



TOWN OF BROOKLYN

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

OFFICE OF SELECTMEN
(860) 779-3411 Option 2

TOWN CLERK
(860) 779-3411 Option 4

TAX COLLECTOR
(860) 779-3411 Option 5

ASSESSOR
(860) 779-3411 Option 6

Board of Finance
Regular Meeting Minutes
Wednesday, January 19, 2022
7:00pm Hybrid – via Zoom &
Clifford B. Green Memorial Center

Present: Jeff Otto, Drew Dionne, Sandy Brodeur, Heather Allen, David Lee, Aaron Soucy and Melissa Bradley; Recording Secretary

Also Present: Austin Tanner, Lou Brodeur, Joe Voccio, and Justin Phaiah

1. Determination of a quorum and Call to Order: Jeff Otto called the meeting to order at 7:00pm.

2. Public Comment: None

3. Action on Minutes of 12/15/21 Meeting: Drew Dionne made a motion to approve the minutes of 12/15/21 as presented. Sandy Brodeur seconded the motion. Motion passed 6-0.

4. Old Business

a. In view of the action taken at the 12/15 Meeting to discontinue the quarterly fire department financial reports, the need for Rushie Bean to discuss the Chart of Accounts with the fire departments is no longer needed: No discussion.

b. (Rushie Bean) status of steps that need to be taken and estimated time required before unexpended capital funds may be expended for purposes different from those originally approved by taxpayers: Rushie Bean sent an email to Matt Ritter, bond counsel, for verification and will update at the next meeting.

c. (J. Otto and Austin Tanner) BoF Member for ARP Funds Committee and discussion of Committee activities: One BOF member has expressed interest in the committee. Jeff Otto appoints David Lee to be the BOF liaison on the ARPA committee.

d. (Austin Tanner) Status of replacing roof of old highway garage including, if appropriate, BoF approval of the expenditure: The original quote was \$54,000, then added the bus garage side which then went up to \$71,000. The same company came back out to update his quote and it is now \$127,000. The price increase is mainly materials. Approximately \$74,000 will be needed in addition to the Tech Park funds. Austin proposes the funds come from LOCIP. An RFP will be going out. There is \$282,000 in LOCIP. Sandy Brodeur made a motion to appropriate \$74,000 of LOCIP funds in addition to the money

RECEIVED
TOWN CLERK'S OFFICE
2022 JAN 25 PM 4:25
Katherine Brodeur
TOWN CLERK

already appropriated to reroof the old highway garage if it's approved at a town meeting. Heather Allen seconded the motion. Motion passed 6-0.

e. (Austin Tanner) Status of Rescheduling MS4 Presentation in advance of 2022-2023 Budget

Request: Austin is hoping to have a report for February. A lot of the work has been done, but no annual reports have been completed.

f. (Rushie Bean) Discussion of encumbered amount under administrative wages: There are three positions that are shared with the school and this amount encumbered is what the Town owes the school.

g. Any other Old Business: None

5. Selectman's Report

a. Review of inspection of transfer station scale by Able Scale: This has not taken place yet.

b. Review of proposal to rent space on town buildings to allow erection of solar panels: There is no proposal. Austin received an email and responded but has not heard back yet.

c. Update on proposed use of Community Center by the Brooklyn School: There is nothing in the immediate future.

d. Discussion of Fire Marshal gas bill submissions and self-dispatching of fire marshal to calls: Austin reads a description of the Fire Marshals duties. Dave Lee asks if he is doing it? Austin replied Doug called him today to let him know there was a fire in Town and he was responding to the call. Dave Lee just wants to make sure the Town is getting what they should be out of the Fire Marshal, he states if the Town is satisfied, we are satisfied. Austin replies I am not sure if I am satisfied, I should follow up more. Jeff Otto states to his recollection, previous Fire Marshals would dispatch themselves to calls to do the investigation they are obligated to do, this doesn't seem much different. Jeff Otto states he does agree with David Lee and Austin should get a little closer and a better idea of what the Fire Marshal is doing. Austin suggests a monthly form for him to fill out.

e. Any other topics submitted by the First Selectman: Austin states there was one bid received for the windows at the Health Department in the amount of \$24,667. The contract is signed, and the windows will be ordered.

Austin is still waiting for information regarding the generator at the Senior Center. Electric bills were submitted for review to a couple electricians.

The State will be installing a cross walk with lights at the Learning Clinic, the Town will pay the electricity for it. They also wanted to add one at the jail, but Austin did not feel that was necessary. The Town was responsible for snow removal also, but the Learning Clinic has agreed to take care of that.

6. New Business

a. Discussion and vote to approve the appropriation of an additional \$3207.00 from line item 3601.00.0000.23701 (LOCIP; current balance \$48,333.66) \$21,460.00 was approved to be expended from the same fund on 5/19/21 but was not spent: Drew Dionne made a motion to appropriate an additional \$3,207 to the NDDH window project. Aaron Soucy seconded the motion. Aaron questions why this keeps happening, we get quotes, and the projects aren't completed and then costing more due

to inflation? Austin states some take longer but agrees, they should be acted on quicker. Motion passed 6-0.

b. Discussion and vote to approve expenditure of \$9,343 to replace an obsolete large format scanner/copier/printer to be used for historic document preservation. These funds to come from budget item 3603.00.0000.23703 which has a balance of \$24,414.14: David Lee made a motion to approve the expenditure of \$9,343 to replace a large format scanner/copier/printer from the historic document preservation fund. Sandy Brodeur seconded the motion. Motion passed 6 0.

c. Change of assignment of BoF Liaisons: Jeff Otto states David Lee is interested in the Board of Fire Commissioners liaison assignment, and states he is resigning that position.

d. Any other New Business: Austin Tanner sent the board a copy of the purchasing procedure ordinance for review. David Lee states there are more resources for compliance and will research them. More discussion at the next meeting.

The auditors have filed another extension for February 28, due to staffing issues.

Budget request letters have been sent to departments and boards/commissions. Austin states he would still like a BOF member on the capital committee when that begins. The boilers at the school will be coming up again.

Jeff Otto announces his resignation from the Board of Finance, effective Monday morning at 8:00am.

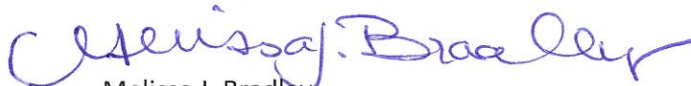
Austin Tanner thanks Jeff for his years of service.

Joe Voccio thanks Jeff for his years of service to the Town not only with the fire companies but also on the Board of Finance and all the work with the Board of Education and many other functions in Town. It is with a grateful heart, thank you.

7. Public Comment: None

8. Adjournment: Drew Dionne made a motion to adjourn the meeting. Sandy Brodeur seconded the motion. Meeting adjourned at 7:55pm.

Respectfully Submitted;



Melissa J. Bradley
Recording Secretary