



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

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Board of Finance Meeting Minutes
Thursday, June 22, 2023, 7:00 pm
Clifford B. Green Memorial Building
and via Zoom

Present: Sandra Brodeur, Ken Dykstra, Dave Lee, Heather Allen, Lisa Mileski, Recording Secretary

Also Present: Shelley Cates, Austin Tanner, Lou Brodeur, Brandon Zurek, Kristen Zurek, Joe Voccio via Zoom, Christopher King via Zoom

Absent: Andrew Dionne

1. Determination of a Quorum and Call to Order: S. Brodeur called the meeting to order at 7:00 pm. Line item 5e. Other new business was eliminated because it is a special meeting.

2. Public Comment: None

3. Action on Minutes of May 17, 2023 and May 24, 2023: H. Allen made a motion to approve the minutes of May 17, 2023 and May 24, 2023; motion seconded by D. Lee; minutes of May 17, 2023 and May 24, 2023 approved.

4. Old Business:

a. Audit Report from Christopher King with King, King, and Associates: Christopher King via Zoom went over the audit report in detail and answered questions and replied to comments. He stated the Town is making slow and steady progress and improvements on an annual basis and the main concern is the turnover of personnel in the key financial positions.

b. Motion to move future meetings to Community Center until further notice during asbestos remediation and building repairs: H. Allen made a motion to move future meetings to the Community Center until further notice; K. Dykstra seconded; and the motion was approved.

c. Status of road surveillance project: A. Tanner stated the final report was received, that it is lengthy, and that he and T. Rukstela will be meeting with the company regarding the same after the Fourth of July holiday.

d. Security cameras for Community Center: A. Tanner reported that the cameras found in the Town Hall vault were not sufficient, but that there are some cameras installed there both upstairs, downstairs, and outside.

e. When will the ARPA contracts be sent out: S. Cates stated those were ready this afternoon, and that she is going to draft emails and send them out tomorrow morning. She said there is one organization that has missing information.

5. New Business:

a. Review financial reports: The financial reports were discussed, including that it appeared that the Recreation Department was over budget, that there were a lot of back property taxes collected, the Mashantucket Grant, the STIF account, open space funding, contracted services for STORM wastewater, etc.

b. Discuss Brooklyn Republican Town Committee recommendation to replace Aaron Soucy with Brandon Zurek: H. Allen made a motion to appoint Brandon Zurek as a member of the Board of Finance; K. Dykstra seconded; and the

motion was approved, and Brandon Zurek was appointed as a Member of the Board of Finance with a term expiring 11/07/23.

c. Appointment of a replacement for Aaron Soucy on the Board of Education: K. Dykstra volunteered to be the liaison for the Board of Education to replace Aaron Soucy.

d. Review with Shelley Cates of Chart of Accounts to be used by both fire departments: After much discussion, it was concluded that the fire department are using almost the same Chart of Accounts but perhaps there are inconsistencies on which accounts certain items are going to. It was decided that there needs to be a model that both fire departments agree on and use so that they look uniform when they present their budgets. D. Lee clarified that the Board is asking the Board of Fire Commissioners to ask the fire departments to work together to come up with a common chart of accounts. J. Voccio stated that now is a good time to implement this because the fire company and the district are going through some reorganization and this chart of accounts is really timely. D. Lee said that the Board of Fire Commissioners will not be meeting again until August so this will not happen right away.

e. Other new business: Eliminated.

6. Selectmen's Report: A. Tanner said they will begin moving everything out of the Green building tomorrow and the repairs and asbestos abatement will begin thereafter. He also said he hoped after three weeks, the Land Use Department will be able to use the meeting room as their offices until the other repairs are completed, and meetings will be held at the Tiffany Center probably for about three months. A. Tanner also stated that Richard Roberts of Halloran and Sage will be our new land use attorney, and we will be having a meeting with him and staff shortly. He also said that the salary survey was completed and acted upon, and he is pleased with it. The lawsuits against the Town were discussed briefly; fire company, motorcycle accident; and two lawsuits from Jolley.

7. Liaison Reports: Housing Authority did not meet. D. Lee stated that Board of Fire Commissioners met this past month and will meet again in August, and that one of the agenda items was that the Board of Fire Commissions has presented to the Fire Departments a self-evaluation in March and neither department has made any progress on that. He further stated that Chief Brian Pepin from the East Brooklyn Fire Department is stepping down as of July 1, 2023. A. Tanner stated that the Town now owns the Community Center. There was no Capital meeting. A. Tanner stated that the Recreation Department did not have a quorum, so they really did not have a meeting, and he also stated how pleased he is with the new Recreation Director. He said that the plumber never came to Prince Hill bathrooms to see if we had any leaks, but that G. Bryant was getting quotes for the cameras for Prince Hill, and they are looking into getting digital timed locks for the bathroom doors. S. Brodeur informed the Board that the Business Manager for the school is leaving July 1, 2023. K. Dykstra commented that with respect to Resource Recovery, business is booming. A. Beaudoin and S. Mylly are doing great things at the Transfer Station. A. Tanner mentioned that the State has implemented a new law that the fee for disposal of the tires will be passed on to consumers when they purchase the tires.

8. Public Comment: J. Voccio offered his congratulations to B. Zurek on his appointment and stated that Brandon's dad was a "good one".

9. Adjournment: H. Allen made a motion to adjourn the meeting; K. Dykstra seconded; and the meeting adjourned at 8:24 pm

Lisa Mileski, Recording Secretary