



BROOKFIELD BOARD OF FINANCE
Meeting Minutes
Wednesday, December 13, 2023 7:00pm
Room 209 Town Hall

CALL TO ORDER: (by First Selectman Steve Dunn) – First Selectman S. Dunn called the meeting to order at 7:04pm; beginning with the Pledge of Allegiance.

ELECTION OF OFFICERS: First Selectman S. Dunn began nominations for the position of Chairman. E. Koch nominated G. Rooney, seconded by D. Devorsetz. All members were in favor. First Selectman called for nominations for the position of Vice Chairman. M. Cappiello nominated E. Koch for Vice Chairman, seconded by B. Hoffman. All members were in favor. First Selectman S. Dunn called for nominations for the position of Secretary. D. Devorsetz nominated M. Cappiello for Secretary, seconded by E. Koch for the position of Secretary. All members were in favor.

ROLL CALL:

Members Present: G. Rooney, E. Koch, D. Devorsetz, M. Cappiello, B. Hoffmann, and First Selectman S. Dunn

Also Present: Chief J. Puglisi, Major P. Frengs, Captain M. Donadio, G. Dembowski, and members of the public.

N. Quaisar was absent for this meeting.

PUBLIC COMMENT:

- Dan Myers, 16 Powder Horn Hill

A motion was made by Chairman G. Rooney, seconded by Vice Chairman E. Koch, to move agenda items, under Old Business as follows; Police Outside Services Fund, STEAP Grant, and LOTCIP. Motion carries unanimously.

- **Police Outside Services Fund:** Discussion and possible motion thereon:
A motion was made by Chairman G. Rooney, seconded by Secretary M. Cappiello, to approve the Police Outside Services Fund appropriation of \$220,000 for the purchase of a mobile operations vehicle as approved by the Board of Selectmen. Motion carries unanimously.
- **STEAP Grant:** Discussion and possible motion thereon:
A motion, to approve the appropriation from the Capital Non-recurring fund balance, up to and not exceeding \$100,000 and to approve the scheduling of a town meeting for the approval of the entire expenditure of \$589,000 of which \$489,000 will be reimbursed by the STEAP grant.

This agenda item will be voted on at the BOF Special Meeting scheduled on Monday, December 18, 2023 @ 7:00pm.

- LOTICIP- Streetscape Phase 7: Discussion and possible motion thereon:
A motion to approve an appropriation not to exceed \$109,000 for the design engineering costs contingent upon 100% reimbursement of approved agreement for a total project cost of \$1.7 million, submit the LOTICIP grant and to schedule a special town meeting.

This agenda item will be voted on at the BOF Special Meeting scheduled on Monday, December 18, 2023 @ 7:00pm.

A motion was made by Chairman G. Rooney, seconded by M. Cappiello, to take a 5 minute break at 8:35pm. Motion carries unanimously. Meeting resumed at 8:40pm.

COMMUNICATION AND CORRESPONDENCE: No Communications or Correspondence were discussed.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS: A motion was made by Vice Chairman E. Koch, seconded by D. Devorsetz, to approve the BOF November 8, 2023 Regular Meeting Minutes. Motion carries 4-0-1.

Members Voting Yes

Chairman G. Rooney
Vice Chairman E. Koch
Secretary M. Cappiello
D. Devorsetz

Members Voting No

Members Abstaining

B. Hoffman

REPORT OF THE FIRST SELECTMAN: First Selectman S. Dunn reported on the following; gingerbread contest, Police Department toy drive, revenues, CTR, grants, Blight fines, ARPA Grant, voting locations/voting machines, registrar budget, capital committee, budget process, purchase of snow removal equipment, art work, planning and zoning merger, fire study, MOU, Westcog, new police station discussion, and executive session.

REPORT OF THE BOARD OF ED: No report for this meeting.

REPORT OF THE FINANCE DIRECTOR: Town Finance Director M. Marien reported on the month of November 2023 Revenue and Expenditure Report. She also gave the Board of Finance an Audit update.

REPORT OF COMMITTEES:

- Discussion and appointment to committees – B. Hoffman volunteered to serve on the Capital Committee.
- Vice Chairman E. Koch reported on the recent BOE Finance Committee Meeting that she attended.

NEW BUSINESS: A motion was made by Chairman G. Rooney, seconded by D. Devorsetz, that the Board of Finance enters into Executive Session at 9:25pm for the purpose of discussing legal issues and to invite Town Finance Director, M. Marien and Town Treasurer J. Lucas into Executive Session. Motion carries unanimously.

OTHER ITEMS TO COME BEFORE THE BOARD:

PUBLIC COMMENT: No Public Comment

ADJOURNMENT: A motion was made by _____, seconded by _____, to adjourn the meeting. Motion carries unanimously. Meeting adjourned at _____ pm.