



TOWN OF BROOKLYN

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

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**Board of Finance
Regular Meeting Minutes
Wednesday, September 16, 2015
7:00pm Clifford B. Green Memorial Center**

Present: Gene Michael Deary, Jeff Otto, Ken Dykstra, Sandra Brodeur, Kim Conroy and Melissa Bradley;
Recording Secretary
Absent: Drew Dionne

Also Present: Rick Ives, Joe Voccio, Bob Kelleher, Sherry Holmes, Aimee Genna, WINY Radio and the Bulletin

- 1. Call to Order:** Gene Michael Deary called the meeting to order at 7:00pm.
- 2. Approve Previous Minutes:** This item was tabled for review.
- 3. Public Comment:** None
- 4. Finance Director's Report/**
- 5. Selectman's Report**

There is a grant available from OPM in the amount of \$60,000 to upgrade our financial software. The total cost of the software is \$71,304. The software and cost would be shared with Pomfret, this includes the Town and School. The remaining cost would be split between the two Towns but four entities. Each Town and School would pay \$2,826. A future cost for maintenance would be \$5,000. Ms. Holmes has used this software and finds it more efficient in all aspects and because of her familiarity; she will be able to help with training and lower costs. Sandra Brodeur made a motion to go forward with the new software and apply for the OPM grant. Ken Dykstra seconded the motion. Jeff Otto modifies the motion; subject to agreement with the Board of Education and total funds of \$5,652 from Brooklyn. Motion passed 5-0.

The Town previously had an agreement with Rawson who was making sand from materials taken from our property at the landfill. This agreement was only verbal and questioned by a citizen and Mr. Ives concluded to stop the operation. The Town would need to apply for a permit which will cost between \$12,000 - \$15,000. This process would not be completed before winter and there is not guarantee how much material is left to continue making sand. Money to buy sand was not budgeted because this was in process at the time. Cost to buy sand will be

approximately \$25,000-\$30,000. Mr. Ives does not want to wait too long to make a decision and risk being without sand for the winter.

The owner of the property behind CVS has an easement with property owners and will install water swales to help filter water and improve quality.

The Highway Department has a dump truck that will not make the winter plowing. Our options are 1: Buy a new truck; 2: Use a 16 year old spare truck that does not have the same computerized equipment; or 3: Lease a truck. Mr. Ives researched leasing through MAC Trucks and they offered 5 years @ \$20,000 a year. We would pay \$100,000 on a \$170,000 truck. A warranty would exist on all big items. Discussion held on fleet management and not rushing to fix a small problem when larger ones exist. Mr. Ives will look into this further.

The auditors will begin the yearly audit next week. They will be in the Town Hall and the School. Ms. Holmes will be present at both locations with the auditors.

A review of the capital spreadsheet will be at the next meeting.

6. **2014/15 Budget:** There is a shortfall in the revenues, primarily due to anticipated State funding that did not come through, in the amount of \$250,990.51. Jeff Otto made a motion to recommend the transfers of \$250,990.51 from the unassigned general fund balance to allow the completion of the accounting of the 2014-15 fiscal year with approval at Town Meeting. Sandra Brodeur seconded the motion. Mr. Voccio comments this will bring the reserve from 9.2% to 7.8%. The board is unclear of this amount and will look further into it.
7. **2015/16 Budget:** Mr. Deary had requested the Board of Education be present this evening and they had to cancel at the last minute. Further discussion will be held at the October meeting.
8. **Liaison Report:**

Board of Fire Commissioners did not meet due to lack of a quorum.

Recreation did not meet due to lack of a quorum but Ms. Conroy did speak with the director for an update. Spooky Nights is well into planning but they are still in need of volunteers. Anyone interested can contact the Recreation office. The Teen Center has 15 active students and they are working energetically on getting more involvement.

Mr. Ives comments there is a tremendous shortage of volunteers for many of our boards and commissions.

Resource Recovery will no longer be charging for mattresses at the landfill due to a disposal fee collected by the State at the time of purchase. It is necessary for the Recreation and Highway departments to dump at the landfill during the week while the landfill is closed. This causes a couple issues with weighing and loaded containers. Mr. Ives will look into the departments having a key to the scale to eliminate this issue and when a container is full, to notify him prior to the landfill normal operations. Discussion was held on an annual recycling report that is completed at Town Hall. More information is needed from the landfill to complete this report. Mr. Ives will attend the next meeting to discuss this.

Housing Authority is meeting in October, but the grant was awarded to begin restoration on one of the buildings.

Board of Education vacancy was filled by Aimee Genna. The Board of Education asked Dr. Berry to meet with teachers to discuss the recent reassignments. Approximately half of the reassignments did not stick. A grievance was filed with the union stating a teacher was hired without posting the position internally. There is a traffic pattern issue with picking students up at the end of the school day. The board is still working on a solution.

9. Other Business: Mr. Deary discussed forming a pension committee.

10. Public Comment:

Ms. Genna questions how a negotiating meeting that took place last night was noticed? Mr. Otto states teacher negotiations have begun at the School and negotiations are considered a non-meeting and are exempt from FOI. The panel is made up of three Board of Education members and the Board of Finance Liaison.

Ms. Genna is also very concerned with the traffic issue at the School. She picks her child up from school daily and has witnessed the chaos. She approached school personnel about the issue and also asked to go into the school to see how dismissal was being handled. She was denied access. The board suggests discussing the situation with the Board of Education and proceeding through those channels.

11. Adjourn: Sandra Brodeur made a motion to adjourn. Kim Conroy seconded the motion. Meeting adjourned at 9:08pm.

Respectfully Submitted;

A handwritten signature in blue ink that reads "Melissa J. Bradley". The signature is fluid and cursive, with the first name "Melissa" being more prominent.

Melissa J. Bradley
Recording Secretary

**TOWN OF BROOKLYN
REVENUES AND EXPENDITURES
JULY 2014 - JUNE 2015**

	July '14-June '15	Budget	\$ Over Budget
REVENUES	\$ 22,337,071.94	\$ 22,865,122.00	\$ (528,050.06)
EXPENDITURES			
TOWN	\$ 5,780,347.31	\$ 5,834,798.00	\$ 54,450.69
SCHOOL	\$ 16,807,715.14	\$ 17,030,324.00	\$ 222,608.86
	<u>\$ 22,588,062.45</u>	<u>\$ 22,865,122.00</u>	<u>\$ 277,059.55</u>

ACTUAL REVENUES RECEIVED	\$ 22,337,071.94
ACTUAL EXPENDITURES	<u>\$ 22,588,062.45</u>
SHORTFALL CHALLENGE	<u><u>\$ (250,990.51)</u></u>

GENERAL FUND BALANCE AS OF 6/30/14:

Nonspendable	\$ 6,900.00
Restricted	\$ 32,351.00
Assigned	\$ 128,118.00
Unassigned	<u>\$ 2,577,795.00</u>
	<u>\$ 2,745,164.00</u>