Town of West Brookfield-Board of Selectmen
Minutes of Meeting - Regular Session – June 20, 2016

LOCATION: Lower Level Conference Meeting Room, Town Hall – Town Hall  TIME: 6:00PM
PRESENT:  Sarah Allen, John Tivnan & Diane Vayda (late) – Selectmen, Johanna Swain – Executive Secretary and members of the press & cable tv.

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

Advisory Committee – Funding Sources for STM Articles & Follow Up Questions from ATM:
(T. Long & B. Blozie – Advisory Committee Members and C. Long – Advisory Secretary were present.)
Members present asked the Board if they had determined the proposed funding sources for the STM. The Board stated that they were considering taking funding from the Overlay Surplus Account. Tom Long wanted to know when the Board was going hold an informational meeting regarding proposed changes to the employees’ health insurance. The Board said that they were working with MIFA and the three (3) Unions to coordinate a meeting. Tom asked the Board if they had appointed anyone to the committee tasked with collecting information about adopting a Town Manager style of government by the creation of a Town Charter. The Board stated that they are looking for committee members with some governmental experience.

Order of Taking – Suckerbrook Bridge Project:
John motioned to approve and execute the Order of Taking, as presented. Second Sarah. The Board voted unanimously.

MassDOT Traffic Control Agreement Project #94686:
John motioned to approve and execute the MassDOT Traffic Control Agreement for Project #94686; as presented. Second Sarah. The Board voted unanimously.

Linda MacCoy, COA Director – Disposal of Outdated Equipment:
John motioned to approve the request to dispose of 3 towers, 3 monitors, 4 keypads and 1 laptop. Second Sarah. The Board voted unanimously.

At the request of the COA Director, John motioned to spend $1,000 from the Town Building Maintenance Account to reimburse the Friends of the COA for a portion of the replacement refrigerator cost ($2,434.77) paid by the Friends; contingent upon approval by the Town Accountant. Second Sarah. The Board voted unanimously.

Ex-Secretary – Vacation Carry Over Request:
Noting that there was nothing in the bylaws that prohibited more than 40 hours of carry over, John motioned to allow the Executive Secretary to carry over 48 hours of vacation into FY17. Second Sarah. The Board voted unanimously.

Officer Lazarick – Uniform/Equipment Request:
John motioned to approve Officer Lazarick’s request to purchase four (4) moisture wicking t-shirts. Second Sarah. The Board voted unanimously.

Police Chief – Body Camera Policy:
John motioned to approve the Body Camera Policy as submitted by the Police Chief. Second Sarah. The Board voted unanimously.

Health Insurance Renewal Paperwork:
Diane stated that she wished to push this off until June 28th at 6:30pm. The Board agreed.

Resignation:
John motioned to accept the resignation of Joe Ciejka as Gas/Plumbing Inspector; with regret. Second Diane. The Board voted unanimously.

Appointments:
The Board received letters of interest for the position of Gas/Plumbing Inspector from Paul Bouchard and Michael Pluta. The Board agreed to call both into the next meeting for interviews.

At the request of the COA Director, the Board agreed to call Susan Raymond into the next meeting for an interview for the position of COA Outreach Worker.
The Board made the attached appointments. (*See attachment)

John motioned to appoint Diane Vayda to the Master Plan Committee. Second Sarah. The Board voted John and Sarah – yes, Diane – abstain.

**Fire Department:**
The Board noted that legal counsel was in the process of creating a Contract for the Interim Fire Chief position.

The Board spoke briefly with Captain Charron with regards to the specifications and quotes received on the Generac generator. The Board took the information under advisement.

The Board agreed to send a letter of thanks to Kevin Dorman for working on Rice Fountain.

Diane stated that she wanted funding for an Assistant Accountant put back into the Accountant’s budget in the Fall.

Respectfully submitted,

[Signatures]

Chairman

Vice Chairman

Clerk
Appointments

AGRICULTURAL COMMISSION
Tim Morrell
Steven Gould
Gordon DeWolf
Matthew Koziol
Marcel F. GuimondAlternate
Kevin Blaine Alternate
Melinda Czub Secretary

AMERICANS WITH DISABILITIES ACT COORDINATOR
Johanna Swain

ANIMAL CONTROL OFFICER / DOG OFFICER
Leah Shattuck
Sydney Plante Assistant

ASPARAGUS & FLOWER HERITAGE FESTIVAL
George Hibbard
Melinda Czub
Amy Dugas
Elaine Hibbard
Jennifer Bujnevicie

ASSISTANT ASSESSOR
Renee Adams-White

ASSISTANT TOWN CLERKS
Tammi Melanson
Geraldine Sauve
Teresa Barrett
Christine Long
Robert Spera
Mike Frew

BOARD OF REGISTRARS
Madelyn Tivnan (2019)

BUILDING INSPECTOR
Jeff Taylor
Casey Burlingame Alternate

BURIAL GROUND COMMISSIONERS
Dave Swicka (2019)

CABLE TELEVISION COMMITTEE, LOCAL ACCESS
Barry Gillogly Director
CENTRAL MASS REGIONAL PLANNING COMMISSION
Tim Morrell
Wesley Sloboody Alternate

CMRPC REGIONAL PLANNING TASK FORCE
C. Thomas O'Donnell

CHIEF PROCUREMENT OFFICER
Johanna Swain

COMPUTER TECHNOLOGY ADVISORY COMMITTEE
John Tivnan
Teresa Barrett

CONSERVATION COMMISSION
Christine M. Long (2019)
Eric Tunley (2019)

(COA) WB SENIOR CENTER DIRECTOR
Linda MacCoy Director
Betty Frew Asst. Director

COUNCIL ON AGING
Elizabeth Bliss (2019)
Irene White (2019)
Eric Tunley (2019)

COUNCIL ON AGING SCM ELDER BUS BOARD
Linda MacCoy

CUSTODIAN OF PROPERTY
Teri A. Roberts

CULTURAL GRANTS COUNCIL
Joan Veinot
Kate Kane
Richard Ullman
Barry Gillogly
Paula Slade
Cynthia Laub

EARTH REMOVAL BOARD
Bob Lipovsky Planning
Jason Paquette Health
Diane Vayda Selectmen
Gordon DeWolf Conservation
Kevin Dorman Zoning
ELECTRICAL INSPECTOR
Keith Fontaine
Scott Mansfield    Alternate

EMERGENCY MANAGEMENT
C. Thomas O'Donell

ETHICS COMMISSION LIAISON
Sarah Allen

GAS PIPING & GAS APPLIANCES/PLUMBING INSPECTOR
Edward Kent    Alternate

HARBORMASTER
Joseph Bortkoski

HAZARDOUS WASTE COORDINATOR
Brian Charron

HIGHWAY CLERK
Tammi Melanson

HIGHWAY SUPERINTENDENT
James P. Deley

HISTORICAL COMMISSION
Barbara Rossman (2019)
David Fitzgerald (2019)
Anne Marie Nolan (2019)

INSECT & PEST CONTROL INSPECTOR
James DiMaio

LAKE WICKABOAG DREDGING ADMINISTRATORS
Melvin Dorman
John Frizzell
Jason Paquette

LIBRARY DIRECTOR
Katie Marsh

MASTER PLAN COMMITTEE
Timothy Morrell
Gordon DeWolf
Sonia Burke
MUSIC COMMITTEE
Tracy Ashworth
Eric Von Bleicken
Lisa Durkee
Jaclyn Von Bleicken
Adam Conn

OPEN SPACE IMPLEMENTATION COMMITTEE
Tim Morrell Planning
Richard Rossman Historical
Gordon DeWolf Conservation
Jeremiah Czub Recreation (Ex-Officio)

PARKING CLERK
Teresa Barrett

FULL TIME POLICE OFFICERS
Matt Letendre (2016) (Lifetime* 3 year rollover) 13, 16, 19,
Craig Charro (2016) 15, 16, 18,

PART TIME POLICE OFFICERS
Kara Hartung (2016) (Lifetime * 3 year rollover) 13, 16, 19,
John Bell (2016) 16, 17,

CONSTABLES
C. Thomas O’Donnell
Arthur Tatro
John Heely
Alan R. Jesky
Matt Letendre
Jeanine Bonnayr
Craig Charro
David Pierce
Marissa Brown
Brian Ayers
Kara Hartung
Joseph F. Lazarick
David J. Churchey
John Bell

POLICE DEPARTMENT CLERK
Tammi Melanson
POLL WORKERS
Louise Whitehouse
Eleanore Paquette
Nancy Seeton
John Tivnan
William King
Betty Frew
Carol Haire
Pauline LaCroix
Charlotte Borlikoski
Johanna Swain
Mary Garin
Patricia Bacon
Susan Tomassino
Christine Long
Caroline Stentiford
Beverly Cassavant
Teresa Barrett
Robert Spera
Geraldine Sauve
Kathleen Landry
Elizabeth Kozik
Beverly Potvin-Kenniston
Kathy Pratt
Diane Loufstedt
Neil Blodgett
Gail Ryan
Nancy Olsen
Comfort Smythe
Demi Wrobel
Deb Korman

QUABOAG SCHOOL MUNICIPAL REPRESENTATIVE
John Tivnan

QUABOAG VALLEY BUSINESS ASST CORP REP
Alexandra McNitt

RECREATION COMMITTEE
Jeremiah Czub
Ryan Laroche
Lori Piazzo
Kristen Sloan
Kevin Sloan

REPRESENTATIVE TO CENTRAL DISPATCH
C. Thomas O'Donnell
REPRESENTATIVE TO THE ROCK HOUSE
John Tivnan

REGIONAL HIGHWAY EQUIPMENT COOPERATIVE (RHE COOP)
Diane Vayda Board of Directors Rep.

RIGHT TO KNOW MUNICIPAL COORDINATOR
Brian Chaaron

ROAD PROJECTS ADVISORY COMMITTEE
Diane Vayda
Jim Daley
Jeff Robbins
Bill King
Keith Arsenault

INTERIM - SEXUAL HARASSMENT OFFICER
Teri Ann Roberts

STORMWATER MANAGEMENT COMMITTEE
James Daley
Suzanne Lepage
John Frizzell
Johanna Swain
Gordon DeWolf
Robert Benson
Tim Morrell

Highway
Member At Large
Health
Selectmen
Conservation
Water
Planning

TOWN COUNSEL
Petrini & Associates
Morgan, Brown & Joy

TREE WARDEN
James DiMaio

TRIATHALON COMMITTEE
Rachel Wilson
James Wilson
Jessica Swistak

VETERAN'S AGENT
Gary W. Lapine
WAR MEMORIAL COMMITTEE
Anna May Zabek
Michael H. Frew
Gary Lapine
David Tebo
Nancy Seeton

WHITE CHRISTMAS COMMITTEE
Richard Rossman
Barbara Rossman
Michelle Niemiec

ZONING BOARD OF APPEALS
Renee Adams-White (2018) associate member (*A.M.'s -- rotating 2 year terms)
Richard Ullman (2019)

ZONING OFFICER
Gary Simeone