

BROOKFIELD BOARD OF FINANCE REGULAR MEETING AGENDA
WEDNESDAY, APRIL 10, 2013
BROOKFIELD HIGH SCHOOL MEDIA CENTER
7:00PM

Final

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PUBLIC COMMENT:

APPROVAL OF MINUTES:

MARCH 13, 2013 BOARD OF FINANCE REGULAR MEETING *and* MARCH 12, 14, 19, 20, 21, 26, and 27 BOARD OF FINANCE SPECIAL BUDGET MEETINGS

COMMUNICATIONS AND CORRESPONDENCE:

#1-Melissa Marici 3-19-13, Ken Marici 3-14-13, Laura Orban 3-21-13, Ronald Orban 3-22-13, Jamie Klavans 4-2-13, Diana Flood 3-13-13, Marya Neary 3-26-13, Debbie Brooks 3-26-13, Lori Sollose 3-27-13, Tami Coleman 3-27-13, Carol Dores, Sarah Bergeron

REPORT OF THE FIRST SELECTMAN:

REPORT OF THE FINANCE DIRECTOR:

SUBCOMMITTEE REPORTS:

a. Audit Committee:

Discussion on RFP proposal

b. Bylaws Committee:

c. Budget Committee:

OLD BUSINESS:

a. Continue discussion with controller on financial & budget reporting format to the BOF

NEW BUSINESS:

a. Budget Adjustment Recommendation From the BOS

At the regular meeting on April 1, 2013, the BOS voted 2-1 to approve and recommend to the BOF a budget adjustment request by the Controller's Office (attached) to accommodate the amount of \$37,270 of additional professional services required by Accounting Management Services (AMS) to insure the accurate and timely completion of the 2011-2012 fiscal year Certified Annual Financial Review (CAFR) for the town. The original amount available in the budgeted line for completion of the CAFER was not sufficient to accommodate payment to AMS for the required additional professional services.

We thank you for your review and consideration of this matter.

MOTION FOR BOF:

"Move to support the recommendation of the Board of Selectman to approve the following budget modification to accommodate additional account services required to complete the 2011-2012 Annual Financial Audit as follows:

| <u>Account#</u> | <u>Title</u> | <u>Original Budget</u> | <u>Revised Budget</u> |
|-----------------|-----------------------------------|------------------------|-----------------------|
| 01202 5856 | Contingencies-Expense Contingency | \$50,419 | \$13,149 |
| 01172 5550 | Board of Finance-Audit | \$46,000 | \$83,270 |
| <u>TOTAL</u> | | \$96,419 | \$96,419" |

b. Vote on: 1) The bifurcated budget option for the upcoming town referendum and, 2) Use of the advisory questions for the upcoming town referendum.
Results of the above voting to be recommended to the BOS.

PUBLIC COMMENT:

OTHER ITEMS TO COME BEFORE THE BOARD:

ADJOURNMENT: