Town of West Brookfield-Board of Selectmen
Minutes of Meeting-Regular Session – January 15, 2009

LOCATION: Town Hall - Lower Level Conference Room TIME: 6:30PM
PRESENT: Barry Nadon, Jr., Tom Long, David Eisenthal, Johanna Barry, Executive Secretary and members of press.

Call To Order: 6:30PM - The meeting was called to order by Barry at 6:30pm.

Accept Minutes:
David motioned to accept the minutes of December 16, 2008 (Regular Session), as corrected. Second Tom. The Board voted unanimously.

David motioned to accept the minutes of December 23, 2008 (Regular Session), as corrected. Second Tom. The Board voted unanimously.

Tom motioned to accept the minutes of December 23, 2008 (Executive Session), as presented. Second David. The Board voted unanimously.

David motioned to accept the minutes of December 30, 2008 (Regular Session) and December 30, 2008 (Executive Session), as presented. Second Barry. The Board voted David and Barry – yes, Tom - abstain.

Rebecca Webber – Dr. Broz Parking Problems:
Barry excused himself from the conversation stating that he does landscape work for Dr. Broz office. Ms. Webber explained to the BOS her issues with patient’s cars parking on the roadside – blocking the sidewalk but also impairing her line of site when trying to back her auto out of her driveway. The Board noted that parking on the sidewalk is illegal and will be more closely enforced and that on street parking on New Braintree Road currently is legal. A representative from Dr. Broz office stated that overflow parking has been, and will be, directed to park in the church parking lot. The BOS encouraged both parties involved to try to amicably resolve the parking issues. The BOS agreed to take the information under advisement.

Town of Warren – Emergency Shelter:
The Warren BOS sent a letter to the WB BOS offer use of the West Warren Elementary School for an emergency shelter. The Board publicly thanked the Warren Selectboard.

MTBE Checks:
The Board noted that the Town had received two (2) additional MTBE settlement checks totaling $38,277.03.

Develop Mailbox Replacement Policy:
After some discussion, David motioned to direct the Highway Superintendent that it is now the policy of the BOS that incidental damage, including mailboxes, occurring while plowing or sanding shall be temporarily repaired and a log shall be kept of the damage and repair costs. Homeowner shall be notified by the Highway Department that temporary repairs were made to their mailbox and that permanent repairs are the responsibility of the homeowner. Second Tom. The Board voted unanimously.

Library Director – Job Description Approval:
David motioned to accept the Library Director’s Job Description; as presented. Noting that all job descriptions should be reviewed annually. Second Tom. The Board voted unanimously.

Use of Legal Counsel:
Tom motioned to send out a directive requiring all department heads to receive prior approval before using Town Counsel. Second David. The Board voted unanimously.

Request to Return 5% of Expense Budgets:
Tom motioned to send out a directive requesting all departments attempt to return 5% of their FY09 Expense Budget to the General Fund at the term of the fiscal year. Second David. The Board voted unanimously.

Hiring Freeze:
David motioned that all vacant positions; both current and upcoming, be left vacant until 30 June 2009. Noting that in the event of a hardship or safety issue, department heads could approach the Board and request a waiver. Second Tom. The Board voted unanimously.

The Board adjourned at approximately 8:00pm.

Respectfully submitted,

Chairman     Vice Chairman     Clerk