revenue Streams and on how to handle the Library Funding. D'Angelo noted he wished he had the information beforehand, when they were making the amendments during the Budget discussions, along with the Narratives and Presentations. He also noted that Parmelee Farm provides a service to the Town and Youth and Family Services provides a different service to the Town and D'Angelo doesn't want to make a decision based on that. He would feel more comfortable leaving it up to the Board of Finance. Couture further spoke about the additional request from the Park and Recreation Commission. Nunes suggested that the Board come to a consensus about it before moving on to the next line item. D'Angelo stated based on Narratives and all the Budget meetings with the Directors, that he feels comfortable moving forward with sending the Proposed Budget with the amendments at a 7% to the Board of Finance. He also noted that some of the amendments were difficult for him. Couture agreed with D'Angelo and stated that he is in the same position.*

- 1600002 · Community Organizations
 - 1601300 · RiverCOG
 - 1602300 · Community Renewal Team (CRT)
 - 1604300 · Estuary Council of Seniors/EMOT
 - 1608300 · Estuary Transit District
 - 1609310 · Literacy Volunteers
 - 16xxxxx · Substance Abuse/Addiction Services
 - 1616300 · Youth & Family Services
 - 1622300 · The Connection's Eddy Shelter

Total 1600002 · Community Organizations

- 1600003 · Miscellaneous
 - 1603300 · COST
 - 1603350 · CCM
 - 1619300 · Tax Refunds and Abatements
 - 1620300 · Misc Grants
 - 1621300 · Misc Government Refunds

1621302 · PFAS Related Expenses

Total 1600003 · Miscellaneous
Total 1600000 · Community Services / Misc

1700000 · Welfare:

1701200 · Social Serv .Mun. Agent Salary

1701300 · Municipal Agent - Expense

Total 1700000 · Welfare

1900000 · Debt & Lease Obligations:

Total 1900000 · Debt & Lease Obligations Total 1000000 ·

Selectman Nunes expressed gratitude for the review of the Budget line-by-line and capturing the details in Minutes. Couture thanked Regolo for assisting in the Budget questions.

After Board review and discussion, no further changes were made to the Board's Proposed Budget.

A. Approval of FY 24/25 Selectmen's Budget:

Motion #4 - Selectman D'Angelo *Moved* and Selectman Nunes *Seconded* a motion to recommend to the Board of Finance operating expenditures totaling \$6,262,061 as detailed in the proposed FY 24/25 Operating Budget.

Motion unanimously passed [3-0-0].

Capital Budget:

First Selectman Couture reported that they spoke on the Capital Budget at previous meetings and noted no further changes. Selectman Nunes inquired about the Operating Budget and if they go over last year's Budget it's his understanding that they would get less in return in regards to the Municipal Cap. Regolo confirmed that Nunes is referring to the Operating Budget and it would reflect a 2 ½ % rate of inflation and the State would determine what that number is although she noted it is between 6/7% range noting no penalty. Regolo noted that the Municipal Revenue Sharing can't exceed \$156,000. She circulated to the Board an email of what she understood the issues to be with the OPM about the current rate of inflation.

KVFC - Fire Truck:

D'Angelo inquired about the large Capital expense of the Fire Truck of \$1.2 Million questioning if it gets the specs, bidded out and built which could be 1-3 years out in order to receive and pay for the truck, he questioned where the \$1.2 would sit between now and then. Regolo stated although she hasn't done one in a while to this degree, typically they would lease them, the money would sit in the Capital Reserves if it was available. Regolo stated that it needs to be earmarked further, noting that the Fire Department should be able to answer his question.

KVFC Rack Storage SCBA/Hose/Extinguishers: *Nunes inquired about how much space would they get for the \$14k, inquiring whether they would have enough in order to store all their

equipment. He noted that he is confident the Fire Company has done their research in order to get what they needed.

KVFC - Inflatable Rescue Boat - *Nunes inquired how critical the Rescue Boat was and questioned if it could wait until next fiscal year's budget.

Highway Department Mulch Head Department: *Nunes inquired if this item will be removed or delayed. Couture noted this item is moving to a future fiscal year.

Highway Department:

Road Project - Chip Seal

Road Project - Paper Mill Road

Road Project - Emanuel Church Road

Road Project - Cow Hill Road

Road Project - Beckwith Road

*Couture spoke about the Road Projects and also needing to pave/grade. Nunes inquired if they don't do the work this year, is there any downfall if they push it out in terms of cost and Town vehicles getting in and out of the garage. Couture stated that when he spoke to Walt Adametz last, it was his opinion that it won't have any significant impact on operations as of right now.

Parmelee: Pavilion Expansion/Trail improvement: *Couture stated both of these could be moved to the Board's upcoming discussion they will have regarding Multi Year Plan projects.

P&R Build Additional Pickle Ball courts (4): *Nunes inquired if any of the ARPA funds have been included in the Budget number. Couture noted that this number is not inclusive of the ARPA funding that is going to Town meeting on the 25th. This number is also an old number that doesn't take into account newer estimates on the cost noting some of the design has already been done on the Pickleball Courts. Couture further noted the amount should be less than what is reflected within the budget.

After discussion, the Board agreed that they are comfortable moving the Capital Expenditures to the Board of Finance for their review. A motion was made thereafter.

Motion #5 - Selectman D'Angelo *Moved* and Selectman Nunes *Seconded* a motion to recommend to the Board of Finance capital expenditures totaling \$2,528,248 as detailed in the proposed FY 24/25 Capital Budget.

Motion unanimously passed [3-0-0].

Next steps: The Proposed Budget will go to the Board of Finance and included in there will be the Narrative. The Budget process will continue until they go to referendum in May. Special meetings will be scheduled at that point to discuss the Multi Year Capital Plan.

New Business:

A. 2024 Neighborhood Assistance Act

The Board reviewed the 2024 Neighborhood Assistance Act. The Department of Revenue Services has a program where municipal organizations and tax exempt organizations can try to get funding from corporations in exchange for a tax refund. If the project is an energy efficient project, they would receive a 100% rebate. The process was discussed in length in order to receive funding (individual type projects would apply on their own, and then come to the Board of Selectmen so they could schedule a Public Hearing to advise whether they endorse the project.) Some examples of projects that have been successful in obtaining grants are: The Library, Deer Lake and Land Trust. Selectman Nunes asked for further clarification and will reach out to Elizabeth Disbrow. No further action for the Board tonight but a Public Hearing needs to be scheduled in a future Board of Selectmen's meeting by June prior to the July 1, 2024 opening date of said program.

First Selectman Couture *Tabled* this Agenda Item for a future Board of Selectmen's Meeting.

Public Comment:

- Peg Scofield, who is on The Parmelee Committee, commented on the Proposed Budget. She spoke about the Parmelee Farm's Operating Budget and also gave some background on why Parmelee Farm isn't under the Park and Recreation Commission. She stated that they wanted to have their own governance and rules and expand from a very strict no sports, no dogs, no alcohol policy, keeping it separate from others. Parmelee is also mostly run by Volunteers and has about 9 acres of fields. Peg reviewed their Operating Budget with the Board: to supervise, maintain and fertilize the fields which includes gas for their own equipment. Peg spoke about the Board of Selectmen approving a Master Plan years ago, in order to take care of the Parmelee Farm property, and stated if they reduce the \$900 in the Proposed Budget which takes care of their gas for the lawn mowers, the Board would be putting their obligation behind them. Peg expressed her disappointment and feels that it is not fair to Parmelee Farm that their gas budget is being eliminated since these are Volunteers mowing the grass. Peg stated Parmelee is more than happy to work with the Board on their Operating Budget. Peg listed the Town Groups that use their facility all through the year: The Girl Scouts, The Boy Scouts, The Cub Scouts, The Sugar House, The Lions Club, Earth Day Event, The Garden Club, The Shared Harvest Garden, The Middle School Cross Country Team, The HK Rec Concerts, The Pumpkin Carving, The Christmas At The Farm, Free Summer Concerts, The Memorial Day Service, The Sports Banquets, The Middle School Nature's Classroom, The Graduation Parties, The Town Committee, The KWO, and The Fire Company has their Gala Here. Everyday there are people walking, hiking using the property and the fields need to be maintained and supervised also noting that they have a Pavilion that needs to be taken care of.

- Eileen Blewett had several comments: 1) She spoke about what she heard earlier in the meeting about how Public Comment was left off at the beginning of the meeting and felt insulted since there were people that have invested in the Budget process and would like to comment about it; 2) She commented on how there were a lot of holes in the Budget process (a. Park and Rec having an additional last minute request that wasn't added into the Budget number; b. noting if Parmelee Farms was under Park and Rec then their gas wouldn't be eliminated from the Budget; c. The Sugar House, which is a Town Piece of Property, Eileen stated that their cameras weren't working and a volunteer fixed them but didn't expense the Town for the work; d) Assessor's Office discussion, Eileen feels it is an organizational decision on a department in the building and it shouldn't have just been passed onto the Board of Finance without fully understanding it; 3) Eileen commented about the Food Pantry electric bill being high and has been complaining about the problem for the last three years. Eileen stated that she is very conscious about unplugging the freezers they don't use, turning down the heat, utilizing more energy efficient freezers, and taking the initiative to get more updated equipment.

- Nancy Gorski commented on the Budget process, specifically from a transparency standpoint. She stated that all the special Budget meetings were not recorded, also noting Clerk Sciascia wasn't there taking the Minutes and it was very hard to piece together the trail of where the Budget ended up from the Minutes. Gorski spoke about how when she was on the Board, herself, Selectmen Young and Annino during Budget season, would write down every line item, and every dollar amount and include this information in the Minutes. She hopes with the new budget software that they implement, that the Board will be able to see the changes and track what changes they are making in real time. She understands its a new process for the Board and also with them being new to the Board this year. However, Gorski expressed there needs to be more transparency in the Budget process for the Community going forward.

- Wayne Linsley inquired whether the Board has made any decisions as to the hiring of the Public Works Department Foreman position since it has been approximately two months since Walter's retirement and they would like to move on.

- Richard Pleines inquired on why multiple Town Buildings are not under one electric bill and are still all independent. Richard feels the Town of Killingworth will get a better rate by doing so.

- Eileen Unger-Pleines commented that she feels that there has been a lack of transparency with the Budget process and urged the Board to take a look at it moving forward. Eileen also feels that it is the Taxpayers dollars and the Taxpayers would like to be informed on the process as to how the Board of Finance will be utilizing the funds and also to be able to weigh in and comment about it.

Selectmen's Comments:

Eric Nunes -

- Nunes thanked all that was involved with the Budget process and feedback the Board received. He stated “good luck” to the Board of Finance for the work that they will do with the Budget.

Joel D’Angelo -

- D’Angelo spoke about transparency since it was brought up a few times in the meeting under Public Comment. He stated that while he is not the recorder of the Board meeting minutes, he feels Clerk Sciascia does a good job. D’Angelo confirmed there were approximately seven special meetings that took place regarding the Budget at Town Hall where he discussed in length the Budget line by line, department by department, asking detailed questions throughout the entire process. This was always in public, never going offline in any of the questions that he raised. D’Angelo expressed how he feels disheartened by the Public Comments raised tonight with Community members stating there has been a lack of transparency with the Proposed Budget.

First Selectman's Comments:

Eric Couture - No Comment.

Adjournment: First Selectman Couture *Moved* to adjourn the meeting at approximately 9:27 p.m.

Respectfully Submitted,

Jamie Sciascia
Clerk