TOWN OF WEST BROOKFIELD
ADVISORY COMMITTEE
MINUTES
April 2, 2018

Present: Lori Loughlin
Brad Hibbard
Tom Long
Pam Griffing
Dan Bigda
Doug Aspinall

Absent: Roland Sickenberger

Others Present: Jim Daley, Highway
Teri Roberts, Treasurer
Keith Arsenault, Planning

The meeting was called to order by Chair Lori Loughlin at 6:15 p.m.

MINUTES: Pam Griffing made a motion to approve the minutes of March 20, 2018 as
presented. Brad Hibbard second. Vote was 5 to approve the minutes of March 20, 2018
as presented with one abstention (Dan Bigda).

HIGHWAY BUDGET #33: Jim Daley, Highway Superintendent, was present to
answer questions regarding his budgets. The Highway Department expenses are level
funded and salaries increased in line with COLA and step/grade increases. Pam Griffing
would like to see separate lines for employee and superintendent overtime. Jim did not
use all his allocated overtime last year and is satisfied with the current level of funding.
The committee reviewed the Highway Department ATM articles:
Replace 1993 Mack Truck: Jim said the 1993 vehicle needs to be replaced for several
reasons. He stated a similar replacement vehicle shouldn’t be more than $230K. He will
fine tune the bid prior to the ATM. Jim further stated that the other Mack shouldn’t need
to be replaced for at least five years, and not before the loan on this vehicle is paid off.
He may, however, need to replace a smaller truck in the next few years.
Truck Lift: The current lift needs to be replaced due to safety concerns. The replacement
estimate is $17,600, and he is still researching pricing.
Brush & Stump Grinding: Jim thinks it’s best to hold off on this request until next year as
he plans on using Chapter 90 money to fund disposal of the stumps removed from
Chapter 90 projects. He would like to deal with both stumps and drop off center brush at
the same time and is still researching pricing.
Town Road Maintenance Account: Jim agreed to the reduction in his request of $100K to
$50K based upon discussions with the BOS and our committee. He will continue to
search for grant funding for needed road projects.

DROP OFF CENTER BUDGET #52: Salary 2% COLA increase, expenses level
funded. Jim said the center pays for itself with the disposal fees collected. His only
concern is the lack of a fee for the disposal of brush. As a result, the town subsidizes the
disposal of brush. He has discussed instituting a brush disposal fee with the Selectboard.
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TREASURER BUDGET #6: Teri Roberts was present to answer questions. Teri agreed to a reduction in the clerical assistant’s salary from $6,900 to $4,750. The assistant only works ten hours every two weeks and is still in college. Postage expenses were increased from $1,750 to $2,250. There was discussion relative to the time clock line. Lori Loughlin will speak with the Selectboard for guidance on this item.

GROUP INSURANCE BUDGET #49: Teri Roberts was present to answer questions. Unemployment compensation was level funded as the town has had no recent claims. Group Health insurance is up 11%+ due to an 8% increase in premiums and additional coverage for new employees. The committee asked for a breakout of Water Department health insurance and retirement costs.

WORCESTER COUNTY RETIREMENT BUDGET #50: Teri Roberts was present to answer questions. There is an increase of 7% in this budget.

PLANNING BOARD BUDGET #12: Keith Arsenault was present to answer questions. The board is requesting an additional $3000 to hire a consultant to assist with the marijuana, solar and historical district research. The board has received grant funding to fund further research on the implementation of some of the Master Plan recommendations. Keith explained the reason the Planning Board has requested ATM articles for a temporary moratorium on the establishment of marijuana operations in town.

ZONING BOARD OF APPEALS BUDGET #13: No one was present from this board.

OLD/NEW BUSINESS:
Free Cash: Lori advised that free cash has been certified in the amount of $671,572.
Solar Update: Dan Bigda provided new information on the issue of solar decommissioning. He is working closely with the Selectboard on this issue.

Next Advisory Committee meeting is scheduled for April 3, 2018 at 6:15 p.m.
The Secretary will also post a meeting for Monday, April 9, 2018 at 6:15 p.m.

Brad Hibbard made a motion to adjourn the meeting. Dan Bigda second. Meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Christine M. Long, Secretary