

**FINAL  
BROOKFIELD BOARD OF FINANCE REGULAR MEETING MINUTES  
WEDNESDAY, NOVEMBER 13, 2013  
BROOKFIELD HIGH SCHOOL MEDIA CENTER  
7:00PM**

**CALL TO ORDER:** Chairman J. Friedrich began the meeting at 7:00pm; beginning with the Pledge of Allegiance.

**Present for the Board:** Chairman J. Friedrich, Vice Chairman I. Agard, Secretary P. Kurtz, R. Jaffe, R. Appleby, J. Tomaino (arrived at 7:06pm), and Ex-Officio First Selectman B. Davidson

**Also Present:** Town Controller W. Leverence

**PUBLIC COMMENT:** M. Grimes, 9 Horse Hill Road, R. Saluga, 32 Great Heron Lane

**APPROVAL OF MINUTES:** A motion was made by Vice Chairman I. Agard, seconded by Secretary P. Kurtz, to approve the minutes from the October 9, 2013 Board of Finance Regular Meeting as written. Motion was passed unanimously.

**COMMUNICATIONS AND CORRESPONDENCE:** Secretary P. Kurtz reported there were no communications and correspondence received.

**REPORT OF THE FIRST SELECTMAN:** First Selectman B. Davidson reported on the Library Cottage and the Public Works contract.

**REPORT OF THE FINANCE DIRECTOR:** Town Controller W. Leverence gave the Board an overview of the October 2013 Revenue and Expenditure Report.

**SUBCOMMITTEE REPORTS**

- a. **Audit Committee:** R. Jaffe stated that the Audit Committee met last week. He also stated the auditors are finishing up the Town audit. R. Jaffe also reported that the auditors expressed issues with the school's side of the audit and were working on solutions. R. Jaffe reported that the audit will be concluded in December.
- b. **Bylaws Committee:** Vice Chairman I. Agard reported that the updated budget document has been changed in the Bylaws and is posted online.
- c. **Budget Committee:** No report was given for the Budget Committee. This committee has been disbanded.

**OLD BUSINESS**

- a. **Finalize the revised "Tick List":** A motion was made by Vice Chairman I. Agard, seconded by Secretary P. Kurtz, to approve the revised Tick List as amended;
    - a. Joint executive session to discuss negotiation goals move from November to August.
    - b. Actuarial valuation (as of 12/31) move from January to August.Motion was passed unanimously.
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**OLD BUSINESS** (continued):

A motion was made by R. Jaffe, seconded by J. Tomaino, to approve the revised Tick List as amended;

- a. December – Final audit report to be presented by Audit Firm (~~Town Treasurer to attend~~)  
Motion was passed unanimously.

This document will be attached to the Bylaws and posted online.

**b. High School auditorium AC unit:**

*A motion was made by R. Jaffe, seconded by J. Tomaino to move, that the Board of Finance of the Town of Brookfield, having reviewed the proposed Auditorium Air Conditioning Project, approves and recommends that the Town appropriate \$120,000 for costs of the Project and issue its bonds or notes and temporary notes in an amount not to exceed \$120,000 to finance said appropriation.* Motion failed 4-2.

Members voting no – Chairman J. Friedrich, Vice Chairman I. Agard, Secretary P. Kurtz, and R. Appleby.

Members voting yes – R. Jaffe and J. Tomaino

**NEW BUSINESS:** There was no new business reported.

**PUBLIC COMMENT:** M. Grimes, 9 Horse Hill Road

Chairman J. Friedrich thanked First Selectman B. Davidson and the Board members for their time served and hard work.

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

**ADJOURNMENT:** A motion was made by Vice Chairman I. Agard, seconded by R. Appleby, to adjourn the meeting. Motion was passed unanimously. Meeting was adjourned at 7:40pm.

