Board of Selectmen

Meeting Minutes

Thursday December 13, 2012

6:30pm Clifford B. Green Memorial Center

Present: Austin Tanner, Bob Kelleher, Drew Dionne and Melissa Bradley; Secretary

Also Present: Steve Dana and Mike Gaudreau

1. **Call to Order:** Mr. Tanner called the meeting to order at 6:32pm.
2. **Approve Previous Minutes:** Bob Kelleher made a motion to approve the previous meeting minutes as presented. Bob Kelleher seconded the motion. Motion passed 3-0.
3. **Public Participation:** None
4. **Appointments:** Drew Dionne made a motion to appoint Kevin Filchak to Emergency Management and increase the number of members to six and all be voting members. Bob Kelleher seconded the motion. Mr. Kelleher states the board will have to appoint him as the chairman. Motion passed 3-0. Mr. Tanner states he received a letter from Mortlake regarding the reappointment of David Lee. The ordinance states to provide a list of three candidates. Mr. Tanner sent a letter explaining this and has not received a list yet.
5. **CCM Prescription Plan Presentation:** Presentation given by Gina from CCM. This prescription plan is free to the Town and free to residents. It is available to anyone who is not insured or under insured. Prescriptions will be available at a discounted rate. Bob Kelleher made a motion to authorize Austin Tanner to take the necessary steps to participate in the insurance discount program. Drew Dionne seconded the motion. CCM will prepare all the flyers and cards for residents, and all material will be pre-approved by the Town. Motion passed 3-0.
6. **Discussion on Probate and the Community Center:** Mr. Tanner is still in contact with the Probate Offices and they are interested in coming to Brooklyn. There is space available in the lower level of the Community Center and also in the Clifford B. Green Building. Renovations would have to be done to either place. Mr. Tanner thinks fewer renovations would have to be done for the Recreation offices to move there. Mike Gaudreau, Recreation Commission chairman, states the commission feels it is best to leave the Recreation department where it currently is. They feel they are established where they are and also has a safety concern at the Community Center. Mr. Dana questions what the costs would be to move the Probate Offices there opposed to the Recreation Offices. Mr. Tanner does not have all that information and will have some plans drawn up with associated renovation costs.
7. **Discussion on Incentives from NECCOG:** The next NECCOG meeting is the end of December and each Town will submit their priorities.
8. **Discussion on East Brooklyn’s Proposal for Combined Insurance:** The department is looking for insurance above and beyond the current insurance. The cost would be $13 a month and it is Accident Insurance. Mr. Kelleher questions what we pay currently for the fire department in the current budget in the amount of $5,000. Mr. Tanner will look into this.
9. **Discussion on Events Ordinance:** Planning and Zoning would like the Board of Selectmen to regulate the large events ordinance. There was a subcommittee formed to review this ordinance and few changes were made. Mr. Tanner will discuss this with Jim Larkin.
10. **Discussion on Town Planner Search Committee:** Mr. Dobrowski will be retiring February 1, 2013 which will leave the Zoning Enforcement Officer/Land Use Officer position vacant. Mr. Tanner met with Carlene Kelleher and Real Gallant to draft a job description. They will meet with the Board of Finance for proper funding.
11. **Discussion on Town Hall Painting:** Mr. Tanner contacted a company that uses a ceramic paint called Rhino Shield. The cost to paint the Town Hall was approximately $40,000. Mr. Kelleher would like to see quotes for regular painting of Town Hall and also contact CCM for information regarding the Rhino Sheild. Mr. Tanner states the company would need $5,000 before the end of January to hold the price until July or the cost will be higher.
12. **Discussion on Finance Director Position:** Mr. Tanner talked with NECCOG and they are preparing a job description.
13. **Liaison Reports:** Mr. Dionne questions if Dr. Berry and Sherri have spoken yet regarding the capital overage. Mr. Tanner will check with Sherri next week.
14. **Other Business:**

* Mr. Tanner will check with Mike Niejadlik to see when he plans on scheduling the next blight ordinance meeting.
* The Board of Finance should be discussing the Audit RFP at the next meeting.
* A letter was received by Kyle Wojick regarding the East Brooklyn Fire District. Mr. Tanner will invite him to the next meeting for discussion.
* The Ice Program grants were both approved and will be moving forward.
* The Main Street Investment grant does not look promising. Mr. Tanner will speak with Wal Mart to see if they are interested in funding sidewalks from their location to connect at the existing sidewalks at the bridge.
* There has been some talk of reinstating the foot bridge. Mr. Dionne will see if he can get more information.
* Mr. Tanner received a report on the Wal Mart inspections and will share with the Selectmen.
* The Selectmen will be meeting regarding the highway union on December 18th.
* Selectman looked over the list of bills.

1. **Calls for Service:** No discussion.
2. **Single Family Dwellings:** No discussion.
3. **Executive Session to Discuss Highway Negotiations:** Bob Kelleher made a motion to go into executive session at 8:43pm to discussion highway negotiations. Drew Dionne seconded the motion. Motion passed 3-0. Drew Dionne made a motion to end executive session at 8:55. Bob Kelleher seconded the motion. Motion passed 3-0.
4. **Adjourn:** Bob Kelleher made a motion to adjourn the meeting at 8:56pm. Drew Dionne seconded the motion. Motion passed 3-0.

Respectfully Submitted;

Melissa J. Bradley

Secretary