



**BROOKFIELD BOARD OF FINANCE**  
**Regular Meeting Minutes**  
**Wednesday, April 12, 2023 7:00pm**  
**Room 209 Town Hall**

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**CALL TO ORDER:** Chairman G. Rooney called the meeting to order at 7:00pm; beginning with the Pledge of Allegiance.

**Present for the Board:** Chairman G. Rooney, Vice Chairman E. Koch, Secretary B. Ruocco, D. Devorsetz, and M. Cappiello

**Also Present:** Town Finance Director M. Marien, Town Treasurer J. Lucas, Chief John Puglisi, BOE Vice Chairman J. Greenstein, and Members of the public

**Absent Member:** R. Roudenis

**PUBLIC COMMENT**

- No Public Comment

**COMMUNICATION AND CORRESPONDENCE:**

- Howard Lasser, 116 Tower Road
- Denise Rice, 3 Old Hemlock Road
- Christina Zimmerman
- Kevin Archer, 20 Long Meadow Hill Road
- Debbie Brooks, Brookfield Library
- Ron Jaffe, 21 White Pine Drive
- Andy Corea

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS:**

A motion was made by Secretary B. Ruocco, seconded by Chairman G. Rooney, to strike the March 14, 2023 Special Meeting Minutes and the March 30, 2023 Public Hearing Meeting Minutes from the agenda. Motion carries 5-0. A motion was made by Secretary B. Ruocco, seconded by Chairman G. Rooney, to approve the BOF March 7, 2023 BOF Special Meeting Minutes, March 8, 2023 BOF Regular Meeting Minutes, March 9, 2023 BOF Special Meeting Minutes, March 15, 2023 BOF Special Meeting Minutes, March 16, 2023 BOF Special Meeting Minutes, and March 17, 2023 BOF Special Meeting Minutes. Motion carries 5-0.

A motion was made by Chairman G. Rooney, seconded by M. Cappiello, to move New Business Agenda item, Radio Communications Systems Upgrade Project up next for discussion. Motion carries 5-0.

**Radio Communications Systems Upgrade Project** – Chief J. Puglisi gave the Board of Finance a presentation on the Radio Communications System Upgrade Project. After discussion, this agenda was tabled and will be discussed at a BOF Special Meeting on Wednesday, April 19, 2023.

**REPORT OF THE FIRST SELECTMAN:** The First Selectwoman T. Carr was not present for this meeting.

**REPORT OF THE FINANCE DIRECTOR:** Town Finance Director M. Marien gave the Board of Finance an overview of Revenue and Expenditures for the month of March 2023. She also reported on Capital Projects Status. Town Finance Director M. Marien requested to add to next month's agenda Selection of Auditor.

Chairman G. Rooney invited BOE Vice Chairman J. Greenstein, to the table to give the Board of Finance an overview of the BOE Financial Report.

### **REPORT OF COMMITTEES**

- Audit Committee – D. Devorsetz stated that he will have an Audit update for next month's meeting.
- Capital Committee – Secretary B. Ruocco stated that she will have a Capital Committee update after the budget process.

**OLD BUSINESS:** No Old Business was discussed.

### **NEW BUSINESS**

- 2023-2024 Budget Discussion if necessary – No discussion on this agenda item.
- Salary Study RFP – A motion was made by Chairman G. Rooney, seconded by Vice Chairman E. Koch, to expedite the Salary Study RFP. Motion carries 5-0.
- By-Laws Board of Finance Review -  
A motion was made by Chairman G. Rooney, seconded by D. Devorsetz, to approve inter-department transfers in the amount of \$56,000 as shown on the attached budget vs. actual. Motion carries 5-0.

A motion was made by Chairman G. Rooney, seconded by Secretary B. Ruocco, to transfer the funds netting to \$141,326 between the specific YE 2022 bonded projects from the funds previously closed YE 2022 bonded capital not in accordance with the error that was seen on the board, but in accordance with the actual number which is \$141,326. Motion carries 5-0.

A motion was made by Chairman G. Rooney, seconded by M. Capiello, to transfer funds netting to \$7,546 from the fund balance not yet allocated to projects to the projects noted on the Summary of Financial Reports. Motion carries 5-0.

- By-Laws Board of Finance Review - Vice Chairman E. Koch reviewed the proposed changes to the BOE Bylaws. The Board will vote on these changes at next month's meeting.

**OTHER ITEMS TO COME BEFORE THE BOARD:** The Board of Finance will hold a Special Meeting on Wednesday, April 19, 2023 @ 7:00pm.

**PUBLIC COMMENT:** No Public Comment.

**ADJOURNMENT:** A motion was made by Chairman G. Rooney, seconded by Secretary B. Ruocco, to adjourn the meeting. Motion carries unanimously. Meeting adjourned at 8:29 pm.