Town of West Brookfield - Board of Selectmen
Minutes of Meeting - Regular Session – February 28, 2017
LOCATION: Lower Level Conference Meeting Room, Town Hall – Town Hall TIME: 6:15PM
PRESENT: Sarah Allen, John Tivnan & Diane Vaya – Selectmen.

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

TOUR FIRE STATION WITH INTERIM FIRE CHIEF CHARRON:
The Board toured the Fire Station with Interim Fire Chief Charrown and Acting Captain Edwards. The Interim Chief pointed out several structural issues needing attention i.e. windows, crack in wall, roof leaking. Interim Chief Charrown outlined electrical issues outlined in the quote from Lagrant Electric #1428. After some discussion, John motioned to approve the quote and pay for the electrical repairs ($841.43) out of the Town Building Maintenance Account. Second Diane. The Board voted unanimously.

John motioned to appoint Clayton Edwards as Acting Captain. Second Diane. The Board voted unanimously.

The Board reviewed the Interim Fire Chief’s FY18 Budget Request and proposed articles.

Linda MacCoy, COA Director – Pay Increase Requests:
(*Betty Frew, Assistant COA Director was also present.) Ms. MacCoy asked for pay increases for herself as Director and also for the Outreach Coordinator. Ms. MacCoy stated that the usage of the facility had increased dramatically and along with it the workload. She further stated that the Outreach Coordinator was a recently created position and that the workload really needed to be reassessed; along with the pay. The Board agreed to collect compatibles and to reassess both posts.

Police Chief C. Thomas O’Donnell – Request to Appoint FT Officer:
(*Officer Cowden’s wife Michelle was also present.) Upon the recommendation of the Police Chief, John motioned to appoint Paul B. Cowden as a Full Time Police Officer commencing April 1, 2017. It was noted that Officer Cowden needed to provide his current employer with one month’s notice. Second Diane. The Board voted unanimously. Officer Cowden stated that the Town of West Brookfield offered a better health insurance plan than his current employer and that it was a contributing factor to his migration to West Brookfield.

The Chief asked the Board to consider appointing an Officer currently working part time in Hardwick upon his graduation from the full time academy. The Officer is paying his own expenses to attend the full time academy and is scheduled to graduate in September. The Officer is willing to execute a three year commitment letter if offered employment by the Town. The Chief stated that the department fully supported this request. The department would basically endure the same personnel issues without having a financial commitment during the academy. The Board agreed to speak with Town Counsel with regards to the legality of such an agreement. The Police Chief noted that this would also save on re-advertising costs.

ACCEPT MINUTES:
John motioned to accept the Minutes of January 31, 2017 (Regular Session), February 6, 2017 (Regular Session) and February 14, 2017 (Executive Session). Second Diane. The Board voted unanimously.

John motioned to accept the Minutes of February 6, 2017 (Regular Session). Sarah second. The Board voted John and Sarah – yes, Diane – abstain.


ATM Warrant – DRAFT:
The Board reviewed a DRAFT ATM Worksheet. The Board agreed to contact the Advisory Committee to set up a meeting to jointly review proposed articles.
Executive Session (Supervisors Contract, Language Change in Patrolmen’s Contract, Town Accountant Vacancy & AFSCME Grievances):
Diane motioned to go into Executive Session under reasons #3 to discuss the conduct strategy with regards to the Police Supervisors Contract and to conduct strategy with regards to a proposed language change in the Patrolmen's Contract. The motioned continued to include reason #2 to conduct strategy sessions relating to non-union personnel (specifically the Town Accountant vacancy) and respond to several AFSCME Union grievances under reason #3. The Board noted that they will adjourn directly thereafter. Second John. The Board voted John – yes, Diane – yes and Sarah – yes and noted that she would recuse herself from conducting any discussion on the AFSCME Union issues.
(*Executive Session Minutes are kept separately.)

Respectfully submitted,

[Signature]  [Signature]  [Signature]
Chairman  Vice Chairman  Clerk