



TOWN OF BROOKLYN

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

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**Board of Finance
Regular Meeting Minutes
Wednesday, October 18, 2017
7:00pm Clifford B. Green Memorial Center**

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Sandra A. Mainville
TOWN OF BROOKLYN, CT

Present: Jeff Otto, Heather Allen, Sandra Brodeur, Kim Conroy and Melissa Bradley; Recording Secretary Ken Dykstra – arrived at 7:05pm
Drew Dionne – absent with notification

Also Present: Rick Ives, Joe Voccio, Steve Breen, Jim Warren, Aimee Genna, David Fuss and Aaron Kerouack

1. **Call to Order:** Mr. Otto called the meeting to order at 7:01pm.
2. **Public Comment:** None
3. **Approve Minutes:** Kim Conroy made a motion to approve the minutes of 9/20/17 as presented. Heather Allen seconded the motion. Motion passed 4-0.
4. **Old Business:**

The auditor issued a letter regarding the School and General Government audit. Some items have not been addressed. Mr. Otto will send this information to the Superintendent and First Selectman and will report back at the November 15th meeting.

STEAP grant applications were submitted for generators at the school and senior center. Senior Center was prioritized but denied and the school grant awarded. Nothing has been signed yet for this grant, Mr. Ives would like to see if he can get the grant for the prioritized location.

5. **New Business:**

East Brooklyn's complete report was submitted tonight. This will be scanned and given to all members and discussed at the next meeting.

Mortlake submitted their report to the board. Sandra Brodeur questions why equipment maintenance was over spent and vehicle maintenance. Mr. Breen states upkeep on vehicles that had been put off for some time was performed and major repairs were done on the ET-190. Office supplies were also overspent, Mr. Breen will have to research this.

At a previous meeting, the board requested fire departments reports 45 days after the end of each fiscal quarter. Mr. Otto states this should be 42 days to allow the board time to review the reports prior to the meeting. Mr. Otto will inform the board of fire commissioners of this change.

The 2016-17 audit will be starting November 6th. Schedules are currently being prepared. With these schedules done, the auditors time should be spent differently than last year. We will be behind this year with the loss of the finance director.

Sandra Brodeur states she has not seen financial reports for three months. Mr. Ives will make sure to have them sent out.

The Town has received its first ECS payment of \$1,046,306, which is \$834,362 less than budgeted. Also the Town should have received the money on October 31st, but instead the funds were received on October 3rd. This is the first reduced payment due to the Governor's executive orders. Rick Ives said that a plan should be made in November to manage the reduced ECS payment. They cannot wait until January and the second payment, if the State budget has not been passed. The Town planned on not receiving money for Mashantucket, Municipal Revenue Sharing, and PILOT, which is helping the Town budget with the cuts being made by the State. The lawsuit with the State will start November 6th, however, if a budget is passed first, the suit will be withdrawn.

Rick Ives reported that the Middle School roof is done and the Elementary School roof should be done by the end of October/beginning of November. The third installment has been paid to the Middle School contractor, which just leaves the retainment to be paid. The Elementary School contractor has been paid twice. There was one bidder for bonding; Jewett City Savings with a little over 2%. The bond signing is tomorrow morning.

There will be a Town Meeting on November 16th. This will include the Ethics ordinance and possibly the fracking waste ordinance and line of credit.

The finance director position was offered and accepted. The new finance director will start November 1st and will be a Town employee working 5 days a week, 40 hours. Next year, discussion will pursue about dividing up the salary between the Town and School.

Board of Education budget summary attached.

Ken Dykstra points out liaison reports have not been on the agenda lately. Mr. Otto notes this and will add it for next month.

Kim Conroy states Spooky Nights is this weekend and volunteers are needed.

6. Public Comment: None

7. Adjourn: Sandra Brodeur made a motion to adjourn the meeting. Kim Conroy seconded the motion. Meeting adjourned at 8:00pm.

Respectfully Submitted;



Melissa J. Bradley
Recording Secretary