Town of West Brookfield-Board of Selectmen
Minutes of Meeting - Regular Session – April 11, 2017
LOCATION: Lower Level Conference Meeting Room, Town Hall – Town Hall TIME: 6:15PM
PRESENT: Sarah Allen, John Tivnan & Diane Vayda – Selectmen.

Call To Order: 6:15PM - The meeting was called to order by Sarah at 6:15pm

Minutes:
John motioned to accept the Minutes of February 28, 2017 (Regular Session), February 28, 2017 (Executive Session), March 6, 2017 (Regular Session), March 7, 2017 (Regular Session), March 20, 2017 (Regular Session), March 28, 2017 (Regular Session) and March 28, 2017 (Executive Session). Second Diane. The Board voted unanimously.

Jim DiMaio – Tree Warden (Arbor Day):
Upon the request of the Tree Warden, John motioned to declare April 28, 2017 as Arbor Day. Second Diane. The Board voted unanimously. Warden DiMaio briefly spoke about 6th Annual Arbor Day Events taking place at the Elementary School on April 28th.

COA Director & Outreach Coordinator – Job Reclassification Requests:
After reviewing all of the data received, John motioned to reclassify the COA Director to Grade 8 Step 5 effective July 1, 2017. Second Diane. Sarah noted that both positions are non-union. The Board voted unanimously.

John motioned to reclassify the Outreach Coordinator to a Grade 3 Step 3 effective July 1, 2017. Second Diane. The Board voted unanimously. The Board agreed to ask the COA Director to research potential grants for this position.

Accountant Vacancy:
Sarah asked the Board if they had reviewed the proposals from the two (2) firms who returned quotes. Diane stated that she had a few questions for the low bidder and the Board agreed to allow Diane to reach out to the contact. The Board will address this issue at an upcoming Selectmen’s meeting.

Shawn Salamack, CT Business Systems:
Mr. Salamack asked the Board to consider allowing CT Business Systems to provide a free consultation with regards to their printing needs to see if the firm could offer them any additional savings. John motioned to allow CT Business Systems to perform an assessment. Second Diane. The Board voted unanimously.

Resignations:
John motioned to accept Robert J. Brodak’s resignation from the Planning Board; with regret. Second Diane. The Board voted unanimously.

John motioned to accept the resignation of Kenneth B. Miller from the Housing Authority; with regret. Second Diane. The Board voted unanimously.

AED:
The Board reviewed a quote for a new AED machine from the Rescue Squad. After some discussion, John motioned to replace the current older model with a LIFEPAK CR Plus machine for $1,563.15. Second Diane. The Board voted unanimously. Sarah noted that she would look into replacing the First Aid Kit through the BOH.

Executive Session (AFSCME Grievance):
John motioned to go into Executive Session under reason #3 to hear a Level III AFSCME grievance and also to execute a Settlement Agreement & Release. The Board noted that Mark O’Donnell – Highway employee and Nadine Kennedy – AFSCME Union would be present during the grievance hearing. Second Diane. The Board voted John – yes, Diane – yes and Sarah – yes (Noting she would recuse herself from the AFSCME hearing.)

(*Executive Session Minutes are kept separately.)

Respectfully submitted,

Chairman
Vice Chairman
Clerk