BOARD OF SELECTMEN

P.O. Box 372
West Brookfield, Massachusetts 01585

BOARD OF SELECTMEN
MEETING MINUTES OF FEBRUARY 21, 2023

PRESENT: Mr. David Pierce; Chairman, Mr. Roland Sickenberger; Vice-Chair and Mr. Eric von Bleicken; Clerk
ATTENDEES: Heather Gough, Melanie Waugh, Chief Lapierre, Amy Dugas

Opened the Meeting at 5:30 PM

Motion to enter into Executive Session in accordance with G.L. c30A, Section 21 (9) to meet regarding possible litigation or decision and G.L. c30A, Section (2) to conduct strategy session in preparation for negotiations with non- union personnel (Executive Secretary) and to return to open session at 6 PM made by Mr. von Bleicken; second: Mr. Sickenberger – Roll Call Vote – 3 Yes Votes

EXECUTIVE SECRETARY
The Board met this evening at Ms. Acerra's request to review her payroll for the second year of her contract. After a review, it was discovered that one week of salary was missing. Ms. Acerra provided documentation from Harpers Payroll and with no further discussion, the following motion was made: Motion to pay Rebecca Acerra $1,132.12 made by Mr. von Bleicken; second: Mr. Sickenberger – unanimous.

Recess until 6 PM for Open Session
Reconvened in Open Session at 6 PM
APPOINTMENTS
Motion to appoint Doreen Piechota to the Board of Registrars till June 30, 2023, made by Mr. Sickenberger; second: Mr. von Bleicken – unanimous.
Motion to appoint Tamara Friend as Stormwater Clerk made by Mr. Sickenberger; second: Mr. von Bleicken – unanimous.
Motion to appoint Heather Gough, Jane Dolan and Deborah Provencher to the Board of Registrars till June 30, 2023 made by Mr. Sickenberger; second: Mr. von Bleicken – unanimous.

CHIEF LAPIERRE – HEARINGS OFFICER

Chief Lapierre addressed the Board this evening regarding the town having a Hearings Officer. He has had several instances where there were violations, however his hands were tied in enforcing any violations. The town will look into what other communities are doing and if there is a stipends, and if so, how much.

WHITE CHRISTMAS/ASPARAGUS FESTIVAL

Heather Gough and Amy Dugas, along with members of their respective groups addressed the Board this evening in order to ask about pulling their funds from the town. There are still several questions unanswered. Ms. Dugas stated that she is waiting on a quote from Bell & Hudson on insurance coverage. The Asparagus Festival is contained to the common, unlike White Christmas which is spread out throughout the town. Ms. Dugas and Ms. Gough both stated that the last several years have been increasingly more difficult to do business with regard to reimbursement, the paying of vendors and the questions (emails & phone calls) that have gone unanswered. Mr. Sickenberger requested that she put her concerns in writing so the Board may address them properly. She said she would.

INTERIM TOWN CLERK

SHREDDING: Ms. Gough addressed the Board to follow up on the shredding program. The Accountant did confirm that the BOS could pay the bill using the Town Wide Building Maintenance line so all departments could utilize the service.

DOG LICENSE PROGRAM: Ms. Gough has been emailing John Madden regarding this issue, however he has yet to respond. She doesn't have access to the program nor has any idea on how do use it. The prior IT vendor created this version, however is not in line with the state's requirements. She provided a quote from a vendor that provides such service to surrounding communities. Mr. Sickenberger stated that if she has enough funds, it should come from the Clerk's budget.

MINUTES

Motion to approve and sign the minutes of February 7, 2023, as written made by Mr. Sickenberger; second: Mr. von Bleicken – 2 Yes, (Mr. Pierce abstained)

TOWN ADMINISTRATOR JOB DESCRIPTION/POSTING

The Board was presented with the draft job description and posting for the TA position. The Board asked that they be able to review the description as it was rather lengthy, however approved the posting with wording removed ("This position replaces the Executive Secretary position"). Mr. Sickenberger who sits on the search committee is not sure why that was added, as it is not the intent of the committee. The amended posting will be advertised. The job description will be discussed again at an upcoming meeting.

EXECUTIVE SECRETARY REPORT/CORRESPONDENCE

The office received a request for a Special Use Permit for Wickaboag Pond on Sunday, May 7, 2023.

Motion to grant the permit as requested made by Mr. Sickenberger; second: Mr. von Bleicken – unanimous.

NEW BUSINESS – NONE

COMMENTS & CONCERNS

Mr. Sickenberger asked that for the next agenda we discuss the Treasurers position and the creation of a search committee.

Motion to Adjourn made by Mr. von Bleicken; second: Mr. Sickenberger – unanimous at 7:25 PM

Respectfully submitted,

Rebecca Acerra

Rebecca Acerra
Executive Secretary

Eric von Bleicken/mr

Eric von Bleicken, Clerk

3-7-23

Date Approved