TOWN OF WEST BROOKFIELD
ADVISORY COMMITTEE
MINUTES
April 14, 2010

Present:   Al Collings    Marie Arsenault, Accountant
          Tom Schnare    Keith Arsenault, Treasurer
          Phil Landine   Barry Nadon, Jr., Selectman
          Roy Roberts    Joe Scanlon, QRHS Finance Director
          Jack Tivnan    Lester Paquette, Water Commissioner
          Diane Vayda    Bob Benson, Water Commissioner
          Nicole Vongratsamy

The meeting was called to order by Chair Al Collings at 6:35 p.m.

Jack Tivnan made a motion to accept the minutes of March 31, 2010 as presented. Phil Landine seconded the motion. Voted 7-0 to accept minutes as presented.

Review Updates to FY2011 Revenue & Expense: Al Collings said as of Monday evening, there would not be an article for the Quaboag Football Program. Purchasing Agent Stipend: Johanna explained that the Selectmen had been meeting with area towns to hire a regional purchasing agent to order supplies for participating towns to save money. A municipal agreement has to be signed. There are six towns but it is unknown at this time who will commit to this agreement. Al Collings asked if the $500.00 stipend would be a recurring item each year and the answer was yes. A Hearing Officer is also being considered and this may occur in the fall and an HR Committee considered later on. Highway Performance Stipend: Johanna Barry said the amount of $4,500.00 was suggested by Mark Astrella. He was supposed to meet with the Selectmen last evening but the meeting was cancelled. Phil Landine said that the money should come out of the Town Hall Budget. Al Collings said this money should come out of the Selectmen’s budget and be put on as a line item. Al Collings said that the FY11 Projected Revenue of $5,501,904.00 was still good.

Heating Repairs at WBES: Joe Scanlon was present to answer questions. Al Collings asked if the amount in Article #20 for $200,000.00 was a good number. Joe Scanlon said that West Brookfield Elementary School’s heating system had issues that needed to be addressed but the whole system really needed to be replaced and it would cost more than $200,000.00 to do this. The system is off now for the summer but an automated controller in the boiler room and calibration of thermostats should be done before the heating season. The cost of the controller would be $7,500.00 and does not have a price for the calibration of thermostats. Jack Tivnan suggested getting a plan for next year, hiring an architect and money would be needed for this. Al Collings said that between now and October they would need to appropriate money. An RFP could be advertised to explore a performance contractor. Jack Tivnan suggested before the October meeting to have a plan in place. Al said a whole analysis has to be done. It was agreed to use a sum of money not over $20,000.00 in the article to be taken out of free cash. Al Collings
explained to Joe Scanlon that an informational budget review meeting will be held two weeks from tonight and the question will be asked about the cost of the repairs so you will need to have the figures.

Al Collings said that appears that the school has lost $333,000.00 due to the State cut decreasing Chapter 70. Discussion of options would be: 1. Option that they “eat it.” 2. Cut programs at school. 3. Ask Towns to support it. Phil Landine said it depends upon what Warren does. Tom Schnare said we should meet them halfway. Jack Tivnan and Phil Landine agree. Al Collings will call Bret Kustigan and say we are willing to explore a sum of money. Johanna asked when the warrant goes out should we use $45,806.00 for school and the answer was yes.

**Post Retirement Benefits Liability Calculation:** Keith Arsenault was present to discuss. Keith said that he spoke with Tom Scanlon, auditor and asked what type of liability for a town our size and the answer was two million dollars. Jack Tivnan asked how many communities were doing this and the answer was several. Phil Landine asked “why now” and the answer was to get ahead as funds may get tighter. Question asked what does it cost now on a pay as you go and the answer was $36,000.00 for a year. Al Collings would like to sit tight for six-months to a year and see what other issues we will have to deal with. Jack Tivnan bets a lot of communities would not do this and the State would come out with a new program. Phil Landine said he was not thrilled with the idea of doing this right now and feels it needs a lot more information. Al Collings suggested reviewing in October and May and then think about funding but continue with Article 32 to create the trust fund.

Barry Nadon said he is going to suggest to the Board of Selectmen a 2% raise for Town Employees.

Al Collings said that the articles on the warrant not voted on will push off until the May 5th meeting.

Bob Benson reported that the latest news is that we may be on line in 1 ½ years and not five as estimated. Al Collings said he will e-mail the changes in the Water Department Budget.

Jack Tivnan made a motion to adjourn. Nicole Vongratsamy seconded the motion. Voted 7-0 to adjourn at 8:05 p.m.

Respectfully submitted,
Christine M. Long, Secretary