

Town of Brookfield
6 Central Street
Brookfield, MA 01506

Municipal Facilities Planning Committee

Minutes

6:30pm Monday September 17th, 2012

Location: Town Hall Kitchen

Members Present:

Stephen J. Comtois II
Linda Lincoln
Peter Martell
Jeanne Myers
Carol Plumb
William R. Simpson
Don Taft

Members Not Present:

Donald Faugno

Citizens/Guests Present:

For final half hour Selectman Nicholas Thomo was present.

Mr. Comtois called the meeting to order at 6:30. Followed by the pledge of allegiance.

Previous Minutes

None discussed.

Clark and Green Invoice

Mr. Comtois reported that Clark and Green submitted an invoice for \$1,600.00 to the town for meeting with the committee for cost evaluation. Mr. Comtois presented that this invoice seemed rather high given that the meeting only lasted 2 hours and produced no tangibles to the committee. He agreed to request that the invoice be reduced by 50%.

Future of Municipal Facilities Planning Committee

Mr. Comtois reported that he felt that the committee was nearing completion with its assigned task of creating a recommendation for the Select board on how to proceed with the Town Hall, Senior Center, and Police Station needs for the town.

Mr. Simpson agreed to write a report summarizing the committee's recommendations. This report will included the recommendation to renovate the town hall with the Senior center in the basement per the concept plan developed by the committee. The report will

also include a recommendation to build a new police station on the Prouty Street property.

Mr. Simpson requested that CAD drawing be put together to illustrate the concept in the report as well as to present to architects for validation and cost estimating.

Mr. Comtois presented the idea that the High School could provide the drafting service for this project.

Mr. Simpson presented a motion that if the high school is not available to draw up the plans for the committee than the committee will allocate \$1,500.00 to the purpose of hiring a draftsman to put the plans together. Mr. Simpson had previously presented a quote from Keith Curran, a local draftsman, for the amount above.

The motion was seconded by Jeanne Myers.

The committee voted in favor of the motion with an affirmative vote by Mr. Simpson, Mr. Taft, Jeanne Myers, Linda Lincoln, Carol Plumb, and Mr. Martel. Mr. Comtois abstained.

Meeting with capitol improvement planning committee

A meeting is scheduled with the capital improvement planning committee for September 27th. Mr. Taft will attend and Mr. Simpson will attempt to also attend the meeting.

Next Meeting

The next meeting is scheduled for October 29th at 6:30pm at the Town Hall.

Adjournment

Jeanne Myers made a motion to adjourn. Peter Martel seconded the motion. The meeting adjourned at 7:30pm.

Respectfully submitted,

William R. Simpson

Approval:

These minutes were approved at the meeting 12.18.12.