



## TOWN OF BROOKLYN

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

OFFICE OF SELECTMAN  
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ASSESSOR  
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Board of Finance  
Regular Meeting Minutes  
Monday, March 26, 2018  
7:00 PM Clifford B. Green Memorial Center

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

**Also Present:** Rick Ives, Joe Voccio, Wayne Jolley, Kathy Erickson, Jim Warren, Pat Dragon, Stephen Breen, Austin Tanner and WINY radio

**1. Call to order and establishment of a quorum:** Mr. Otto called the meeting to order at 7:00pm.

**2. Public participation:** None

**3. Action on Minutes of February 21, 2018 Meeting:** Drew Dionne made a motion to accept the minutes of 2/21/18 as presented. Sandra Brodeur seconded the motion. Motion passed 6-0.

**4. '18-'19 Budget requests Volunteer Fire Companies**

**a. Mortlake Fire Company:** Drew Dionne made a motion to move this item further on the agenda to allow time for Chief Breen to arrive. Sandra Brodeur seconded the motion. Motion passed 6-0.

**b. East Brooklyn Fire Department:** Chief Warren distributes the budget to members. There is no increase for the fifth year in a row. 2018-19 budget request is as follows:

Overhead	\$27,400
Building	\$26,280
Fire & EMS	\$17,600
Vehicles	\$13,330
Safety Equipment	\$16,270

Total budget request of \$100,880. There will be a capital request submitted for a mini pumper which will replace 2 current vehicles. Chief Warren will provide the board with side by side budget comparisons from last year to this year.

Drew Dionne made a motion to accept East Brooklyn's annual budget for further consideration. Kim Conroy seconded the motion. Motion passed 6-0.

**5. Schedule new date for Recreation Commission Budget Request:** Recreation is meeting this evening and will be ready to present after tonight. Recreation will present on April 18<sup>th</sup>, along with the general government budget. Board of Education is scheduled for April 10<sup>th</sup>, and Capital on April 23<sup>rd</sup>.

## **6. Old Business**

**a. Status of letter of credit resubmission:** No changes currently. Mr. Ives plans on pursuing this further in the next month or two.

### **b. Status of revenues and payments to third parties**

**i. Pequot funds (second payment), ECS payment, payment of retainage to school roof contractors, property tax sale, payment of Shipman and Goodwin bill:** Pequot funds are due, not yet received. ECS funds are expected end of April. Payment for retainage to school roof contractors has been paid. A tax sale is being held, Mr. Ives is unsure of the date. Mr. Ives will speak with Shipman & Goodwin tomorrow to discuss a payment schedule. Excess cost funds came in this month. It is still uncertain if they will be adjusted at the end of the year.

## **7. New Business**

**a. Capital Committee Meeting Schedule:** Capital Committee met once and received requests from the Board of Selectmen, East Brooklyn, Mortlake, and Recreation. Board of Education will be at the next meeting, which is currently being scheduled. In the current capital budget, there was \$9,300 budgeted to replace the drain at Mortlake Fire House. Two bids were received, and the lowest bid was \$24,000. The options are to rebid, supplement the balance in the upcoming capital or use funds in the capital reoccurring account. Mr. Ives states there was \$25,000 put aside for equipment and urges the board to use it for this project. After discussion, Drew Dionne made a motion to request Mortlake to rebid the drain replacement project. Kim Conroy seconded the motion. Mr. Otto would like engineer Syl Pauley to look at his project and draw up specifications. Motion passed 5-1 abstain (S. Brodeur)

**b. Update on Tiffany Street property sale:** The closing went through for 5 Front street and 29 Tiffany street.

**c. Update on Tiffany Street building roof repair:** Funding was requested to the Capital Committee.

**d. Update on BoE Budget request and Alternative Energy Committee:** The Board of Education budget is a 3.8% increase over last year. Mr. Otto will be meeting with Patty Buell to discuss this. The facilities manager met with a contractor regarding alternate energy and there has been a committee formed to discuss this at a meeting on Wednesday at 6:30pm.

**Mortlake Budget Discussion:** Chief Breen distributes the budget to members. The current budget was overspent by \$10,000. The 2018-19 budget request is the same as last year, \$112,150. There were funds of \$4,500 moved out of the ambulance budget and put into the fire for wages for the secretary who performs duties for both the ambulance and fire department. A 5-year plan was submitted for capital with no requests for this year. Drew Dionne made a motion to accept Mortlake Fire budget for further consideration. Kim Conroy seconded the motion. Motion passed 6-0.

**e. Questions raised at February meeting: encumbrances and repairs at Green Building:** No discussion.

**f. Other business: Liaison reports:**

Housing Authority – Cancelled due to snow

BOS – Several budget workshops have been held. Health insurance quotes have been significantly higher but are expected to come down. Earth Day is April 21<sup>st</sup> and there will be free bulky waste on the transfer station. Allen Hill needs to be redone. They are looking into options.

BRRC – Earth Day April 21<sup>st</sup> with free bulky waste at the transfer station.

REC – Meeting currently, no update.


BOE – Update already given

One more extension has been given to complete the audit. The auditors have all the information they need now to finish.

**8. Public Comment: None**

**9. Adjourn:** Sandra Brodeur made a motion to adjourn the meeting. Heather Allen seconded the motion. Meeting adjourned at 8:15pm.

Respectfully Submitted;



Melissa J. Bradley  
Recording Secretary