

FINAL
BROOKFIELD BOARD OF FINANCE REGULAR MEETING MINUTES
BROOKFIELD HIGH SCHOOL
MEDIA CENTER
WEDNESDAY, AUGUST 8, 2012
7:00PM

1. **CALL TO ORDER-PLEDGE OF ALLEGIANCE-ROLL CALL:** Chairman Friedrich began the meeting at 7:10pm.
Present for the Board were: Chairman Friedrich, Vice Chairman Agard, and Secretary Kurtz.
Also Present were: Members R. Jaffe, J. Tomaino and R. Appleby. First Selectman Davidson, Controller Leverage and Selectman Lasser.
2. **APPROVAL OF MINUTES:** A motion was made by R. Jaffe, seconded by Vice Chairman Agard, to approve the minutes from the July 11, 2012 BOF Regular Meeting as written. Motion was passed unanimously.
3. **COMMUNICATIONS AND CORRESPONDENCE:** There was no communications or correspondence.
4. **PUBLIC COMMENT:** There was no public comment.
5. **REPORT OF THE FIRST SELECTMAN:** First Selectman Davidson reported on the following: looking into the possibility of selling a Town owned cottage and barn on the north side of the Brookfield Library, which is part of the Historic District, RBAC presentation regarding Town Pension, Still River Greenway, Cadigan, and the Town Beach, Governor's Main Street Investment Fund Program, and the Town Meeting approval of the \$750,000 appropriation for the Del Mar Sewer Project
6. **NEW BUSINESS:** A motion was made by R. Jaffe, seconded by R. Appleby, to approve the request from the Board of Selectmen for an appropriation from fund balance not to exceed \$35,000 for engineering services for the preparation of a Water Diversion Permit from the State of CT DEEP for a Flood Relief Storm Sewer System for Meadowbrook Manor and Hillside Court. Motion was passed unanimously.
7. **OLD BUSINESS:** There was no old business reported.
8. **REPORT OF THE TOWN CONTROLLER:** Controller Leverage gave the Board an overview of the July 2012 Revenue and Expenditure Report, as well as the 2012-2013 Fund Balance Analysis as of August 8, 2012.

9. SUBCOMMITTEE REPORTS:

- a. BOF Audit Committee Update:** R. Jaffe reported that the audit process has begun. There have been preliminary meetings with the Town and the Board of Education. The auditors will return to Town Hall in October. WPCA's preliminary numbers will be completed in September.
- b. BOF Bylaws Committee Update:** A motion was made by Vice Chairman Agard, seconded by R. Appleby, to approve the new Bylaws recommendations made by the Bylaws Committee as modified, with the exception of Section 20, and Exhibit A back up. Motion was passed unanimously.
- c. BOF Budget Committee Update:** The Budget Committee met with Controller Leverage on this agenda item.

10. OTHER ITEMS TO COME BEFORE THE BOARD: There were no other items to come before the Board.

11. PUBLIC COMMENT: Howard Lasser, 116 Tower Road

12. ADJOURNMENT: A motion was made by Vice Chairman Agard, seconded by Secretary Kurtz, to adjourn the meeting. Motion was passed unanimously. Meeting was adjourned at 8:45pm.