

**BRATTLEBORO SELECTBOARD
TUESDAY, NOVEMBER 24, 2015
EXECUTIVE SESSION – 5:15PM
SPECIAL MEETING – 6:15PM
MINUTES**

Selectboard members present: David Gartenstein, David Schoales, Kate O'Connor, Donna Macomber, and John Allen.

Staff present: Town Manager Peter Elwell, Town Attorney Bob Fisher, Assistant Town Manager Patrick Moreland, Finance Director John O'Connor, Police Chief Mike Fitzgerald, Police Captain Mark Carignan, Fire Chief Mike Bucossi, Public Works Director Steve Barrett, Highway/Utilities Superintendent Hannah O'Connell, Recreation & Parks Director Carol Lolatte, and Executive Secretary Jan Anderson.

Media present: Chris Mays representing the Brattleboro Reformer and Tim Johnson representing WTSA.

Others present: James Banslaben, Sharon Couturier, Eli Gould, ASL interpreters Janet Dickinson and Deb Charlea Baker, BCTV staff and volunteers, and others who did not sign the attendance sheet.

Chair Gartenstein called the meeting to order at 5:15pm in the Selectboard meeting room in the Municipal Center. He confirmed that the meeting was officially warned.

MOTION BY DAVID GARTENSTEIN TO ENTER INTO EXECUTIVE SESSION TO DISCUSS CONTRACTS BASED ON A FINDING THAT PREMATURE GENERAL PUBLIC KNOWLEDGE WOULD CLEARLY PLACE THE MUNICIPALITY, SELECTBOARD, AND OTHER PEOPLE INVOLVED AT A SUBSTANTIAL DISADVANTAGE. THE TOWN MANAGER, ASSISTANT TOWN MANAGER, AND TOWN ATTORNEY WERE INVITED TO ATTEND. MOTION CARRIED 5-0.

Gartenstein reconvened the meeting at 6:18pm.

CHAIR'S REMARKS

Chair Gartenstein extended a happy holidays wish to everyone and their families.

MANAGER'S COMMENTS

None.

SELECTBOARD COMMENTS AND COMMITTEE REPORTS

Schoales reminded the public that public information sessions for the Police-Fire Facilities Project were scheduled on Monday, November 30 at Academy School, and Wednesday, December 2 at Brattleboro Area Middle School.

PUBLIC PARTICIPATION

None.

NEW BUSINESS

Police-Fire Facilities Project – Discussion. Gartenstein noted that the Selectboard was holding three public information sessions to present alternatives for upgrades to the Police and Fire Stations, and said that first meeting was held last Saturday at Green Street School. He said that comments were made by several members of the public at the meeting and suggested that the Board schedule time in each of the upcoming regular and special meetings to discuss those public comments and concerns, such as funding the project and the impact on the operating budget and long-term capital needs, the impact on the Municipal Center if the Police Department moved out, the public impact with respect to moving the Police

Department from the Municipal Center to the proposed Putney Road location, and the process by which to present a plan to Representative Town Meeting and members of the public. The Board agreed to add the subject to upcoming Selectboard meetings for discussion.

NO ACTION TAKEN.

FY17 Budget Proposal – Presentations from Departments

- (i) *Police Department*
- (ii) *Public Works*
- (iii) *Recreation and Parks*

Elwell said that department heads from the Police, Public Works and Recreation and Parks Departments were available to provide a brief presentation with highlights of their departments, present their proposed departmental operating budget, and discuss issues, challenges and achievements within each department. He also spoke about the process utilized by administration and department heads to formulate their departmental budgets.

Police Department – Chief Fitzgerald and Captain Carignan were present. Fitzgerald provided the Board with an overview of the Department’s responsibilities and activities. He then generally discussed the department’s proposed budget and spoke of certain highlights within the budget. The Board asked questions about several line items and had some discussion about the proposed budget.

Department of Public Works – Director Barrett and Highway/Utilities Superintendent O’Connell were present. Barrett provided the Board with an overview of the Department’s responsibilities and projects. He then discussed several aspects of the budget within the department’s five divisions. He and O’Connell spoke about several pending projects and specific line items within the budget. The Board asked several questions and had some discussion about the proposed budget.

Recreation & Parks Department – Director Lolatte provided the Board with an overview of the Department’s responsibilities and spoke of the many programs offered by the Department. She discussed the overall budget for the department and spoke about certain line items. The Board asked many questions and had some discussion about the proposed budget.

Gartenstein said that the Board would continue to meet individually with the various department heads over the next few weeks. Elwell spoke about the upcoming schedule for presentations by the remaining departments. There was a brief discussion by the Board.

NO ACTION TAKEN.

There was no further business.

MOTION BY DONNA MACOMBER TO ADJOURN AT 7:30PM. MOTION CARRIED 5-0.

David Schoales, Clerk