

**TOWN OF BROOKFIELD**  
**SELECTMEN'S MEETING**  
**TOWN HALL, Selectmen's office**

**MINUTES OF MARCH 2, 2011**

**SPECIAL SESSION**

Chairman Rudy Heller called the meeting to order at about 1:00 pm and led the group in the Pledge of Allegiance. Other members present: James Allen and Peter O'Connell.

**Camera Operator:** James Sniffen

**Press:** None

**Public:** Fire Chief Peter Martell, Town Accountant Betty Benoit, Police Chief Michael Blanchard

*Agenda Items:*

**1. REVIEW OF FIRE DEPARTMENT BUDGET(S) and CAPITAL EXPENSES**

After Chief Martell explained his budget and answered the Board's questions, he expressed an additional concern of his regarding the fire extinguishers in all municipal buildings. The company that all municipal departments had previously used (A-Quality Fire Extinguisher) has lost its license so Chief Martell contacted Baker Fire Equipment who came to town on the 22<sup>nd</sup> of February and conducted an in-depth (and free) inspection. Chief Martell submitted a copy of their report which indicated that the town had been put in danger by the poor inspections of the past. The total cost to replace the fire extinguishers is about \$2,000. Chief Martell noted that this is an unexpected cost for those budgets but that the work was necessary. He suggested that the Selectmen take the invoices to the Advisory Committee and ask for funding from the Reserve Fund. He has already had the Fire Department buildings brought up to code. This item will be added to the 3/15/11 agenda for the Board's further discussion and action.

**2. REVIEW OF THE TOWN ACCOUNTANT'S BUDGET(S)**

During the budget discussion, Accountant, Betty Benoit, said that no annual audit was included in her proposed budget. The Selectmen requested that she obtain an estimate for an 18 month audit. In addition, the Selectmen requested that she provide revenue estimates.

3. **REVIEW OF THE POLICE DEPARTMENT BUDGET(S) and CAPITAL EXPENSES**

Along with a discussion of his budget, Chief Blanchard explained that he expected to have ready for the Selectmen's March 15<sup>th</sup> meeting the Sergeant's appointment and possibly the full-time police officer. The Selectmen asked Chief Blanchard to revisit his overtime budget, which the Chief agreed to do.

*Other:*

4. **PERFORMANCE REVIEWS**

As requested at the Selectmen's meeting held last night, the Performance Review for the Tax Collector was revised by Mr. O'Connell and signed by the Board for their signatures. Ms. Neylon was asked to forward the review to the Tax Collector for her signature.

**ADJOURNMENT:**

At about 3:50 pm, Mr. Allen moved to adjourn; Mr. O'Connell seconded; so voted.

Respectfully submitted,

Donna L. Neylon, Administrative Assistant

Date approved by Board: \_\_\_\_\_