TOWN OF WEST BROOKFIELD

BOARD OF SELECTMEN

Monday, July 8th, 2025 – 6:00 PM

West Brookfield Town Hall, 2 East Main Street, Conf. Room (1st floor).

MINUTES

PRESENT: Catherine Lamica, Vice Chair; Brad Merkel, Clerk (via Teams); Beth Gobeille, Exec. Asst. to TA/BOS; Chief Hagglund, Police; Cassidy Culver, Police Officer.

GUEST: Doug Blood, (to be Asst. Harbormaster)

ABSENT: Roland Sickenberger, Chair

CALL MEETING TO ORDER IN OPEN SESSION

6:00pm: Meeting called to order.

MINUTES FOR April 29th (Open and Executive Sessions), May 27th and June 24th Open Sessions for Approval.

Ms. Lamica asked that the April 29th and May 27th minutes be put on hold until the next BOS meeting as Ms. Sickenberger is required to approve these.

Motion to approve the June 24th minutes made by Mr. Merkel. Second by Ms. Lamica. Aye. – 2 yes.

FARMERS MARKET PERMIT AMENDMENT – Ms. Gobeille explained that we needed to remove the word Pour from the current Farmers Market Permit held by Deep Roots Distillery for the West Brookfield Farmer's Market as they are only giving out samples and selling items for consumption off site and this would not be a true Pour permit.

Motion to approve the amendment to the currently held Farmers Market Permit title for Deep Roots Distillery for the West Brookfield Farmer's Market as indicated made by Mr. Merkel. Second by Ms. Lamica – All in favor, Aye – 2 yes.

LAKE WICKABOAG MANAGEMENT COMMITTEE APPOINTMENTS, BOS TO RATIFY THE APPOINTMENTS – Ms. Gobeille explained that the Attorney General's office never approved the formation of the Committee in 2022, so it was resubmitted by the previous Town Clerk to the AG's office and was approved January of this year. Notices in 5 locations were displayed in Town, as warranted by the AG's office. Legal has asked that the Select Board ratify the appointments and set the schedule of term dates.

Motion to ratify the Lake Wickaboag Management Committee appointments established in 2022 and to re-establish the appointment schedules as follows: Jay Czaja and Reed Savary will have 3-year terms from 7/1/2025 to 6/30/2028 and Dave Healey will have a 2-year term from 7/1/2025, expiring 6/30/2027 made by Mr. Merkel. Second by Ms. Lamica. All in favor – 2 yes.

ASSISTANT HARBORMASTER RECOMMENDATION FOR APPROVAL/APPOINTMENT – Chief Hagglund explained that he had advertised the position, locations including on the Town's website and only received one applicant. Mr. Blood has experience as a Harbormaster in other communities and will bring knowledge to this role. Chief Hagglund added that Mr. Blood will be the pilot and the expert.

Motion to appoint Doug Blood as the Assistant Harbormaster for the Town of West Brookfield made by Mr. Merkel. Second by Ms. Lamica. Second by Ms. Lamica. All in favor, aye – 2 yes.

ADDITIONAL FY2026 YEARLY APPOINTMENTS FOR APPROVAL - Ms. Gobeille explained that we have additional appointments/reappointments as some came in late, but the majority were appointed at the last BOS meeting.

Motion to approve the appointments as presented made by Mr. Merkel. Second by Ms. Lamica. All in favor, aye – 2 yes.

TREASURY WARRANTS –

Motion to approve and sign the Treasury Warrants as presented made by Mr. Merkel. Second by Ms. Lamica. All in favor, aye – 2 yes.

COMMENTS AND CONCERNS –

Town Common events: Mr. Merkel explained that there was an event on the Town Common (Ham radio), which was bigger than expected and the Police were not informed. This is concerning. Ms. Lamica added that there should be expectations of how the event is approved for the Town and that there should be a process with sign-offs by committees/departments as needed and final approval by the Select Board.

Mr. Merkel added further that for events, police may be needed to keep the peace, like in protests, etc. and that the Select Board need to be informed of all events taking place in the Town.

Chief Hagglund indicated that he will contact the Bandstand Committee and discuss what went wrong/what went well with their Bonfire event on July 3rd. It was suggested that a Google sheet could be created with sign-offs for departments to make sure all applicable departments for events are notified and approve the event, prior to it taking place.

Lieutenant swearing in: Chief Hagglund would like to hold a swearing in event at the Senior Center for Sergeant Letendre, possibly July 21st. He added that August 5th is also a possibility. Mr. Merkel stated that he would not be available from August 13th – 17th, as he is in Texas. Chief Hagglund also indicated that he is currently interviewing applicants for the Sergeant position and is waiting for a candidate to get back from vacation.

NEXT regular BOS MEETING IS SCHEDULED FOR JULY 22nd at 6pm – Ms. Gobeille indicated that there is also a Select Board meeting on July 15th to discuss/approve the end of year appropriations/transfers.

6:22pm - Motion to adjourn the meeting made by Mr. Merkel. Second by Ms. Lamica. All in favor, aye – 2 yes.

Authorized Party for the BOS Date/Time

BOS Clerk Date/Time

BOARD/COMMITTEE	TERM DETAIL	TITLE	NAME	DATE OF APPOINTMENT	TERM EXPIRES			Letter of Interest in?
ADVISORY COMMITTEE	3 year term	MEMBER	Dan Moberg	4/30/2024	6/30/2025	7/1/2020		Yes
BOARD OF HEALTH	3 year term	ASSISTANT HEALTH AGENT	Alexandria Florence	5/14/2024	6/30/2025			
BOARD OF HEALTH	3 year term	HEALTH AGENT	Christina Florence	5/14/2024	6/30/2025			
CMRPC PHYSICAL DEVELOPMENT COMMITTEE	1 year term	ALTERNATE DELEGATE	Rebekah Cornell	7/9/2024	6/30/2025	7/1/2025	6/30/2026	
CONSERVATION COMMISSION	1 year term	MEMBER	Brian Silva	5/24/2024	6/30/2025			
CONSERVATION COMMISSION	1 year term	MEMBER	Paul Lussier	3/14/2024	6/30/2025			Yes
CONSERVATION COMMISSION	1 year term	CHAIR	Rich Provencher	5/14/2024	6/30/2025			
CONSERVATION COMMISSION	1 year term	MEMBER	Steve Carroll	5/14/2024	6/30/2025			
CULTURAL COUNCIL	3 year term	MEMBER	Rebecca Fay	2/8/2022	6/30/2025			
EARTH REMOVAL BOARD	1 year term	ZBA rep	Kevin Dorman	5/2/2023	6/30/2025	7/1/2025	6/30/2026	Yes
HISTORICAL COMMISSION	3 year term	SECRETARY	Ann Marie Nolan	9/5/2023	6/30/2025			
LAKE WICKABOAG MANAGEMENT COMMITTEE	3 year term	MEMBER	Al Collings	7/1/2022	6/30/2025			***Resigning***
LAKE WICKABOAG MANAGEMENT COMMITTEE	3 year term	CHAIR	Dave Healey	7/1/2022	6/30/2025	7/1/2025	6/30/2027	Yes
LAKE WICKABOAG MANAGEMENT COMMITTEE	3 year term	MEMBER	Jay Czaja	7/1/2022	6/30/2025	7/1/2025	6/30/2028	Yes
LAKE WICKABOAG MANAGEMENT COMMITTEE	3 year term	MEMBER	Reed Savary	7/1/2022	6/30/2025	7/1/2025	6/30/2028	Yes
POLICE DEPARTMENT	1 year term	CONSTABLE	John Healy Jr	7/23/2024	6/30/2025	7/1/2025	6/30/2026	Yes
	indefinite	LIEUTENANT	Matthew Letendre			7/1/2025	indefinite	
	1-year term	ASSISTANT HARBORMASTER	Doug Blood			7/1/2025	6/30/2026	
SENIOR CENTER	1-year term	OUTREACH COORDINATOR	Susan Raymond			7/1/2025	6/30/2026	Yes
ZONING BOARD OF APPEALS	1 year term	MEMBER	Gary Simeone	7/1/2024	6/30/2025	7/1/2025	6/30/2028	Yes
ZONING BOARD OF APPEALS	1 year term	ALTERNATE	Dick Ullman	7/1/2024	6/30/2025	7/1/2025	6/30/2026	Yes

July 8th, 2025 BOS reappointments