Town of West Brookfield-Board of Selectmen
Minutes of Meeting - Regular Session – August 17, 2016
LOCATION: Lower Level Conference Meeting Room, Town Hall – Town Hall TIME: 6:00PM
PRESENT: John Tivnan & Diane Vayda – Selectmen.

Call To Order: 6:00PM - The meeting was called to order by Sarah at 6:15pm

The Board met with Nadine Kennedy, AFSCME, and Mark O’Donnell, Highway, to discuss what they identified as work taken away from the highway union employees; now being done by the cemetery employees.

Mr. O’Donnell stated that the following duties were previously done by the highway department:
- Met with Cemetery Clerk regarding cremations, burials to be accomplished
- Provided backfill services for Barnes on full size burials
- Dug foundations and put in concrete for stones
- Installed Veteran’s markers
- Provided mechanic work on mower and truck
- Helped with leaves when big machinery were required

Loss estimated: 4 Hours of Over Time yearly

Previously direction was received from Highway Superintendent. Direction also received from Cemetery Clerk regarding mapping. Some interaction with Funeral Director.

The AFSCME Union felt that the following remedies should be made:
- Add current cemetery workers to Union
- Create and present job description for Cemetery Care Takers position
- Notify Union previous to any changes being made by the Town that will affect the Union

The Board took the information given under advisement.

Diane motioned to adjourn 6:40pm. Second John. The Board voted unanimously.

Respectfully submitted,

[Signatures]
Chairman
Vice Chairman
Clerk