



TOWN OF BROOKLYN
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**Board of Finance
Special Meeting Minutes
Tuesday, May 11, 2021
7:00pm via Cisco Webex Meetings**

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

Also Present: Rick Ives, Austin Tanner, Lou Brodeur, Stephanie Levin, Patricia Buell, Bucky Lohbusch, Aimee Genna, Mae Lyons, Steve Dana, and Melissa Perkins-Banas.

1. Determination of Quorum and Opening of Meeting: Jeff Otto called the meeting to order at 7:01pm.

2. Public Comment: None

3. Action on Minutes of 5/5/21 Meeting: Minutes have not been published yet, no action taken.

4. Old Business

a. (Stephanie Levin): Stephanie requested at the last meeting to move these items to the next regular scheduled meeting. Jeff will include the items below on that agenda.

- i. Discussion on establishing separate bank accounts and abandoning the current pooled cash policy**
- ii. Discrepancies in two bank accounts**
- iii. Review of Chart of Accounts discussions with the two fire departments**
- iv. Investigation of previously appropriated capital funds to determine if there are unspent funds that can be transferred to the Capital Account as discussed at 3. of the Minutes of the 4/21 Meeting.**

b. (Rick Ives) i. Status of Holding Budget Hearing and Budget Meeting in School Auditorium: Ricks intent is to hold the hearing virtually and the meeting in person. The auditorium has the proper set up to do so. The rules may still change but they will be followed.

c.(Bucky Lohbusch) i. Presentation of revised Recreation Commission Budget for '21 - '22

ii. Discussion and possible acceptance of Revised Recreation Budget:

A grant was received for camp and the recreation commission budget increased by \$37,490 for a total of \$413,807. Revenues increased to \$305,560. Each budget line item that changed was discussed.

Steve Dana states the Recreation board all agree field use should be free to Brooklyn residents, however the maintenance costs are increasing. There is a part time employee using his own vehicle, being paid mileage, we have a broken-down tractor, and major issues with one of the two mowers. Mr. Dana suggests this is the time to replace, rebuild, repair, for the all-out sprint of normalcy. Why can't Brooklyn benefit from American Rescue Plan, grant money from the State? Instead of returning the 73%, why couldn't it be used instead to do such needed projects. Mr. Otto states the rules from the State are not set yet and cannot be used until that is outlined.

Sandy Brodeur made a motion to receive the revised Recreation Commission budget for further consideration. Heather Allen seconded the motion. Motion passed 6-0.

d. (Patricia Buell) i. Current estimate of funds likely to be returned from BoE budget at end of FY '20 - '21: Safe estimate is \$100,000.

ii. Discussion and possible acceptance of BoE '21 - '22 budget proposal: Heather Allen questions if there have been any feedback or questions via the website or in person regarding the increase? Patti Buell states she has not had a lot, most questions are about the learning model and support in place but no significant movement in one direction or the other.

Jeff Otto states there is a \$60,000 increase in FICA costs and does not support the proposed salaries. Stephanie Levin states we were under budgeted this year and salary increases are included as well.

- e. (Rick Ives)**
- i. Review of estimates of funds likely to be returned at end of FY '20 - '21**
 - ii. Estimate of unexpended Reserve as of July 1, 2021, in view of d.i., and e.i., above and any news about LOSIP funds for '21 - '22**
 - iii. Continued discussion of Capital Committee recommendations for '21 - '22**
 - iv. Consideration of approval or modification of Capital Committee recommendations for '21 - '22**
 - v. Clarification, if needed, of General Government Budget presented at 5/5/21 Meeting (continued discussion and possible approval scheduled at 5/19 Meeting)**
 - vi. Discussion of 5/7 Revenue and Expenditure Reports**

Total potential amount for reserve is \$285,000 (school and town). The \$453,000 anticipated to balance the budget will not be needed. Approximately \$400,000 more will be collected in taxes than expected. There was a Town road that was put into the budget that should have been paid by LOCIP, in the amount of \$180,000. Rick was ensured today that if this board votes on it next meeting, the application will be accepted, and the money will be paid. There is \$280,000 in the LOCIP account after the \$180,000 comes out.

The reserve is currently \$888,000 and expected to add \$285,000. The \$180,000 LOCIP funds will be added to the \$285,000, becoming \$465,000. Total reserve will be \$1,353,000.

Capital Items include

Expensed:

Transfer Station Scale \$61,991

Prince Hill Fencing \$39,303

Town Hall Repainting & shutter replacement \$40,000

Bonded:

Town Fire Truck \$750,000

Highway Dump Truck \$185,000

Highway Mower Attachment \$85,000

Highway Over Rail Mower Attachment \$45,000

Old Town Garage Roof Replacement \$380,000

Discussion held on schedules being implemented. Rick states there is one for fire trucks and highway trucks. Jeff suggests developing a long-range capital policy. Sandy requests the truck schedule again, it would be helpful to the board to see it. Rick will send it to the members.

A revised budget will be presented to the Board of Selectmen tomorrow night and presented to this board at next weeks meeting.

Sandy Brodeur questions why roads and bridges is over spent by \$160,000? Rick replies that is part of the LOCIP and \$180,000 will come back.

Rick is working on hybrid & in person meetings.

5. Review of future meeting schedule: BOF meeting 5/19

6. Public Comment: None

7. Adjournment: Drew Dionne made a motion to adjourn the meeting. Sandy Brodeur seconded the motion. Meeting adjourned at 8:45pm.

Respectfully Submitted;



Melissa J. Bradley
Recording Secretary