

Town of Colebrook
Board of Finance

Regular Meeting Minutes of April 4, 2024

Members Present

Duncan Wilber
Thomas D. McKeon
Kathleen Q. Adams
Mark Masslon
Scott T. Norton

Members Absent

Todd W. Hiller

Others in Attendance

First Selectman Bradley N. Bremer
Selectman Ernest Marmer
Selectman Aden J. Ruwett
Superintendent Robert Gilbert
BOE Chairman Sarah Robichaud
BOE Member Rebecca Roy
BOE Member Denise L. McLaughlin
BOE Member Alison Jassen
BOE Member Alyssa Correll

The meeting was called to order at 6:03 p.m. by Chairman Wilber.

1. Discussion on open issues and questions regarding the 2024-2025 budget proposals and Capital Improvement Program (CIP) indicated an increase in transfers to the Capital Fund from \$300,000 to \$380,000. T. McKeon noted that the Capital Improvement Program Committee had not sought the additional \$80,000 and would need to hold a meeting to change the expenditure figure to \$380,000.
2. Discussion on the target mill rate of 32.0 and CIP surpluses/deficiencies regarding how they would shape the budget centered on two questions:
 - a. M. Masslon asked if with the lower mill rate would there be sufficient funds to fund the CCS HVAC program. Discussion centered on how the funding through the Capital Fund will come from bridge rebates as the Capital Fund is reconciled at the end of the current fiscal year and the mill rate reduction is fiscally responsible. The CCS HVAC discussion resulted in the realization of a need for more detailed estimates and the requests for that information.
 - b. S. Norton noted that a 32.0 mill rate across the board will bring motor vehicle rates back below the state statutory maximum unlike the previous year mill rate and questioned whether the line item of expected motor vehicle tax rebate from the State of Connecticut to offset the motor vehicle tax loss should be amended in the budget worksheet. Further information will be forthcoming and adjusted accordingly.
3. Expense budgets for 2024-2025 and the Capital Improvement Plan to be presented at the April 11, 2024, Board of Finance meeting were discussed to finalize and determine the next steps:
 - a. The Colebrook Board of Education budget proposal amount on the Budget Worksheet was noted to not have been reduced by the \$25,000 requested by the Board of Finance. (See March 14, 2024, Regular Meeting Minutes.) An oversight resulted in the figure on the Budget Worksheet not being reduced from \$2,156,417 to the correct number of \$2,131,417. Following that discussion a

motion was made by T. McKeon, seconded by S. Norton, to: *“Present the Colebrook Board of Education Budget Proposal of \$2,131,417 at the Town of Colebrook Board of Finance public budget hearing on April 11, 2024.”* Motion passed unanimously.

- b. The discussion of the Region 7 budget proposal amount on the Budget Worksheet resulted in a motion by K. Adams, seconded by M. Masslon, to: *“Present the Regional School District 7 Budget Proposal of \$2,234,303 at the Town of Colebrook Board of Finance public budget hearing on April 11, 2024.”* Motion passed unanimously.
 - c. The discussion of the Board of Selectmen budget proposal amount on the Budget Worksheet resulted in a motion by M. Masslon, seconded by K. Adams, to: *“Present the Board of Selectmen Budget Proposal of \$2,279,489 at the Town of Colebrook Board of Finance public budget hearing on April 11, 2024.”* Motion passed unanimously.
 - d. The discussion on the Capital Fund budget proposal amount on the Budget Worksheet resulted in a motion by T. McKeon, seconded by S. Norton, to: *“Present the Transfer to Capital Fund budget expenditure of \$380,000 at the Town of Colebrook Board of Finance public budget hearing on April, 1, 2024, pending approval of the increased amount by the Capital Improvement Plan Committee.”* Motion passed unanimously.
4. Motion to approve the Regular Meeting Minutes of March 14, 2024, was made by M. Masslon, seconded by D. Wilber. Motion passed with K. Adams and T. McKeon abstaining as they were not present at the meeting.
 5. Other business noted that the next meeting will be a public budget hearing at 7:00 p.m. on April 11, 2024.

K. Adams moved to adjourn. Seconded by D. Wilber. Meeting adjourned at 6:47 p.m.

Respectfully submitted,

Scott T. Norton
Secretary