

**Town of Brookfield  
Selectmen's Agenda  
Town Hall, Banquet Room  
Monday, May 16, 2011 -- 6:30 pm**

Mr. O'Connell called the meeting to order at 6:30 P.M. Other members present: Rudy Heller and Stephen J. Comtois II. Mr. O'Connell led the group in the Pledge of Allegiance.

**Camera Operator:** James Sniffen  
**Press:** Karen Trainor  
**Public:** Barbara Wilson, John David Holdcraft, Barbara Mundell

The meeting was called to interview the two finalists for the position of Treasurer Nancy Talbot, Tax Collector from Holland and Sheila Frangiamore, former assistant to the Brookfield Town Clerk and Treasurer with previous experience as a branch bank manager.

Using standard questions developed in advance, the Selectmen first interviewed Mrs. Talbot, who described her extensive experience as Tax Collector in Holland and a brief period in Brookfield eleven years ago when she was hired to straighten out the records of the Tax Collector. She noted that she has taken all the courses to become a certified treasurer.

At 7:10, the Selectmen then interviewed Sheila Frangiamore who emphasized her 19 years of banking experience, including the management of two branch banks, and her work as assistant to the Treasurer over the past six years.

Mr. O'Connell thanked the two candidates and asked them to send their references to Mrs. Neylon. He noted that the Board hoped to make its decision at its regular meeting on Tuesday, May 17 if the reference checks could be completed by that time.

Following the interviews, the Board discussed and took action on the following items:

**TREASURER SEARCH**

- Mr. Heller moved, seconded by Mr. Comtois, to accept the report of the Treasurer Screening Committee and to direct the Chairman to write a letter of appreciation to the members of the Treasurer Screening Committee for their excellent service. The Committee included Chairman Bill Neault, Vice-Chair Michael Breuer, Secretary Trudy O'Connell, and members Kermit Eaton, Arthur Jay, Jerry Johnson, and Rudy Heller. So voted.
  
- Mr. Heller moved, seconded by Mr. Comtois to assign each of the Selectmen one reference for each finalist to check and to email the results to the other members.

**FY 12 BUDGET:** Mr. Comtois moved, seconded by Mr. Heller, to rescind the Board’s previous motion to include \$25,000 as a “placeholder” amount for the Tax Collector salary and to direct the Administrative Assistant, assisted by volunteer Trudy O’Connell, to conduct a survey of Tax Collectors in towns similar in size to Brookfield to determine (1) average hours worked per week; (2) annual salary/wage; (3) years of experience as tax collector; (4) number of property bills processed; (5) approximate number of excise tax bills processed; (6) average number of tax-takings performed in a given year; and (7) number of hours of clerical assistance and duties assigned to the clerk(s). So voted.

**ATM ARTICLES:**

- Mr. Heller moved, seconded by Mr. Comtois to approve the inclusion of the Solar article language on the Annual Town Meeting Warrant pending Town Counsel Review and to indicate that the Selectmen recommend town meeting approval of this article. So voted.
- Mr. Heller moved, seconded by Mr. Comtois pending review by Town Counsel to approve the inclusion on the Annual Town Meeting Warrant of the article pertaining to the borrowing of funds under a betterment agreement with Wagon Wheel Mobile Home Corporation. So voted.
- Mr. Comtois moved, seconded by Mr. Heller to remove from the draft ATM the proposed by-law pertaining to sidewalk snow removal. So voted.
- Mr. Heller moved, seconded by Mr. Comtois to approve the funding sources Table for the “money articles” and to forward the Board’s recommendations to the Advisory Committee and Town Accountant. So voted.

Mr. Comtois moved to adjourn the meeting at 7:50, Mr. Heller seconded. So voted.

Respectfully submitted,

Peter S. O’Connell, Chair

Approved: \_\_\_\_\_