Town of West Brookfield-Board of Selectmen
Minutes of Meeting - Regular Session – July 22, 2014

LOCATION: Lower Level Conference Meeting Room – Town Hall TIME: 7:00PM
PRESENT: Barry Nadon Jr, Diane Vayda & Sarah Allen – Selectmen, Johanna Swain – Executive Secretary and members of the press & cable tv.

Call To Order: 7:00PM - The meeting was called to order by Barry at 7:04 pm

The Board executed the Payroll & Expense Warrants:

Sarah motioned to approve the year end transfers (under MGL c44, s33(b)) as prepared by the Town Accountant. Second Diane. The Board voted unanimously.

Accept Minutes:
Diane motioned to accept the Minutes of June 24, 2014 (Regular Session). Second Sarah. The Board voted unanimously.

Diane motioned to accept the Minutes of June 24, 2014 (Executive Session). Second Sarah. The Board voted unanimously.

Diane motioned to accept the Minutes of July 8, 2014 (Regular Session). Second Sarah. The Board voted unanimously.

Treasurer, Teri Roberts – Assistant Treasurers Vacancy:
(Sarah recused herself, stating that she is the sister of one of the applicants.) Teri Roberts stated that scoring sheets were used when interviewing the applicants. She stated that the applicant with the highest score was offered the job, but declined. She stated that she offered the job to the second ranked individual; who she would request the Board appoint. She further stated that the employee being offered the position would not work more than 15 hours weekly; and would not trigger overtime. Diane stated that she was on the hiring committee and that she disagreed that applicants were ranked for hire. She stated that she was informed that the number one choice has declined the job offer and was under the impression that the committee would meet to discuss options. The Board questioned the dollar figure advertised in the newspaper for an initial hire. Diane stated that she was not going to vote on the topic, thus abstaining. Barry decided that he needed to contact legal counsel to ask how to handle the situation.

Jane Taylor & Tim O’Brien – CERT:
Jane & Tim spoke with the Board to peak some community interest in the Community Emergency Response Team (CERT) program. The Board questioned liability and insurance and agreed to contact legal counsel for more information. The Board stated that they are happy with the services provided to the Town from the CERT.

Richard Rossman, Historical Commission – Old Indian Cemetery:
Richard stated that the Historical Commission has agreed to fund the second phase of the restoration project at the Old Indian Cemetery. Richard provided the Board a report from Fannin & Lehtner Preservation Consultants which outlines phase one of the gravestone/monument conservation for their review. Richard stated that he hoped the Burial Grounds Commissioners would contribute some funds to the ongoing project.

Mike Valanzola – State Senator Candidate:
Mike met with the Selectmen to introduce himself and answer any questions.

Water Commissioners MA Acts of 1911, Chapter 373:
(Barry recused himself, stating that his father is a Water Commissioner.) Barry Nadon Sr. and Lester Paquette, Water Commissioners, addressed the Board. Both Commissioners read statements revolving around the legality of having the Water Department pay for its departmental employee’s health benefits. One of the letters was from the Fire Chief regarding the Town’s ISO Rating. The Board took their information under advisement.

Resignations/Appointments:
Sarah motioned to accept John Vayda’s resignation from the Recreation Committee; with regret. Second Barry. The Board voted Sarah and Barry – yes, Diane – abstain. Barry & Sarah asked that a letter be sent to John thanking him for his years of service.
(*See the appointment list attached.) The Board voted and approved the attached list of appointments with the exception of the Veteran's Service Officer. Sarah asked to HOLD the appointment stating that the VSO had resigned. Barry stated that the Board did not accept his resignation on April 3, 2014 but rather it was taken under advisement by the Board. Sarah stated that since the resignation letter was turned into the Town Clerk it is an official resignation. Sarah stated that S. Patrick Swain and Douglas Aspinal (who submitted a letter of interest on April 7, 2014 should be called before the Board for interviews. The Board agreed to call both in at the next meeting.

**Highway Road Materials Bids:**
Sarah motioned to approve the Revised Road Materials Bids to include Palmer Paving $69 ton for Bituminous Concrete Hand Applied. Second Diane. The Board voted unanimously.

**Police Chief – Visibility Hazard at 32 Church Street:**
The Chief wrote the Board outlining a visibility complaint received at 32 Church Street. The Board agreed to instruct the Police Chief to make contact with the owner(s) in an attempt to rectify the situation.

**Dudula – Right of First Refusal:**
Sarah motioned to approve Dudula’s Right of First Refusal; as submitted. Second Diane. The Board voted unanimously.

**Execute Quitclaim Deeds (24 Mill and 53 Cedar):**
The Board executed quitclaim deeds in accordance with the votes at Town Meeting; as prepared by legal counsel.

**Fire Chief – Waiver of Fee Request for Lions Club:**
Diane motioned to waive the fire fees for the Lions Club. Second Sarah. The Board voted unanimously.

**Zoning Officer – Adoption of “Application to Determine Grandfathered Lot Status”:**
Diane motioned to adopt the "Application to Determine Grandfathered Lot Status” as written by the Zoning Officer and approved by legal counsel. It was noted that two parcels currently in the process will not be required to pay the fee(s) involved; but must still abide by the policy. Adoption of Application effective immediately. Second Sarah. The Board voted unanimously.

**Jean Wrobel – Disclosures c. 268A, s20 (b&d):**
(Sarah recused herself, stating that Jean is her sister.) The Board took the disclosures under advisement pending further information.

**Department Head Meeting:**
The Board agreed to place this topic on the next Selectmen’s Agenda.

**Executive Session:**
Diane motioned to go into Executive Session at approximately 9:00pm under reason #3 to discuss litigation strategy and to adjourn directly thereafter. Second Sarah. The Board voted Diane – yes, Sarah – yes and Barry – yes. Executive Session Minutes are kept separately. The Board excused the Executive Secretary from the Executive Session.

Respectfully submitted,

[Signatures]
Chairman
Vice Chairman
Clerk
List of Appointed Officials

ADVISORY BOARD (7 members – 3 year terms)
Phil Landine (2017)
Kevin Paquette (2016)

AGRICULTURAL COMMISSION
Brad Quigley (2015)*
Tim Morrell (2015)
Arthur Maskell (2015)
Gordon DeWolf (2015)
Matthew Koziol (2015)
Barry Nadon Sr. Alternate (2015)

AMERICANS WITH DISABILITIES ACT COORDINATOR
Johanna Swain (2015)

ANIMAL CONTROL OFFICER/DOG OFFICER
Leah Shattuck (2015)
Sydney Plante Assistant (2015)

ASPARAGUS & FLOWER HERITAGE FESTIVAL
George Hibbard (2015)
Melinda Czub (2015)
Amy Dugas (2015)
Elaine Hibbard (2015)
Jennifer Buinevicius (2015)

ASSISTANT ASSESSOR
Renee Adams-White (2015)

ASSISTANT TOWN CLERKS
Tammi Melanson (2015)
Geraldine Sauve (2015)
Teresa Barrett (2015)
Christine Long (2015)
Robert Spera (2015)

BOARD OF REGISTRARS
Madeley Tivnan (2016)
Jane R. Dolan (2017)

BUILDING INSPECTOR
Jeff Taylor (2015)
John Couture Alternate (2015)
BURIAL GROUND COMMISSIONERS
Teri A. Roberts  (2017)

CABLE TELEVISION COMMITTEE, LOCAL ACCESS
Barry Gillogly  Director  (2015)

CENTRAL MASS REGIONAL PLANNING COMMISSION
Tim Morrell  (2015)
Wes Slobody  Alternate  (2015)

CMRPC REGIONAL PLANNING TASK FORCE

CHIEF PROCUREMENT OFFICER
Johanna Swain  (2015)

COMMUNITY EMERGENCY RESPONSE COORDINATOR
Paul Lupaccino  (2015)

COMPUTER TECHNOLOGY ADVISORY COMMITTEE
Lyn Tivnan  (2015)
Mandy Morrison  (2015)
Teresa Barrett  (2015)

CONSERVATION COMMISSION  (3 year terms – Chp 40 Sect 8C)
Brian Silva  (2017)
Richard Provencher  (2017)
Jesse Serrano  (2017)

(COA) WB SENIOR CENTER DIRECTOR
Cynthia Norden  Director  (2013)
Betty Frew  Asst. Director  (2013)

COUNCIL ON AGING
Beverly Cassavant  (2017)
Catherine Buzzell  (2017)

COUNCIL ON AGING SCM ELDER BUS BOARD
Cynthia M. Norden  (2015)

CUSTODIAN OF PROPERTY
Teri A. Roberts  (2015)
CULTURAL GRANTS COUNCIL
Joan Veinot (2015)
Fern Mankell (2015)
Kate Kane (2015)
Richard Ullman (2015)
Barry Gillogly (2015)
Paula Slade (2015)
Cynthia Laub (2015)

EARTH REMOVAL BOARD
Bob Lipovsky Planning (2015)
Jason Paquette Health (2015)
Diane Vayda Selectmen (2015)
Kevin Dorman Zoning (2015)

E 911 COORDINATOR
Paul Lupacchino (2015)

ELECTRICAL INSPECTOR
Kevin Dunivan (2015)
Keith Fontaine Alternate (2015)

EMERGENCY MANAGEMENT

ETHICS COMMISSION LIAISON
Sarah Allen (2015)

FIRE CHIEF
Paul Lupacchino (2015)

FOREST FIRE WARDEN
Paul Lupacchino (2015)

GAS PIPING & GAS APPLIANCES/PLUMBING INSPECTOR
Joseph Clejka (2015)
Edward Kent Alternate (2015)

HARBORMASTER
Joseph Borlikoski (2015)

HAZARDOUS WASTE COORDINATOR
Brian Charron (2015)

HIGHWAY CLERK
Tammi Melanson (2015)
HIGHWAY SUPERINTENDENT
James P. Daley (2015)

HISTORICAL COMMISSION (7 member board)
Louise Garwood (2017)
Ed Londergan (2017) (Rotating 3 year terms)

INSECT & PEST CONTROL INSPECTOR
James DiMaio (2015)

LAKE WICKABOAG DREDGING ADMINISTRATORS
Melvin Dorman (2015)
John Frizzell (2015)
Jaron Paquette (2015)

MASTER PLAN COMMITTEE
Timothy Morrell (2015)
Gordon DeWolf (2015)
Sonia Burke (2015)

MUNICIPALITIES ORGANIZED FOR REGIONAL EFFECTIVENESS (MORE) REP.
Sarah Allen Alternate (2015) - Sarah Abrams

MUSIC COMMITTEE
Tracy Ashworth (2015)
Eric Von Bleicken (2015)
Lisa Durkee (2015)
Jaclyn Von Bleicken (2015)
Adam Conn (2015)

OPEN SPACE IMPLEMENTATION COMMITTEE
Tim Morrell - Planning (2015)
Mary Beth Czaja - LWPA (Ex-Officio) (2015)
Ralph Carlson - LWPA (2015)

PARKING CLERK
Teresa Barrett (2015)

POLICE DEPARTMENT
FULL TIME POLICE OFFICERS
Jeanine Benner (2015)

PART TIME POLICE OFFICERS
Eric Mawhinney (2017) (Lifetime * 3 year rollover) 11, 14, 17
Joseph F. Lazarick (2015) 14, 15
David J. Churchey (2015) 14, 15
POLICE DEPARTMENT CLERK
Tammie Melanson (2015)

QUABOAG SCHOOL MUNICIPAL REPRESENTATIVE

QUABOAG VALLEY BUSINESS ASST CORP REP
Alexandra McNitt (2015)

RECREATION COMMITTEE
Teresa Barrett (2015)
John Schlosstein (2015)
Steven Gogos (2015)

REGIONAL TASK FORCE
Diane Vayda (2015) - DIANE ABTAIN
Sarah Allen (2015) - SARAHH ABTAIN
Barry Nadon Jr. (2015) - BARRY ABTAIN

REPRESENTATIVE TO CENTRAL DISPATCH

REPRESENTATIVE TO THE ROCK HOUSE
Barry J. Nadon, Jr. (2015) - BARRY ABTAIN

REGIONAL HIGHWAY EQUIPMENT COOPERATIVE (RHE COOP)
Diane Vayda Board of Directors Rep. (2013) - DIANE ABTAIN

RIGHT TO KNOW MUNICIPAL COORDINATOR
Brian Charron (2015)

ROAD PROJECTS ADVISORY COMMITTEE
Diane Vayda (2015) - DIANE ABTAIN
Jim Daley (2015)
Jeff Robbins (2015)
Bill King (2015)
Keith Arsenault (2015)

SEXUAL HARASSMENT OFFICER
Teri Ann Roberts (2015)
STORMWATER MANAGEMENT COMMITTEE
Suzanne Lepage (2015) Member At Large
John Frizzell (2015) Health
Johanna Swain (2015) Selectmen

TOWN COUNSEL

TREE WARDEN
James DiMaio (2015)

TRIATHALON COMMITTEE
Billie Moberg (2015)
Amanda Ostrout (2015)
Felix Kurilov (2015)

VETERAN'S AGENT
S. Patrick Swain (2015) HOLD

WAR MEMORIAL COMMITTEE
Anna May Zabek (2015)

WHITE CHRISTMAS COMMITTEE
Richard Rossman (2015)
Charlotte Boos (2015)
Barbara Rossman (2015)
Michelle Niemiec (2015)

ZONING BOARD OF APPEALS
Kevin Dorman (2017)

ZONING OFFICER
Gary Simeone (2015)