



**REVISED**  
**BROOKFIELD BOARD OF FINANCE**  
**REGULAR MEETING MINUTES**  
**WEDNESDAY, OCTOBER 14, 2015 7:00pm**  
**BROOKFIELD TOWN HALL, ROOM 209**

---

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

**Present for the Board:** Chairman P. Kurtz, Secretary R. Gianazza, Dr. R. Appleby, S. O'Reilly, J. Rossi, Ex-Officio First Selectman B. Tinsley, and Town Controller W. Leverence.

**Absent Member:** Vice Chairman E. Nepomuceno

**PUBLIC COMMENT:** There were no public comments.

**APPROVAL OF MINUTES:** A motion was made by Secretary R. Gianazza, seconded by Dr. R. Appleby, to approve the September 9, 2015 Board of Finance Regular Meeting Minutes as written. Motion passed unanimously.

**COMMUNICATIONS AND CORRESPONDENCE**

- No public correspondence was received.

**REPORT OF THE FIRST SELECTMAN:** First Selectman B. Tinsley reviewed the updated reconciliation between the school and Town for fiscal year 2014/2015 showing an unspent balance of \$274,000 by the school.

**REPORT OF THE FINANCE DIRECTOR:** Town Controller W. Leverence gave the Board an overview of the Revenue & Expenditure Report for the month of September 2015.

**MUNIS Update:** Town Controller W. Leverence stated the agreement has been signed by the First Selectman and the Superintendent of Schools. The kick-off meeting is next Tuesday with BlumShapiro.

**OLD BUSINESS**

**Continuation of the tabled motion and discussion for an Unexpended Funds non Lapsing Contingency Account requested by the Board of Education**

This agenda item was tabled and will be placed on the November 11, 2015 Board of Finance Meeting Agenda. BOF waiting for final BOE 2014-2015 fiscal year end finances.

**Audit Update Reports:** Chairman P. Kurtz stated that the auditors are on-site through the end of the week. The preliminary report is expected by the beginning of November and the Board will review and approve the final audit report in December.

**NEW BUSINESS:** A motion was made by Secretary R. Gianazza, seconded by Dr. R. Appleby , *“That the Board of Finance review and approve the BlumShapiro Consulting Agreement executed by the Board of Selectmen and Board of Education.”* Motion passed unanimously.

**OTHER ITEMS TO COME BEFORE THE BOARD:** Chairman P. Kurtz discussed the yearly town audit procedure. Secretary R. Gianazza thanked Dr. R. Appleby for his service on the Board of Finance as he is not running for a second term.

**PUBLIC COMMENT:** There were no public comments.

**ADJOURNMENT:** A motion was made by S. O’Reilly, seconded Secretary R. Gianazza, to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 7:35pm

Respectfully submitted,

Diane Cerasoli  
Board Secretary