TOWN OF WEST BROOKFIELD
ADVISORY COMMITTEE
MINUTES
February 23, 2011

Present: Al Collings   Marie Arsenault, Accountant
          Tom Schnare   Johanna Barry, Executive Secretary
          Roy Roberts   Barry Nadon, Jr. Selectman
          Jack Tivnan   Keith Arsenault, Treasurer
          Diane Vayda   Lester Paquette, Barry Nadon, Sr. &
          Nicole Vongratsamy   Bob Benson, Water Department

The meeting was called to order by Chair Al Collings at 6:34 p.m.

Minutes: Corrections: Page 1 under Budget #45 Line 9: Strike “said he.” Page 2
Budget #9 Line 5: Strike “if” and insert “is.” Nicole Vongratsamy made a motion to
accept the minutes as corrected. Diane Vayda second. Voted 5-1 abstain to accept the
minutes as corrected.

Review Free Cash, FY 2011 & FY 2012 Revenue Projections: Estimated free cash for
Fiscal Year 2012 projected as of 02/16/2011 is $629,443.00. Jack Tivnan asked if the
Treasurer could borrow money to fund Chapter 90. The answer was yes. Marie
Arsenault said there was $168,000.00 in Chapter 90 at this time. $26,068.00 debt
exclusion from the school will be applied against FY 2012 tax rate.

Budget #6 Treasurer: Keith Arsenault presented his budget. His salary increase is 2%
plus 1% longevity; clerk’s increase 2%. The expense budget is level funded.

Budget #49 Group Insurance: Keith Arsenault was present to answer questions. Tom
Schnare asked how many employees were on Medex. Keith said that Medex was for
retirees 65 and older and at present there were 7 individuals. Keith said that as of
September 1, 2011 Fallon Insurance would not be available. The Town has one
employee on this plan. Keith believes there will be a 6% increase in premiums.

Budget #50 Worcester County Retirement: Keith Arsenault said the budget was up
10%.

Budget #48 Central MA Regional Planning: Keith Arsenault said this budget was the
same as last year.

Keith Arsenault presented a quote and e-mail handout to change software for the
Accountant and Treasurer from Fundware to Vadar. If the tax collector changes to
Vadar, the savings would be $16,000.00 over six years. Jack Tivnan suggested we could
use a transfer from the Reserve Fund for this year. If purchased now, the new program
would be ready to go July 1, 2011. Tom Schnare asked what budget was the software cost on now and the answer was that it was on Computer Technology. It was felt that the tax collector would be reluctant to change. Barry Nadon said that Keith should talk to the Selectmen about this. Jack Tivnan made a motion to process a transfer from the Reserve Fund in the amount of $10,661.00 to cover the transfer from Fundware to Vadar for the Treasurer and accountant. Tom Schnare second. Voted 6-0 to approve the transfer.

Keith Arsenault presented and reviewed a booklet Report on the OPEB Costs and Liability for the Town of West Brookfield prepared by AFS Associates, 35 Oakdale Road, Stanford, CT dated 02/13/2011.

Budget #51 Water Department: Water Commissioners Bob Benson, Lester Paquette and Barry Nadon, Sr. were present to discuss their budget. The estimated revenue should be closer to $400,000.00 instead of $344.05. Jack Tivnan said graded person should not be located in non-graded area. Al Collings noted that Commissioner’s salaries had gone up 14% and questioned this. Bob Benson said it was time for a change in that they had not had any increases in a long time. Al Collings said that raises should be consistent and when others get it. The Commissioners said “just to forget it” as it was only $50.00 each and a total of $150.00. They put the new well out to bid and received four bids but this has not been awarded. Lester Paquette said they have not received the permits from the state although all the paperwork has been submitted. They would like to get the #2 well going because of the high cost of chemicals. They would like to do some piping every year but that would be an Article. Since there are some changes to the budget, Marie Arsenault will work with the Water Department to make these changes and resubmit.

Johanna Barry said that only $75,000.00 could be taken from the Vocational Ed Budget.

Safety Complex: Johanna said she received six replies of $5,000.00 for a Safety Complex consultant. She received two copies and has given them to the Fire and Police Departments to review.

Council on Aging Budget: Al Collings said it was difficult to get the Council on Aging in for a meeting. Al will visit with Cindy Norden, director, after he returns from vacation and invite anyone who would like to come. Tom Schnare said her budget for the past four years has been level funded and there is no increase for heating. It was felt that the Friends of the Council on Aging may have been contributing. If this is so, we should know.
Jack Tivnan made a motion to adjourn the meeting. Diane Vayda second. Voted 6-0 to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

Christine M. Long
Secretary