

**Town of Brookfield
Selectmen's Meeting
Town Hall, Banquet Hall
Tuesday, Feb. 4, 2014**

Mr. Comtois called the meeting to order 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 Operators: Sharon Mahoney
Press: Karen Trainor
Public: Clarence Snyder, David Holdcraft, Phillip Peirce, Marlaine Burbank,
Kenneth Cleveland

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

APPROVAL OF WARRANTS:

Chairman Comtois entertained a motion to ratify the Warrant; Mr. Thomo so moved; Ms. Lincoln seconded; so voted:

APPROVE PAYROLL WARRANT for 2/4/14: \$183,233.27

RATIFY WIREWARRANT for 1/28/14: \$150,009.08

RATIFY EXPENSE WARRANT for 1/28/14: \$138,073.34; motor vehicle tax refunds of \$178.74 and \$482.07

APPROVAL OF SELECTMEN'S MINUTES:

Mr. Comtois entertained a motion to accept the meeting minutes of Jan. 21, 2014, as amended; 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:

Rec Com 12/3/12, 1/7/14

Cultural Council 12/16/13, 1/27/14

ANNOUNCEMENTS:

Mr. Comtois made announcements regarding brush burning, the upcoming debt exclusion vote for the Police Station, the winter parking ban, the Senior and Veteran Tax Work-Off program, the food pantry, and reporting street lights that are not working.

Public Access Period:

None

1. ASSESSORS' HOURS

Mr. Comtois reported the Tax Collector is having an issue with people coming in for tax information when the Assessors are closed on Thursdays. A discussion was had in which Mr. Thomo and Ms. Lincoln said they should be open Thursdays and Mr. Comtois said the Selectmen have no power over it because Assessors are elected.

Assessor Philip Peirce said the Assessors changed their hours from Tuesday through Thursday to Monday through Wednesday a few candidates' nights ago, and that working four half-days wouldn't work because there isn't enough time to get work done. He said Thursdays are only typically busy in Januarys. Mr. Comtois asked if the Assessors would be willing to work four half-days just in January. Nothing was decided.

2. VADAR

Mr. Comtois asked Mr. Thomo to call VADAR for a quote on streamlining all financial services in Town to this software.

Mr. Peirce said CAMA only costs \$2,750 a year and is designed for small communities. Assessor Marlaine Burbank said CAMA covers all of their needs and is quick to respond to issues, without a cost.

3. RHE COOP CONTRACT

Mr. Comtois entertained a motion to have the Chair sign a RHE COOP contract with the state extending their timetable; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

4. BUILDING INSPECTOR FEE

Building Inspector Jeff Taylor requested the Selectmen adopt a double permit fee for work started without a permit. Mr. Taylor said there are multitudes of real estate development companies "flipping" houses without permits in Town. Mr. Comtois said he isn't opposed to penalizing people, but thinks the double permit fee is too large.

5. DLTA PROJECTS

Agricultural Commission Chair Clarence Snyder passed out information about the Rural 11 project. He explained there is \$10,000 in seed money toward things that promote regional farming activities. He said there is an opportunity for another \$30,000 in funding. He said the Ag Com hoped to use the money to form a co-op and promote agri-tourism in the area.

Mr. Comtois entertained a motion to have the Administrative Assistant draft a letter to the CMRPC for the Chair to sign in support of these efforts; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

The Selectmen also reviewed different PDA and DLTA opportunities and decided to invite CMRPC Community Development Manager Chris Ryan to a meeting to discuss other opportunities.

Mr. Comtois entertained a motion to choose the Finney site as a PDA for DLTA hour funding; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

6. SNOW & ICE

Mr. Comtois reported that the Highway Department will have overspent the Snow & Ice account by \$5,264.07 as of the Feb. 11, 2014 warrant.

Mr. Comtois entertained a motion to allow the highway Department to deficit spend with Board of Selectmen approval to seek funds from the Reserve Fund; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Correspondence:

Hampshire Council Programs: Mr. Comtois read an announcement about all of the programs Hampshire Power offers municipalities.

National Grid Community Initiative: Mr. Comtois read an announcement that National Grid is looking to partner with local people on energy-saving initiatives.

Other:

None

ADJOURNMENT:

Mr. Comtois entertained a motion to enter into Executive Session citing exemption #1 and then to return to Open solely to adjourn; Mr. Thomo so moved; Ms. Lincoln seconded; so voted with Mr. Comtois voting aye, Ms. Lincoln voting aye, and Mr. Thomo voting aye.

Exemption #1: "To discuss the reputation, character, physical condition or mental health, rather than professional competence of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual."

At 7:25 p.m., Mr. Comtois entertained a motion to adjourn the meeting; Mr. Thomo so moved; Ms. Lincoln seconded; so voted.

Respectfully submitted,

Jennifer Grybowski, Administrative Assistant

Approved: _____