TOWN OF WEST BROOKFIELD
ADVISORY COMMITTEE
MINUTES
April 9, 2019

Present:    Lori Loughlin
Brady Hibbard
Tom Long
Craig Carter
Doug Aspinall
Roland Sickenberger

Absent:    Pam Griffing

Others Present:    Sarah Allen
Lester Paquette
Barry Nadon, Sr.
Bob Benson
Rayne Petrucci
Leanne Pierce
George Hibbard
Mike Seery
Dave Swekla

The meeting was called to order by Co-Chair Brady Hibbard at 6:20 p.m.

MINUTES:  Lori Loughlin made a motion to accept the minutes of March 25, 2019 as presented. Doug Aspinall second. Vote 5 to approve, one abstention (Craig Carter) the minutes of March 25, 2019 as presented.

Brad Hibbard presented revised copies of the Fire Department Budget #21. Dan Bigda advised that Chief Foster approves the revised budget.

Brad Hibbard stated that Administrative Assistant Deb Blodgett is populating the Master Plan and he will review this with her when completed.

TOWN CLERK BUDGET #9:  Town Clerk Sarah Allen said the expenses are level funded and the assistant’s wages are increased by 3%. Committee questioned the increase of 3% and not 2%. She stated that this was negotiated in the union contract. Committee will check with Select Board to verify. Sarah advised she will be asking voters for an increase in pay at the ATM. Her salary will be adjusted to the FY19 level on the budget worksheet pending results at ATM.

ELECTIONS & REGISTRATIONS #10:  Town Clerk Sarah Allen said budget is level funded except for wages are increased 3% due to minimum raise increase.

BOARD OF HEALTH BUDGET #37:  Administrative Assistant Sarah Allen presented a level funded expense budget and a 3% increase in Administrative Assistant’s wages. She stated that Harrington Hospital no longer provides Home Care. The Town needs to have a Doctor or Nurse available to represent the Town should a communicable disease outbreak occur. The Committee noted she has only expended $7,000 from the FY19 budget and questioned the need for fencing funds which were added last year in the event the Foster Hill property needed to be enclosed. Sarah said that could be reduced or eliminated.
LAKE WICKABOAG BUDGET #45: Committee had previously met with Al Collings of the Lake Committee. Budget is level funded.

LANDFILL BUDGET #35: Committee questioned funding for tree removal that was placed in FY19 budget that has not been spent. Sarah stated the work has not been completed.

WATER DEPARTMENT BUDGET #51: Bob Benson, Barry Nadon, Sr. and Lester Paquette, Water Commissioners, presented their budget. The secretary is requesting more hours and the Commissioners want to hire an assistant for eight hours a week. Secretary Jeannie Wrobel joined the meeting. She said this year a Step and Grade sheet was not included in her budget packet and she was unable to make the change for a worker. Committee advised her to speak with Deb Blodgett to get a Step & Grade sheet and resubmit a revised salary budget. Committee questioned increase in Ms. Wrobel’s hours and will check with Select Board.

Barry Nadon said the bid for the water tank painting in FY19 was much less than anticipated. The work is completed and after discussion agreed that the excess funding be returned to the Water Stabilization Account via article at the ATM. He explained that Well #2 may need a new filter system. They are awaiting further information from the engineering company that is examining the issue. The Water Department will submit a plan and funding schedule to the town should the filter system be needed.

COMMON BUDGET #46: Rayne Petruzzi and Leanne Pierce presented the budget for the Common. There are four or five trees tagged for removal and are awaiting removal by the Tree Warden. Rayne advises that they have not been charged for electricity for several months and believe it is due to a town solar agreement. She would like to leave the electricity line in the budget until it is determined what electricity costs will be going forward. The town approved an account whereby the Common Committee can accept donations. The common electric panel is scheduled to be upgraded in the next several weeks.

Rayne advised the Common Committee and Highway Department removed the skating rink that was placed there by the Recreation Committee. It is currently stored in the basement of the bandstand. The lining is at the Highway Dept. and will be placed in the recreation shed on the town beach.

RECREATION BUDGET #42: The Committee received a copy of the Recreation Committee budget. Current members of the recreation committee will be stepping down this year. Lori Loughlin spoke with the Select Board and they will take over budgeting for the Recreation Committee until a new group is appointed.
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ZONING BOARD OF APPEALS BUDGET #13: George Hibbard was present representing the board. The budget will ask the ZBA Secretary to present their budget at our next meeting.

CEMETERY BUDGET #36: Dave Swekla and Mike Seery were present. Secretary Mike Seery became aware in January that the General Caretaker’s FY19 salary had been unknowingly reduced by approximately $7,800. due to a clerical error and requested a Reserve Fund transfer in that amount. Tom Long made motion for the transfer with Craig Carter seconding. Transfer unanimously approved. Included in their FY20 request is $3500 for repairs to their dump truck.

NEXT MEETING: The next meeting will be Tuesday, April 23, 2019 at 6:15 p.m. Secretary will ask the Selectmen, Tax Collector, Accountant, Treasurer, ZBA Secretary, Zoning Officer and Building Inspector to attend our meeting to review their budgets.

Lori Loughlin made a motion to adjourn the meeting. Tom Long second. Meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Christine M. Long
Secretary