

**Board of Finance
Regular Meeting Minutes
Wednesday, August 20, 2014
7pm Clifford B. Green Memorial Center**

Present: Jeff Otto, Sandy Brodeur, Drew Dionne, Ken Dykstra, Kim Conroy and Melissa Bradley;
Recording Secretary

Also Present: Rick Ives, Bob Kelleher, Joe Voccio, and Art Meizner from Hooker & Holcombe

Absent Member: Gene Michael Deary

1. **Call to Order:** Mr. Otto called the meeting to order at 7:03pm.
2. **Public Comment:** None
3. **Review and Accept Previous Minutes:** Kim Conroy made a motion to accept the meeting minutes from 6/18/2014 as presented. Sandy Brodeur seconded the motion. Motion passed 5-0. Kim Conroy made a motion to accept the meeting minutes from 7/17/2014 as presented. Sandy Brodeur seconded the motion. Motion passed 5-0.
4. **Pension Discussion with Art Meizner:** Mr. Meizner discusses our fund in detail. Overall, it is up 3% for the quarter. He has a couple recommendations for changes within the fund. They are:
 - a. Remove Davis NY Venture from 6% to 0% and add Oakmark Fund 0%-6%
 - b. Sell Schwab S&P 500 Index from 10% to 0% and add Vanguard Large Cap Index from 0% to 10%.

The Vanguard is broader; it will give more index exposure.

- c. Sell Columbia Small Cap Growth from 2% to 0% and Northern Small Cap Value from 2% to 0%
 - d. Increase Schwab Small Cap Index from 2% to 3%
 - e. Add Russell US Small Cap Equity from 0% to 3%
- Drew Dionne made a motion to authorize Mr. Meizner to follow through with the recommendations made this evening. Ken Dykstra seconded the motion. The board agrees they have great confidence in Mr. Meizner's recommendations. Motion passed 5-0.
5. **Discuss Funds Returned from 2013/14 Budget:** Mr. Ives reports the final numbers will not be in until September, but it appears the town will be returning \$128,000; Recreation \$8,500; and the School \$153,790. The school was more than expected due to a bill they received from Killingly for Special Ed two days before the end of the fiscal year that was much less than appropriated. Revenues were short \$63,000 but more money was collected in revenues, therefore a transfer will not be necessary. There was also unused capital in the amount of \$88,000. After Mr. Ives met with Bruce Chudwich regarding the bonds, he learned the money cannot go back into the fund, it is required to go towards paying back BAN's. Mr. Otto suggests looking further into that. Mr. Ives explains it is tax free money and by putting it back in the fund, you are violating the tax free status of the money. \$208,000 was planned to balance the budget will not be necessary and returned as well. This will give us 13.1% in reserves. These figures are not finalized and will change some before the September meeting.

6. Discuss 2014/2015 Budget: No discussion.

7. Liaison Reports

- a. K. Dykstra reports the housing authority last met in May. He questions if the minutes are on the website. The capital plan recommendation from the State would mean the BHA would have to locate and bring on board a syndicator to represent the investors who are looking for these tax credits. It would mean the ownership of Tiffany Place would no longer be owned by the BHA, but a limited partnership or LLC. The BHA is not in favor of this. The project money is dwindling because the tenants were evicted so no maintenance fees are being paid. Mr. Voccio explains more in detail. ECO is against this because they have stakes in the property and BHA follows along with their recommendations and Putnam's. The board feels this is something the Board of Selectmen and future Finance Director should get involved in.
- b. D. Dionne reports capital has not met. Mr. Voccio adds they plan to reconvene soon.
- c. K. Conroy reports for Recreation. Family Fun Day was a success. Discussion was held on how to "police" if all the patrons are Brooklyn residence. The full time park maintainer took a job with the highway garage and the part time maintainer took the full time position. There is a part time maintainer position available. Spooky Nights is approaching fast and is in need of volunteers. Two board members are resigning who were active in the project. Teen center director position was advertised. More students attended summer camp than expected.
- d. J. Otto reports Board of Education and Board of Fire Commissioners did not meet last month but will be soon.
- e. S. Brodeur reports she has been unable to attend Resource Recovery due to conflicts.

8. New Business

- a. Report on BAN given to members to review.
- b. K. Conroy questions why we took over the East Brooklyn fire tax collection. Mr. Ives explained there has been one person doing it for years and he was not going to be doing it any longer. There was a small fee for the modular and paper but not a big cost to the town. They did pay him stipend and offered it to the town but we declined. It will be audited just like anything else in town. They will be handling delinquent payments at this time. There is an MOU but it is not signed yet. The town and fire department cannot agree on the term. They want it to be life, and the town cannot do that. Ms. Conroy also asks about the quarterly reports that were requested from the Board of Fire Commissioners. Mr. Otto states they did not meet but he will bring it up at the next meeting. Ms. Conroy asks that a reminder is sent to them prior to the meeting so they can have it available at the meeting.

9. Old Business

- a. R. Ives updates that three interviews have been held for the finance director and are still being analyzed.
- b. R. Ives reports the reval is in its second milestone, about half way through completion. The commercial properties are done and half way through the physical inspections. Every five years half of the properties are physical inspections. The company keeps track of what was inspected and does the other half during the next reval.
- c. R. Ives reports the Board of Selectmen met last night and need more information from Putnam before they go forward. This should happen at the next meeting on the 28th of August. No decision has been made on the Old Tatnic Hill road discontinuance yet. It will be on the agenda for the September 11th meeting.

10. Public Comment: None

11. Adjourn: Drew Dionne made a motion to adjourn the meeting. Ken Dykstra seconded the motion. Meeting adjourned at 8:24pm

Respectfully Submitted;

Melissa J. Bradley
Recording Secretary