TOWN OF WEST BROOKFIELD
ADVISORY COMMITTEE
MINUTES
September 12, 2007

Present:  Al Collings  Barry Nadon, Selectman
          Tom Schnare  Tom Long, Selectman
          Bev Potvin Kenniston (late)  Jack Tivnan, Selectman
          Roy Roberts  Tom O’Donnell, Police Chief
          Jeffrey Belanger (left early)  Marie Arsenault, Accountant
          Peter Day  Johanna Barry, Executive Secretary
          Phil Landine

Phil Landine was sworn in by Assistant Town Clerk, Christine Long.

The meeting was called to order by Chairman Al Collings at 7 p.m. Phil Landine was welcomed and introduced to the Committee members.

Peter Day made a motion to accept the minutes of August 8, 2007 and August 22, 2007 as written. Seconded by Roy Roberts. Voted 6-0 to accept.

We have received a letter from Massachusetts Department of Revenue certifying our free cash to be $766,115.

Police Chief Tom O’Donnell submitted quotes for replacing his police cruiser this year. The Advisory Committee explained to him that this was the year for replacing a patrol car and that next year his cruiser would be replaced. It was his understanding that his cruiser was to be replaced this year. Tom Schnare made a motion to purchase the patrol car this year and the Chief will bring in a quote at the next meeting for a Crown Victoria to include the year of the car to be purchased and all the extras. Peter Day seconded the motion. Vote 7-0. The Chief would like the Town to purchase Simunitions firearms training equipment and special ammunition for the Police Department in the amount of $4,857. (See Article 14). The Chief explained that that this will be State mandated starting in 2009.

Review of Articles on Warrant. Date of the Town Meeting changed to October 16, 2007.

Article 1: Transfer from available funds in the Treasury $20,000 to pay for a Planning Consultant. Suggested changing wording to consultant for Town planning. No vote.

Article 2: Raise and appropriate or transfer from available funds in the Treasury $5500 to purchase a new photocopier for the Town Hall. Motion by Tom Schnare. Seconded by Roy Roberts. Voted 7-0 to approve.

Article 3: Raise and appropriate or transfer from available funds in the Treasury $179,651 to be used in accordance with the provisions of M.G.L. Chapter 90, such sums
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to be reimbursed by the Commonwealth. Motion by Tom Schnare. Seconded by Peter Day. Voted 7-0 to approve.

Article 4: Raise and appropriate or transfer from available funds in the Treasury $300,000 to be deposited into the “Fleet Account.” Motion by Bev Potvin Kenniston. Seconded by Tom Schnare. Voted 7-0 to approve.

Article 5: Raise and appropriate or transfer from available funds in the Treasury $50,000 to be deposited into the “Town Building Maintenance Account.” Motion by Tom Schnare. Seconded by Peter Day. Voted 7-0 to approve.

Article 6: Raise and appropriate or transfer from available funds in the Treasury the sum of $80,000 to repair the WBES roof. Motion by Tom Schnare. Seconded by Jeff Belanger. Voted 7-0 to approve.

Article 7: Raise and appropriate or transfer from available funds in the Treasury $30,000 to be placed in the “Repairs To Private Ways Account” to pay for repairs to private ways within West Brookfield pursuant to M.G.L. Chapter 40 Section 6N, the repairs to include road materials and related labor expenses only, and further, that all repairs made to private ways will be completed in strict adherence to all applicable state laws and West Brookfield bylaws.

Article 8: Establish a “Custodian of Property Salary” line item in the Omnibus Budget. Deferred. Will have Keith Arsenault come to the next meeting to explain process.

Article 9: Raise and appropriate or transfer from available funds in the Treasury the sum of $5,000 to be placed in the “Custodian of Property’s Salary Account.” Deferred.

Article 10: Raise and appropriate or transfer from available funds in the Treasury the sum of $18,000 to be used on a Stormwater Authority Project to be determined by the Consultant currently analyzing various potential areas of concern. Deferred to next meeting for more information.

Article 11: Raise and appropriate or transfer from available funds in the Treasury the sum of $4,800 to purchase Bullet Resistant Vests. Motion by Tom Schnare. Seconded by Peter Day. Voted 7-0 to approve.
Article 12: Raise and appropriate or transfer form available funds in the Treasury the sum of $7,500 to provide a $1500 Outstanding Performance Stipend, as outlined in the Town’s Personnel Bylaw, to each of the Town’s five (5) highway employees, for their dedication and hard work associated with the construction of the highway expansion project. Deferred. Article to be reworded.

Article 13: Raise and appropriate or transfer from available funds in the Treasury a sum of $150,000 to be placed into the “Town Road Maintenance Account.” Deferred. To be rewritten with specific roads identified.

Article 14: Raise and appropriate or transfer from available funds in the Treasury a sum of $4,857 to purchase Simunitions firearms training equipment and special ammunition for the Police Department. Motion by Tom Schnare. Seconded by Peter Day. Voted 7-0 not to approve.

Article 15: Raise and appropriate or transfer from available funds in the Treasury a sum of $5,000 to be used for expenses being incurred by the Quaboag Regional School District’s Football Program. Deferred until more information available.

Article 16: Raise and appropriate or transfer from available funds in the Treasury a sum of $2,580 to be placed in the “Local Access Salary Account.” Deferred

Article 17: To transfer the following parcels of land held as tax possessions to the care and custody of the West Brookfield Conservation Commission:

449, 495, 503, 507, 511, 513, 517, 519, 523, 525, 527, 529, 531, 535, 537 West Main St.
20 Welcome Road
137 Shoreline Drive
39, 43, 53, 58 Juniper Street
32, 36, 46 White Birch Drive
Deferred. Will vote after discussion at Town Meeting.

Article 18: Vote to amend Chapter V Financial Affairs Section 5 of the General Bylaws to read “A printed copy of the Advisory Committee Report will be made available (delete: mailed or otherwise distributed) to every household at least fourteen (14) days before the Annual Town Meeting.” Motion by Tom Schnare. Seconded by Bev Potvin Kenniston. Voted 6-0 to approve.

Article 19: Vote to amend Chapter I General Provisions Section 6 of the General Bylaws by adding the following language to the end of the existing section:
Lake Wickaboag Public Beach Swimming Rules $300
Lake Wickaboag Winter Rules $300
Lake Wickaboag Boating Rules $300
Motion by Tom Schnare. Seconded by Bev Potvin Kenniston. Vote 6-0 to approve.

Article 20: Vote to amend Section 4.1 of the Zoning Bylaw (Dimensional Requirements – Basic Requirements) by adding the following phrase to the end of the sentence: “and except as provided in Section 9 of the Open Space Residential Bylaw.” Motion by Tom Schnare. Seconded by Peter Day. Voted 6-0 to approve.

Article 21: Transfer from available funds in the Treasury the sum of $5000 to be used for activities for the 350th Anniversary of the Quaboag Plantation in 2010. Deferred until rewritten.

Article 22: Vote to transfer the sum of $6,000 from the Water Surplus Account to Engineering Expenses to pay Tata & Howard for services rendered. Deferred. Hold for more information.

Review preliminary capital budget forecast. Al Collings presented a spreadsheet. He will talk to Keith Arsenault about financing issues.

Recommended salary and expense guidelines for FY 2009. Salary 3.0% increase and Expense 5.0% increase. Al will draft a letter to go out to all Departments in late October or early November. May have a presentation for new Department heads.

Next meeting will be September 26, 2007 at 7:00 p.m.

Tom Schnare made a motion to adjourn meeting. Seconded by Roy Roberts. Meeting adjourned at 9:17 p.m.

Respectfully submitted,

Christine M. Long