TOWN OF WEST BROOKFIELD
ADVISORY COMMITTEE
MINUTES
March 20, 2013

Present: Roger Slobody Marie Arsenault, Accountant
Phil Landine Johanna Swain, Executive Secretary
Roy Roberts Greg Waterman, Highway Employee
Jack Tivnan Carrie Grimshaw, Librarian
Diane Vayda Brian Charron, Hazmat Waste Coordinator
Tom Long Cindy Norden, Council on Aging
John Vayda, Recreation

The meeting was called to order by Chair Jack Tivnan at 6:30 p.m.

Minutes: Phil Landine made a motion to approve the minutes of March 13, 2012. Diane Vayda second. Voted 6-0 to approve the minutes as presented.

Review Budgets:

#26 Hazmat: Brian Charron, Hazardous Waste Coordinator and Dave Tebo, Firefighter were present to answer questions. Roger Slobody asked do you collect fees and the answer was sometimes we can but we cannot bill for everything. If we use the hazmat trailer, we can bill but some supplies are on the rescue unit and trailer is not always used. Brian Charron said we bill for supplies used and $60.00 per hour. Roger asked how much do you take in and do you cover your budget. Brian Charron said that the amount collected varies year to year and sometimes it does cover the budget. Marie Arsenault said income for 2012 $2400, 2011 $1200, 2010 $2200 and 2009 $3200. Roger asked do you set the fees and the answer was that they have to be approved by the Selectmen. A hazardous waste master price list was handed out. Brian said it all depends on the call if hazmat is used. The first responder is the Police Department and then Fire Department. The question was asked why does the Fire Department always respond to an accident and the answer was it was for the safety of the passengers and all towns do it this way. Tom Long suggested calling in the Police Chief and Fire Chief to talk about first responders. Roy Roberts made a motion to reschedule the Hazmat Budget until April 17, 2013 and have the Hazmat Coordinator, Fire Chief and Police Chief come in. Diane Vayda second. Vote 6-0 to reschedule until April 17, 2012.

#38 Council on Aging: Cindy Norden and members of the Council on Aging were present. Cindy gave an overview of the activities at the Senior Center. Roger Slobody asked what hours the Senior Center is open. Cindy said the Senior Center is open 9-4 five days a week and extra hours on evenings and weekends when there are special activities. When asked where money could be saved and Cindy said we could ask the Highway Department to mow the lawn and save $4,334. Jack Tivnan will ask the Highway to cut the grass. Roy Roberts made a motion to reduce the Council on Aging
Budget by $4,000.00. Phil Landine second. Vote 6-0 to reduce the Council On Aging Budget by $4,000.00.

#41 Library: Carrie Grimshaw, Librarian and Library Trustees were present. Carrie Grimshaw provided a handout and gave a presentation of programs and events held at the library as well as the number of registered borrowers and totals of various services used. Tom Long asked how much money was turned back and the answer was none. Roger Slobody asked where would you cut money and the answer was that if cuts were made, they would lose their certification. Carrie explained that if we lost certification, the only books that would be available to the Town would be the books that are in the library. Patrons would no longer be able to order books from other libraries or get a library card from another library. They would no longer be able to download books from CWMARS onto I-pods, Nooks, Kindles, etc. The Library by law must increase their budget 2.5% on a three year average or lose certification. Roger Slobody asked if grants were available and Carrie yes and she gets grants for her programs. Roger asked if she would seek more grants and the answer was yes. The total budget request by the Library was $185,068.60. The minimum amount to keep the library certified was $182,696.00 Roger Slobody made a motion to approve the library budget for $182,696.00 instead of $185,068.60. Diane Vayda second. Voted 6-0 to approve $182,696.00, the minimum amount necessary to be certified.

#11 Conservation Commission: Tom Long recused himself from this budget. Conservation Commission Secretary Christine Long was present to answer questions. She explained that the Department of Environmental Protection sets the fees for applications. The Town receives one-half of the fee plus $12.50. The applicant is billed for the cost of the Public Hearing. Roger Slobody made a motion to reduce the budget by $500.00, half from salary and half from expenses. Diane Vayda second. Vote 5-1 abstain (Tom Long) to reduce the budget by $500.00.

#42 Recreation: John Vayda was present to answer questions. Roger Slobody asked if the lifeguards were from West Brookfield and the answer was that they hired certified lifeguards and not all were from Town. Roger asked about lifeguard weekend bonus. John said the lead lifeguard is paid $13.77 per hour and others $11.70. If a lifeguard worked on the weekend was given $25.00 bonus. If it rains, no lifeguard and no pay. Cost of doughnuts reduced with new vendor (Dunkin Donuts) and Halloween party has been downsized with less children attending. Marie Arsenault said last year no money was returned to the Town. Phil Landine would like to see wages paid to West Brookfield residents. Jack Tivnan said the “spoken word” is that you will make an effort to hire West Brookfield residents to run the program. The original budget submitted was for $25,835.00 and over two meetings was reduced to $24,135.00 ($1,700.00 cut). Phil
Landine made a motion to approve the budget for $24,135.00. Tom Long second. Vote 6-0 to approve the recreation budget for $24,135.00 ($1,700.00 less than requested).

**Water Department:** Marie Arsenault presented and explained a handout of Water Department Surplus. Total receipts FY12 $348,654.54, total expenses FY12 $322,529.45, surplus beginning balance $102,645.43, surplus ending balance $128,770.52. Jack Tivnan said there are 121 hydrants in town and will find out their value. Discussed taxing Water Department buildings and discontinuing paying some of their expenses. The Water Department will be in to discuss their budget on March 27, 2013.

Marie Arsenault went to a conference at U-Mass this week and she stated that one of the issues discussed was Bill 59 regarding retirees. The Director of Accounts said we should be conservative. We will get monthly State Aid instead of quarterly. Any surpluses at the end of year in fleet account, building maintenance etc may be closed. They do not want us to use them for extra saving accounts. Jack Tivnan said if they close them, we can establish new ones at town meeting.

Phil Landine made a motion to adjourn the meeting. Roy Roberts seconded. Meeting adjourned at 8:46 p.m.

Respectfully submitted,

Christine M. Long
Secretary