TOWN OF WEST BROOKFIELD
ADVISORY COMMITTEE
MINUTES
December 9, 2009

Present: Al Collings   Johanna Barry, Executive Secretary
         Tom Schnare   Marie Arsenault, Accountant
         Phil Landine   Tom Long, Selectman
         Jack Tivnan   Library Trustees
         Diane Vayda   Jonathan Cook, Quaboag Current
                         Charles Laperle, Sergeant

The meeting was called to order by Chair Al Collings at 6:30 p.m.

Motion was made by Phil Landine to accept the minutes of October 14, 21 and 27 as presented. Seconded by Diane Vayda. Vote on minutes of October 14th was 5-0 approved. Vote on minutes of October 21st was 3-2 abstains approved. Vote on minutes of October 27th was 4-1 abstain approved.

Review 2010-2013 Financial Informational Meeting and Special Town Meeting: Al Collings asked what could we do differently or better. Jack Tivnan said we could televise meetings. Diane Vayda asked if we would get more people for the Annual Town Meeting. Al Collings said he was prepared to do this again and felt it was helpful to have the school at this meeting.

Review State transportation aid cuts: Jack Tivnan said he had talked with Leanne Pierce and she said they were going to manage this themselves.

Advisory Board Vacancy: Nicole Vongratsamy had sent a letter of resignation because she had moved and this was accepted by the Selectmen. She has now moved back to West Brookfield and would like to be back on the Advisory Committee. Motion made by Jack Tivnan to appoint Nicole Vongratsamy to the Advisory Committee. Seconded by Phil Landine. Voted 5-0 to appoint Nicole Vongratsamy to the Advisory Committee.

Review WB Water Department Chap. 373 Act: The provisions of this goes back to 1911. It states that if there is a surplus after defraying all operating expenses and capital improvements, it is to be returned to the users. Keith will be asked to check if there are any new regulations.

Review FY 2011 Expense Budget Guidelines: The cost of living is to be 0%. Only step and grade should be entered from the approved schedules. Discussed furlough time. Expenses are to be level funded. Anything expenses above this should be fully explained.
Discuss Library 2011 Budget and Certification issues: Al Collings apologized to the Trustees for the last month’s meeting being cancelled and the Trustees not notified. Lisa said due to the requirement from the State she was not able to level fund all expenses. She did level fund salaries. They are fifty cents away from requiring a waiver from the State. Lisa said she made a trip to Boston to talk to State Library Board reps and they said to “stay the course.” Jack Tivnan said they should ask our reps to do something. Ms. McNitt said she has talked with both Anne Gobi and Steve Brewer and the message was it was up the MBLC. Jack Tivnan asked if there were any Library issues that should be addressed. In 2000, Rinehart conducted a study which has a timeline. There are $350,000.00 of issues that need to be taken care of. Johanna will make copies of the lists of projects for next meeting. Limestone over the front entrance is in poor condition and could fall. Tom Long stated there is $50,000.00 to $60,000.00 in a maintenance account and we need to address this problem. Al Collings asked who in this area has received a waiver and the answer was none. Ms. McNitt strongly recommended that this is not the time to ask for a waiver, all books would have to be scrutinized. She asked that the Advisory Committee work with the Library as we go forward over the next several years. The question was asked what happens if the Library is not certified and the answer was that patrons could not borrow books from any other library. This is State mandated. Al Collings thanked the Library Trustees for coming in early and discussing their budget.

State Ethics Commission/Mandatory Training: Al encouraged members to complete the training and turn in to the Town Clerk.

Advisory Committee FY 2011 Budget: Motion made by Jack Tivnan to level fund the budget. Diane Vayda seconded the motion. Voted 5-0 to level fund the budget.

Police Department Tahoe Replacement: The estimate for the new Ford Expedition to replace the Tahoe is $41,125.90 from MHO, 401 Elm Street, Marlborough, MA. Al asked if the selectmen had voted on it and the answer was that they have not. They have discussed with the Police Chief and consensus was that they were in favor of it but wanted the Advisory Committee to look at it. The question was asked what will happen to the Tahoe and the answer was that they were holding onto it for now and it could go to auction. Jack Tivnan made a motion to purchase the Ford Expedition. Tom Schnare seconded the motion. Voted 5-0 to purchase the vehicle.

Highway Department Plow Purchase: Jason will get estimates for an electric motor for the plow. Barry Nadon would like to get the motor now for about $1,000.00. It would cost about $2,000.00 to get this later on and best to do it now. Tom Schnare made a motion to buy the plow for a cost up to approximately $5,000.00. Diane Vayda seconded the motion. Voted 5-0 to purchase the plow.
Review Gas Pump Report: Johanna can get reports if you want and it can be printed out either by the person or the vehicle. One pump does not have a meter but will be getting one. The cost is $1750.00 plus electrical. Al Collings asked who is responsible for reviewing. Tami Kemp back-charges the usage to the appropriate accounts. No one reviews at present.

The next meeting will be January 13, 2010. The Budgets are due in on January 7th and we will have the first look on the 13th.

Tom Schnare made a motion to adjourn the meeting. Phil Landine seconded the motion. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Christine M. Long
Secretary