

**Town of Brookfield
Selectmen's Meeting
Town Hall, Banquet Room
Tuesday, May 21, 2013**

Mr. Comtois opened the meeting at 6:30 p.m. and led the group in the Pledge of Allegiance.

Selectmen Present: Stephen J. Comtois II, Nicholas M. Thomo, Linda M. Lincoln

Camera: Sharon Mahoney

Press: Karen Trainor

Public: Brenda Caron McElroy, Elizabeth Caldwell, Donald Hebert, John David Holdcraft,
Barbara Wilson, Chris Balducci

APPROVAL OF WARRANTS:

Chairman Comtois entertained a motion to ratify and approve the following Warrants; Mr. Thomo so moved; Mrs. Lincoln seconded; so voted:

RATIFY PAYROLL WARRANT for 5/14/13: \$180,086.07

APPROVE EXPENSE WARRANT for 5/21/13: \$ 190,093.49; Wire transfer \$17.44

APPROVAL OF SELECTMEN'S MINUTES:

Mr. Comtois entertained a motion to accept the meeting minutes of April 2, 2013, April 8, 2013, April 16, 2013 and April 29, 2013; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Mr. Comtois entertained a motion to accept the executive meeting minutes of April 8, 2013 and April 29, 2013; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

MONTHLY REPORTS & MINUTES OF OTHER DEPARTMENTS:

Mr. Comtois entertained a motion to acknowledge receipt of the below listed monthly reports and minutes of other departments; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Brookfield Cultural Council 4/1/13, 5/6/13, 5/13/13

Advisory Committee 4/4/13, 4/25/13

Recreation Committee 4/3/13

Merrick Public Library Board of Trustees 4/8/13

Highway Dept April 2013

ANNOUNCEMENTS:

Mr. Comtois read aloud the announcements including information about appointments, the Brookfield Garden Club's Annual Plant Sale, Memorial Day Ceremonies, the Brookfield Ecumenical Food Pantry and the Clowning for Kidz Foundation upcoming event.

Public Access:

Mr. Holdcraft said he would like to see the \$255,000 in Chapter 90 money coming to the Town be used on certain roads in town and requested the Selectmen address in a future meeting what the funds are earmarked for.

Agenda:

1. 6:35 p.m. BRENDA CARON MCELROY

Ms. Caron McElroy stated she has been putting in extra time since being asked to work with the Treasurer's Department and felt she could use some compensation.

Mr. Comtois entertained a motion to approve a stipend of \$150 a week for said position until a Treasurer is appointed; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

2. 6:45 p.m. POLE PETITION

Elizabeth Caldwell, Senior Engineer with UC Synergetic, explained Verizon is looking to move three poles on Rice Corner Road. Mr. Balducci stated two of those poles would be put on his property, which he approves of depending on what will happen with two maple trees in the span of the two poles he feels need to come down. Ms. Caldwell said she wanted to be clear the poles will be on town property and the anchors will be on private property. She said she couldn't answer whether the trees will be removed or not. Mr. Hebert said one of the setbacks shown on the map is not sufficient. He said the Highway Department requires a 6 foot setback, and in order to achieve that setback on this property, both trees would need to come down. He also said the pole and tree across the street needs to be addressed; Mr. Balducci agreed and said he would prefer if the poles were removed soon. Mr. Balducci said Verizon contacted him over a year ago about moving the poles but the Highway Department told him the trees couldn't come down because they are protected shade trees. Mr. Hebert agreed, and said Rice Corner Road is also a scenic road, subject to certain processes for tree removal. Mr. Comtois recommended a site visit from the Town's Tree Warden, Shade Tree Warden, Historical Commission and Verizon's engineer to discuss the situation.

Mr. Comtois then asked Ms. Caldwell what could be done about removing the double poles in town. Ms. Caldwell said she would contact Paul Schneider about the issue.

3. ABCC DECISION

Mr. Comtois stated a ruling had been handed down from the ABCC Hearing.

Mr. Comtois entertained a motion that pursuant to the Alcoholic Beverages Control Commission decision dated May 2, 2013, the Board vote to renew the on-premises alcoholic beverages license for the calendar year 2013 for James T. Correia, d/b/a White's Landing, 7 Fiskdale Road, License #014600014 under the terms applicable to the 2012 license. This license will be held by the Board and not exercised unless and until the licensee has filed a completed fire safety certificate in accordance with General Laws Chapter 10, §74; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Mr. Comtois entertained a motion to hold a hearing at the next Board of selectmen meeting in regards to this issue; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

4. TREASURER'S OFFICE

Mr. Comtois stated he contacted former Treasurer Jim Dunbar, but that he is unavailable to assist the Town in the Treasurer's office. Ms. Caron McElroy said she thought she could file the year end reports with the help of the Town Accountant and Municipal Clerk, but that it would be a good idea to have an outside party come in to help. Mr. Comtois suggested having Janet Pierce come in for one day. Ms. Lincoln said she thought Ms. Pierce should come in more than once and that the Town should have the office cleared up before a new Treasurer is hired.

Mr. Comtois entertained a motion to have Janet Pierce work in the Treasurer's office for one day; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

5. TREASURER SEARCH COMMITTEE CHARGE

Mr. Comtois stated the Committee should set the charge.

6. 1960 DODGE POWER WAGON

Mr. Comtois asked Ms. Grybowski to find meeting minutes concerning the surplus of the 1960 Dodge.

7. AWARD GENERAL INSURANCE BID

Mr. Comtois entertained a motion to allow the Chair to sign the Larry Joseph Insurance bid; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

8. COOPERATIVE HEATING OIL BID

Mr. Comtois asked Ms. Grybowski to enter Brookfield into the CMRPC Cooperative Heating Oil bid.

9. SAFETY TRAINING

Mr. Comtois entertained a motion to have Ms. Grybowski forward safety training information to all affected departments; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

10. APPOINTMENTS

Mr. Comtois entertained a motion to appoint Kenneth Baer and Eric Kaska to the police department as reserve officers for a one year probationary period; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

11. DESIGNATE SELECTMEN'S REPS: RURAL 11 CMRPC, RHE COOP

Mr. Comtois entertained a motion to designate Mr. Thomo as the CMRPC and RHE Coop Selectmen's representative and Ms. Lincoln as the Rural 11 Selectmen's representative; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

12. PERFORMANCE REVIEWS

Mr. Comtois entertained motion to have Mr. Comtois conduct performance reviews of the Administrative Assistant, Town Accountant, EMS Chief and Fire Chief; Mr. Thomo conduct performance reviews of the Police Chief, Highway Superintendent, Animal Control Officer and Building Inspector; and Ms. Lincoln conduct performance reviews of the Zoning Enforcement Officer, Veteran's Agent, Plumbing Inspector, Gas Inspector and Electrical Inspector; Mr. Thomo so moved, Ms. Lincoln seconded; so voted.

13. Close/sign ATM

Mr. Comtois entertained a motion to include Article 37 on the Annual Town Meeting warrant, replacing Articles 38, 39, and 40; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Mr. Comtois entertained a motion to support Article 37 on the Annual Town Meeting warrant; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Mr. Comtois entertained a motion to ratify the decision to remove Article 30 on the Annual Town Meeting warrant; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Mr. Comtois entertained a motion to ratify Article 11 with a number of \$20,000; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Mr. Comtois entertained a motion to ratify Ms. Lincoln's vote of support for Article 34; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Mr. Comtois entertained a motion to close the Annual Town Meeting warrant; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Mr. Comtois entertained a motion to sign the Annual Town Meeting warrant; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

14. Close/sign STM

Mr. Comtois entertained a motion to sign the Special Town Meeting warrant; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Correspondence

Mr. Comtois noted that there would be a Public Hearing sponsored by the Planning Board Wednesday, June 5 at 7 p.m. regarding the temporary moratorium on medical marijuana treatment centers/registered marijuana dispensaries.

ADJOURNMENT:

At 7:14 p.m., Mr. Comtois entertained a motion to adjourn the meeting; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Respectfully submitted

Jennifer L. Grybowski, Administrative Assistant

Approved: 6/18/13