TOWN OF WEST BROOKFIELD
ADVISORY COMMITTEE
MINUTES
October 19, 2015

Present: Brad Hibbard
Phil Landine
Tom Long
Richard Gobi
Robert Blozie

Absent: Lori Loughlin
Pam Griffin

The meeting was called to order by Chair Richard Gobi at 6:15 p.m.

MINUTES: Brad Hibbard made a motion to accept the minutes of September 22, 2015. Robert Blozie second. The minutes of September 22, 2015 were accepted unanimously as presented.

Robert Blozie attended the Mass Municipal Finance Committee workshop in Sturbridge on October 17, 2015. He said stabilization funds, creating policies on how to spend stabilization and free cash and importance of good communication were discussed at the workshop.

6:30 P.M. Selectboard members Diane Vayda, Jack Tivnan and Sarah Allen joined our meeting to discuss the Special Town Meeting Warrant. Also in attendance were Johanna Swain, Executive Secretary and Marie Arsenault, Accountant. Tom Long reminded all that we consider the recommendation of the management study suggesting we hold funding articles for vote at the Annual Town Meeting when voting on the articles before us for review.

ARTICLE 1: Vote to spend $23,326.34 received from Trident Insurance to be used to repair water damage done to the Town Hall. Phil Landine made a motion to approve. Brad Hibbard second. Vote was unanimous to approve.

ARTICLE 2: Vote to amend zoning map entitled “Ground Water Protection District” to include Zone II for wells 3, 4, and 5. Richard Gobi asked that the Planning Board be notified to be present at the Special Town Meeting with visual aids so the voters will know what the zoning changes are. Secretary will send e-mail to Chairman. Phil Landine made a motion to approve. Brad Hibbard second. Vote was unanimous to approve.

ARTICLE 3: Vote to raise and appropriate or transfer from available funds $250.00 to be placed in Agricultural Commission Salary line item and the sum of $250.00 to be placed in the Agricultural Commission Expense line item. Phil Landine made a motion to Passover the article. Brad Hibbard second. Vote was unanimous to Passover Article 3.
ARTICLE 4: Vote to raise and appropriate to transfer from available funds the sum of $15,000 to install sidewalk on North Main Street to Wigwam Road. Brad Hibbard made a motion to disapprove. Tom Long second. Vote 4 to disapprove, 1 to approve.

ARTICLE 5: Vote to transfer $4,000 from “Assistant Treasurer Salary Account” to the “Town Treasurer Expense Account. BOS and Town Accountant explained that of the funds $2,900 is to be used to pay for consultant costs to date and remainder for consulting and training treasurer for balance of current fiscal year. Reconciliation through June 2015 has been completed. Treasurer will report progress to Selectboard once a month. Brad Hibbard made a motion to approve. Phil Landine second. Vote was unanimous to approve.

ARTICLE 6: Vote to raise and appropriate or transfer $100,000.00 to be used for engineering services for Cottage and Lake Street contingent on receipt of MassWorks Grant. The funds would not be expended if the Town fails to receive grant funding for the project. Phil Landine made a motion to approve. Brad Hibbard second. Vote was unanimous to approve.

ARTICLE 7: Vote to transfer $37,000.00 from Water Surplus to Water Department Maintenance & Expense Account to be used to purchase and install water pipes for School Street. Brad Hibbard made a motion to approve. Phil Landine second. Vote was unanimous to approve.

ARTICLE 8: Vote to authorize Board of Selectmen to acquire by gift, grant or eminent domain parcels of land for the purpose of obtaining a secure and public right of way for construction and roadway safety improvements on Wickaboag Valley Road a/k/a Sucker Brook Road and bridge over Sucker Brook. Project #604468. Brad Hibbard asked if all property owners listed in Articles 8 & 9 had been contacted by a representative of the town to explain the potential impact on their properties. Johanna said yes, most have been contacted either by town or state personnel. It was suggested that all be contacted prior to town meeting. Phil Landine made a motion to approve. Brad Hibbard second. Vote was unanimous to approve.

ARTICLE 9: Vote to authorize Board of Selectmen to acquire by gift, grant or eminent domain parcels of land for the purpose of obtaining a secure and public right of way for the construction and roadway safety improvements on Route 9, Route 67 and the
intersection at School Street #604739 and further authorize the Board of Selectmen to acquire such interests through all legal means, and further to see if the town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose and as set forth in the warrant, including payment for the costs of engineering, appraisal, personnel, maintenance, just compensation to property owners, and legal services rendered therewith, and further that the Board of Selectmen and town officers are authorized to take any and all related actions necessary or appropriate to carry out the purposes of this article. Phil Landine made a motion to approve. Brad Hibbard second. Vote was unanimous to approve.

**ARTICLE 10:** Vote to adjust the Recreation Commission Budget from $3,885.00 to $6,385.00 in the Expense Line and from $19,810.00 to $17,310.00 in the Salary Line. Phil Landine made a motion to approve. Brad Hibbard second. Vote was unanimous to approve.

**ARTICLE 11:** Vote to raise and appropriate or transfer from available funds $20,000 to be placed in the Tree Warden Expense Account. Richard Gobi said this should have been part of his budget. Phil Landine made a motion to approve for trees deemed an immediate danger to public safety but none in the cemetery. Tom Long second. Vote was unanimous with condition that money be used for trees deemed an immediate danger to public safety but none in the cemetery.

**ARTICLE 12:** Vote to amend vote taken under Article 4 of Annual Town Meeting so as to vote to raise and appropriate the sum of $6,465,608.00, transfer from Free Cash the sum of $127,526.49, transfer the sum of $390,026.72 from General Stabilization for fiscal year 2016 to be placed in the Omnibus Budget Account. This will require a two-thirds vote. Phil Landine made a motion to approve. Tom Long second. Vote was unanimous to approve.

**ARTICLE 13:** Vote to raise and appropriate or transfer from available funds $50,000 to be placed in Post Employment Benefits Account. Accountant explained that in 2010 the Town voted to establish this account but never funded and in the future amounts may be deducted from our Free Cash by the State. Tom Long made a motion to approve. Brad Hibbard second. Vote was unanimous to approve.

**ARTICLE 14:** Vote to raise and appropriate or transfer from available funds $20,000 to address structure safety issues at 5 Foster Hill Road. Discussion held with respect to who is responsible for addressing this issue. It was disclosed that there may be new
information available on the current property owner. It was suggested that this article be passed over pending further research and information on property status. Brad Hibbard made a motion to pass over. Tom Long second. Vote was unanimous to pass over Article 14.

**ARTICLE 15:** Vote to adopt MGL Chapter 44 s 53F3/4 to establish in the Treasury a separate revenue account known as the PEG Access and Cable Related Fund. Money would revert to the general fund and Town will have to budget. After discussion Brad Hibbard made a motion to pass over Article 15 pending further review of its impact on town finances. If necessary it could be placed on the Annual Town Meeting warrant.. Phil Landine second. Vote was unanimous to pass over and review prior to the Annual Town Meeting.

**ARTICLE 16:** Vote to transfer from Water Surplus $20,000.00 to be placed in the Water Department Maintenance & Expense Account to be used to replace the oil furnace with a gas furnace at Plant 1. Brad Hibbard made a motion to approve. Phil Landine second. Vote was unanimous to approve.

**ARTICLE 17:** Vote to raise and appropriate or transfer from available funds $94,003.00 to be used towards the purchase and installation of a generator in the Fire Station and Town Hall. Committee members questioned the escalation in the cost of the project. Executive Secretary explained that the project was reviewed by an electrical engineer who drafted the specs for the bid proposal. The proposals were forwarded to over 20 contractors. Three bids were received which are good for 30 days. The lowest bid received was $119,003.00. The generator will automatically turn on all of the Town Hall and Fire Station when there is power outage and will automatically test the system periodically. Selectman Tivnan said the town needs to fund this project so we are prepared in the event of a future emergency resulting loss of power to police, fire and town hall offices. Brad Hibbard questioned if the town had attempted to secure a Homeland Security Grant since this has a direct impact on supporting our public safety systems. Phil Landine made a motion to approve. Brad Hibbard second. Vote was unanimous to approve.

Phil Landine made a motion to adjourn the meeting. Brad Hibbard second. Meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Christine M. Long, Secretary