



TOWN OF BROOKLYN

P.O. Box 356 - Route 6 and 169
BROOKLYN, CONNECTICUT 06234

OFFICE OF SELECTMAN
(860) 779-3411 Option 2

TOWN CLERK
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TAX COLLECTOR
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ASSESSOR
(860) 779-3411 Option 6

Board of Finance
Regular Meeting Minutes
Wednesday, May 16, 2018
7pm Clifford B. Green Memorial Center

Present: Jeff Otto, Sandra Brodeur, Ken Dykstra and Melissa Bradley; Recording Secretary
Kim Conroy via phone conference
Drew Dionne and Heather Allen absent w/notification

Also Present: Rick Ives, Joe Voccio, Wayne Jolley, Bucky Lohbusch, Patti Buell, Roger LaFleur, Aimee Genna and Eric Bartone

1. **Call to Order and Determination of Quorum:** Mr. Otto called the meeting to order at 7:00pm.
2. **Public Comment:** None
3. **Action on Minutes of May 14, 2018:** Not available
4. **Old Business:** None
5. **New Business**

- a. **Discussion on Proposed Solar Panel Projects at the Elementary and Middle School-** Patti Buell and Roger LaFleur: The Board of Education is proposing to put solar panels on the schools. This is a reimbursable project through the State at 72%. The proposed figures include preventative maintenance.

Elementary School roof-mounted solar PV system; 115 KW

Financial Assumptions:

Project budget	\$428,544
Architect & Engineering	\$21,427
Project management	\$25,713
Total project budget	\$475,684
Estimated grant	(\$342,492)
Net project budget	\$133,191

Solar PV Statistics

Annual 1yr electricity production	155,520
Annual electricity derating	.35%
Marginal grid-price	.13000
Grid-price inflation rate	3.00%
Budgeted ZREC	.07000
Estimated value of RECs	.05000
Reduction in I-cap	4,852
PPA annual inflation rate adj.	3.00%

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Middle School roof-mounted solar PV system

Financial Assumptions:

Project budget	\$969,907
Architect & Engineering	\$48,495
Project management	\$58,194
Total project budget	\$1,076,597
Estimated grant	(\$775,150)
Net project budget	\$301,447

Solar PV Statistics

Annual 1yr electricity production	358,733
Annual electricity derating	.35%
Marginal grid-price	.13000
Grid-price inflation rate	3.00%
Budgeted ZREC	.07000
Estimated value of RECs	.05000
Reduction in I-cap	11,192
PPA annual inflation rate adj.	3.00%

The Board of Education approved to move this project to the Board of Selectmen for approval. The Selectmen approved the project and approved a resolution to move forward.

Sandra Brodeur made a motion the Board of Finance is in approval of a project plan presented for two solar panel projects at the Brooklyn Schools with estimated project budgets for which sum to 1,552,281 and if approved we urge the BOE and consulting engineer and the Towns general government to move forward to implement the portion of this necessary by June 30th. Ken Dykstra seconded the motion. Motion passed 4-0.

- b. **Action on 2017-18 Tax Suspense List – Prepared by Tax Collector:** The board reviewed the lists given by the tax collector. Sandra Brodeur made a motion to put the given figures onto the suspense list for collection. Ken Dykstra seconded the motion. Motion passed 4-0.

- c. **Discussion aimed at Revising Budget Actions taken on 5/14/18, in view of additional Tax Revenue**

i. **Source of Additional Revenue**

ii. **Application of Additional Revenue to Budget and Uncommitted Reserve**

Mr. Ives states there was an error in the collected automobile taxes and it was higher than reported. He feels because of this the mill increase does not need to be 1.25. Discussion held, and the board agrees they still want to build the reserve. Sandra Brodeur made a motion to increase the mill rate by 1 mill. Kim Conroy seconded the motion. This will give the reserve a balance slightly above 1.830 million dollars. In-favor 2 (Conroy & Brodeur) Nay 1 (Dykstra) Chairman Otto states he will not vote against the motion. Motion carries.

- d. **Finalization of Proposed Budget for 2018-19**

i. **General Government Budget**

ii. **Board of Education Budget**

iii. **Capital Budget**

Mr. Ives requests presenting the capital budget first because it is incorporated in the general government budget.

Kim Conroy made a motion to approve the capital budget and present to the tax payers in the amount of \$744,040; general government in the amount of 5,542,199; and board of education in the amount of \$18,275,435. Sandra Brodeur seconded the motion. Motion passed 4-0.

6. **Public Comment:** None

7. **Adjournment:** Sandra Brodeur made a motion to adjourn the meeting. Kim Conroy seconded the motion. Meeting adjourned at 8:40pm.

Respectfully Submitted;



Melissa J. Bradley
Recording Secretary

Town of Brooklyn Tax Collectors Office
Fiscal Year July 1, 2016 to June 30, 2017
MOTOR VEHICLE SUSPENSE LIST

<u>YEAR</u>	<u>AMOUNT</u>
2013	\$14,358.55
TOTAL	\$14,358.55

I hereby certify that to the best of my knowledge and belief each tax in the above statements has not been paid, is uncollectible and should be transferred to the Suspense tax book.

Dated at Brooklyn, CT., this _____ day of _____ 2018.

Respectfully submitted

Jocelyne Ruffo CCMC
Brooklyn Revenue Collector

ACTION TAKEN BY BOARD OF FINANCE

Jocelyne Ruffo, CCMC a detailed examination has been made of the above statement, dated this _____ day of _____ 2018.

The Board of Finance recommends the transfer of certain uncollected taxes to the Suspense Tax Book. The taxes listed in such statement and numbered are believed to be uncollectible and pursuant to section 12-165 of the General Statutes authority is hereby given you to transfer such taxes, in accord with law, to the Suspense Book.

Dated at Brooklyn, CT this _____ day of _____ 2018.

Board of Finance Chairperson

Town of Brooklyn Tax Collectors Office
Fiscal Year July 1, 2017 to June 30, 2018
MOTOR VEHICLE SUPPLEMENT SUSPENSE LIST

<u>YEAR</u>	<u>AMOUNT</u>
2013	\$2,084.39
TOTAL	\$2,084.39

I hereby certify that to the best of my knowledge and belief each tax in the above statements has not been paid, is uncollectible and should be transferred to the Suspense tax book.

Dated at Brooklyn, CT., this _____ day of _____ 2018.

Respectfully submitted

Jocelyne Ruffo CCMC
Brooklyn Revenue Collector

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Dated at Brooklyn, CT this _____ day of _____ 2018

Board of Finance Chairperson

Town of Brooklyn Tax Collectors Office
Fiscal Year July 1, 2016 to June 30, 2017
PERSONAL PROPERTY SUSPENSE

<u>YEAR</u>	<u>AMOUNT</u>
2013	\$6,962.20
TOTAL	\$6,962.20

I hereby certify that to the best of my knowledge and belief each tax in the above statements has not been paid, is uncollectible and should be transferred to the Suspense tax book.

Dated at Brooklyn, CT., this _____ day of _____ 2018.

Respectfully submitted

Jocelyne Ruffo CCMC
Brooklyn Revenue Collector

ACTION TAKEN BY BOARD OF FINANCE

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Dated at Brooklyn, CT this _____ day of _____ 2018.

Board of Finance Chairperson

Town of Brooklyn Tax Collectors Office
Fiscal Year July 1, 2017 to June 30, 2018
DECEASED SUSPENSE LIST

<u>YEAR</u>	<u>AMOUNT</u>
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2016	\$509.49
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TOTAL	\$509.49
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I hereby certify that to the best of my knowledge and belief each tax in the above statements has not been paid, is uncollectible and should be transferred to the Suspense tax book.

Dated at Brooklyn, CT., this _____ day of _____ 2017.

Respectfully submitted

Jocelyne Ruffo CCMC
Brooklyn Revenue Collector

ACTION TAKEN BY BOARD OF FINANCE

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Dated at Brooklyn, CT this _____ day of _____ 2018.

Board of Finance Chairperson