

**TOWN OF COLEBROOK**  
**Board of Finance**  
**Regular Meeting**  
**Thursday, April 3, 2025**  
**6:00 p.m.**  
**Town Hall Meeting Room**

BOF Members Present:

Duncan Wilber  
Mark Masslon

Kathleen Q. Adams  
Thomas D. McKeon

Scott T. Norton  
Charles Huften

Others Present:

First Selectman Brad Bremer  
Superintendent Robert Gilbert  
DPW Foreman Bill Jasmin

Selectman A. J. Ruwet  
Town Clerk Debra McKeon  
Various community members

BOE Members

The meeting was called to order at 6:04 p.m. by Chairman Wilber. Agenda items were re-ordered with discussion and finalization of the 2025-26 Town Budget happening first and then discussion and finalization of 2025-26 Capital Improvement Plan funding.

1. The discussion of the 2025-26 Town Budgets centered around securing figures within the Budget Worksheet. Several recommendations were made for changes to the worksheet in various lines.
  - a. Adjustments to revenue lines included:
    - i. an increase in the amount from prior year taxes, interest and fines,
    - ii. an increase in the amount on the motor vehicle supplement line
    - iii. an increase in the town operations income line,
    - iv. a change in interest income with the inclusion of an additional line, thus allowing the breakout of the figures to more accurately reflect sources.
  - b. Concluding adjustments to the worksheet categories, the target mill rate was discussed and resulted in a motion by T. McKeon, seconded by S. Norton, that: *"The mill rate for the 2025-26 budget will be set at 33.7."* Motion passed 4-2. (Yes: McKeon, Norton, Adams, Masslon. No: Wilber, Huften.)
2. The discussion on the 2025-26 Capital Improvement Program (CIP) funding occurred within the context of the Budget Worksheet discussion. Within that discussion it was determined that the transfer amount for 2025-26 CIP funding would be \$415,000.
3. Expense budgets for 2025-26 and the Capital Improvement Plan to be presented at the April 10, 2025, Board of Finance Colebrook Budget Hearing were discussed to finalize amounts and determine the next steps:
  - a. A motion was made by T. McKeon, seconded by S. Norton, to: *"Present the Colebrook Board of Education Budget Proposal of \$2,254,241 at the Town of Colebrook Board of Finance public budget hearing on April 10, 2025."* Motion passed 5-1. (Yes: McKeon, Norton, Wilber, Adams, Masslon. No: Huften.)
  - b. A motion was made by M. Masslon, seconded by K. Adams, to: *"Present the Regional School District 7 Budget Proposal of \$2,398,702 at the Town of*

*Colebrook Board of Finance public budget hearing on April 10, 2025.*” Motion passed 5-1. (Yes: Masslon, Adams, McKeon, Norton, Huften. No: Wilber.)

- c. A motion by S. Norton, seconded by T. McKeon, to: *“Present the Board of Selectmen Budget Proposal of \$2,279,817 at the Town of Colebrook Board of Finance public budget hearing on April 10, 2025.”* Motion passed 4-2. (Yes: Norton, McKeon, Masslon, Adams. No: Wilber, Huften.)
  - d. A motion by T. McKeon, seconded by S. Norton, to: *“Present the Transfer to Capital Fund budget expenditure of \$415,000 at the Town of Colebrook Board of Finance public budget hearing on April 10, 2025.”* Motion passed unanimously.
  - e. A motion by M. Masslon, seconded by K. Adams, to: *“Include in the presentation budget an expense line item under “Other Expenditures” the amount of \$20,000 for Board of Finance legal expenses.”* Motion passed unanimously.
  - f. A motion by M. Masslon, seconded by K. Adams, to: *“Transfer the necessary amount of \$65,159 from the town surplus account to the general fund to balance the 2025-26 budget deficit as indicated on the Budget Planning Worksheet.”* Motion passed unanimously.
4. Other business resulted in a motion by T. McKeon, seconded by S. Norton, to: *“Present the combined 2025-26 budget at the Board of Finance Colebrook Budget Hearing at 7:00 p.m. on April 10, 2025.”* Motion passed unanimously.

T. McKeon moved to adjourn. Seconded by M. Masslon. Meeting adjourned at 7:47 p.m.

Respectfully submitted,

Scott T. Norton  
Secretary