

**Town of Brookfield
Selectmen's Agenda
Special Meeting
Town Hall, Selectmen's Office
Wednesday, October 5, 2011**

Mr. O'Connell called the meeting to order at 9:02 am in the Selectmen's office. Other members present: Rudy Heller and Stephen J. Comtois II.

Camera Operator: None
Press: None
Public: Police Chief Michael Blanchard

Executive Session:

Immediately after calling the meeting to order, Chairman O'Connell entertained a motion to enter Executive Session citing and reading aloud Exemption #3 (shown below) and, following Executive Session, to return to Open Session; Mr. Heller so moved; Mr. Comtois seconded; so voted with Mr. Comtois voting aye; Mr. Heller voting aye; and Mr. O'Connell voting aye.

Exception Three - "To discuss strategy relating to collective bargaining or to litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body, to conduct strategy sessions in preparation for negotiations with nonunion personnel, to conduct collective bargaining sessions or contract negotiations with nonunion personnel."

At 10:55 am, Mr. O'Connell entertained a motion to adjourn Executive Session and return to Open Session; Mr. Heller so moved; Mr. Comtois seconded; so voted with Mr. Comtois voting aye; Mr. Heller voting aye; and Mr. O'Connell voting aye.

Discussion of Funding for STM Articles:

Until the actual amounts needed are known, there was little to accomplish at this meeting. The deadline for submission of articles for the November 18, 2011 Special Town Meeting (STM) is 3:00 pm on Tuesday, October 11th. The Board members were each given a DRAFT of the proposed articles and their motions.

Defining roles, priorities and timetables for the FY 13 budget development process:

Chairman O'Connell reported that he and Gerald Johnson, Chairman of the Advisory Committee, had met yesterday with Betty Benoit the Town Accountant. Attached is his memo regarding that meeting which will supplement these meeting minutes.

In the discussion of item #1 – restoring \$500 to the stipend to be paid the Town Accountant for coordinating the spread sheet – Mr. O'Connell said that he was in favor of the additional \$500 but both Mr. Heller and Mr. Comtois said they were in favor of leaving the matter up to the Advisory Committee to decide. No vote was taken.

The following are some of the budget priorities and considerations of the Board:

- Stop re-active budgeting, implement proactive, beyond one year planning and plan capital purchases (waiting for recommendations of the Capital Improvement Planning Committee [CIPC]);
- Act upon recommendations of the Municipal Facilities Planning Committee (MFPC). Mr. Comtois said it was his goal to have some recommendations by the end of this year that could be acted upon at the next Annual Town Meeting – for both renovations to the Town Hall and for the construction of new police facilities.
- Explore using Stabilization Funds to pay off the existing Town Hall roof debt;
- Lack of Free Cash due to paying off old grant account, etc.;
- Meeting with Elementary School Committee to discuss use of School Choice Funds for capital improvement projects;
- Potential source of revenue from the proposed solar farm at the Town Landfill site;
- Potential revenue from receipt of back taxes; sale of properties;
- A 5-year budget review;
- Redesign of health insurance toward a potential savings;
- Shape/Build Stabilization Fund
- Potential management of the tax rate;
- Possible use of the Community Preservation Act (CPA) and management of the tax rate; use for projects the Town is going to do anyway;
- Consider borrowing to pay down higher interest “refinancing”;
- Fund raisers for various projects;
- Look for other ways and ideas for saving money.

Mr. Comtois moved to authorize Mr. O’Connell to investigate funding for the Town Hall renovation project and a new Police Station; Mr. Heller seconded; so voted. He will investigate financing over a 40-year period and financing from \$3 million to \$5 million.

Other:

1. Motor for Town Hall Clock:

Mr. Heller reported having met with Carl “Skip” Nielsen, Sr. who together went to the bell tower to review the situation with the clock and bell. One of the clock motors needs to be either rewound or replaced. The technology of “rewinding” a clock is not prevalent in this day. An uninterrupted power supply, which will cost about \$200, should be purchased to keep the clock and bell going whenever there is a power outage.

Mr. O'Connell entertained a motion to authorize Mr. Heller to purchase an uninterrupted power supply and to check with Tantasqua and Bay Path vocational/technical schools to see if they had someone that could do this; otherwise to find someone to rewind and re-install the motor at a total cost not to exceed \$800; Mr. Heller so moved; Mr. Comtois seconded; so voted.

2. **Approval for 5K Memorial Benefit Road Race:**

An e-mail request was received on October 3rd from Melinda Hamblin Minville who requested permission to conduct a 5K road race to benefit the scholarship fund in memory of her brother Michael Hamblin who passed away from cancer at the age of 23 five years ago. In her e-mail she explained that she had already received the okay from Police Chief Michael Blanchard and Highway Superintendent Herbert Chaffee. The event will be hosted by Mrs. Minville, her family and Central Mass Striders Association and will benefit the scholarship fund in her brother's memory. The event will be on Saturday, October 22nd, will begin at 9:30 at the Brookfield Rod & Gun Club and will end at the same location.

Mr. Comtois moved to authorize the event; Mr. Heller seconded; so voted.

At 12:08 pm Mr. O'Connell entertained a motion to adjourn the meeting; Mr. Heller so moved; Mr. Comtois seconded; so voted.

Respectfully submitted,

Donna L. Neylon, Administrative
Assistant

Approved: _____