

**Board of Finance  
Regular Meeting Minutes  
Wednesday, October 20, 2021  
Hybrid - via Webex and in person  
7:00 PM C. B. Green Memorial Center**

**Present:** Jeff Otto, Heather Allen, Sandra Brodeur, Ken Dykstra and Melissa Bradley; Recording Secretary  
**Absent:** Kim Conroy & Drew Dionne

**Also Present:** Rick Ives, Austin Tanner, Lou Brodeur, Rushie Bean, Patricia Buell, Mae Lyons, Justin Phaiah and Jennifer Nemeth

**1. Determination of quorum and call to order:** Jeff Otto called the meeting to order at 7:01pm.

**2. Public Comment:** None

**3. Action on Minutes of 9/15/21 Meeting:** Sandra Brodeur made a motion to approve the minutes of 9/15/21 as presented. Heather Allen seconded the motion. Motion passed 4-0.

**4. Discussion under Section 10-153d of the Connecticut Teacher Negotiation Act requiring a meeting between the Board of Education and the Fiscal authority of the Town within thirty days prior to the Board of Education commencing negotiations governed by the Connecticut Teacher Negotiation Act. This discussion will be held between the BoF and Sup't. Buell and possibly members of the BoE's negotiation committee. Members are advised that negotiating strategies and other information required to be divulged in the minutes of this meeting will not be discussed:**

Patricia Buell refers to a document made available to members and the public prior to the meeting. The teacher's contract is negotiated every three years. There are off the record discussions for negotiating that are legally not made available to anyone outside of the negotiating team until the contract is finalized. Discussion ensued. Ms. Buell will update the board as the negotiations progress and made available.

**5. Old Business**

**a. (Rick Ives and Rushie Bean) Status of Chart of Accounts Discussion with Fire Departments:** A meeting has not been set up yet, Rick will arrange next week.

**b. (Rick Ives and Rushie Bean) Status of determining whether there are completed or abandoned capital projects with unspent funds as discussed at item 3 of the 4/21/21, item 4.a.IV of**

**the 5/19/21 and item 4.d of the 9/15/21 BoF meetings:** There is a list made that is being checked again after finding a couple discrepancies. This will be available to members in the next month.

**c. Discussion, if warranted, of steps that need to be taken if any projects discussed in 2b, above, have been bonded:** No discussion

**d. Status of ARP fund candidate projects (which was to have been discussed at the second Selectman's meeting in September):** The Board of Selectmen decided to further this after the November elections.

**e. Status of establishing an ARP Funds Committee (which was to have been discussed at a Selectman's meeting):** See 5d.

**f. Confirmation that unexpended reserve funds are \$1.370 M and that "Policy Target" is \$2.548103 M or 0.462 mills:** Correction: 4.62 mills: These numbers won't be firm until the audit is completed.

**g. Date of Town Meeting re: Roof of old Town Highway Garage (which was to have been set at a Selectman's Meeting:** Right now, this is scheduled for November 18<sup>th</sup>.

**h. MS4 Presentation by R. Ives:** N/A

**i. Rushie Bean review of policy re: Encumbering Salary Budgets:** The finance department is working on validating the encumbrances and making sure they are accurate before they are reflected on the report. An update will be given at the next meeting.

**j. Adjustment of updating insurance budget resulting from labor contract negotiations:** No discussion.

**k. Any other Old Business:** Sandy Brodeur questions if the fire departments have been billed? Mr. Ives states he has made progress on them, and they will be going out.

**6. Selectman's Report:** The compactor at the transfer station is being worked on currently. The issue really isn't with the compactor but the electricity that has been discussed for years and patched up. This will be in much better shape when finished. It will be completed by the end of the week.

## **7. New Business**

**a. Fire Department Quarterly Financial Reports:** The East Brooklyn report was distributed with the agenda; Mortlake's has not been received. This will be on the next agenda for discussion.

**b. Discussion of '20 - '21 and '21 - '22 Revenue and Expenditure Reports:** No discussion.

**c. Any other New Business:** Sandy Brodeur asks if there is any legal news with the battle with the Ice Box and East Brooklyn Fire Department? Rick states this is not the time or place to discuss this matter. When and if there are legal fees associated with the suit, they will be brought to this board.

**8. Public Comment:** Ken Dykstra states the board members at the table are hard to hear via the video conference but when Patti Buell was speaking in the audience, the sound was perfect. Rick will look into this.

**9. Adjournment:** Sandy Brodeur made a motion to adjourn the meeting. Heather Allen seconded the motion. Meeting adjourned at 8:05pm.

**Respectfully Submitted;**

**Melissa J. Bradley**  
**Recording Secretary**