TOWN OF WEST BROOKFIELD
ADVISORY COMMITTEE
MINUTES
February 26, 2014

Present: Roger Slobody
Brad Hibbard
Phil Landine
Tom Long
Kevin Paquette

The meeting was called to order by Chair Tom Long at 6:00 p.m.

MINUTES: Phil Landine made a motion to approve the minutes of February 24, 2014. Brad Hibbard second. Vote 5-0 to approve the minutes of February 24, 2014 as presented.

BUDGET REVIEW:

#27 ANIMAL INSPECTOR: Phil Landine made a motion to reduce the stipend to $1,250.00. Kevin Paquette second. Voted 5-0 to reduce the stipend for the animal inspector to $1,250.00, the expenses remain as requested.

#22 BUILDING INSPECTOR/ZONING: Gary Simeone, Zoning Officer and Jeff Taylor, Building Inspector were present to answer questions. The Zoning Officer has no fees but he does collect fines. Discussed updating fees. Building Inspector will do this and send a copy to Selectmen and Advisory Committee. Roger Slobody made a motion to approve the budget. Brad Hibbard second. Voted 5-0 to approve the budget as presented.

#18 POLICE: Chief Tom O’Donnell was present to answer questions. He explained step and grade increases for the officers, secretary works 30 hours a week. He has eight part time officers who must work 200 hours a year. The Town receives $30.00 for a cruiser for a four hour detail and 10% administrative fees. There is no mechanism in place for evaluations of personnel. Roger Slobody made a motion to approve the budget. Brad Hibbard second. Voted 5-0 to approve the budget as presented.

#28 EMERGENCY MANAGEMENT: Chief Tom O’Donnell was present to answer questions. His stipend amount is per contract. Most equipment received has been from grants. They are now able to set up 200 beds at Quaboag School in case of emergency and equipment is stored on site. Roger Slobody made a motion to approve the budget. Kevin Paquette second. Voted 5-0 to approve the budget as presented.

#25 ELECTRICAL INSPECTOR: Kevin Dunivan was present to answer questions. He has been researching area town’s fees. He recommends doubling his present fees, adding a re-inspection fee as well as fees for inspecting solar projects. He will write a
policy for inspections. He will complete the above, send a copy to the Selectmen and Advisory Committee for approval and post new fees and policies on the web and bulletin board. Secretary will advise the Building Inspector to notify the Electrical Inspector when Solar Array Permits are pulled and to let Contractors know that the lines will need to be inspected before they are buried. Roger Slobody made a motion to increase the Stipend for the Electrical Inspector to $4,300, increase the Assistant Electrical Inspector to $200.00, eliminate mileage expense, eliminate postage, reduce telephone to $300.00 and increase Education and Training to $200.00. Total budget will be $5,000.00. Kevin Paquette second. Voted to approve the Electrical Inspector’s budget of $5,000.00

#5 ASSESSORS: Reviewed revised Assessor’s Budget. Hold until meeting with Bev Kenniston.

Tom Long will ask Accountant Marie Arsenault to come a meeting next week. Would like her to list Library Trust Funds, a list of all boards who have cell phones and how much paid out on each, and water department direct costs.

Kevin Paquette has been looking into having one trash hauler for Town Buildings. He will meet with Cassella Waste Management next week.

Brad Hibbard made a motion to adjourn the meeting. Kevin Paquette second. Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Christine M. Long
Secretary