

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

**Municipal Facilities Planning Committee**

**Minutes**

6:30 Monday, December 19th, 2011  
Location: Elementary School Library

**Members Present:**

Stephen J. Comtois II  
Donald Faugno  
Roger Mundell Jr.  
Jeanne Myers  
William R. Simpson

**Members Not Present:**

Bruce Clarke  
Peter Martell  
Carol Plumb  
Don Taft

**Citizens/Guests Present:**

David Holdcraft  
Michael Seery

The meeting was called to order at 6:32 pm by Mr. Comtois followed by the Pledge of Allegiance.

The minutes from 12/5/11 were approved unanimously with a motion from Mr. Faugno, 2<sup>nd</sup> by Jeanne Myers.

1. Police Station Discussion

Mr. Mundell presented a drawing illustrating the grade changes present on the Prouty Street lot. He proposed that a two-story building with a walk out on each level was possible with minimal effort.

Mr. Simpson pointed out that in previous discussions the committee had used a net square footage needed of 4,684sq/ft. The committee had also assumed that the gross square footage of the building was approximately 5,000sq/ft. Mr. Simpson pointed out that the calculations for gross square footage given by the architect on the Paxton Police station needs analysis is: gross square footage = 1.3 x net square footage, which in Brookfield's case would result in at gross square footage of 6,090sq/ft.

Mr. Seery presented the possibility of using the existing building on Prouty Street as a police station. He also indicated the possibility of purchasing and modifying the current police station building. He also presented the idea of adapting the town hall into a police station.

Mr. Seery presented his concern about the cost of building a new structure for the Police station and questioned whether the town needed a new building given the limited amount of staff that would be present in the building at any one time. Mr. Seery believes that the cost would be too much for the townspeople to stomach given the current tax increases and the current economic condition.

The committee as a whole agreed that building a new and modest police station on the Prouty Street property seems to be the best way to move forward for the Police Station and the use of the Prouty street property.

There was discussion about whether to present a single proposal for the Town Meeting for the Town Hall repairs and the Police Station or to present them separately.

## 2. Town Hall Discussion

The question of what to do with the Town Hall was discussed. Mr. Comtois advocated for a full elevator with renovation to the first and second floors of the building.

Mr. Holdcraft indicated that the cost would be too great and that the committee should focus on renovating the first floor only.

Mr. Faugno proposed moving forward in phases with minor repairs and septic, waterline, re-grading, improving the parking lot and dividing the first floor banquet hall, and moving forward with grants for a smaller ADA compliant project.

Mr. Comtois asked that Mr. Faugno bring as many numbers as possible to the next meeting so the various options could be considered relative to the cost of each.

The next meeting was scheduled for January 9th, 2012 at 6:30pm at the Elementary School.

At 8:20 the meeting was adjourned with motion by Mr. Faugno and 2<sup>nd</sup> by Jeanne Myers.

Respectfully submitted,

William R. Simpson

**Approval:**

These minutes were unanimously approved at the meeting of January 9<sup>th</sup>, 2012.