

**Town of Brookfield**  
6 Central Street  
Brookfield, MA 01506

**Municipal Facilities Planning Committee Minutes**

6:30 Monday, December 5th, 2011  
Location: Elementary School Conference Room

**Members Present:**

Stephen J. Comtois II  
Donald Faugno  
Peter Martell  
Roger Mundell Jr.  
Carol Plumb  
William R. Simpson  
Don Taft

**Members Not Present:**

Bruce Clarke  
Jeanne Myers

**Citizens/Guests Present:**

David Holdcraft  
Skip Nielson

The meeting was called to order at 6:39 pm by Mr. Comtois followed by the Pledge of Allegiance.

1. Police Station Discussion

Mr. Simpson and Mr. Taft reviewed discussions that took place between them and the Police Chief Blanchard. Using the space analysis from the town of Paxton and a previous station layout made in 2008 for the town of Brookfield they computed the approximate net square footage that would be needed for the Brookfield Police. See attached document for calculations. The approximate net square footage for the building would be 4,685 square feet.

Mr. Martell marked out a 72x72 foot square on the Prouty Street property to illustrate the possible footprint for a building with 5,000 square ft footprint.

There was some discussion of using a basement to lower the total footprint of the building and putting mechanicals and portions of the building that would not need to be accessible in the basement. Mr. Mundell proposed that the building could be a two story building with a walk out at both levels. He committed to checking the grading on the property to determine if this were possible.

There was some discussion about the need for holding cells. There were arguments made in favor of planning ahead and including them in the project and argument made against as a means of minimizing the cost of the project, and the ongoing cost of maintenance of the holding facility.

Mr. Martell pointed out that the lot has room for one moderately sized facility with adequate parking and that putting a senior center and a police station would be prohibited by the space available. If building on the site, he recommended one or the other. The committee generally agreed that the appropriate building for the site was the police station.

Mr. Faugno pointed out that the use of the Prouty street property must take into account the town hall septic system and the possibility of an exit for the fire department.

There was some discussion about the groups that are currently using the Prouty street house for storage. Mr. Comtois indicated that the use of the building was granted with the understanding that it could be temporary depending on the plan for the property.

The committee agreed that building an appropriate police station on the site should be pursued further and discussed the possible funding options. Mr. Scanlan was mentioned as a resource for determining funding possibilities.

## 2. Elevator Discussion

Mr. Neilson presented a proposal put together by Paul Hausbrouck from Worcester Elevator Co., Inc. See attached proposal. Mr. Neilson described the various types of elevators that would be available for these types of projects. Primarily, he indicated that there were 3 main weight categories for the elevators, and at a certain point the building code requires transitioning to the heavier capacity elevators.

Mr. Neilson also pointed out that single-jack hydraulic elevators are the best choice for smaller elevators due to lower maintenance and better functionality.

Another option for the elevator was a tandem hole less elevator, which was not as good according to Mr. Neilson.

The committee thanked Mr. Neilson for participating in the discussion.

The committee had some discussion about the elevator and the police station and decided that more time was needed to digest the information presented and that the discussion would be continued at the next meeting.

The next meeting was scheduled for December 19<sup>th</sup>, 2011 at 6:30pm at the Elementary School.

The minutes from 11/21/11 were approved unanimously with a motion from Mr. Faugno, 2<sup>nd</sup> by Mr. Taft.

At 8:10 the meeting was adjourned with motion by Mr. Taft and 2<sup>nd</sup> by Mr. Faugno.

Respectfully submitted,

William R. Simpson

**Approval:**

These minutes were approved unanimously at a meeting December 19<sup>th</sup>, 2011.