



**BROOKFIELD BOARD OF FINANCE**  
**SPECIAL MEETING MINUTES**  
**TUESDAY, MAY 26, 2015**  
**BROOKFIELD TOWN HALL**  
**ROOM 209**  
**7:00PM**

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

**Present for the Board:** Chairman P. Kurtz, Vice Chairman E. Neopmuceno, Secretary R. Gianazza, J. Rossi, Dr. R. Appleby, S. Rossi, Ex-Officio First Selectman B. Tinsley, Town Controller W. Leverage

**Also Present:** G. Miller, School Finance Director and Scott Bassett, McGladrey LLC

**DISCUSSION/APPROVAL 2013/2014 TOWN AUDIT:** Scott Bassett, McGladrey LLC, gave a presentation on the 2013/2014 Town Audit. After discussion, a motion was made by Secretary R. Gianazza, seconded by Vice Chairman E. Neopmuceno, to move that the Board of Finance formerly accept the Town of Brookfield Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2014. Motion passed unanimously.

**MIGRATION POLICY TO A TOWNWIDE MUNIS ACCOUNTING SYSTEM:** After discussion, a motion was made by Secretary R. Gianazza, seconded by Vice Chairman E. Neopmuceno;

**Whereas**, separate and distinct Financial Accounting and Control Systems/Software are used by the Brookfield Board of Education (New World) and The Town of Brookfield (Munis) **and**,  
**Whereas**, the Town's Independent Auditors have drawn repeated attention to numerous control, transparency, and reconciliation issues related to the use of these separate and distinct systems, **and**  
**Whereas**, for the fiscal year ended June 30, 2013, *financially material* findings resulted from these control, transparency, and reconciliation issues, from the audit of the fiscal year ended June 30, 2013, **and**  
**Whereas**, the Board of Education Business and Finance Director and the Town Controller, (the Finance Directors, have recommended that Financial Accounting and Control Systems be consolidated using the Munis System, **and**

**Whereas**, the Superintendent of Schools and the First Selectman have, likewise, recommended the consolidation of Financial Accounting and Control Systems/Software to Munis, **and** **Whereas**, funds have been budgeted, and approved, in FY 2016 (July 1, 2015 to June 30, 2016) to begin the implementation process, **now**

**Therefore**, we, the Boards of Education, Finance, and Selectman, approve of the recommendation of the Finance Directors, the Superintendent of Schools and the First Selectman. And further instruct the Finance Directors to: 1) plan for and implement the same, and 2) report, monthly, on the progress of their implementation plan.

\_\_\_\_\_(6/3/2015)  
Scott McCarthy, Chairman, Board of Education (for the Board of Education)

\_\_\_\_\_(5/26/2015)  
Phillip Kurtz, Chairman, Board of Finance (for the Board of Finance)

\_\_\_\_\_(6/1/2015)  
William Tinsley, First Selectman (for the Board of Selectmen)

Motion passed unanimously.

**PUBLIC COMMENT:** There was no public comment at this meeting.

**ADJOURNMENT:** A motion was made by S. O'Reilly, seconded by J. Rossi, to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 8:25 pm.