



**BROOKFIELD BOARD OF FINANCE
REGULAR MEETING
BROOKFIELD TOWN HALL
WEDNESDAY, OCTOBER 13, 2016
ROOM 209
7:30PM**

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 J. Rossi, Secretary S. Hathorn, M. Mulvaney, M. Zerbe, G. Rooney, and First Selectman S. Dunn

Also Present: Treasurer J. Lucas, Town Controller K. Siegrist, Purchasing Manager, J. Gay, and G. Dembowski

A motion was made by M. Mulvaney, seconded by Secretary S. Hathorn, to enter into Executive Session to discuss an issue regarding teacher negotiations. Also, the Board of Finance would like to invite Treasurer J. Lucas, BOE Chairman, B. Belden, Town Controller K. Siegrist, and Attorney P. McHale into Executive Session. Motion passes 6-0. The Board entered into Executive Session at 7:05pm. BOF meeting resumed at 7:43pm.

A motion was made by Chairman R. Gianazza, seconded by M. Mulvaney, to amend the agenda to reverse the Report of the Finance Director before the Report of the First Selectman. Motion passes 6-0.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: A motion was made by Secretary S. Hathorn, seconded by Vice Chairman J. Rossi to approve the September 14, 2016 Board of Finance Regular Meeting Minutes as written. Motion passes 4-0-2.

Members Voting Yes
Chairman R. Gianazza
Vice Chairman J. Rossi

Members Voting No

Members Abstaining
M. Mulvaney
M. Zerbe

Secretary S. Hathorn
Glenn Rooney

COMMUNICATIONS AND CORRESPONDENCE: Secretary S. Hathorn reported receiving correspondence from the following people:

- Howard Lasser
- Richard Saluga
-

NEW BUSINESS:

1. **Meet new Purchasing Agent – Jerry Gay**: First Selectman S. Dunn introduced Jerry Gay as the new Purchasing Agent for the Town and Board of Education.

5. 4 Corners Streetscape Project Update – Greg Dembowski: G. Dembowski gave the Board an update on the 4 Corners Streetscape Project.

A motion was made by M. Mulvaney, seconded by M. Zerbe, to approve support for a 50/50 matching (TAP) grant in an amount not to exceed \$475,000. Motion passes 6-0.

First Selectman S. Dunn introduced Jerry Gay as the new Purchasing Agent for the Town and Board of Education.

REPORT OF THE FINANCE DIRECTOR:

Revenue & Expenditure Report: Town Controller K. Siegrist gave the Board an overview of the Revenue & Expenditure Report for the month of September 2016. She also reported on Capital Project Update.

REPORT OF THE FIRST SELECTMAN: First Selectman S. Dunn reported on the following: Fire Marshall Inspection Fees, Pension & Volunteer Fireman Benefit, Town Hall Roofing Project, Old Town Hall, and Still River Greenway.

REPORT OF SUBCOMMITTEES

1. Audit Committee – Update on 2015-16 Audit Plan – Secretary S. Hathorn presented an update on the June 30, 2016 Fiscal Year-end Audit Status. Also discussed were critical milestones and Audit Committee recommendations.

A motion was made by Secretary S. Hathorn, seconded by M. Zerbe, that the Board of Finance approve the increase, not to exceed \$6,000, for additional sampling of Student Activities Fund, Police Contract Services Fund, Parks & Recreation Fund, BOE Pay-to-Play, and Expenditures and receipts (if any) related to the Municipal Building Committee. Motion passes 5-0-1

Members Voting Yes
Vice Chairman J. Rossi
Secretary S. Hathorn
M. Zerbe
G. Rooney
M. Mulvaney

Members Voting No

Members Abstaining
Chairman R. Gianazza

OLD BUSINESS:

Audit Committee – New member appointment: A motion was made by Secretary S. Hathorn, seconded by M. Zerbe, to appoint G. Rooney to the Audit Committee.

NEW BUSINESS (continued)

1. Town Hall AED Replacement: A motion was made by Secretary S. Hathorn, seconded by M. Zerbe, to approve the request that was forwarded from the Board of Selectmen for the funds to replace one of the Town Hall AED's in the amount of \$2,135.75 to be taken from the Unassigned General Fund. Motion fails 2-4

Members Voting Yes
Secretary S. Hathorn
M. Zerbe

Members Voting No
Chairman R. Gianazza
Vice Chairman J. Rossi
M. Mulvaney
G. Rooney

Members Abstaining

2. Fire Marshal Fees Ordinance: A motion was made by Chairman R. Gianazza, seconded by M. Mulvaney, to table this agenda item until next month's meeting. At that time First Selectman S. Dunn will provide additional information to the Board. Motion passes 5-0-1.

Members Voting Yes
Chairman R. Gianazza
Vice Chairman J. Rossi
Secretary S. Hathorn
M. Zerbe
G. Rooney

Members Voting No

Members Abstaining
M. Mulvaney

3. Planning Commission Letter – Plan of Conservation and Development: This agenda item will be discussed at next month's meeting. The Board will invite Mr. Van Hise, Chairman of the Planning Commission to next month's meeting.
4. Emergency Services Stipend – Discuss new ordinance: First Selectman S. Dunn discussed the Emergency Services Stipend as well as the new ordinance.
5. Town Garage Tank Removal, Installation, and Canopy: A motion was made by Chairman R. Gianazza, seconded by Secretary S. Hathorn, to subtract \$75,000 out of line item in the capital budget for the roof and add to the tank. Chairman R. Gianazza rescinded the motion.

A motion was made by M. Mulvaney, seconded by Vice Chairman J. Rossi, to deduct from the line of the capital expense of the roof in the amount of 47,000, and add that to the line item to replace fuel tanks at the Town garage. M. Mulvaney withdrew the motion.

A motion was made by M. Zerbe, seconded by M. Mulvaney, to transfer \$47,000 from the Capital Budget line item for the roof at the Town Hall building to be applied toward the additional expenses associated with removal and installation of new fuel tanks at the maintenance facility; contingent upon unconditional approval by the Town Attorney. Motion ties 3-3. First Selectman S. Dunn broke the tie with a yes vote.

Members Voting Yes
Chairman R. Gianazza
Vice Chairman J. Rossi
M. Zerbe
First Selectman S. Dunn

Members Voting No
M. Mulvaney
G. Rooney
Secretary S. Hathorn

Members Abstaining

OTHER ITEMS TO COME BEFORE THE BOARD: A motion was made by Chairman R. Gianazza, seconded by Vice Chairman J. Rossi, to enter into Executive Session for the purpose of discussing two personnel issues. Motion passes 6-0. The Board entered into Executive Session at 10:44pm. Meeting resumed at 11:04pm.

ADJOURNMENT: A motion as made by M. Mulvaney, seconded by M. Zerbe, to adjourn the meeting. Motion passes 6-0. Meeting adjourned at 11:05pm.