

## **MINUTES OF SELECTMEN'S MEETING DECEMBER 8, 2015**

Chairman Hevy called the meeting to order in the Selectmen's office at 3:35 PM with Mrs. Walter and Mr. Smith also present.

Police Chief Mark Smith joined the meeting. Mr. Hevy explained that the Selectmen just want to touch base with him and find out how things are going. Chief Smith said that things in the Police Department are "awesome." He stated that he has received outstanding support from everyone and is quite pleased with his staff. The Chief reported that his officers seem very happy to be at full staffing again. There are no issues at this time.

Chief Smith noted that Sergeant Daley and Sergeant Churchey will be attending the FBI Leadership training soon.

The Chief stated that he would like to start having an officer at the schools at least once or twice per week. There may be grants available to help fund this. He also stated that there may be some interest within the department to apply for a K9 grant. Mrs. Walter suggested that perhaps there could be some municipal collaboration with area towns to share the expenses for the dog.

On the subject of the closing of the Brookfield State Police Barracks, the Chief noted that there is quite a lot of cooperation among all of the Brookfields anyway, and the biggest problem will be no longer having access to the free lockup facilities.

Mrs. Walter asked about a citizen training program, or auxiliary officers? Chief Smith stated that he would like to do that in the future, he considers it a good tool for developing potential police officers.

The Chief stated that he is currently working on updating departmental policies and procedures.

Mr. Hevy asked the Chief to make an outline of what he sees for the future goals of the department. Mr. Hevy suggested that Chief Smith and the Selectmen try to meet on a quarterly basis.

At 4:45 PM Treasurer Anne Jannette joined the meeting. She noted that she had some ideas for future planning and budgeting for her department. She feels that she does not have enough hours to accomplish everything that needs to be done, such as tax titles and organizing personnel files. These are things that she would like to clean up before she retires in a few years. She would also like to become more familiar with the Tyler accounting software, and feels that the Harper's payroll software is being underutilized.

In addition, Mrs. Jannette would like to start to train someone to take over her hours at the police station. Ideally, Mrs. Jannette would like 30 to 32 hours per week for the treasurer position.

There was some discussion around hiring a floating clerk who could work among the collector, treasurer, or accountant, or perhaps appointing an assistant collector/treasurer.

The Selectmen agreed to consider this information and talk with Mrs. Jannette again.

The Selectmen reviewed a proposal from Jake Anderson for upgrades to the cable broadcasting system, but agreed that they would like more time to study the proposal. It was agreed to discuss it with Mr. Anderson next Tuesday at 5 PM before the regular Selectmen's meeting.

There being no further business, at 5:45 PM Mrs. Walter moved, and Mr. Smith seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton  
Administrative Assistant