



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, November 16, 2016
7:00pm Clifford B. Green Memorial Center**

RECEIVED
TOWN CLERK'S OFFICE
2016 NOV 23 AM 11:55
RECORDED VOL. PAGE
Shirley A. Mainville
TOWN CLERK, BROOKLYN, CT

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

Also Present: Rick Ives, Bob Kelleher, Joe Voccio, Sherry Holmes, Austin Tanner and Fran from the Bulletin

1. **Call to Order:** Mr. Otto called the meeting to order at 7:00pm. All members are present.
2. **Public Comment:** None
3. **Approval of Minutes:** Drew Dionne made a motion to approve the minutes from 10/19/2016 as presented. Kim Conroy seconded the motion. Motion passed 6-0.
4. **Finance Director Report**
 - Revenue and Expense Reports: Funds from the ECS grant have been received in the amount of \$1,754,185 and the DUI grant funds as well. Ms. Holmes states most of the salary issues discussed at the last meeting have been resolved. Ms. Brodeur questions why all the contractual services have not been encumbered as discussed at the last meeting? Ms. Holmes states she will rectify this.
 - Status of Audit: The audit has begun, however, they have not been back in two weeks. A report from Hooker & Holcombe has been requested and has not been received yet. This is an ongoing issue; this report is what holds the audit up yearly. The auditor is constantly changing his requirements for the fixed asset report which is causing an issue with Field services. Mr. Ives did speak with the auditor and believes it will be resolved.
 - Other Business: Ms. Holmes gives the board a spreadsheet of capital projects from June 30, 2016. This has also been given to the auditors. A second spreadsheet was given breaking down grant funds. Ms. Brodeur questions the LOCIP funds because she believes the paperwork was not filed in time to receive the funds and the fire alarm project does not qualify under that grant. Ms. Holmes will research this. Mr. Otto states every capital project should have a project manager. It would eliminate such oversites and projects would not sit open for so long after they were completed.

5. Selectman's Report

- Fuel Usage System Status: Fuel system is functioning correctly. The bills have gone out and the October bill will be in the mail this week. The machine was not being read on a regular basis to cause the gap in bills but the school assures this will be eliminated with the new hire.
- Capital Project Status: The highway trucks have been finished and paid for. The school has an RFP out for an architect for the roof project. East Brooklyn is completing their project and Mortlake opened RFP's yesterday, this will be awarded soon. Because Mortlake is located in the Village District, Planning & Zoning is stating the tanks should be buried underground instead of mounted on concrete slabs. No decisions have been made, Mr. Ives will keep the board informed.
- MS4 Storm Water Program: Brooklyn is 1 of 8 newly Towns added to this program that will take place over the next 7 years. The first application must be filed by April of 2017. GPS must be done and cataloging our assets such as culvers, bridges, outflows, etc. Plainfield and Killingly must complete the same task and will discuss to see if the Towns can save money by joining together to complete them.
- Other Business: The departments will be beginning to put their budgets together in the next month.

6. Old Business

- Public Participation Discussion: Mr. Otto gives the board a draft copy of a policy to limit public participation at Board of Finance Meetings. After discussion, the board agrees to not adopt the policy and continue as they have in the past. If a large crowd is present at the meeting, a limit can be set by the chairman at that time.

7. New Business

- Liaison Reports
 - Housing Authority: Ms. Brodeur states she was not notified of the Housing Authority meeting. Mr. Ives states that was his oversight and will make sure to take care of it for the next meeting.
 - Capital Committee: No meetings have been held
 - Recreation Commission: Ms. Conroy reports Spooky Nights grossed \$16,700, not as much as last year. The board is looking to increase fees for before and after school and summer camp. The figures have not been finalized. The toy fund is beginning, and already, there are more requests than last year.
 - BOS & BRRC: The Selectmen are going to begin reviewing existing ordinances via a committee. The Ethics ordinance is being looked at to include a provision to enforce removal of a member from a board or commission after suggested by the Ethics committee. There is a proposed Solar Farm looking at property in Brooklyn.
 - Board of Fire Commissioners: East Brooklyn completed their quarterly report and a copy is given to the board. The departments are continuing the discussion of changing over to the chart of accounts. East Brooklyn capital project was completed this week. Mortlake may have to consider the possibility of burying the tanks for their capital project.
 - Board of Education: The board is reviewing policies. The budget process has begun and the principals are drafting their own budgets this year. The school

has completed a new website. Interviews for the financial secretary are complete, no selection has been made at this point. Roof Project manager RFP is due tomorrow.

- Other Business: Mr. Otto distributes state budget articles for the board to read.
8. **Public Comment:** Mr. Tanner states he is not in favor of limiting public comment and is pleased the board did not pass the policy to do so. He feels this will be a tough budget year and the board should consider looking to cut staff. Mr. Tanner also comments on BAN payments and it may be time to consider bonds.
9. **Adjournment:** Drew Dionne 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

Capital Projects Report

Fiscal Year: 2016-2017

- ☐ Subtotal by Collapse Mask
☐ Exclude Inactive Accounts with zero balance

From Date: 10/1/2016 To Date: 10/31/2016

- ☐ Include pre encumbrance
☒ Print accounts with zero balance
☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
3200.00.0000.54500	Highway Trucks - Purchased Ser	\$330,000.00	\$1,509.00	\$181,513.00	\$148,487.00	\$0.00	\$148,487.00	45.00%
3204.00.0000.54500	Sander Attachment-Rec - Purcha	\$521.28	\$0.00	\$0.00	\$521.28	\$0.00	\$521.28	100.00%
3205.00.0000.54500	Mortlake Generator 2016/17 - P	\$22,000.00	\$0.00	\$0.00	\$22,000.00	\$0.00	\$22,000.00	100.00%
3206.00.0000.54500	Equip Repairs/Replacement-Purc	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%
3300.00.0000.54500	Transfer Station Canopies-Purc	(\$35,706.34)	\$0.00	\$0.00	(\$35,706.34)	\$0.00	(\$35,706.34)	100.00%
3401.00.0000.54500	Field Imp BMS-Purchased Servic	\$281.61	\$0.00	\$0.00	\$281.61	\$0.00	\$281.61	100.00%
3402.00.0000.54500	Fire Alarm System-Purchased Se	\$51,468.71	\$0.00	\$451.67	\$51,017.04	\$0.00	\$51,017.04	99.12%
3403.00.0000.54500	Rose Wing Roof-Purchased Servi	\$59,646.23	\$0.00	\$27,695.68	\$31,950.55	\$0.00	\$31,950.55	53.57%
3407.00.0000.54500	Security Needs Project-Purchas	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
3410.00.0000.54500	BES & BMS Roof Proj-Purchased	\$100,000.00	\$0.00	\$0.00	\$100,000.00	\$0.00	\$100,000.00	100.00%
3500.00.0000.54500	Sidewalks-Purchased Services	\$12,178.63	\$0.00	\$0.00	\$12,178.63	\$0.00	\$12,178.63	100.00%
3503.00.0000.54500	Disc Golf-Purchased Services	\$669.29	\$0.00	\$0.00	\$669.29	\$0.00	\$669.29	100.00%
3505.00.0000.54500	E Brooklyn Drainage-Purchased	\$13,000.00	\$0.00	\$74.74	\$12,925.26	\$0.00	\$12,925.26	99.43%
3613.00.0000.54500	Bldg Software 2012/13-Purchase	\$2,970.00	\$0.00	\$0.00	\$2,970.00	\$0.00	\$2,970.00	100.00%
3614.00.0000.54500	Doc. Preserv 2015/16-Purchased	\$10,000.00	\$0.00	\$9,496.80	\$503.20	\$0.00	\$503.20	5.03%
3617.00.0000.54500	P & Z Reg Update 2014/15-Purch	\$10,382.00	\$0.00	\$0.00	\$10,382.00	\$0.00	\$10,382.00	100.00%
Grand Total:		\$612,411.41	\$1,509.00	\$219,231.89	\$393,179.52	\$0.00	\$393,179.52	64.20%

End of Report

Town of Brooklyn

Grants Report

Fiscal Year: 2016-2017

- ☐ Subtotal by Collapse Mask
☐ Exclude Inactive Accounts with zero balance

From Date: 10/1/2016 To Date: 10/31/2016

Print accounts with zero balance ☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
3409.00.0000.54500	IMAC Lab-Purchased Services	(\$19,000.00)	\$0.00	\$0.00	(\$19,000.00)	\$0.00	(\$19,000.00)	100.00%
3502.00.0000.54500	Baseball Field-Riverside-Purch	(\$141,411.53)	\$0.00	\$0.00	(\$141,411.53)	\$0.00	(\$141,411.53)	100.00%
3615.00.0000.54500	Finance Software 2015/16-Purch	(\$58,094.81)	\$900.44	\$11,906.16	(\$70,000.97)	\$0.00	(\$70,000.97)	120.49%
3616.00.0000.54500	Last Green Valley Grant-Purcha	(\$58.04)	\$0.00	\$0.00	(\$58.04)	\$0.00	(\$58.04)	100.00%
3623.00.0000.54500	JAG Grant-Purchased Services	\$71.98	\$0.00	\$0.00	\$71.98	\$0.00	\$71.98	100.00%
3624.00.0000.54500	Payloader 2-Purchased Services	(\$24,250.90)	\$0.00	\$0.00	(\$24,250.90)	\$0.00	(\$24,250.90)	100.00%
3625.00.0000.54500	Fire Alarm System-Purchased Se	\$819.62	\$0.00	\$0.00	\$819.62	\$0.00	\$819.62	100.00%
Grand Total:		(\$241,923.68)	\$900.44	\$11,906.16	(\$253,829.84)	\$0.00	(\$253,829.84)	104.92%

End of Report

Town of Brooklyn
Capital Nonrecurring Fund Summary
BANS and Town Expense
As of June 2016

Fiscal Year	Projects Completed	BAN Appropriations	Original Budget Additions	Revenues Posted	Expenditures Posted	Ending Fund Balance
General Government						
2012	X		\$ 20,000.00		\$ (55,706.34)	\$ (35,706.34) Town Exp.
2013			\$ 10,000.00		\$ (7,030.00)	\$ 2,970.00 Town Exp.
2013	X	\$ 550,000.00			\$ (549,740.00)	\$ 260.00 BAN
2014	X		\$ 23,000.00		\$ (23,000.00)	\$ - Town Exp.
2014	X		\$ 15,000.00		\$ (15,000.00)	\$ - Town Exp.
2015	X	\$ 466,000.00			\$ (466,000.00)	\$ - BAN
2015			\$ 27,000.00		\$ (16,618.00)	\$ 10,382.00 Town Exp.
2015			\$ 15,000.00		\$ (2,821.37)	\$ 12,178.63 Town Exp.
2016			\$ 20,000.00		\$ (10,000.00)	\$ 10,000.00 Town Exp.
2016			\$ 25,000.00		\$	\$ 25,000.00 Town Exp.
Highway						
2012	X	\$ 40,000.00			\$ (39,654.43)	\$ 345.57 BAN
2013	X		\$ 44,000.00		\$ (36,936.00)	\$ 7,064.00 BAN
2013	X	\$ 170,000.00			\$ (163,292.40)	\$ 6,707.60 BAN
2015	X	\$ 94,500.00	\$ 20,650.00		\$ (74,921.66)	\$ 40,228.34 BAN
2016	X		\$ 16,300.00		\$ (16,300.00)	\$ - Town Exp.
Education						
2008	X	\$ 950,000.00	\$ 102,375.00	\$ 1,060,239.00	\$ (2,035,051.27)	\$ 77,562.73 BAN
2012	X	\$ 60,000.00			\$ (45,408.00)	\$ 14,592.00 BAN
2012	X	\$ 50,000.00			\$ (46,047.51)	\$ 3,952.49 BAN
2012	X	\$ 18,000.00			\$ (17,970.00)	\$ 30.00 BAN
2013	X		\$ 15,000.00		\$ (15,000.00)	\$ - Town Exp.
2015	X		\$ 29,069.00		\$ (29,069.00)	\$ - Town Exp.
2015		\$ 65,500.00			\$ (5,853.77)	\$ 59,646.23 BAN
2015		\$ 400,000.00			\$ (348,531.29)	\$ 51,468.71 Town Approp.
2015			\$ 10,000.00		\$	\$ 10,000.00 Town Exp.

Town of Brooklyn
Capital Nonrecurring Fund Summary
Grants
As of June 2016

Fiscal Year	Projects Completed	BAN Appropriations	Original Budget Additions	Revenues Posted	Expenditures Posted	Ending Fund Balance
	X					
General Government						
2010	JAG Grant		\$	2,271.98	\$ (2,200.00)	\$ 71.98 Res. Trp Grt.
2015	Payloader-2				\$ (24,250.90)	\$ (24,250.90) LOCIP
2016	Financial Software				\$ (58,094.81)	\$ (58,094.81) OPM Grt.
Education						
2014	LOCIP-IMAC Lab				\$ (19,000.00)	\$ (19,000.00) LOCIP Grt.
2014	LOCIP-Fire Alarm System		\$	39,000.00	\$ (38,180.38)	\$ 819.62 LOCIP Grt.
Recreation						
2015	Baseball Fields- Riverside				\$ (141,411.53)	\$ (141,411.53) OPM Grt.
2016	Last Green Valley		\$	500.00	\$ (558.04)	\$ (58.04)
		\$ -	\$ -	\$ 41,771.98	\$ (283,695.66)	\$ (241,923.68)

Breakdown of Totals:

	<u>Town Exp</u>	<u>BANS</u>	<u>Grants</u>
Transfer Station-Canopies	\$ (35,706.34)		
Bldg Office Software	\$ 2,970.00		
JAG Grant			\$ 71.98
Payloader-2			\$ (24,250.90)
Financial Software			\$ (58,094.81)
LOCIP-IMAC Lab			\$ (19,000.00)
LOCIP-Fire Alarm System			\$ 819.62
Baseball Fields- Riverside			\$ (141,411.53)
Last Green Valley			\$ (58.04)
P & Z Regulations	\$ 10,382.00		
Sidewalks	\$ 12,178.63		
Document Preservation	\$ 10,000.00		
Repairs/Replacements	\$ 25,000.00		
Rose Wing Roof		\$ 59,646.23	
Fire Alarm System Repairs	\$ 51,468.71		
Security Needs	\$ 10,000.00		
Disc Golf	\$ 669.29		
Field at BMS	\$ 281.61		
Sander Attachment	\$ 521.28		
EB Fire Truck		\$ 260.00	
Payloader-1		\$ 345.57	
Chipper		\$ 7,064.00	
Highway Truck		\$ 6,707.60	
Backhoe		\$ 40,228.34	
School North Wall Repair		\$ 77,562.73	
Asbestos Removal		\$ 14,592.00	
Kitchen Equipment Replacement		\$ 3,952.49	
Tractor		\$ 30.00	
	<u>\$ 87,765.18</u>	<u>\$ 210,388.96</u> *	<u>\$ (241,923.68)</u>

* (\$150,000-Pay down Debt in August 2016)

East Brooklyn Fire Department
Budget for July 2016 – June 2017



East Brooklyn Fire Department

	July thru September			October thru December			January thru March			April thru June			Year to Date		
	25% of Budget		Variance Over (Under)	25% of Budget		Variance Over (Under)	25% of Budget		Variance Over (Under)	25% of Budget		Variance Over (Under)	100% of Budget		Variance Over (Under)
	Actual			Actual			Actual			Actual			Actual		
Town Funds Allocated	\$25,612.27	\$25,220.25	\$392.02	\$0.00	\$25,220.25	(\$25,220.25)	\$0.00	\$25,220.25	(\$25,220.25)	\$0.00	\$25,220.25	(\$25,220.25)	\$25,612.27	\$100,881.00	(\$75,268.73)
ment Building Expenses:															
Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Building repairs & maintenance	\$884.77	\$1,525.00	(\$640.23)	\$0.00	\$1,525.00	(\$1,525.00)	\$0.00	\$1,525.00	(\$1,525.00)	\$0.00	\$1,525.00	(\$1,525.00)	\$884.77	\$8,100.00	(\$5,215.23)
Building improvements	\$502.76	\$1,900.00	(\$1,397.24)	\$0.00	\$1,900.00	(\$1,900.00)	\$0.00	\$1,900.00	(\$1,900.00)	\$0.00	\$1,900.00	(\$1,900.00)	\$502.76	\$7,600.00	(\$7,097.24)
Utilities	\$4,091.86	\$4,650.00	(\$558.14)	\$0.00	\$4,650.00	(\$4,650.00)	\$0.00	\$4,650.00	(\$4,650.00)	\$0.00	\$4,650.00	(\$4,650.00)	\$4,091.86	\$18,600.00	(\$14,508.14)
Building miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$5,479.39	\$8,075.00	(\$2,595.61)	\$0.00	\$8,075.00	(\$8,075.00)	\$0.00	\$8,075.00	(\$8,075.00)	\$0.00	\$8,075.00	(\$8,075.00)	\$5,479.39	\$32,300.00	(\$26,820.61)
ment Operating Expense:															
Insurance	\$7,308.00	\$3,175.00	\$4,133.00	\$0.00	\$3,175.00	(\$3,175.00)	\$0.00	\$3,175.00	(\$3,175.00)	\$0.00	\$3,175.00	(\$3,175.00)	\$7,308.00	\$12,700.00	(\$5,392.00)
Legal & professional	\$35.00	\$225.00	(\$190.00)	\$0.00	\$225.00	(\$225.00)	\$0.00	\$225.00	(\$225.00)	\$0.00	\$225.00	(\$225.00)	\$35.00	\$900.00	(\$865.00)
Office supplies	\$889.97	\$750.00	\$139.97	\$0.00	\$750.00	(\$750.00)	\$0.00	\$750.00	(\$750.00)	\$0.00	\$750.00	(\$750.00)	\$889.97	\$3,000.00	(\$2,110.03)
Physicals & vaccination	\$0.00	\$537.50	(\$537.50)	\$0.00	\$537.50	(\$537.50)	\$0.00	\$537.50	(\$537.50)	\$0.00	\$537.50	(\$537.50)	\$0.00	\$2,150.00	(\$2,150.00)
Entertainment, travel & meetings	\$0.00	\$6.25	(\$6.25)	\$0.00	\$6.25	(\$6.25)	\$0.00	\$6.25	(\$6.25)	\$0.00	\$6.25	(\$6.25)	\$0.00	\$25.00	(\$25.00)
Chief's account	\$0.00	\$6.25	(\$6.25)	\$0.00	\$6.25	(\$6.25)	\$0.00	\$6.25	(\$6.25)	\$0.00	\$6.25	(\$6.25)	\$0.00	\$25.00	(\$25.00)
Department miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$8,232.97	\$4,700.00	\$3,532.97	\$0.00	\$4,700.00	(\$4,700.00)	\$0.00	\$4,700.00	(\$4,700.00)	\$0.00	\$4,700.00	(\$4,700.00)	\$8,232.97	\$18,800.00	(\$10,567.03)
ment vehicles Expense:															
Vehicle cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle fuel	\$304.33	\$600.00	(\$295.67)	\$0.00	\$600.00	(\$600.00)	\$0.00	\$600.00	(\$600.00)	\$0.00	\$600.00	(\$600.00)	\$304.33	\$2,400.00	(\$2,095.67)
Intentional blank	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle repairs & maintenance	\$243.21	\$1,800.00	(\$1,556.79)	\$0.00	\$1,800.00	(\$1,800.00)	\$0.00	\$1,800.00	(\$1,800.00)	\$0.00	\$1,800.00	(\$1,800.00)	\$243.21	\$7,200.00	(\$6,956.79)
Vehicle inspection & permits	\$0.00	\$25.00	(\$25.00)	\$0.00	\$25.00	(\$25.00)	\$0.00	\$25.00	(\$25.00)	\$0.00	\$25.00	(\$25.00)	\$0.00	\$100.00	(\$100.00)
Vehicle miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$547.54	\$2,425.00	(\$1,877.46)	\$0.00	\$2,425.00	(\$2,425.00)	\$0.00	\$2,425.00	(\$2,425.00)	\$0.00	\$2,425.00	(\$2,425.00)	\$547.54	\$9,700.00	(\$9,152.46)
ment Fire & EMS Service Expense:															
Capital fire equipment plan	\$0.00	\$4,067.50	(\$4,067.50)	\$0.00	\$4,067.50	(\$4,067.50)	\$0.00	\$4,067.50	(\$4,067.50)	\$0.00	\$4,067.50	(\$4,067.50)	\$0.00	\$16,270.00	(\$16,270.00)
Fire & EMS; tools & equipment	\$7,418.00	\$3,962.75	\$3,455.25	\$0.00	\$3,962.75	(\$3,962.75)	\$0.00	\$3,962.75	(\$3,962.75)	\$0.00	\$3,962.75	(\$3,962.75)	\$7,418.00	\$15,851.00	(\$8,433.00)
Fire & EMS; repairs & maintenance	\$174.95	\$325.00	(\$150.05)	\$0.00	\$325.00	(\$325.00)	\$0.00	\$325.00	(\$325.00)	\$0.00	\$325.00	(\$325.00)	\$174.95	\$1,300.00	(\$1,125.05)
Fire & EMS; inspection & testing	\$2,080.00	\$502.50	\$1,577.50	\$0.00	\$502.50	(\$502.50)	\$0.00	\$502.50	(\$502.50)	\$0.00	\$502.50	(\$502.50)	\$2,080.00	\$2,010.00	\$70.00
Fire & EMS; training & certification	\$1,701.42	\$850.00	\$851.42	\$0.00	\$850.00	(\$850.00)	\$0.00	\$850.00	(\$850.00)	\$0.00	\$850.00	(\$850.00)	\$1,701.42	\$3,400.00	(\$1,698.58)
Protective gear & uniforms	\$0.00	\$312.50	(\$312.50)	\$0.00	\$312.50	(\$312.50)	\$0.00	\$312.50	(\$312.50)	\$0.00	\$312.50	(\$312.50)	\$0.00	\$1,250.00	(\$1,250.00)
Fire & EMS miscellaneous	\$11,352.37	\$10,020.25	\$1,332.12	\$0.00	\$10,020.25	(\$10,020.25)	\$0.00	\$10,020.25	(\$10,020.25)	\$0.00	\$10,020.25	(\$10,020.25)	\$11,352.37	\$40,081.00	(\$28,728.63)
	\$25,612.27	\$25,220.25	\$392.02	\$0.00	\$25,220.25	(\$25,220.25)	\$0.00	\$25,220.25	(\$25,220.25)	\$0.00	\$25,220.25	(\$25,220.25)	\$25,612.27	\$100,881.00	(\$75,268.73)

Note: The cost of the service truck (\$8,829.31 in June 2016), was reimbursed in October 2016. It will have no effect when presenting the 2017/2018 budget. The 12 month calendar year numbers will be used to prepare the 2017/2018 budget, and June entry and the October entry will wash to zero. Beginning July 2017, EBF will use the fiscal year, rather than calendar year for all budgeting.

Proposed Policy for discussion at 11/16/16 BoF Meeting:

Public Discussion Policy

The following Policy shall govern public comment at Brooklyn Board of Finance Meetings:

1. All meetings of the Brooklyn Board of Finance shall include agenda items allowing for public comment at the beginning and near the end, prior to adjournment, of the meeting. In all cases members of the public will be expected to address the Board, its guests, and other members of the audience soberly and respectfully, subject to the authority of the presiding official to disqualify, after a warning, any member of the public who fails to conform to this policy from further public comment during the remainder of the meeting.
2. Members of the Board of Finance shall, if desired, respond through the presiding officer to public comments.
3. In a situation where it appears that there are multiple members of the public who wish to address the Board, the presiding officer may announce at any time the invocation of this Article 3 of the BoF Public Discussion Policy. In such cases members of the public may address the Board for up to five minutes, not including the time required for responses from the Board, before being directed by the presiding official to yield the floor to another member of the public who desires to comment. Following commentary from all other members of the public who wish to comment, and any responses from members of the Board, individuals whose time for comment previously expired may be recognized by the presiding official to continue or resume their commentary, subject to the conditions of the same five minute limitation originally imposed, until, in sequence, all members of the public who wish to comment shall have had an opportunity to do so, subject to the discretion of the presiding official to discontinue all public commentary.
4. Time limitations for public discourse shall be approximate, shall be kept by the Board's clerk, and shall be announced and enforced by the presiding official.