

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

**Municipal Facilities Planning Committee**

**Minutes**

9:00 am Thursday, May 31<sup>st</sup>, 2012

Location: Town Hall Kitchen

**Members Present:**

Stephen J. Comtois II  
Donald Faugno  
Peter Martell  
Jeanne Myers  
William R. Simpson  
Don Taft

**Members Not Present:**

Linda Lincoln  
Carol Plumb  
Roger Mundell Jr.

**Citizens/Guests Present:**

The meeting was called to order at 9:00 by Mr. Comtois.

**Previous Minutes**

A motion to approve the minutes from 3.19.12 was presented by Mr. Taft and seconded by Jeanne Myers. The motion was unanimously approved.

**Reappointments**

Jeanne Myers, Donald Taft, Donald Faugno, Stephen Comtois, and Peter Martel agreed to be reappointed to the committee.

**Police Station Discussion**

Mr. Taft reported no new news from Reinhardt associates regarding the police station. He committed to continuing his discussion with them to establish a cost for a 4,000 – 5,000 square new police station as well as establishing what they would be willing to do in terms of cost and presentation to present the idea before the town.

**Town Hall Discussion**

Mr. Simpson presented a town hall base bid document for the committee to approve to present to the Clark and Green for a cost estimate. Some minor changes were requested for the document and are included in the attached copy of the attached town hall base bid document.

Mr. Taft discussed conversations with Wayne Anderson from McDonald HVAC company. Mr. Simpson and Mr. Taft have had some conversations with them about the best options in terms of heating and cooling the building through the renovation. They recommended a natural gas heating system with air handlers in the 3<sup>rd</sup> floor/masonic hall.

Mr. Faugno agreed to present the town hall base bid document to Clark and Green to establish a firm cost for obtaining an overall renovation cost estimate.

Mr. Faugno and Mr. Taft reported on visiting a new, built in 1999, town hall in Union, CT, and also an older town hall in Woodstock, CT. The town hall in Union was a new 4,076sq ft building built for less than \$1,000,000. Mr. Taft told of how the folks in Union were very generous in their information.

The idea of a free standing municipal building was discussed with the possibility of using the first floor of the Town Hall as a police station. The concept would include still using the basement as a senior center and still allowing access to the great hall for public events.

Mr. Simpson presented a motion to allow up to \$5,000.00 to be requested from the Selectmen's office to pay for the cost estimate from Clark and Green. Mr. Taft seconded the motion. There was some discussion and the motion passed unanimously. Mr. Faugno will present the amount to the Selectmen at their next meeting, where the Selectmen will vote on the expenditure.

Mr. Comtois agreed to make a brief statement at the town meeting to promote awareness of the committees plans. Mr. Simpson committee to writing up a paragraph for the committee to review and for Mr. Comtois to adapt as needed for the meeting.

### **Next Meeting**

The next meeting was scheduled for June 25<sup>th</sup> at 6:30pm at the Town Hall.

### **Adjournment**

Motion to adjourn by Mr. Martel and seconded by Mr. Taft. The meeting was adjourned at 10:30 am.

Respectfully submitted,

William R. Simpson

**Approval:**

These minutes have not yet been approved.