Town of West Brookfield - Board of Selectmen
Meeting Location: Lower Level Conference Meeting Room
Town Hall, 2 East Main Street, West Brookfield
6:30 PM

Selectmen Present: Diane Vayda, Chair Philip Landine Daniel Bigda
Selectman Absent: none
Also in attendance: Deb Blodgett, Administrative Assistant

Regular Session Meeting Minutes for Tuesday, March 26, 2019

Call to Order

- The meeting was called to order by Diane at 6:36pm.

Accept Minutes

- The acceptance of the minutes for 3/18/19 was tabled to a future regular meeting.

Personnel/Appointments

- The appointment of Ross Ranks to the Cemetery Commission was discussed. Motion by Philip to appoint Ross Ranks to the Cemetery Commission. Motion seconded by Daniel. The Board voted unanimously. Motion carried.
- Diane read a proposed position description for the Town Treasurer position to be filled. Motion by Philip to accept the proposed position description for Town Treasurer. Motion seconded by Daniel. The Board voted unanimously. Motion carried. Deb will type the position description and post it on the town website and arrange for it to be posted or advertised elsewhere.

Pole Petition

- The pole petition hearing was tabled until the 4/9/2019 meeting to allow for the abutter to be notified.

Issuance of Local Licenses or Permits

- Section 9 of the Town By-Laws was reviewed. Current data on what is outstanding needs to be reviewed with Tax Collector before enforcing the town by-law going forward.

Annual Town Meeting Warrant

- The annual town meeting warrant was opened for inclusion of proposed articles.

FY20 Budgets

- The FY20 budgets received since the last meeting were reviewed.

Correspondence

- Correspondence was read aloud by Deb which included a complaint of unauthorized use of Great Hall by local teenagers, correspondence from DOT about the removal of the Fort Gilbert sign for renovation, and the Historical Commission’s reaction the letter from DOT about Fort Gilbert sign.
New Business

- A quote received on 3/26/18 from TCG Network Services in the amount of $720.80 was reviewed. It was decided not to move forward with the work outlined in the quote until further investigation was made into the contract with CBS, the vendor that provided the printers.
- Gregg Morse, town resident, attended meeting and indicted that he was glad the stretch code would be a warrant article. He also noted that the Town of Warren had excluded the ability to apply for grants pertaining to energy savings. The Selectmen will consider this information. He also noted that the LED bulb project is moving forward and those bulbs due for replacement will be replaced with LED bulbs.
- Deb noted that as the Stormwater Committee had not yet hired a clerk, the laptop ordered for Stormwater is available. **Motion** by Philip to provide the laptop ordered for Stormwater to Naomi, town Tax Collector, for her use in Tax Collector’s department. **Motion seconded** by Daniel. The Board voted unanimously. Motion carried.

Executive Session

- Executive session was cancelled as the attorney was unavailable.

Meeting Adjourns

- **Motion** by Philip adjourn meeting. **Motion seconded** by Daniel. The Board voted unanimously. Motion carried. Meeting was adjourned at 8:24pm.

Respectfully submitted:

Diane Vayda, Chairman       Philip Landine, Vice-Chairman       Daniel Bigda, Clerk

**These minutes were approved and accepted at the 04/09/2019 Selectmen meeting**