

Minutes of
THE BROOKFIELD ADVISORY COMMITTEE
JULY 12, 2012
BROOKFIELD TOWN HALL KITCHEN

Members Present: Mary Beth Harrity, Ian von Hold, Gerald Johnson,
Mary Lou Knight, Roger Lafleur, Cindy Mundell, Tim Roughan

Members Not Present: Ana Afton, Michael Breuer

Guests: James Hoffey, Tom Hoffey Jr.

Meeting called to order at 7:02PM

Pledge of Allegiance

Reorganization of Committee:

Chair – Motion by Roger Lafleur to nominate Gerald Johnson as Chair.
Seconded by Mary Beth Harrity. Passed unanimously.

Vice-Chair – Motion by Cindy Mundell to nominate Michael Breuer. Seconded by
Ian von Hold. Passed unanimously.

Secretary – Motion by Gerald Johnson to nominate Mary Lou Knight. Seconded
by Tim Roughan. Passed unanimously.

Approve Minutes:

Motion by Tim Roughan to approve the minutes of the May 21, 2012 meeting.
Seconded by Roger Lafleur. Motion passed with Mary Lou Knight abstaining.

Motion by Roger Lafleur to approve the minutes of the June 28, 2012 meeting.
Seconded by Cindy Mundell. Motion passed with Ian von Hold and Tim Roughan
abstaining.

Municipal Relief Transfers

\$1,327.65 Municipal Relief Transfer – Treasurer's Dept.

Transfer to Medicare Town Share (001-916-5115-000) from Planning Board Clerk Salary (001-175-5110-000) for new employees added in 2012.

\$3,500 Municipal Relief Transfer – Treasurer's Dept.

Transfer to Group Health (001-914-5105-000) from Town Clerk – Asst. Clerk Wages (001-131-5110-001) for new employees added in 2012.

These are for school employees not anticipated on previous budget.

Tim Roughan moved to approve both of these transfers. Seconded by Roger Lafleur. Motion passed unanimously.

\$700.00 Municipal Relief Transfer – Treasurer's Dept.

Transfer to Treasurer's Expenses (001-145-5700-000) from Election & Registration Wages (001-162-5110-000) for extra postage and mailings; MCTA – Spring Conference; Excel class.

Roger Lafleur asked if the class had been pre-approved. Cindy Mundell asked what the conference and the class cost. Departments should be encouraged to ask for approval before expenses are incurred if the expenses are outside of the budget.

Tim Roughan moved to approve the transfer. Seconded by Roger Lafleur. Motion Passed unanimously.

\$1195.00 Municipal Relief Transfer – Highway Dept.

Transfer to Municipal Gas (001-199-5702-000) from Highway Operator Salary (001-422-5110-001) for final gas bill.

Roger Lafleur moved to approve the transfer. Seconded by Tim Roughan. Motion passed unanimously.

\$400 Municipal Relief Transfer – Board of Selectmen/Street Lights

Transfer to Street Lights (001-424-5200-000) from Physical Exam (001-122-5700-001) because not enough budgeted for the Street Light account.

Roger Lafleur moved to approve the transfer. Seconded by Cindy Mundell. Motion passed unanimously.

There was discussion about a prior Municipal Relief Transfer that moved \$1,000 to the Legal Services Account. At the time of the motion it was not specified from which account the money should be taken.

Secretary was asked to request an updated ledger history from Betty for each meeting.

Guest James HOFFEY asked to introduce himself to the Committee. Has been in town for thirteen years and wanted to offer his help to the Committee.

Roger Lafleur moved to adjourn the meeting. Seconded by Mary Beth HARRITY. Motion passed unanimously. Meeting adjourned at 7:31PM

Respectfully submitted,

Mary Lou Knight

Secretary – Brookfield Advisory Committee