Town Hall Study and Barrier Removal Committee
Minutes of the Meeting of April 15, 2009, 6:00 PM

Members attending: Donna Neylon, Peter O'Connell, Barbara Clancy, Donald Faugno, John David Holdcraft, George Dellomo, Clarence Snyder, and John Wild. Absent: Jennifer McMillan and Sheila Frangiamore

Agenda and Actions:

1. **Discussion of Expectations for Clark and Green:** The members reviewed the draft document based on the discussion of April 7 and recommended no changes, contingent on the second part of the meeting with the Police Study Committee and the Board of Selectmen. s.

   All members present agreed that the committee was working hard and had jumped its first hurdle in securing funding to work with an architect. However, several members felt that the committee had to succeed in developing a compelling plan for the Town Hall this second time around, or the townspeople would turn away for a long time.

2. **Joint meeting of the Town Hall Committee, Police Study Committee, and members of the Board of Selectmen began at 7:00 PM.** Donna Neylon welcomed James Allen, Chair of the Board of Selectmen and Police Study Committee members Michael Seery and Jeff White. John David Holdcraft was also a member of the Police Study Committee.

   Jeff White summarized the report made by the Mr. Loeb, the consultant working with the Police Facility Study Committee. He noted that when a town reached a population of 5000, several requirements were triggered for a police facility. The proposed facility meets the requirements for a town of 5000, because the committee initially felt that the town would exceed 5000 within 25-30 years. However, the projections of the Central Massachusetts Regional Planning Commission show that Brookfield will reach only 4600 people in 25-30 years. Mr. White and Mr. Allen reviewed the difficulty the committee had in getting the consultant to (1) specify what was required for a police facility for a town under 5000 and what might be recommended (2) reduce the size of the building, (3) specify how the building might be built in phases, and (4) do a full code review as well as other issues.

   Mr. Faugno inquired about the timetable for action on the report and the proposed facility. Mr. Allen suggested that although the proposed police facility was on the warrant for the annual town meeting, he would propose to pass over the article. The Board of Selectmen would ask the consultant to respond to the issues mentioned above and to pare back the proposed facility to meet requirements. Mr. Allen suggested that Clark and Green and Associates communicate with Mr. Loeb about their proposal and investigate whether the Town Hall could house the Police within the current structure and/or in an addition to the structure as necessary. He noted that the Board of Selectmen was investigating interim locations for the Police since the lease on the current location runs out in 2010.

3. Master Planning Committee: Bill Simpson of the Master Planning Committee asked the committee to send minutes of the Town Hall Barrier Removal Committee and, in turn, ask the committee to review and comment on the first three draft chapters of the Brookfield Master Plan.

4. **Next Meeting: April 28 6:00 PM Town Hall Barrier Removal Committee's first meeting with Clark and Green. "Expectations" document will be emailed to them in advance of the meeting.**

5. **Adjournment**: Clarence Snyder moved and George Dellomo seconded a motion to adjourn the meeting at 8:06. The motion passed unanimously.

Respectfully submitted,

Peter O'Connell, Secretary