

MINUTES OF THE
BROOKFIELD ADVISORY COMMITTEE

FEBRUARY 9, 2012 BROOKFIELD ELEMENTARY SCHOOL LIBRARY

JOINT MEETING OF ADVISORY COMMITTEE AND BOARD OF SELECTMEN

Advisory Committee Members Present: Ian von Hold, Ana Afton, Cindy Mundell, Michael Breuer, Timothy Roughan, Mary Beth Harrity, Gerald Johnson

Advisory Committee Members Not Present: Roger LaFluer, Paul Ayers

Board of Selectmen Members Present: Peter O'Connell, Rudy Heller

Board of Selectmen Members Not Present: Stephen Comtois

Guests: Herb Chafee – Highway Superintendent

Cindy Thompson – Highway Clerk

Michael Blanchard – Police Chief

Donna Neylon – Administrative Assistant – Board of Selectmen

Public: John David Holdcraft

Meeting Called to Order at 7:00 PM

Pledge of Allegiance

Regional Agreement – Peter O'Connell explained the level funding of \$500. Tim Roughan asked if spending \$500 "saves us about \$1,000" Rudy Heller said yes.

Saw Mill Pond – will be an article at the Annual Town Meeting. Peter O'Connell asked to focus discussions on non-article items.

Brownfield – Donna Neylon said the goal is to finish the project by June 1 without using the money in the account.

Municipal Fuel – Donna Neylon explained that repairs, etc., for 6 buildings come from this account. Peter O’Connell explained that FY13 is a “moving target” and that the \$50,000 figure will be reviewed before the budget is finalized.

Telephone – Michael Breuer asked why there are so many bills that are paid at the end of the fiscal year. Peter O’Connell suggested that we discuss this question with Betty Benoit (Town Accountant) to see if they can be resolved earlier in the fiscal year.

Street Lights – Tim Roughan asked about the rationale for the additional \$1,000. Donna Neylon answered that the budget will be tight.

Transfer Station Project – Cindy Mundell asked when the Transfer Station Project would start. Rudy Heller said that it should be finished in June and online by the end of the year.

All agreed that we should budget assuming no revenue from the Transfer Station Project.

Town Hall Expense – Donna Neylon explained that this line item was up by \$600 because of emergency plumbing repairs.

Legal – Peter O’Connell explained that this was increased to \$55,000 due to Right of Way work for the River Bridge.

Insurance – Peter O’Connell explained that the increase is due to a higher quote by our insurance agent.

POLICE DEPARTMENT

Contract Services – Chief Blanchard explained that the increase of \$1010 was due to an increase in the IMC contract cost because there are now 3 users instead of just 1.

Education – The increase of \$1100 is due to training for tasers.

Equipment – The increase of \$2,729 is to purchase 2 tasers with holsters and supporting equipment.

Leases – The increase of \$1,100 is due to an escalation clause in the police station lease agreement.

Ammunition & Targets – This is a new line item. Cindy Mundell asked where the police will go to practice. Chief Blanchard answered the Department will use the Brookfield Rod & Gun Club facilities.

Uniforms – Anna Afton asked how the Department will pay for Kevlar vests. Chief Blanchard said that grant money would be used.

Other – This money is used for prisoner meals and lockup fees.

Wages – Chief Blanchard wants to pay part-time officers according to the following schedule: Year 1 - \$15.00, Year 2 - \$15.25, Year 3 - \$15.50, Year 4 - \$15.75, Year 5 - \$16.00

There was general discussion indicating agreement with the manpower requirements of the Police Department.

Peter O'Connell noted that the Board of Selectmen has not yet reviewed the Police Department budget and that it may change.

HIGHWAY DEPARTMENT

Salaries – The increase in hours per week for Cindy Thompson is due to work load. Peter O'Connell noted that Cindy Thompson has brought in \$2,000,000 in grant money over the last 5 years.

Regionalization – There was discussion regarding the Town entering into a regionalization agreement with other towns for the purchase and sharing of equipment. Cindy Mundell asked who's decision it is to enter into such an agreement. Herb Chafee answered that it is the Board of Selectmen's decision.

Flaggers – Peter O'Connell asked if Herb wanted to level fund this line item, Herb said yes.

Signs – Herb Chafee explained that the Highway Department is trying to get grant money to buy a sign making machine. He further explained that, while the Town would still have to buy supplied for the machine, regionalization would help reduce costs.

Driveway Account – Herb Chafee said that there is \$ 9,048.15 in this account as of 12/31/11. There was general discussion as to how this account can be used.

Snow & Ice – Herb Chafee said that the October storm costs will be reimbursed by the State. Herb went on to say that we still need to find \$75,000 to pay those costs by June 30 because we don't know when the money from the State will come.

Tree Warden – The increase is based on \$800/day for the tree removal company. Cindy Mundell asked when Herb thought he would be caught up. Herb answered that he would never be caught up because the amount of money that is available from year to year is not sufficient to do all the work that's

necessary. He is forced to prioritize and do the trees that pose the greatest danger and leave the rest until there is more money available.

Municipal Gasoline – Cindy Thompson said that the Police Department is using less gas. Cindy Mundell said “we have only spent about ½ of what we spent last fiscal year. Do you think there will be money left over?” Herb said he didn’t know.

New Employee – Rudy Heller presented the plan by which the Highway, Cemetery, and Transfer Station would share the services of an employee. (this is explained in the attached “Report of Informational Meeting – February 7, 2012”). There was general discussion regarding the duties and rate of pay for this employee.

Cindy Mundell and Mary Beth Harrity agreed to represent the Advisory Committee on the Town Administrator Study Committee.

The Advisory Committee agreed, unanimously, to a date of June 15 for the Annual Town Meeting.

Since this meeting was informational in nature, no budget decisions were made.

Rudy Heller motioned to adjourn

Cindy Mundell - Second

Motion approved unanimously

Meeting adjourned at 9:30 PM

Respectfully Submitted

Gerald L. Johnson Jr.

Chair – Advisory Committee