

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

**Municipal Facilities Planning Committee**

**Minutes**

Tuesday December 18<sup>th</sup>, 10:30am  
Location: Brookfield Town Hall Kitchen

**Members Present:**

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

**Members Not Present:**

Carol Plumb  
Linda Lincoln

**Citizens/Guests Present:**

Police Chief Michael Blanchard

Mr. Comtois called the meeting to order at 10:30 followed by the pledge of allegiance.

**Previous Minutes**

Minutes from 8.6.12, 9.17.12, and 11.1.12 were approved by all who were present at the meetings under discussion with a motion by Donald Taft that was seconded by Jeanne Myers.

**Discussion about MFPC report to Selectmen**

Donald Taft suggested that the MFPC meet with the Capitol Improvements Planning Committee, the town's financial advisor, and the Advisory Board to discuss financing options and planning for the proposed new police station and town hall renovation.

The committee agreed to reach out to the various other committees with the invitation to attend the next scheduled MFPC meeting. Donald Taft will contact the CIPC, and Advisory Board and Donald Faugno will reach out to Clark Rowell via the town treasurer.

Regarding the timeline for the report:

The committee agreed that the plans revision will include recommending a vote on the Police Station at the annual town meeting and support for the CPA on the May ballot and for the CPA by-law at the annual meeting. The town hall votes will be scheduled for 2014 providing that the CPA is in place. The reasoning for delaying the vote on the town hall is the need to install the CPA before the town hall vote can be taken.

William Simpson will revise the report accordingly.

Donald Taft agreed to contact Reinhardt associated for any available similarly scaled police station for use in the presentation to the town. The high school drafting program will be contact once documents have been obtained from Reinhardt to supplement the presentation package.

Donald Taft will reach out to the Board of Health for help in determining options for the septic system installation.

**Next Meeting**

The next meeting is scheduled for January 7<sup>th</sup> at 6:30pm at the Elementary School.

**Adjournment**

Donald Taft made a motion to adjourn. Jeanne Myers seconded the motion. The meeting was adjourned at 11:45am.

Respectfully submitted,

William R. Simpson

**Approval:**

These minutes were approved at the meeting on 1.7.13.