

**MINUTES**  
**BOARD OF SELECTMEN MEETING**  
**MONDAY, JUNE 6, 2016**  
**BROOKFIELD TOWN HALL ROOM 133**  
**7:30 PM**

**CALL TO ORDER:** First Selectman Steve Dunn called the meeting to order at 7:30 PM.

**PRESENT:** First Selectman Steve Dunn; Selectman Sue Slater; Selectman Marty Flynn; Town Attorney Tom Beecher; Controller Kimberly Siegrest; IT Director Dah-Miin Yau; members of the public; Recording Secretary Emily Cole Prescott

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

**MONTHLY AGENDA ITEMS**

**PUBLIC COMMENT:** The following residents addressed the Board:

- Loretta Donovan of 42 Candlewood Shores Road
- Nelson Malwitz, Chair of the Brookfield WPCA

**ANNOUNCEMENTS:**

- **TOWN OF BROOKFIELD'S FACEBOOK PAGE:** Selectman Slater stated that the Brookfield Matters Facebook page has been brought back, and will be consistently updated. Selectman Slater asked for any comments or concerns regarding the Facebook page. She explained the purpose of the page is not to be political, but to include relevant information for residents from Town Hall's various Departments.

**CORRESPONDENCE ADDRESSED TO THE BOARD OF SELECTMEN:**

- **FY 17 WPCA BUDGET:** First Selectman Dunn noted receipt of the WPCA budget. Selectman Flynn, Selectman Slater and First Selectman Dunn thanked the WPCA for their work on the budget and accompanying report.

**MONTHLY FINANCIAL RESULTS:** Controller Siegrest reviewed the monthly financial results.

**NEW ITEMS**

**100 POCONO ROAD – ADDITIONAL PARKING:** First Selectman Dunn stated that a few years ago, the Town had reviewed the parking and noted concerns about the existing layout and limited parking. A gravel parking lot will be added between the horse statues and the fire house, for approximately 40 additional parking spaces. The Planning Commission has approved the conceptual plan for the gravel lot, which will have direct access to Pocono Road.

**Selectman Slater made a motion to add to the agenda the hiring of Mahoney Sabol effective immediately.**

**Selectman Flynn seconded the motion.** First Selectman Dunn stated that there have been some issues in having the bank requisitions completed, on which the Town is currently five months behind. The Town is within thirty days of the close of the fiscal year, and these budget items must be completed. The Board of Finance is in agreement with this hiring, to help the Finance Department. **The motion carried unanimously.**

**Selectman Flynn made a motion to move \$12,000 to hire Mahoney Sabol to work on this project [to assist with the Finance Department's books]. Selectman Slater seconded the motion, and it carried unanimously.**

**UPDATES**

**2016 NEIGHBORHOOD ASSISTANCE ACT (NAA) PROGRAM PROPOSAL:** BOS public hearing held June 6<sup>th</sup> at 7:15 PM for the NAA Program Proposal received by the Regional YMCA for their Annual Support Campaign. **Selectman Flynn made a motion to approve the 2016 Neighborhood Assistance Act Program Proposal as submitted by the Brookfield Regional YMCA. Selectman Slater seconded the motion.** First Selectman Dunn clarified that this application allows the Y to receive donations of which those who donated may receive a tax write-off. **The motion carried unanimously.**

**BROOKFIELD VILLAGE TAX DEFERRAL AGREEMENT:** Discussion of Revised Agreement to Fix Increase in Tax Assessment between Brookfield Village LLC, PDM Realty, LLC and the Town of Brookfield. **Selectman Slater made a motion that the Selectmen approve the Revised Agreement which Attorney Tom Beecher has prescribed. Selectman Flynn seconded the motion.** First Selectman Dunn stated that this is to clarify the document to allow the developer to alter the construction sequence, and also delineates what is included in the streetscape and the sidewalks. There has been no significant change to the developers' contractual obligations. Town Attorney Beecher indicated that this revised agreement better clarifies the start and end dates of the agreement. **The motion carried unanimously.**

**2016 STEAP GRANT APPLICATION:** Application to the State Department of Economic and Community Development (DECD) for \$500,000 funded totally from the 2016 DECD STEAP Grant, and to schedule a Special Town Meeting on Monday, July 11<sup>th</sup> at 7:00 PM in Meeting Room 133, contingent upon Board of Finance approval. **Selectman Slater made a motion that the Board of Selectmen forward a request to the Board of Finance to approve an appropriation in the amount of \$500,000 funded totally from the 2016 DECD STEAP grant, and to schedule a Special Town Meeting on Monday, July 11<sup>th</sup> at 7:00 PM in Meeting Room 133, contingent upon Board of Finance approval. Selectman Flynn seconded the motion, and it carried unanimously.**

**HIGH SCHOOL CONSTRUCTION AUDIT:** Mr. Dunn provided a brief update. Mr. Dunn explained that the Town of Brookfield will not be required to repay the originally contested amount, as legislation has changed, per Clark Chappin's work.

#### **CONSENT AGENDA**

**Selectman Flynn made a motion that the Board of Selectmen approve the consent agenda, items A to B. Selectman Slater seconded the motion.** Selectman Slater stated that on the May 16<sup>th</sup> meeting minutes, Selectman Flynn is listed as both making and seconding the motion. This should be corrected to have Selectman Flynn make the motion with Selectman Slater seconding the motion.

**BOARD OF SELECTMEN MEETING MINUTES: 05/02/16; 05/16/16 – Please see motion above.**

**STAFFING CHANGES FOR THE MONTH OF MAY:** B. Barr – Resignation

**CONSENT AGENDA MOTION:** Selectman Flynn seconded the motion to amend the minutes as corrected by Sue Slater. **The motion carried unanimously. Selectman Flynn made a motion to restate his motion, to approve the items on the consent agenda, A and B as modified. Selectman Slater seconded the motion, and it carried unanimously.**

#### **ADDITIONAL MONTHLY AGENDA ITEMS**

##### **APPOINTMENTS:**

1. Shannon Riley, Regular Member on the Arts Commission – **Selectman Flynn made a motion to appoint Shannon Riley as a Regular Member on the Arts Commission. Selectman Slater seconded the motion, and it carried unanimously.**
2. Dan Kane, Regular Member on the Arts Commission – **Selectman Slater made a motion to appoint Dan Kane as a Regular Member on the Arts Commission. Selectman Flynn seconded the motion, and it carried unanimously.**
3. Lake Lillinonah Authority Law Enforcement Personnel, Marine Officers & Lake Marine Assistants – **Selectman Flynn made a motion to appoint to the Lake Lillinonah Authority Law Enforcement Personnel, Marine Officers and Lake Marine Assistants [as noted on attached memo]. Selectman Slater seconded the motion, and it carried unanimously.**
4. Jill Doherty, Regular Member on the Arts Commission – **Selectman Slater made a motion to appoint Jill Doherty as a Regular Member on the Arts Commission. Selectman Flynn seconded the motion, and it carried unanimously.**
5. Gary Lorenston, Alternate Member on the Inland Wetlands Commission – **Selectman Flynn made a motion to appoint Gary Lorenston as an Alternate Member on the Inland Wetlands Commission. Selectman Slater seconded the motion, and it carried unanimously.**

**PUBLIC COMMENT:** The following addressed the Board:

- Jim Fisher of 12 Aramon Circle

**ADJOURNMENT:** Selectman Flynn made a motion to adjourn at 8:10 PM. Selectman Slater seconded the motion, and it carried unanimously.

DRAFT