

**BOARD OF SELECTMEN MEETING
MINUTES
OCTOBER 1, 2012 – 7:30 P.M.
BROOKFIELD HIGH SCHOOL MEDIA CENTER**

CALL TO ORDER: First Selectman William R. Davidson called the meeting to order at 7:30 p.m.

PRESENT: William R. Davidson, First Selectman; Howard Lasser, Selectman; George Walker, Selectman; William Leverence, Controller; members of the public and press; Virginia Giovanniello Recording Secretary.

PUBLIC COMMENT: There was no public comment.

ANNOUNCEMENTS: Mr. Davidson announced the following:

- The October Brookfield Matters was published today.
- The Town received a Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.
- The Town applied for and has been awarded a \$300,000 Small Cities grant from the Department of Economic and Community Development. The grant provides for 0% interest loans to eligible low and moderate income Brookfield homeowners to make need repairs to their homes. Applications will become available at a date to be announced.
- Mr. Lasser reported that members of the former Charter Revision Commission will present an informational forum for the public on the Charter Revision proposed changes on Monday, October 22nd from 7:00-9:00 p.m., at the Brookfield Library. The Board of Selectmen has voted to place nine Charter Revision questions on the November 6th ballot.

CORRESPONDENCE: There was no correspondence.

MONTHLY FINANCIAL RESULTS: Controller Bill Leverence gave an update on the Town's monthly financial results of his Revenue and Expenditure Report.

George Walker made motion that the Selectmen add an item to the agenda for the Facilities Planning Committee Report presentation, seconded by Howard Lasser. Motion carried unanimously.

FACILITIES PLANNING COMMITTEE REPORT: Mrs. Betsy McIlvaine, Chairman of the Facilities Planning Committee, presented the committee's report. The committee was appointed in October 2001 to take the study done by the 2009 Facilities Study Committee and come up with a viable plan of implementation that includes identifying locations for various facilities and athletic field and recommendations on timing and financing of them. Mrs. McIlvaine reviewed the committee's recommended capital projects and the maintaining of the town's assets. Mr. Davidson noted that the Facilities Planning Committee's report is the planning mechanism and suggested that the Selectmen funnel any questions they may have regarding the report to Ginny to discuss at next month's Board of Selectmen Meeting.

NEW ITEMS

BROOKFIELD HOUSING AUTHORITY ACCESS ROAD (BROOKS QUARRY ROAD): At conclusion of discussion, Mr. Davidson will have the Town Attorney prepare any legal paperwork as necessary to have Brooks Quarry Road accepted as a Town road. The paperwork that was drawn up in 1980 determines that the town maintains

Brooks Quarry Road and it was never officially deeded in the town records. The Selectmen agreed to proceed forward and have the Town Attorney prepare any legal documents necessary.

UPDATES

POLICE UNION CONTRACT MEDIATION MEETING: Mr. Davidson stated that a mediation meeting has been scheduled between the Town and Police Union on October 15th.

SPECIAL FUNDS, PRELIMINARY REVIEW OF PROPOSED ORDINANCE AND PROPOSED POLICIES: Mr. Davidson stated that special funds have been a complicated issue, and determining how much money is in them and determining who manages and controls these special funds. Mr. Davidson stated that the Selectmen could discuss the working draft tonight or if they are comfortable moving forward to consider this a first reading, as he is open to how they move forward. Some of the special funds are specifically designed. Open again they need to following guidelines established by appropriate ordinances and changes in Government Accounting Standards (GASB) rules. After reviewing the first draft, Mr. Davidson will correct some of the wording on the draft. Mr. Davidson stated he previously provided a copy to the Board of Finance, and will make sure they receive the updated draft copy.

SETTLEMENT OF THE TOWN'S CLAIM AGAINST LEGION INSURANCE COMPANY IN LIQUIDATION: Mr. Davidson reported that though there was a human tragedy involved, Town received a very effective and good settlement, receiving 80% of the Town's original payment for this event. The first payment of \$89,558 was received from Legion Insurance in Liquidation on 4/13/12, and the second payment of \$1,147,500 was received from Liquidity Solutions Insurance on 9/7/12. Attorney Jack Garamella handled to the very end for the town.

PENSION TRUST FUND RESOLUTION TO ESTABLISH A SPECIAL FUND FOR FISCAL YEAR 2014 AND 2015 FUNDING: Mr. Davidson reported that the specificity of language used in the Resolution presented at the September 4th Board of Selectmen Meeting was unacceptable to the Town Attorney and Town Auditor. The original policy position signed back in March 2011 about fully funding the pension. Mr. Davidson will reword the resolution accordingly, and will forward a revised copy to the Board of Finance.

CELL TOWER ON MUNICIPAL PROPERTY BEHIND FIRE DEPARTMENT: Mr. Davidson reported that he went to a Zoning Commission Meeting several weeks ago to advise them and get their opinion of the Town moving forward with a contract with one of the two companies interested in placing a Cell Tower at the proposed location behind the Brookfield Fire Department. He stated though he has not received anything in writing from the Zoning Commission, all the members did not seem to have any objections. This was more of a courtesy call as the Siting Council decides on the location of any cell tower in the State.

MEADOWBROOK MANOR/HILLSIDE CIRCLE: Mr. Davidson gave an update and stated that additional engineering work is needed to complete the application.

PARKS REVITALIZATION PROJECT, UPDATE AND PROPOSED CONTRACT: Mr. Davidson gave an update and presented the proposed contract of Architectural Firm of Doyle Coffin to assist the Town in defining what is wanted in the multi-purpose building and who very familiar with the overall project and can reduce the cost. Mr. Davidson noted that the Doyle Coffin Architecture Proposal is only Phase I and does not exceed \$30,000. The Selectmen discussed where the funding would come from without going through a separate appropriation.

CHARTER REVISION AND EXPLANATORY TEXT FOR RESIDENTS: Mr. Davidson reported that a flyer with further information and details of the Charter Revision Ballot Questions will be mailed to every resident in the

town. The wording on the blue and white flyer is being reviewed by the State to make sure the wording is neutral. Mr. Davidson reminded everyone that the former Charter Revision Commission is having a forum at the Library on October 22nd from 7-9pm to answer any questions residents may have regarding the Charter Revision Ballot questions.

SOUTHERN FEDERAL ROAD WATER LINE PHASE II PLANS: Mr. Davidson reported that there is nothing new to report. Mr. Martin Handshy, Water Consultant to the Selectmen, will attend November's Board of Selectmen Meeting to provide an update.

TOWN OWNED COTTAGE AND BARN ADJACENT TO BROOKFIELD LIBRARY: Mr. Davidson reported there is nothing new to report on potential alternatives for the use of the cottage and barn or the potential selling of the property.

STILL RIVER GREENWAY: Mr. Davidson reported that the State is just about finished with the planning and engineering work. A Special Board of Selectmen Meeting is being scheduled on November 2nd for a presentation and discussion of the planning and engineering costs.

CONSENT AGENDA

BOARD OF SELECTMEN MEETING MINUTES:

- September 4, 2012 Board of Selectmen Meeting

NEW HIRE REPORT: Nothing to report.

SELECTMEN APPROVALS FOR ROUTINE CONTRACT MATTERS: None

DRIVEWAY BOND RELEASE IN THE AMOUNT OF \$750:

- 1 Dean Road

INLAND-WETLANDS BOND RELEASE:

- 20 Deerfield Road, #209000847, in the amount of \$3,500

CONSENT AGENDA MOTION: George Walker made motion that the Selectmen approve the Consent Agenda Items, seconded by Howard Lasser. Motion carried unanimously.

ADDITIONAL MONTHLY AGENDA ITEMS

APPOINTMENTS – RECOMMENDED

HOUSATONIC MENTAL HEALTH CATCHMENT AREA COUNCIL #21: Howard Lasser mad motion that the Selectmen approve the reappointment of Marie Sturdevant to the Housatonic Mental Health Catchment Area Council #21, seconded by George Walker. Motion carried unanimously.

HOUSING AUTHORITY: Howard Lasser made motion that the Selectmen approve the reappointment of Richard Cronin to the Housing Authority, seconded by George Walker. Motion carried unanimously.

PUBLIC COMMENT: There was no public comment.

ADJOURN: Howard Lasser made motion that the Selectmen adjourn at 8:40 p.m., seconded by George Walker. Motion carried unanimously.

William R. Davidson
First Selectman

Howard Lasser
Selectman

George F. Walker
Selectman

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