

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT  
BOARD OF FINANCE SPECIAL MEETING  
WESTBROOK MULVEY MUNICIPAL CENTER –VIDEO CONFERENCE  
APRIL 19, 2021 IMMEDIATELY FOLLOWING THE PUBLIC HEARING**

The Westbrook Board of Finance Special Meeting was held on Monday, April 19, 2021 via Zoom Video Conference. In attendance were Chairman Gary Gavigan, Tony Cozza, Chris Ehlert, Paul Winch, Jim Dahl and Kate Gilstad-Hayden. Also in attendance were Noel Bishop, First Selectman, Suzanne Helchowski, Administrative Assistant, John Hall, Selectman, Hiram Fuchs, Selectmen, Jill Brainerd, Facilities, Carol Mullaney, Visiting Nurses, William Cusson, Fire Chief, John Rie, Jane Butterworth, Treasurer, Kristina Martineau Superintendent of Schools, Tim Kellogg, Library Director, Paul Marcarelli, Council of Beaches, Donna Castracane, Finance Director, Carol Hess, Assistant Director of Finance, Marilyn Ozols, Planning Chair, Eric Knapp, Zoning Enforcement Officer/Planning, Kim Bratz, Tax Collector, Rich Annino, Director of Parks and Recreation, Ken Butterworth, IT and Kelley Frazier, Clerk. Absent:

**CALL TO ORDER**

Mr. Gavigan called the meeting to order at 7:01pm.

**ADJUST FY21-22 BUDGET AS NEEDED**

Revenue for the town beach parking will be lower than anticipated. Mr. Annino discussed options for beach parking which will be revisited by the Board of Selectmen. Mr. Annino discussed the increased staffing need for the parking lot gate at the beach. This will need to be staffed until 8:00pm for 8 weeks. This will increase the budget \$2,400.

Upon a motion made by Tony Cozza and seconded by Paul Winch the Westbrook Board of Finance unanimously **VOTED** to approve the town operating budget with no additional changes in the amount of \$31,278,297.

The process for the referendum and the absentee ballots was discussed. There will be two questions on the ballot. One will approve the town budget and the other for the capital improvement budget. A paper ballot will be used. Discussion held regarding the approval process. Mr. Ehlert suggested having only one question on the ballot to approve the budget and the capital plan at the May 4<sup>th</sup> at the Annual Town Budget meeting. Discussion ensued.

Mr. Ehlert requested that we add to the agenda for the May meeting a review of legal costs for Halloran and Sage and the roof audit.

**ADJOURNMENT**

On motion duly made and seconded, the Board of Finance unanimously **VOTED** to adjourn at 7:52pm.

**Respectfully Submitted,**

**Kelley Frazier, Clerk**