



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 Selectmen
Regular Meeting Agenda
Thursday, November 12, 2020
6:30pm via Cisco Webex Meeting

RECEIVED
TOWN CLERK'S OFFICE
2020 NOV 10 PM 4:13
REGISTERED MAIL
Matthew S. Deane
Town Clerk
173-206-1626

To join this meeting via the web or phone, follow the below instructions:

Web

www.webex.com

On the top right, click Join

Enter meeting information: 173 206 1626

Enter meeting password: Spell8349PX

Click join meeting

Phone

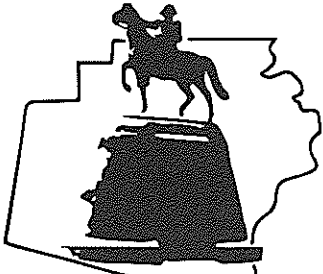
Dial 1-408-418-9388

Enter meeting number 173 206 1626

You can bypass attendee number by pressing #

1. Call to Order
2. Approve Minutes: 10/29/2020
3. Public Comment
4. Discussion on 2020-21 Financials
5. Update on COVID-19 – Red Status
6. Discussion on New Executive Order
7. Discussion on STEAP GRANT
8. Update on Ordinances
 - a. Procurement Procedures
 - b. Municipal Fee Review
9. Single Family Dwellings
10. Approve Bills
11. Other Business
12. Public Comment
13. Adjourn

Richard Ives
First Selectman



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Board of Selectmen
Regular Meeting Minutes
Thursday, October 29, 2020
9:00am via Cisco Webex Meetings

Present: Rick Ives, Austin Tanner, Lou Brodeur and Melissa Bradley; Recording Secretary

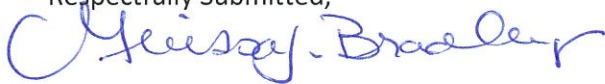
Also Present: Sandy Brodeur

RECEIVED
TOWN CLERK'S OFFICE
2020 NOV 10 PM 5:46
346 719

1. **Call to Order:** Mr. Ives called the meeting to order at 9:00am.
2. **Approve Minutes:** Lou Brodeur made a motion to approve the minutes of 10/08/2020 as presented. Austin Tanner seconded the motion. Motion passed 3-0.
3. **Public Comment:** None
4. **Discussion/Action on Appointments/EMD:** Lou Brodeur made a motion to appoint Bill Skene on the Emergency Management/Homeland Security as a regular member with a three-year term expiring 10/27/2023. Austin Tanner seconded the motion. Motion passed 3-0. Rick Ives thanks Stephen Mylly for good service he provided to the Town and deserves our gratitude.
5. **Discussion/Action on 2021 Meeting Dates:** Both meetings in November fall on a holiday. The board agrees to change the November meeting to the third Thursday (11/18/21) @ 9:00am. Lou Brodeur made a motion to approve the 2021 meeting schedule with the above change. Austin Tanner seconded the motion. Motion passed 3-0.
6. **Discussion on 2020-21 Financials:** The tax collection is on schedule. 2.3 million was collected in October and deposited yesterday. The meal reimbursement used was the storm we had and called out the highway crew. This usually is only used in snowstorms.
7. **Discussion on Paving & Drainage Report:** There are six streets to repair and/or pave beginning next fall; Beecher, Paradise, Grant, Harris, Fairgrounds and Darby. They total 3.5 miles and will cost approximately \$650,000.
8. **Discussion on Executive Order 9h – Hybrid Meetings:** This allows Towns to attempt holding hybrid meetings. You may hold an in-person meeting, abiding the occupancy guidelines but must provide remote access as well. Rick is looking into a couple different systems and will report back with more information.
9. **Discussion on Ordinances**

- a. **Procurement Procedures:** Lou Brodeur provided a proposed purchasing procedure. It is agreed the BOE should have a policy or follow the same one. Rick will get more clarity on this and report back. Currently everything is put into a purchase order. The Department head approves, then it is approved by Rick or Stephanie. This will be part of the financial procedures. Item tabled until next meeting.
 - b. **Municipal Fee Review:** Austin Tanner is working on fees and waiting to finish up a couple more. Item tabled until next meeting.
10. **Discussion on COVID-19:** Towns is red can drop back to phase 2. Brooklyn is in the yellow. Mr. Ives has asked residents to stay home Halloween night or of course use caution. If more Towns become red, Mr. Ives feels we will be brought back to phase 2.
11. **Discussion on Desegregate CT – NECCOG Forum 10/29/20 @6:30pm:** This is a group that has put up a suggestive piece of legislation and its original form made drastic mandatory changes to Town zoning laws. It has been changed a little bit and heading towards the January session. It takes away a lot of the decision making from the Towns. They believe that is how they can get more affordable housing. They have a lot of backing in real estate and housing. There is a forum this evening. Rick will send the link.
12. **Calls for Service:** No discussion
13. **Single Family Dwellings:** No discussion
14. **Approve Bills:** Lou Brodeur made a motion to approve bill voucher #1098 dated 10/29/2020 in the amount of \$352,181.10. Austin Tanner seconded the motion. Austin Tanner questioned flower delivers from departments. Rick explained they should only be sent from the Selectman's Office from the special programs line item. Rick will discuss this with Recreation. Motion passed 3-0.
15. **Other Business:** Lou Brodeur is concerned that the school building committee has not been meeting but decisions are still being made. Rick will investigate this and report back.
16. **Public Comment:** Sandy Brodeur questioned appointing the new member to Emergency Management/Homeland Security that was discussed. Rick stated he will have it on the next agenda.
Austin Tanner states the Planning and Zoning is in need of members. Rick is talking to two possibilities next week.
17. **Adjourn:** Lou Brodeur made a motion to adjourn the meeting. Austin Tanner seconded the motion. Meeting adjourned at 9:43am.

Respectfully Submitted;



Melissa J. Bradley
Recording Secretary

Town of Brooklyn

Revenue FY 2021

Fiscal Year: 2020-2021

From Date: 11/1/2020 To Date: 6/30/2021

Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1005.00.0000.41000	Property Taxes Returned / Refu	\$0.00	\$550.54	\$61,953.83	(\$61,953.83)	\$0.00	(\$61,953.83)	0.00%
1005.00.0000.41111	Property Taxes Current	(\$16,065,298.00)	(\$453,634.73)	(\$9,038,305.25)	(\$7,026,992.75)	\$0.00	(\$7,026,992.75)	43.74%
1005.00.0000.41112	Property Taxes Prior	(\$175,000.00)	(\$844.44)	(\$103,016.12)	(\$71,983.88)	\$0.00	(\$71,983.88)	41.13%
1005.00.0000.41113	Property Taxes Interest & Lien	(\$80,000.00)	(\$889.30)	(\$25,443.78)	(\$54,556.22)	\$0.00	(\$54,556.22)	68.20%
1005.00.0000.41114	Property Taxes Motor Veh. Supp	(\$200,000.00)	\$0.00	\$0.00	(\$200,000.00)	\$0.00	(\$200,000.00)	100.00%
1005.00.0000.42000	Building Permits	(\$80,000.00)	(\$6,390.00)	(\$41,610.59)	(\$38,389.41)	\$0.00	(\$38,389.41)	47.99%
1005.00.0000.42202	Fire Marshal Fees	(\$1,500.00)	(\$50.00)	(\$270.00)	(\$1,230.00)	\$0.00	(\$1,230.00)	82.00%
1005.00.0000.42203	Planning & Zoning Fees	(\$9,000.00)	(\$650.00)	(\$3,900.00)	(\$5,100.00)	\$0.00	(\$5,100.00)	56.67%
1005.00.0000.42204	Inland Wetlands Fees	(\$2,500.00)	\$0.00	(\$2,340.00)	(\$160.00)	\$0.00	(\$160.00)	6.40%
1005.00.0000.42205	ZBA Fees	(\$500.00)	\$0.00	\$0.00	(\$500.00)	\$0.00	(\$500.00)	100.00%
1005.00.0000.42261	Dog Licenses	(\$1,400.00)	\$0.00	\$0.00	(\$1,400.00)	\$0.00	(\$1,400.00)	100.00%
1005.00.0000.42263	Dog Surcharge Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.42415	Pistol Permits	(\$3,000.00)	(\$1,260.00)	(\$5,310.00)	\$2,310.00	\$0.00	\$2,310.00	-77.00%
1005.00.0000.43000	Bingo Permits	(\$150.00)	\$0.00	(\$65.00)	(\$65.00)	\$0.00	(\$65.00)	43.33%
1005.00.0000.43301	Education Assistance	(\$6,926,095.00)	\$0.00	(\$1,731,524.00)	(\$5,194,571.00)	\$0.00	(\$5,194,571.00)	75.00%
1005.00.0000.43302	Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43303	State Aid-Excess Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43304	Mashantucket Grant	(\$191,703.00)	\$0.00	\$0.00	(\$191,703.00)	\$0.00	(\$191,703.00)	100.00%
1005.00.0000.43305	Tax Relief Disability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43306	Circuit Breaker	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43307	Veteran's Loss Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43308	Motor Vehicle Fines	(\$2,750.00)	(\$255.00)	(\$759.50)	(\$1,990.50)	\$0.00	(\$1,990.50)	72.38%
1005.00.0000.43309	Miscellaneous Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43310	Boat Registration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43311	Telecommunications	(\$12,200.00)	\$0.00	\$0.00	(\$12,200.00)	\$0.00	(\$12,200.00)	100.00%
1005.00.0000.43312	Municipal Revenue Sharing	(\$10,379.00)	\$0.00	\$0.00	(\$10,379.00)	\$0.00	(\$10,379.00)	100.00%
1005.00.0000.43313	MIRSA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43314	Homeland Security	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43315	Special Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43316	Municipal Stabilization Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43317	State Polls Grant	\$0.00	\$0.00	(\$6,190.00)	\$6,190.00	\$0.00	\$6,190.00	0.00%
1005.00.0000.43320	Z Recs	(\$36,600.00)	\$0.00	\$0.00	(\$36,600.00)	\$0.00	(\$36,600.00)	100.00%
1005.00.0000.43353	D.U.I. Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43354	Earth Day Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.43600	P.I.L.O.T. State Property	(\$79,919.00)	\$0.00	(\$79,919.00)	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.44000	Apartment Inspection Fees	(\$800.00)	(\$15.00)	(\$90.00)	(\$710.00)	\$0.00	(\$710.00)	88.75%
1005.00.0000.44102	Recording Fees-Town Clerk	(\$50,000.00)	(\$1,924.00)	(\$27,753.05)	(\$32,246.95)	\$0.00	(\$32,246.95)	53.74%
1005.00.0000.44103	Regulating Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.44104	Copier Fees	(\$7,500.00)	\$0.00	(\$3,532.00)	(\$3,968.00)	\$0.00	(\$3,968.00)	52.91%
1005.00.0000.44403	Transfer Station Fees-#1 Large	(\$20,000.00)	(\$430.00)	(\$8,809.00)	(\$11,191.00)	\$0.00	(\$11,191.00)	55.96%
1005.00.0000.44404	Transfer Station fees-#2 Small	(\$3,500.00)	(\$7.00)	(\$665.00)	(\$2,835.00)	\$0.00	(\$2,835.00)	81.00%
1005.00.0000.44405	Transfer Station Fees-#3 Bulky	(\$70,000.00)	(\$1,358.60)	(\$31,884.40)	(\$38,315.60)	\$0.00	(\$38,315.60)	54.74%
1005.00.0000.44406	Transfer Station Fees-#4 Sp. B	(\$800.00)	\$0.00	\$0.00	(\$800.00)	\$0.00	(\$800.00)	100.00%
1005.00.0000.44407	Transfer Station Fees-#5 Fridg	(\$1,000.00)	\$0.00	(\$210.00)	(\$790.00)	\$0.00	(\$790.00)	79.00%
1005.00.0000.44408	Transfer Station Fees-#6 Propa	(\$500.00)	\$0.00	(\$20.00)	(\$480.00)	\$0.00	(\$480.00)	96.00%
1005.00.0000.44409	Transfer Station Fees-#7 Tires	(\$1,000.00)	\$0.00	(\$309.00)	(\$691.00)	\$0.00	(\$691.00)	69.10%
1005.00.0000.44410	Transfer Station Fees-#8 Pods/	(\$750.00)	\$0.00	\$0.00	(\$750.00)	\$0.00	(\$750.00)	100.00%
1005.00.0000.44411	Transfer Station Fees-Recycle	(\$500.00)	\$0.00	\$100.00	(\$600.00)	\$0.00	(\$600.00)	120.00%
1005.00.0000.44412	Transfer Station Fees-Scrap Me	(\$500.00)	\$0.00	\$0.00	(\$500.00)	\$0.00	(\$500.00)	100.00%
1005.00.0000.44427	Brooklyn Fair Tpr. Reimburseme	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Town of Brooklyn

Revenue FY 2021

Fiscal Year: 2020-2021

From Date: 11/1/2020 To Date: 6/30/2021

- Subtotal by Collapse Mask Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Bud
1005.00.0000.44501	Vials Surcharge	\$0.00	\$0.00	\$442.00	(\$442.00)	\$0.00	0.00%
1005.00.0000.44709	Recreation Fees	(\$183,200.00)	\$0.00	(\$42,537.00)	(\$140,663.00)	\$0.00	76.78%
1005.00.0000.46101	Interest	(\$13,000.00)	\$0.00	(\$236.05)	(\$12,763.95)	\$0.00	98.18%
1005.00.0000.47201	Health Department Rent	(\$35,060.00)	\$0.00	(\$11,467.64)	(\$23,592.36)	\$0.00	57.23%
1005.00.0000.47202	Community Center Rental Fees	(\$400.00)	\$0.00	\$0.00	(\$400.00)	\$0.00	100.00%
1005.00.0000.47203	Garage Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.48422	Conveyance Tax	(\$105,000.00)	(\$5,081.00)	(\$47,620.90)	(\$57,379.10)	\$0.00	54.65%
1005.00.0000.48423	Miscellaneous Income	(\$1,000.00)	\$0.00	(\$295.73)	(\$704.27)	\$0.00	70.43%
1005.00.0000.48424	Insurance Dividend	(\$14,000.00)	\$0.00	\$0.00	(\$14,000.00)	\$0.00	100.00%
1005.00.0000.48426	Twn Clk Improvement Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.48427	Town Clerk Fund Reserved	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.48428	Twn Clk Preservation Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.48591	Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.00.0000.49101	Transfer from General Fund	(\$453,000.00)	\$0.00	\$0.00	(\$453,000.00)	\$0.00	100.00%
DEPARTMENT: Undefined Department - 0000		(\$24,849,504.00)	(\$472,238.53)	(\$11,151,427.18)	(\$13,698,076.82)	\$0.00	55.12%
Grand Total:		(\$24,849,504.00)	(\$472,238.53)	(\$11,151,427.18)	(\$13,698,076.82)	\$0.00	55.12%

End of Report



STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
Troop D, Danielson

November 4, 2020

First Selectman Richard Ives
P. O. Box 356
Brooklyn, Ct 06234

Dear First Selectman Ives:

This correspondence is to keep you apprised of the monthly police services occurring within the Town of Brooklyn. It is my sincere hope that this report will assist you in better understanding our role in your community.

During the month of October 2020 Troop D Troopers responded to 206 Calls for Service in the Town of Brooklyn. Of these Calls for Service the most notable are:

Accidents:	<u>12</u>
Investigations:	<u>9</u>
Burglaries:	<u>1</u>
Larcenies:	<u>0</u>
Non Reportable Matters:	<u>184</u>

In addition to the above investigations Troopers conducted the following motor vehicle enforcement:

DUI'S:	<u>0</u>
Traffic Citations:	<u>10</u>
Written Warnings:	<u>8</u>

Very truly yours,

Lt. C. S. Sharland #039

Lieutenant Christopher S. Sharland
Commanding Officer
Troop D, Danielson

*55 Westcott Road
Danielson, CT 06239
Phone: (860) 779-4900/Fax: (860) 779-4918
An Affirmative Action/Equal Opportunity Employer*