

**Town of Brookfield
Selectmen's Meeting - Special
Town Hall, Selectmen's Office
Tuesday, March 20, 2012**

Chairman O'Connell called the meeting to order at 8:00 am in the Selectmen's office of the Town hall and entertained a motion to enter into Executive Sessions. Mr. O'Connell declared Exemptions 3 and 6 (see below); Mr. Heller so moved, Mr. O'Connell seconded; so voted.

3. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares;

6. To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body;

Following the Executive Sessions, the Selectmen entered into open session at 8:50 am and Chairman O'Connell led the group in the Pledge of Allegiance. Other members present: Rudy Heller and Stephen J. Comtois II.

Camera Operator: None
Press: None
Public: Bruce Clarke, Sheila Frangiamore

Note: The minutes of this meeting reflect the order of the printed agenda NOT the order of the actual meeting.

1. Votes on School Budgets
Mr. Comtois reported that James Cooke had stated to him that the High School had made reductions to their budget and that he requested the Town to reciprocate. Mr. O'Connell felt that the schools may have too strong of a reliance on School Choice funds. Chairman O'Connell will be representing the Board at the school budget hearing tonight. The Board agreed that he should pass along to the School Committee that the Board feels they are relying too much on the School Choice funds to make their budgets balance.

2. Treasurer Budget review
Sheila Frangiamore, Treasurer, attended the meeting to give her updated budget figures:
a) Worcester Regional Retirement: \$148,744; this is down 2.3% from last year.

- b) Unemployment (including appeal): \$10,000; this number did not change from what she had previously submitted but she will check to see how much money has been encumbered.
- c) Group Health and Life Insurance: \$324,963; this number is down 10.8%.
- d) Medicare: \$43,766; this number is based on total payroll and represents an increase of \$1,766 from last year.
- e) Debt Service (debt excluded):
 Regional School: \$85,481; down 22% or \$24,610
 Principal & Interest on School: Zero
 Principal & Interest on Highway barn: \$20,000 down 16.7 or \$4,000
 Principal & Interest on Town Hall roof: \$7,100; down 17.4% or \$1,500
 Maturing Interest on Fire Truck: \$1,032; down 55.1% or 1,268
 Principal on Fire Truck: No change
 Principal on Highway barn: \$80,855; down 4.3% or \$3,605
 Principal on Town Hall roof: \$29,145; down 4.3% or \$1,325
- f) Clerical Staff:
 Mr. O'Connell led this discussion by stating that the combination of clerical efforts for several departments by one person wasn't working as intended. None of the departments was receiving the amount of time needed and the employee didn't have enough time to follow-through. He believed that the Treasurer and Tax Collector should not share a clerk and proposed having a clerk dedicated to the Treasurer's department. The Board discussed with Ms. Frangiamore the number of hours that were needed for this position and agreed on a routine 20 hours per week (total 1066 for the year at \$13.70/hour which includes about 26 additional hours for times of the year with special projects or training.
- g) Treasurer Tax Title budget: \$25,000

- 4. Quaboag River Bridge Reconstruction Project and relative Rights-of-Way:
 Mr. Heller moved to authorize Mr. Comtois to act as the Board's liaison with the MassDOT and with the owners of Whites Landing by responding to their e-mail letter of March 20, 2012; Mr. Comtois seconded; so voted.

Mr. Heller further moved for Mr. Comtois to request a variance of MassDOT to lower the bridge; Mr. Comtois seconded; so voted.

Since both Mr. Heller and Mr. Comtois had to leave, they agreed to hold another meeting on Tuesday, March 27th to discuss the rest of today's agenda (budget discussions with the Tax Collector, Town Accountant, Police Chief, Town Clerk & Elections and other budgets not yet voted). The Eagle Scout Court Invitation was also moved to the next agenda.

ADJOURNMENT:

At 9:30 pm, Mr. Comtois moved to adjourn the meeting; Mr. Heller seconded; so voted.

Respectfully submitted

Donna L. Neylon, Administrative Assistant

Approved: April 3, 2012