

**FINAL
BROOKFIELD BOARD OF FINANCE REGULAR MEETING MINUTES
WEDNESDAY, JULY 10, 2013
BROOKFIELD HIGH SCHOOL MEDIA CENTER
7:00PM**

CALL TO ORDER: Chairman J. Friedrich called the meeting to order at 7:00pm; beginning with the Pledge of Allegiance.

Present for the Board: Chairman J. Friedrich, Vice Chairman I. Agard, Secretary P. Kurtz, R. Jaffe, J. Tomaino R. Appleby, and Ex-Officio First Selectman B. Davidson

Also Present: Town Controller W. Leverage and members of the public.

PUBLIC COMMENT: Kim Donnelly, 19 Brooks Lane & Andy Corea, 45 W. Whisconier Road regarding the Parks Revitalization Project.

A motion was made by Vice Chairman I. Agard, seconded by R. Jaffe, to amend the agenda for discussion on the Parks Revitalization Project to move to the top of the agenda. Motion passes unanimously.

NEW BUSINESS:

Parks Revitalization Project Discussion:

A motion was made by R. Jaffe, seconded by J. Tomaino;

WHEREAS, the Board of Selectman has recommended that the Town appropriate \$5,300,000 for the planning, design, construction, acquisition and equipping of renovations of and improvements to Cadigan Park and Town Beach on Candlewood Lake Road (the “Parks Revitalization Project”) and issue its general obligation bonds or notes and temporary notes in an amount not to exceed \$4,550,000 to finance a portion of the appropriation (with the balance to be paid from State grants).

NOW, THEREFORE, BE IT RESOLVED, that the Board of Finance of the Town of Brookfield, having reviewed the proposed Parks Revitalization Project, approves and recommends that the Town appropriate \$5,300,000 for costs of the Project and issue its bonds or notes and temporary notes in an amount not to exceed \$4,550,000 to finance a portion of said appropriation.

Chairman J. Friedrich called a five minute recess at 8:35pm. Meeting was resumed at 8:40pm.

The motion passes 4-2 with;

Members voting yes: Chairman J. Friedrich, R. Jaffe, R. Appleby, and J. Tomaino.

Members voting no: Vice Chairman I. Agard & Secretary P. Kurtz.

A motion was made by Vice Chairman Agard, seconded by R. Jaffe to amend the agenda for an additional Public Comment to be heard. Motion passes unanimously.
Kim Donnelly, 19 Brooks Lane; regarding the Parks Revitalization Project.

APPROVAL OF MINUTES:

A motion was made by Secretary P. Kurtz, seconded by R. Jaffe, to approve the minutes from the June 12, 2013 Board of Finance Regular Meeting as written. Motion passes 5-0-1; with Chairman J. Friedrich abstaining.

A motion was made by Secretary P. Kurtz, seconded by R. Jaffe, to approve the minutes from the June 12, 2013 Board of Finance Special Meeting as written. Motion passes 4-0-2; with Chairman J. Friedrich and Vice Chairman I. Agard abstaining.

COMMUNICATIONS AND CORRESPONDENCE:

Secretary P. Kurtz stated that the Board of Finance received correspondence from; Greg Steiner, 116A Tower Road, on July 10, 2013 regarding the Parks Revitalization Project.

REPORT OF THE FIRST SELECTMAN: First Selectman B. Davidson reported on the following; Police contract, and cell tower.

REPORT OF THE FINANCE DIRECTOR: Controller W. Leverage gave the Board an overview of the June 2013 Revenue and Expenditure Report.

SUBCOMMITTEE REPORTS:

a. Audit Committee: R. Jaffe stated that Rob Howard will be at Town Hall on August 19, 2013 to begin the audit for 2012-2013. While Rob Howard is here the Audit Committee, First Selectman, Controller Leverage, Art Colley, and a WPCA representative should meet with him to assure that everyone understands expectations.

b. Bylaws Committee: A motion was made by Vice Chairman Agard, seconded by R. Jaffe, that we accept the updated Bylaws with one revision; Article XVII (page 14) second sentence, “Any significant financial implications” changed to “financial implications.” Motion passed unanimously.

c. Budget Committee: A motion was made by R. Jaffe, seconded by Vice Chairman Agard, to accept the output from the Budget Committee that was discussed at the June 12, 2013 Board of Finance Regular Meeting will be considered as a first reading. Motion passes unanimously. All members of the Board were asked to make suggested changes to the one disputed paragraph and send those suggested changes to all Board members.

OLD BUSINESS:

Tick List Update: Vice Chairman P. Kurtz stated that he will confer with Controller W. Leverage on the Tick List and forward a copy of the reformatted Tick List to the Board. It was also discussed to not have the “Tick List” a part of the Board of Finance Bylaws.

Town Website – Dropbox: Chairman J. Friedrich stated that the Board will no longer use Dropbox. Chairman J. Friedrich sent to the Board instructions on how to use First Class Installation to upload Board of Finance documents.

PUBLIC COMMENT: There was no public comment.

OTHER ITEMS TO COME BEFORE THE BOARD: There were no other items to come before the Board.

ADJOURNMENT: A motion was made by R. Appleby, seconded by Vice Chairman I. Agard. Motion was passed unanimously. The meeting adjourned at 9:25pm.

