

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT  
BOARD OF FINANCE MEETING  
WESTBROOK MULVEY MUNICIPAL CENTER**

The Westbrook Board of Finance Regular Meeting was held on Wednesday, February 20, 2013. In attendance were Chairman Paul Connelly, Gary Gavigan, Sherry Seidman, Keith Maynard, George Pytlik and Rick Westbrook. Also in attendance were Kelley Frazier, Secretary to the Board, Andrew Urban, Director of Finance and Jane Butterworth, Town Treasurer. Absent:

**CALL TO ORDER**

The meeting was called to order by Chairman Connelly at 7:05pm. The meeting began with the Pledge of Allegiance.

**APPROVAL OF MINUTES**

Upon a motion made by Gary Gavigan and seconded by Rick Westbrook the Board of Finance **VOTED** to approve the minutes for the January meeting as written. Ayes: Mr. Westbrook, Mr. Connelly, Mr. Gavigan, Mr. Pytlik and Mr. Maynard. Ms. Seidman abstained.

**TREASURER'S REPORT**

Ms. Butterworth presented the Monthly Treasurer's Report. The money received from taxes has been moved into the STIF account. There are no significant changes. The Board asked for clarification of some of the accounts.

Upon a motion made by Rick Westbrook and seconded by George Pytlik it was:

**RESOLVED:** Unanimously by the Board of Finance to approve the Monthly Treasurer's Report as presented.

**FIRST SELECTMEN REPORT**

No report given.

**DIRECTOR OF FINANCE REPORT**

Mr. Urban discussed the financial status of the town for the month. The Constables have requested a purchase of weapons. The weapons they currently use have become out of date. He also discussed the appropriation to Connecticut OSHA. Both of these appropriations only required approval by the Board of Selectmen. Revenues are close to the same amount as last year. Timing is a factor. Tax collections is at 95 percent. Mr. Urban discussed the possible car tax changes for our town. The Board asked for clarification for various expenditures.

Upon a motion made by Gary Gavigan and seconded by Sherry Seidman it was:

**RESOLVED:** Unanimously by the Board of Finance to approve the Monthly Financial Report as presented by Mr. Urban.

**PUBLIC COMMENT**

None

It was suggested that we arrive early to set up for the budget hearings.

**NEW BUSINESS**

None

**OLD BUSINESS**

Mr. Urban discussed the bonding process for capital expenditures. Day Pitney, LLP, has been selected to provide Bond Counsel services for Westbrook.

Mr. Urban discussed the budget process. It was suggested that members arrive 15 minutes early to get prepared for budget meetings. All meetings begin at 7:00pm.

**CORRESPONDENCE**

None

**ADJOURNMENT**

On motion duly made and seconded, the Board of Finance unanimously **VOTED** to adjourn at 8:53pm.

Respectfully Submitted

Kelley S. Frazier, Board of Finance Clerk

Town of Westbrook  
Board of Finance Regular Meeting  
February 20, 2013