



**BROOKFIELD BOARD OF FINANCE
REGULAR MEETING MINUTES
WEDNESDAY, SEPTEMBER 14, 2016 7:00pm
BROOKFIELD TOWN HALL, ROOM 209**

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

Present for the Board: Chairman R. Gianazza, Vice Chairman S. Rossi, Secretary S. Hathorn, G. Rooney, M. Mulvaney (arrived at 7:30pm-8:05pm to attend another meeting) and First Selectman S. Dunn

Also Present: Treasurer J. Lucas, Town Controller K. Siegrist, and members of the public

Absent Members: M. Zerbe

PUBLIC COMMENT:

- Christina Cumberton, 10 Guernsey Road

APPROVAL OF MINUTES

- July 13, 2016 Board of Finance Regular Meeting Minutes
- July 19, 2016 Board of Finance Special Meeting Minutes
- August 10, 2016 Board of Finance Regular Meeting Minutes

The Approval of Minutes has been tabled to the next Board of Finance Meeting.

COMMUNICATIONS AND CORRESPONDENCE

- Bob Belden, Board of Education Chair

Vice Chairman J. Rossi made a motion, seconded by Secretary S. Hathorn, to place time in the agenda to address the request from the Board of Education Chair, Bob Belden, under New Business. Motion passes unanimously.

REPORT OF THE FIRST SELECTMAN: First Selectman R. Gianazza reported on the following; Ordinance of Fire Marshall Inspection Fees, Assistant Fire Marshall, Water Line Benefit Assessment, MeadowBrook Manor, Hire of Purchasing Manager, Eversource, Still River Greenway, Public Works Union Contract, Relocation of Parks & Recreation to Old Town Hall, and the 10-Year Capital Plan

REPORT OF THE FINANCE DIRECTOR: Town Controller K. Siegrist gave the Board an overview of the Revenue & Expenditure Report for the month of August 2016. She also presented to the Board the Uniformed Chart of Accounts.

A motion was made by Secretary S. Hathorn, seconded by Vice Chairman J. Rossi, to approve the July 13, 2016 Board of Finance Regular Meeting Minutes as written. Motion passes 4-0-1.

A motion was made by Secretary S. Hathorn, seconded by Vice Chairman J. Rossi, to approve the July 19, 2016 Board of Finance Special Meeting Minutes as written. Motion passes 4-0-1.

A motion was made by Secretary S. Hathorn, seconded by Vice Chairman J. Rossi, to approve the July 13, 2016 Board of Finance Special Meeting Minutes as written. Motion passes 4-0-1.

A motion was made by Secretary S. Hathorn, seconded by Vice Chairman J. Rossi, to approve the July 12, 2016 Board of Finance Special Meeting Minutes as written. Motion passes 4-0-1.

Members Voting Yes
Chairman R. Gianazza
Vice Chairman J. Rossi
Secretary S. Hathorn
M. Mulvaney

Members Voting No

Members Abstaining
G. Rooney

A motion was made by Vice Chairman J. Rossi, seconded by M. Mulvaney, to approve the August 10, 2016 Board of Finance Regular Meeting Minutes as written. Motion passes 4-0-1.

Members Voting Yes
Chairman R. Gianazza
Vice Chairman J. Rossi
M. Mulvaney
G. Rooney

Members Voting No

Members Abstaining
Secretary S. Hathorn

REPORT OF SUBCOMMITTEES

1. Audit Committee – Update on 2015-16 Audit Plan: Secretary S. Hathorn gave the Board an overview of the June 30, 2016 Fiscal Year-End Audit Status Update.

OLD BUSINESS

1. Audit Committee – New member appointment – this agenda item will be tabled until the next Board of Finance Meeting.

NEW BUSINESS

1. Meet with Town Treasurer – Treasurer J. Lucas presented his Treasurer's update.
2. Recycling Rewards Grant BK3 Truck: A motion was made by Secretary S. Hathorn, seconded by G. Rooney, to discuss the Recycling Rewards Grant BK3 Truck. After discussion, a motion was made by Chairman R. Gianazza, seconded by Vice Chairman J. Rossi, to approve the transfer of Bonded Funds from the line item for the \$220,000 dump truck and to reduce that line item by \$27,768 and create a new line for the recycling truck. Motion passes unanimously 4-0.

Secretary S. Hawthorn will extend an invitation to B. Belden to attend the next Board of Finance meeting to discuss Mr. Belden's request to establish a Non-Lapsing Education Fund.

OTHER ITEMS TO COME BEFORE THE BOARD: A motion was made by Chairman R. Gianazza, seconded by Secretary Hawthorn, to enter into Executive Discussion to discuss a personnel matter at 9:05pm. Motion passed unanimously. The Board came out of Executive Session at 9:19pm

PUBLIC COMMENT: There were no public comments.

ADJOURNMENT: A motion was made by Secretary S. Hathorn, seconded by Vice Chairman J. Rossi, to adjourn the meeting. Motion passes unanimously. Meeting adjourned at 9:20pm.