TOWN OF WEST BROOKFIELD
ADVISORY COMMITTEE
MINUTES
August 10, 2011

Present:  Al Collings   Jim Daley, Highway Superintendent
          Tom Schnare   Marie Arsenault, Accountant
          Richard Gobi   Ed Ward, Policeman
          Roy Roberts   Mark Long, Selectman
          Jack Tivnan   Mike Frew, Selectman
          Diane Vayda   Barry Nadon, Jr., Selectmen
          Johanna Barry, Administrative Secretary

The meeting was called to order by Chair Al Collings at 6:32 p.m.

Minutes:  Jack Tivnan made a motion to approve the minutes.  Al Collings second.  Vote 6-0 to approve the minutes as presented.

Free Cash:  The estimated free cash is $582,890.00 and this includes MTBE check for $11,852.00.

Preliminary Articles for Fall Town Meeting:  #2 Demolition of Remizewski’s house $50,000.00.  Johanna Barry said RFP is due back on September 2, 2011.  #7 Storage Trailer for Emergency Management $10,000.00.  Al Collings talked with Sarah Allen and will take out for this meeting.  #8 Fountain restoration $5,000.00.  Donations have been received.  Leave on for time being and if they want it on, they will present a plan. Articles #12 thru 16 are Fire Department related.  Will have Fire Chief attend next meeting.  #17 Highway Department position $27,424.43.  Highway superintendent Jim Daley said his main concern is that the care of shop and maintenance of equipment is getting neglected.  The mechanic is in the field working and not maintaining the equipment.  Mike Frew said that OSHA regulates having to two people working together.  Al Collings asked what percent requires two people and the answer was that most of the work does.  As the weather gets bad, projects include a lot of brush cutting, finish the new building and sign projects.  Jack Tivnan said he sees that Jim Daley utilizes his employees well.  Al Collings asked were the selectmen unanimous and the answer was it was 2-1 in favor.  Barry Nadon said that basically it is the benefits that is his issue and he felt that you could use two part timers instead.  Jim Daley stated he will not use any summer help now that he has a full time person.  Jack Tivnan made a motion to approve funding the Highway Department salary.  Tom Schnare second.  Vote 5-1 (Richard Gobi) to approve.  #18 Fund Tree Warden Expense $10,000.00.  Jim Daley said that the Tree Warden has already committed his budget.  Al Collings said we should have him come to the next meeting.  Secretary will notify him.  #19 Walker sick leave payout $24,000.00.  Johanna Barry says you have to qualify for retirement to receive sick leave payout.  You can only accumulate 120 days towards this.  If you leave your employment before retirement, you are not eligible to collect.  Al Collings said we are obligated to do this and maybe we should set funds aside for when needed.  Selectmen might going forward review this policy.  #20 Road Sign Compliance $20,000.00.  Jim Daley said we must have a retroreflectivity regulation plan by January.  He will try to make the signs in house.  A starting point priority will be the school and Route 9.  Tom Schnare suggested putting this in his budget over a few years.  The signs will cost $50-$70 each.  Jim Daley said he would like to replace the missing signs with new ones.  Al Collings suggested putting this in a line item for FY2013.
Fleet Account: Discussed purchasing sidewalk plow with blower, post hole digger and brush cutter for $73,829.50. The funds would come out of the Fleet Account and voted on by Advisory Committee and Selectmen. Jack Tivnan made a motion to purchase a new sidewalk plow with attachments in the amount of $73,829.50. Roy Roberts second. Vote 6-0 to approve purchase. Al Collings asked members to review equipment and e-mail any changes to him.

Police Department Video Equipment Replacement: Policeman Ed Ward was present to answer questions. He stated that the old system was four years old and was serviced twice in the last six months. The new system would have more options-copy directly to DVD. Al Collings thought he would like to see a new one. Ed Ward stated that the salesman could not come tonight. Tom Schnare said he is not convinced and wants to see a new one aside of an old one. The question was asked what was the cost to repair the present system and Ed Ward did not have the figures. Selectmen have approved the car with the video system. The Advisory Committee has approved purchasing only the car. The Town of Barre is the only town in area that has this system. Roy Roberts asked how often was the old system used in court and Ed Ward said he did not have any figures. The Committee asked Ed Ward to come back in two weeks with someone to demonstrate the system.

Review Elected Officials Compensation: Al Collings explained that there does not seem to be a defined policy and asked if we had any benchmarks for other towns. Marie Arsenault said she has benchmarks for eight towns and will share this information.

Status of WBES Projects: Tom Schnare is disturbed that the gas line has not been put in yet. This was supposed to be done this summer before the children returned to school. Barry Nadon said that they cannot start the project until the tank comes out and they will start removing the tank on Monday. It appears that the bids on the projects are about $60,000.00 lower. Al Collings said they must tell us about the savings. The money cannot be spent on any other items except school maintenance.

Jack Tivnan made a motion to adjourn the meeting. Roy Roberts seconded. The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Christine M. Long
Secretary