



TOWN OF BROOKLYN

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

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**Board of Finance
Special Meeting Minutes
Wednesday, May 1, 2019
7pm QV Senior Center**

RECORDED VOL. 1710
TOWN CLERK'S OFFICE
2019 MAY -7 AM 10:44
Melissa O'Malley
Town of Brooklyn, CT

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

Also Present: Rick Ives, Joe Voccio, Wayne Jolley, Patricia Buell, Bucky Lohbusch, Aimee Genna, Lou Brodeur, Bob Kelleher and WINY Radio

1. **Call to Order:** Mr. Otto called the meeting to order at 7:02pm with a quorum present.
2. **Public Comment:** None
3. **Discussion on Capital Committee's Report:** Mr. Voccio gives members a list of items submitted to the committee for review. The committee discussed each request and are recommending the following to the Board of Finance for review:
 - Assessor Software Upgrade \$15,000
 - CBGMC Mold Remediation \$42,000
 - Plan of C&D Consultant \$15,000
 - Snowblower Attachment \$7,500
 - Dump Truck \$170,000
 - BOE Network Upgrade \$155,435
 - Community Center plantings \$8,000
 - BOE Technology Software \$247,712
 - Bush Hog Mower \$13,000
 - Town Hall Site Design \$45,000
 - Fire Marshal Vehicle \$22,000
 - BOE Facility Vehicle \$21,500

Discussion held on financing options. Mr. Ives elaborates on the Town Hall Site Design stating this would include all town offices, a library and community room in one building. He feels it is important to explore the possibilities of having one location.

The board would like to see the budget in its entirety before moving on any capital projects. This will be on next week's agenda.

4. **Receipt and Discussion of Income Estimates:** ECS payment was increased to \$6,956,453. Teacher's retirement has been added back into the budget. There was a discrepancy in the total voted on last years budget at the Board of Finance meeting and Town Meeting of \$212,651.

The unused contingency will go back into reserves, bringing the reserve to approximately \$1,308,000.

The auditor is finding issues in the previous audits which will affect the current audit. They will attend the meeting on the 7th to discuss this in detail.

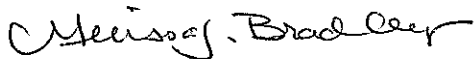
Updated financial statements will be sent to members tomorrow.

There is approximately \$200,000 difference between expenditures and revenues without any capital projects added in. \$20,000 was also added to contingency.

Patricia Buell states she is not prepared to give an amount that will be returned at the end of this budget year.

5. **Review and Discussion of Budget Expenditures Requests:** The board would like all the changes, additions and corrections made to the budget before further discussion. This will be done for the May 7th meeting. Discussion ensued on where the reserve amount should be. Sandra Brodeur would like to see between 10 and 12 percent. The board was comfortable with 7-8% last year with the understanding of increasing it each year. A \$1,000 difference in found in the education budget, most likely a typing error. Ms. Buell will correct this for the next meeting.
6. **Discussion on uncommitted surplus and mill rate:** Discussion will be held at the next meeting.
7. **Any Additional Discussion:** None
8. **Any Other Business:** None
9. **Public Comment:** WINY requests drafts of the budgets. They will be sent.
10. **Adjourn:** Sandra Brodeur made a motion to adjourn the meeting. Drew Dionne seconded the motion. Meeting adjourned at 8:21pm.

Respectfully Submitted;



Melissa J. Bradley
Recording Secretary