Town of West Brookfield - Board of Selectmen
Minutes of Meeting - Regular Session – February 16, 2016
LOCATION: Lower Level Conference Meeting Room - Town Hall TIME: 6:00PM
PRESENT: Diane Vayda, Sarah Allen & John Tivnan – Selectmen, Johanna Swain – Executive Secretary.

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

Accept Minutes:
John motioned to approve the Minutes of January 12, 2016 (Regular Session) and January 12, 2016 (Executive Session). Second Diane. The Board voted John and Diane - yes, Sarah - abstain.

John motioned to approve the Minutes of February 2, 2016 (Executive Session), February 4, 2016 (Regular Session) and February 4, 2016 (Executive Session). Second Sarah. The Board voted unanimously.

PUBLIC HEARING – Right of First Refusal McRevey Family Trust – Ragged Hill & Wickaboag Valley Roads:
(*Atty. Paul Suschyk in attendance.)
Hearing no objections from abutters, John motioned to approve McRevey Family Trusts Right of First Refusal; as submitted. Second Sarah. The Board voted unanimously.

Brian Murphy – Colonial Power Group, Inc. – Electrical Aggregation:
Mr. Murphy provided the Board with a three (3) year consultant contract. John motioned to approve the consultant contract. Second Sarah. The Board voted unanimously. Mr. Murphy provided the Board with information to be made available for public comment on the Community Choice Power Supply Program. The Board agreed to post the information on the Town's WEB page, on Local Access and in the Town Clerk’s Office.

Review of Proposed FY17 Budgets:
The Board reviewed the following budgets: 2 Selectmen, 8 Legal Counsel, 14 Town Hall, 15 General Insurance, 16 Town & Advisory Reports, 34 Municipal Lighting, 44 Celebrations and 48 CMRPC. The Board took the information under advisement.

Personnel:
John motioned to accept Brad Quigley’s resignation from the Agricultural Commission, with regret. Second Sarah. The Board voted unanimously.

John motioned to appoint Mike Frew as an Assistant Town Clerk with the proviso that a job description is created and turned into the Personnel Board. Second Diane. The Board voted John and Diane - yes, Sarah - abstain.

Amy Dugas, Chair – Asparagus & Flower Heritage Festival:
Ms. Dugas wrote the Board to state that the Annual Asparagus and Flower Heritage Festival will be held on May 21, 2016.

Katie Marsh, Library Director – Permission for Disposal of Equipment:
Ms. Marsh wrote the Board asking permission to dispose of four (4) computer keyboards, three (3) computer mice, two (2) computer monitors and one (1) computer tower stating that all of these items are non-functional. John motioned to approve the disposal request under the Town’s Disposition Policy. Second Sarah. The Board voted unanimously.
Dr. Brett Kustigian, Quaboag Superintendent – Annual Report:
Dr. Kustigian wrote to ask if the Board would consider allowing the School to print its Annual Report in the Town Report. The Board agreed to allow the School to print their report in the Town Report provided they pay for the costs involved.

Berry Insurance, Inc. – Early Commitment Rate Lock-In Letter:
The Board reviewed the offer and took it under advisement.

Jim Daley, Highway Superintendent – Vacation Accrual Correction:
Upon closer review, John motioned to correct the Highway Superintendent’s vacation accrual providing for an additional five (5) days in 2016 and making the necessary adjustments on the accrual chart to match conditions made upon his hire. Second Sarah. The Board voted unanimously.

LaborLogie LLC – Invoice:
Noting that the timeclocks are not functioning properly and the lack of support, the Board agreed to send the invoices back to the vendor – not paid.

UNION NEGOTIATION SESSION WITH NEPBA Unit A:
John motioned to go into Executive Session under reason number three (#3) to conduct a Union Negotiation Strategy Session and to adjourn directly thereafter. Second Sarah. John – yes, Sarah – yes and Diane – yes.
(*Executive Session Minutes are kept separately.)

John motioned to adjourn at approximately 8:10pm. Second Sarah. The Board voted unanimously.

Respectfully submitted,

[Signatures]
Chairman
Vice Chairman
Clerk