

**Town of Brookfield
Board of Selectmen - Special Meeting
Town Hall, Selectmen's Office
Thursday, November 17, 2011**

Executive Session

At 3:50, Mr. Heller moved to go into executive session under exemption four "to discuss the deployment of or strategy regarding security personnel or devices." So voted with Mr. Heller, Mr. Comtois, and Mr. O'Connell each voting "Aye."

Mr. O'Connell welcomed Tax Collector Brenda McElroy and asked her to summarize the issue she had raised in an earlier email to the Board of Selectmen. Ms. McElroy reported that, as required by law, she had sent out letters notifying delinquent tax payers that they owed back taxes, interest and fees. Seven taxpayers immediately responded that they had each paid their taxes in cash and had signed receipts from former Tax Collector Lois Moores to prove that they had. Ms. McElroy said that although they had receipts clearly signed by Ms. Moores, Ms. Moores had not entered the payment into the computer. Since it was her understanding that Ms. Moores' books had balanced with the Town Accountant books, Ms. McElroy was concerned about where the cash had been credited, if it had been credited. Ms. McElroy said that each of these taxpayers has a history of paying on time or early. When questioned by Mr. Comtois, Ms. McElroy said that to date, about \$3,000 was unaccounted for spread over 5-6 years.

The Board discussed whether to adopt a new security procedure in which the Board would adopt a policy of accepting only checks or money orders to prevent this kind of issue from happening in the future and will plan to have a preliminary discussion at its next regularly scheduled board meeting. Because delinquent taxpayers have until November 30, 2011 to respond, the Board took no other action pending additional people coming forward, but expressed concern about the missing money. Ms. McElroy will consult with the Treasurer and Town Accountant to see if they have any additional input or insight.

At 4:20pm Mr. Heller moved to return to open session for the sole purpose of adjournment, Mr. Comtois seconded. So voted by roll call vote with Mr. Heller, Mr. Comtois and Mr. O'Connell voting "Aye."

Respectfully submitted,

Peter S. O'Connell, Chair

Approved: December 20, 2011

Released: December 11, 2012