

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

MINUTES
Regular Meeting
June 11, 2024

Chairman Annie Stirna called the June 11, 2024 Regular Meeting of the Town of Killingworth's Board of Finance to order at 7:03 P.M. Members present: Chairman Annie Stirna, Vice Chairman Marcel Couture, Sara O'Brien, William Kosturko and Michael Kovacs. Clerk Tara Amatruda was absent. Also present: Selectman Eric Nunes, Finance Director Regina Regolo, Secretary Sherry Lee Hynes and residents Bill Tobermann and Tim Emerson.

Visitors.

Residents Bill Tobermann and Tim Emerson did not wish to speak at this time.

Reports

First Selectman. Selectman Eric Nunes was present in place of First Selectman Eric Couture. He discussed:

ARPA Funds. He advised that the Board of Selectmen, at their June 10, 2024 Meeting, discussed the use of the ARPA funds.

Finance Director Gina Regolo:

May Monthly Report. The Report was distributed prior to the meeting. She addressed inquiries on some line items, including but not limited to, the consultant for the public works operations and the Parmelee Farm. The BOF suggested that the BOS review with the Parmelee Farm the bidding process for the Town.

Helping Hands. Finance Director Regolo heard that they bought a new refrigerator. She has not received an invoice. It was noted that donations they receive are used for food only. It was suggested that there be monitoring of the ins and outs of donations.

Public Works Barn Renovation. The Town anticipates a grant for the restoration of the barn. The Board discussed funding and the restoration plan with input from Finance Director Regolo. The exterior of the barn will be restored first, followed by the interior renovations. C. Marcel noted that there may be funding available from the State Historical Building Fund for

the design work. Former BOF member Robert Rimmer has contact information for them.

Neighborhood Assistance Program. Requests have come in for the Deer Lake infrastructure improvement – furnace; scholarships for campers and an outside pavilion for the library.

Tax Corrector. The May report was distributed prior to the meeting. There were no inquiries at this time.

Minutes

May 14, 2024 Regular Meeting. M. Couture **MOVED** to accept and approve as presented the Minutes of the May 14, 2024 Regular Meeting. W. Kosturko seconded the motion. Discussion: none. Voting in favor: A. Stirna, M. Couture, W. Kosturko, M. Kovacs and S. O'Brien. Opposed: none. Abstentions: none. The motion **carried**, 5-0-0.

May 21, 2024 Special Meeting. M. Couture **MOVED** to accept and approve as presented the Minutes of the May 21, 2024 Special Meeting. W. Kosturko seconded the motion. Discussion: none. Voting in favor: A. Stirna, M. Couture, W. Kosturko, M. Kovacs and S. O'Brien. Opposed: none. Abstentions: none. The motion **carried**, 5-0-0.

RSD 17 and Master Plan.

H-K High School. A. Stirna advised that the Board of Directors agreed to have the superintendent get additional RFPs for the high school renovations.

Burr Elementary School & H-K High School. The Board of Directors will monitor the repairs and/or renovations during July and August.

Wrap up Discussion on 24/25 Budget.

M. Couture felt it was well done. M. Kovacs felt it was a good compromise. Visitor Tim Emerson expressed his position that the background materials were not easily accessible to the public on line and the minutes were not detailed.

Bidding Process.

Resident Bill Toberman questioned the bidding process and whether the high and low bids were automatically not considered. Finance Director Regolo referred him to the bidding regulations on the Town's website.

Handling of Donations

T. Emerson inquired how donations were handled. The Board, with input from Finance Director Regolo, addressed his inquiry.

B. Kosturko stepped out of the meeting at 8:10 P.M. and returned at 8:11 P.M.

Bills

M. Kovacs **MOVED** to accept and approve for payment the invoice of Sherry Lee Hynes for her May 2024 Clerical Hours in the amount of \$100.05. M. Couture seconded the motion. Discussion: none. Voting in favor: A. Stirna, M. Couture, W. Kosturko, M. Kovacs and S. O'Brien. Opposed: none. Abstentions: none. The motion **carried**, 5-0-0.

W. Kosturko **MOVED** to accept and approve for payment Invoice #2491, June 7, 2024, of Gregory Reese for the design and production of the 2021-2022 Annual Report in the amount of \$560.00. M. Kovacs seconded the motion. Discussion: none. Voting in favor: A. Stirna, M. Couture, W. Kosturko, M. Kovacs and S. O'Brien. Opposed: none. Abstentions: none. The motion **carried**, 5-0-0.

Discuss 2019/2020 and 2020/2021 and 2021/2022 Annual Reports.

M. Couture advised that the reports are in progress. Couture **READ** from the Town Charter, the Section on annual reports. The reports will be on the Town website and available in hard copy at the Town Office Building. In response to an inquiry from Tim Emerson, M. Couture advised that the 22/23 Annual Report is being processed.

Old/New Business.

August 13, 2024 Regular Meeting. M. Couture **MOVED** to cancel the August 13, 2024 Regular Meeting. W. Kosturko seconded the motion. Discussion: none. Voting in favor: A. Stirna, M. Couture, W. Kosturko, M. Kovacs and S. O'Brien. Opposed: none. Abstentions: none. The motion **carried**, 5-0-0.

Additions to the July Agenda.

Bonding. The BOF will request Finance Director Regolo to invite the Town's Financial Advisor to come to the July meeting, if available. If not, then the September meeting.

BOF Minutes
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There being no further business, A. Stirna **adjourned** the meeting at 8:38 P.M.

Respectfully submitted,
Sherry Lee Hynes
Sherry Lee Hynes Secretary

E-mailed: Town Clerk
Board of Finance
Board of Selectmen
Regina Regolo, Director of Finance
Elizabeth Disbrow, Administrative Assistant
Michele Nuhn, Tax Collector
Donna Dupris, Town Treasurer
Sherry Lee Hynes, Secretary