# BOARD OF SELECTMEN

P.O. Box 372
West Brookfield, Massachusetts 01585

## BOARD OF SELECTMEN
## MEETING MINUTES OF SEPTEMBER 6, 2022

**PRESENT**: Mr. David J. Pierce; Chairman, and Mr. Eric von Bleicken, Clerk
**ABSENT**: Mr. Roland Sickenberger; Vice-Chairman
**ATTENDEES:** Lori Loughlin and Ron Garceau

**Called meeting to Order at 6:00 PM**

### QUABOAG REGIONAL M/H SCHOOL AUDIT

A draft letter was read aloud that will be sent from both the Warren and West Brookfield Boards of Selectmen. In this letter, it states the desire for an audit to be conducted. At this time, we will meet with Warren at the next school committee meeting scheduled for September 19, 2022.

### POLICE CHIEF SALARY

The Police Chief Search Committee (PCSC) is seeking direction from the Board as to a salary range for the position of Chief. In the job posting it will say a bachelor's degree preferred. The tasks of being the Emergency Management Director and Education stipend will be commensurate with experience. A salary range of $90K to $100K was agreed upon.

### PERSONNEL BYLAW – TABLED

### TOWN WEBSITE POLICY

A simple draft was provided by the board as to some elements that should be included in documents that wish to be posted by the various board/committees. This matter will be discussed at an upcoming meeting with all members present.

### MINUTES – TABLED

### EXECUTIVE SECRETARY REPORT/CORRESPONDENCE

1. The Board reviewed the proposed draft of the job description for the Senior Center Director – all in favor

### TREASURY WARRANTS

Motion to approve and sign Warrant No 23 W 5 dated September 6, 2022, in the amount of $129,106.80 made by Mr. Pierce; second: Mr. von Bleicken – unanimous.
Motion to approve and sign Warrant No MV Refund in the amount of $521.11 made by Mr. Pierce; second: Mr. von Bleicken – unanimous.

NEW BUSINESS

Ms. Loughlin has asked that she be on the search committee for Town Administrator. The committee will consist of 5 members: Mr. Pierce being one of them. The office will seek names of other interested residents to serve.

**COMMENTS & CONCERNS**

Ms. Loughlin also urged caution on expending ARPA funds as many municipalities are encountering issues with having to repay.

**NEXT MEETING DATE: September 13, 2022 – 6 PM**

Motion to Adjourn made by Mr. von Bleicken; second: Mr. Pierce – unanimous at 6:45 PM.

Respectfully submitted,

Rebecca Acerra
Executive Secretary

Eric von Bleicken, Clerk

10/4/2022
Date Approved