

# ANNUAL REPORT

2017



TOWN OF WEST BROOKFIELD

*For the Year Ending December 31, 2017*

# TOWN OF WEST BROOKFIELD

## WORCESTER COUNTY

### COMMONWEALTH OF MASSACHUSETTS

**ESTABLISHED:** 1660 – Quaboag Plantation  
**INCORPORATED:** March 3, 1848  
**LAND AREA:** 20.67 Square Miles  
**POPULATION:** 3,193

**LOCATION:** Central Massachusetts bordered on the North-by-North Brookfield, Northwest by New Braintree, West by Ware, Southwest by Warren and Southeast by Brookfield.

**TOPOGRAPHICAL FEATURES:** Generally hilly terrain with elevation ranging from 598 feet above sea level to 1,206 feet above sea level. A relatively wide valley crosses the southern portion of the Town where the Quaboag River flows. Wickaboag Pond is the only major body of water.

**ELEVATION AT TOWN HALL:** 633 ft above sea level

**SCHOOL SYSTEM:**

Quaboag Regional School (Warren – West Brookfield)

**CONGRESSIONAL DISTRICT:** 1<sup>st</sup> Massachusetts

Richard Neal, Congressman, Springfield

1-413-785-0325

**UNITED STATES SENATOR:**

Elizabeth Warren, Senator

1-617-565-3170

Edward J. Markey, Senator

1-617-565-8519

**STATE SENATORIAL DISTRICT:** Franklin, Hampden,

Hampshire, Worcester Counties

Anne M. Gobi, Senator

1-617-722-1540

**STATE REPRESENTATIVE DISTRICT:** 5<sup>th</sup> Worcester

Donald Berthiaume, Representative

1-617-722-2090

**TYPE OF LOCAL GOVERNMENT:**

Town Meeting

Board of Selectmen – Three (3) Members

# ADA COORDINATOR

The *Architectural Barriers Act of 1968* (42 USC, 4151 et seq.) requires certain federally assisted buildings to be constructed so as to be accessible to physically handicapped persons and the *Americans With Disabilities Act of 1990* (42 USC, 12101 et seq.) prohibits discrimination against the disabled individuals in private and public employment, public accommodations, public transportation, government services and telecommunications.

The Town continues to strive to meet all federal and state requirements.

Respectfully submitted,  
*Johanna Swain, ADA Coordinator*

# ADVISORY COMMITTEE

The Advisory Committee is comprised of seven appointed members and is tasked with making reports or recommendations to the Town on all municipal matters, submitting a budget at the annual town meeting and providing an annual report as it deems for the best interest of the town. We met 32 times in the last year. All meetings are posted and open for public participation.

In Fiscal Year 2018, the Advisory committee focused on tightening up the budget process. With the cooperation of all the committees, boards and departments, we increased the level of transparency, and strengthened the precision of estimates used in the budgeting process. We believe this will assist us in creating more accurate budgets so we know where best to spend our resources, and to reduce surprises. We also believe we will better be able to follow spending trends and uncover potential savings with the detail that

will be generated, as well as providing better information to the greater community.

Every year proves to be challenging as the needs of the community grows. Equipment needs to be updated, employees need raises, and costs continue to rise. Furthermore, we must balance the needs of the community with the need to maintain adequate reserves and free cash. We continue to watch the Town Stabilization Account diminish. This is a very dangerous pattern that could lead to trouble in the future, if not properly managed. Our committee's efforts are to meet the needs of each department, while ensuring the financial security of our future. It is a delicate balancing act. We encourage you to read the Town's Annual Financial Report carefully to better understand what the towns' needs are and where its resources are allocated.

In FY 2019, the Advisory Committee expects its focus to be directed to supporting the goals of the newly adopted Master Plan. The Master Plan is a roadmap to the community's vision of its future. Considerable time has been spent by the town in assessing plans for housing, land use, economic development, recreation, transportation, town services, and preservation of our unique and wonderful community. The plan was adopted and should serve as guidance as to the town's desires for its future. It is for these reasons that the Advisory Committee wishes to support the efforts and intention of the Master Plan in any way we can.

The Advisory Committee continues to advocate for a change in the management of town government. The administration of local government has become increasingly time consuming and complex. We believe that a Town Manager/Administrator will further the cause of the Master Plan and promote the healthy development and management of our town.

A final concern of the Advisory Committee is the positions of town Tax Collector and Town Treasurer. Currently, these positions are elected positions that must be held by town residents. No particular technical skills are required; just a mere popular vote is needed. If appropriate expertise is not in place, serious obstacles could be expected in meeting the demands of each of these important positions. Furthermore, ongoing accountability may be impeded. The Advisory Committee agrees with the Department of Revenue to

recommend the change in these positions from elected to appointed, and further encourages a very transparent appointment process.

In closing, it is an honor to sit on this Board in support of the Town of West Brookfield. We recognize we are advisors and not rule makers and take this task seriously. We thank the Select Board for its increased cooperation in working with us. We thank all town employees for doing their part for the public. We encourage the residents to stay involved and be an active part of your community. It may take a village to raise a child, but it takes the entire community to run a town.

\*Please note that the opinions expressed in this report are the opinions of the West Brookfield Advisory Committee. They should not be construed as legal advice or advice on how taxpayers should vote. The Committee is tasked with making recommendations only and the comments in this report are just that – recommendations.

Respectfully submitted,

*Lori Loughlin, Chairperson*

*Tom Long*

*Bradley Hibbard*

*Pamela Griffing*

*Roland Sickenberger*

*Doug Aspinall*

# ANIMAL CONTROL OFFICER

This year has been another year for people to be proud of this town when it comes to animal control. We have not had one unclaimed stray dog for yet another year. The dogs I have had to pick up have been claimed almost immediately after posting them on the Town Facebook page. Keep up the good work people

Respectfully submitted,  
*Leafi Shattuck, Animal Control Officer*

# ANIMAL INSPECTOR

This year, in the Town of West Brookfield, there were:

## ANIMAL COUNT 2017

Camelids	2	Oxen	5
Cows	209	Sheep	57
Chickens	187	Swine	41
Donkeys	5	Turkeys	6
Goats	26	Waterfowl	70
Horses	107		

Respectfully submitted,  
*Leafi Shattuck*

# ANNUAL SALARY

Adams-White, Renee	\$13,725.75	DiMaio, James	\$612.00
Allen, Sarah	\$38,482.27	Dolan, Jane	\$2,086.61
Anderson, Beverly	\$1,619.44	Donais, Christopher	\$1,912.50
Arsenault, Marie	\$6,036.59	Dorman, Kevin	\$2,884.56
Ayers, Brian	\$17,253.76	Dorman, Melvin	\$1,149.83
Baldwin, Kylie	\$924.00	Downing, Ryan	\$7,245.00
Barrett, Teresa	\$15,888.44	Dupuis, Michael	\$16,494.70
Bell, John	\$3,674.68	Dustin, Brian	\$64.40
Benoit, Brian	\$93.64	Dyer, Sarah-Jane	\$2,767.50
Benson, Robert	\$9,546.47	Dyson Jr., Eric	\$12,733.99
Bishop, Erik	\$360.00	Early, James	\$96,043.05
Blodgett, Kenneth	\$44.00	Edwards, Clayton	\$6,198.86
Blood, Douglas	\$720.00	Fontaine, Keith	\$16,549.86
Bolaske, Evona	\$682.00	Foster, Paul	\$2,720.00
Boos, James	\$4,029.90	Frew, Betty	\$21,931.70
Borlikoski, Charlotte	\$84.00	Frew, Michael	\$6,579.33
Bouchard, Paul	\$3,174.62	Frizzell Sr., John	\$919.86
Brown, Trevor	\$153.00	Goodman, Philip	\$9,908.83
Burlingame, Casey	\$1,129.25	Haire, Carol	\$140.00
Burns-Jackson, Mary	\$32,564.48	Hall, Matthew	\$316.58
Buxton, Sandra	\$6,990.00	Hartung, Kara	\$16,831.83
Caron, Richard	\$6,255.00	Herring, Brittany	\$803.00
Cassavant, Beverly	\$84.00	Hicks, John	\$1,525.24
Cassavant, Duane	\$60,651.82	Higgins, Linda	\$2,678.33
Cassavant, Ryan	\$180.90	Hilliker, Cody	\$276.53
Cassavant, Wesley	\$63,400.00	Hopkins, Joseph	\$448.39
Charron, Brian	\$27,898.84	Ingraham, Jane	\$5,589.64
Charron, Craig	\$85,695.43	Jobst, Dane	\$3,420.00
Churchey, David	\$4,628.80	Judycki, Kally	\$44.56
Churchey, Lee	\$180.00	Kemp, Karlee	\$931.25
Courtemanche, Elaine	\$1,948.37	Kemp, Tessa	\$2,130.00
Cowden, Paul	\$78,750.22	Kenniston, Beverly	\$4,239.80
Czub, Kirah	\$715.00	Kent Jr., Edward	\$328.34
Czub, Melinda	\$2,089.13	King, William R.	\$84.00
Daley, James	\$81,802.55	Korman, Debra	\$40.00
Davis, Jon	\$590.94	Kozik, Elizabeth	\$84.00
Desantis, Aaron	\$540.00	Kuranda, Dariusz	\$6,775.56
Desantis, Christopher	\$360.00	Landine, Philip	\$1,000.00
DiMaio, Elisabeth	\$30,499.37	Landry, Joseph	\$2,461.51





**Police Detail Amounts**

Ayers, Brian	\$1,407.04
Bishop, Erik	\$360.00
Blood, Douglas	\$720.00
Caron, Richard	\$6,255.00
Charron, Craig	\$14,735.25
Churchey, David	\$3,060.00
Churchey, Lee	\$180.00
Cowden, Paul	\$31,231.19
Desantis, Aaron	\$540.00
Desantis, Christopher	\$360.00
Donais, Christopher	\$1,912.50
Downing, Ryan	\$7,245.00
Dyer, Sarah-Jane	\$2,767.50
Early, James	\$5,181.02
Hartung, Kara	\$9,676.74

**\*These amounts are included in the Annual Salary amounts**

Jobst, Dane	\$3,420.00
Lapriore, Matthew	\$1,080.00
Lareau, Kyle	\$720.00
Lazarick III, Joseph	\$10,890.00
Letendre, Matthew	\$25,852.50
Murphy, James	\$1,260.00
Murphy, Lee	\$1,440.00
Niles, Matthew	\$720.00
Perrault, Kendall	\$360.00
Pierce, David	\$2,454.08
Ramos, Felix	\$180.00
Romani, Christopher	\$180.00
Stanley, Ryan	\$2,340.00
Talbot, Christopher	\$180.00
Whitcomb, Kyle	\$360.00

**\$137,067.82**

## **BOARD OF ASSESSORS**

The mission of the Board of Assessors is to value real and personal property efficiently, fairly and accurately, in accordance with the laws of the Commonwealth of Massachusetts; to administer motor vehicle excise, exemption, and abatement programs; to address concerns from the public quickly and courteously.

The Town of West Brookfield has 2,539 taxable real and personal property accounts:

1,387	Residential Improved Parcels
766	Vacant Parcels
98	Commercial/Industrial/Mixed Use Parcels
67	Chapter 61, 61A, 61B – Chapter Land Parcels
166	Personal Property

The value of all taxable property of Fiscal Year 2018 was \$362,833,651. The Fiscal Year tax rate is \$16.06 per thousand dollars of valuation. The tax rate is a formula that uses two basic figures, the total levy, which is the amount to be raised by taxation and the total value of the Town divided by 1,000.

The major variable in the equation is the tax levy, which is determined by the approved town budget. The higher the levy, the higher the taxes. It is Town spending, not the value, that determines what one will pay in taxes. The assessed values are a mechanism that allows the levy to be distributed fairly among all the taxpayers. The Town is required to appraise property within very strict guidelines by the Department of Revenue (DOR).

***PROPOSITION 2-1/2 – LEVY LIMIT EXPLAINED:***

“Proposition 2-1/2” refers to an initiative statute adopted by the voters of the Commonwealth in November 1980. Its purpose was to stabilize municipal property taxes. It limits the amount by which the taxing capacity of the Town is allowed to increase each year. The allowed growth is 2.5 percent of the prior year’s levy limit. This allowed increase in the limit for FY2018 is \$134,956 (which is 2.5% of the FY2017 levy limit, \$5,398,247).

Also, added to the levy limit computation is the levy increase attributable to “new growth.” This represents additions to the base of taxable property, typically as a result of new construction, renovations and minor additions, or change of use.

Permitting the levy to be adjusted by “new growth” recognizes the fact that development creates pressures on Town services over the long term. The new tax rate reflects \$155,292 in new growth.

The assessment date for each tax year is the previous January 1. The Town has accepted the provisions of Section 40 of Chapter 653 of the Acts of 1989 regarding assessment date changes for new

growth. This legislation allows communities to tax in the current fiscal year all new construction built between January 1 and June 30 of that year. The purpose of this local option legislation is to reduce the delay that can occur between construction and taxation.

Total growth of the levy limit is therefore attributable to two factors, allowed growth, which is fixed (2.5% per year), and new growth that is variable and subject to economic conditions.

#### ***PROPERTY INSPECTIONS:***

The Assessors continue to work very closely with the Building Inspector, as the Town requires building permits on almost all improvements made to your property. These building permits aid in correctly valuing a property's worth. Upon notification by the Building Inspector of permits issued, the Assessors will visit the property to verify and photograph it. Prior to our inspection, the property owner will receive a questionnaire from our office for them to complete. This will assure that our records are correct. We ask that anyone who receives one of these questionnaires take the time to complete it and return it to the Assessors. When these forms are not returned to our office, we cannot make the necessary changes to ensure that the information we have on file is accurate.

#### ***ADDRESS CHANGES:***

The bulk of information used in the Assessors' Office is indexed by address. It is essential that you inform our office of any changes in your address as soon as the change occurs. It certainly will help us to serve you more efficiently and prevent the necessity of duplicate mailings at an added cost to the taxpayers.

#### ***MOTOR VEHICLE EXCISE TAX BILLS:***

Many people come to our office with questions regarding their Motor Vehicle Excise Tax Bills. The Registry of Motor Vehicles sends computerized data to all towns and the bills are then printed and mailed from the Tax Collector's Office. The information you receive on your bill is based on data the Registry of Motor Vehicles has in their files for any calendar year beginning January 1. Please pay particular attention to the "**Garaging Location**" on your insurance form. If you have any changes in this location or in any

other information, you must notify the Registry of Motor Vehicles so that your license, registration and Motor Vehicle Excise Tax Bills are correct. This also ensures that you receive a bill at your correct address.

In addition, if you have sold a motor vehicle during the year, you may apply for an abatement of your excise bill by completing an application and providing our office with proof of sale, as well as a copy of the Plate Return Receipt, or new registration if you transferred your license plates.

The Board of Assessors welcomes any comments or questions. We are proud to provide a very personalized service to you and enjoy the opportunity to meet with many of you throughout the year.

Respectfully submitted,  
*Beverly Kenniston, Chairperson*  
*Kevin Dorman*  
*Michael Frew*  
*Elisabeth DiMaio, Administrative Assistant*  
*Renee Adams-White, Assessor Assistant*

## BOARD OF HEALTH

During the past year, the Board of Health has generated approximately \$14,575.00 through various required permit fees. The fees are as follows:

Septic Permit	\$250.00	Perc Test	\$175.00
Septic Installers	\$100.00	Septic Haulers	\$100.00
Trash Haulers	\$100.00	Retail Food	\$75.00
Food Service	\$100.00	Food Catering	\$75.00
Milk Store	\$25.00	Body Art	\$180.00
Tanning	\$25.00	Outdoor Boilers	\$75.00
1-Day Food Permit	\$25.00	Sports Camp	\$50.00
Farmer's Market (includes Asparagus Festival)			\$50.00

The Board has enacted a \$75.00/per hour charge for food inspections due to violations. The Board has enacted a \$75.00/per hour inspection fee for extra Septic related inspections.

The Board of Health issued:

Perc Permits	19
Septic Permits	19
Food Permits	30
Milk Permits	13
Tanning Permit	1
Septic Installer Permits	8
Campground Permit	1
Mobile Home Park Permit	1
Motel Permit	1
Pool Permit	1
Septage Hauling Permits	5
Trash Hauling Permits	6
Farmer's Market/Seasonal Food Permits	16
Bathing Beach Permit	2
Outdoor Wood Boilers	0
One Day Food Permits	26
Body Art Permits	0
Sports Camp Permit	1

The West Brookfield Board of Health contracts its medical services with Harrington Hospital.

The Town of West Brookfield has a low interest loan program for the repair of septic systems. Contact the Administrative Assistant for further information.

The Department of Environmental Protection was petitioned by the Board to lower the number of required monitoring tests at the Capped Wigwam Landfill and was granted a permit to do so. Unfortunately, there was a change in the Department of Environmental Protections allowable level of 1,4 Dioxane. Because of this change, we had elevated levels in one of our landfill test wells. The Town voted to install a water line to just past the Wickaboag Sportsman Club. The water line installation was completed by September 17, 2016. Hook ups to the line, for residents, was completed in December 2017. We thank the residents affected for their co-operation with all aspects of this installation.

**Hazardous Waste Day** is once a year in September or October at the North Brookfield Transfer Station. **Latex paint is not accepted. Dry the latex paint in the can with a mix and dispose of with the normal trash.**

**Sharps may be dropped off at the Board of Health for disposal during normal business hours, provided they are in the proper containers, which may be purchased at any pharmacy for a minimal amount.**

The Board continues to revise and prepare for all emergencies. A drill testing our ability to set up a Dispensing Site at the West Brookfield Senior Center was completed on December 12, 2017 with great success. If you wish to become a volunteer for the Board of Health, please contact us at the number below.

The Board of Health wishes to remind all residents that it meets on the **2<sup>nd</sup> and 4<sup>th</sup> TUESDAYS** of each month at **7:00 PM**, in the West Brookfield Town Hall, Room LL4. The public is invited to attend.

The Board of Health telephone number is 867-1421 Ext. 310.

**OUR OFFICE HOURS HAVE CHANGED:**

Office hours are Monday 10:00 AM to 12:00 PM,  
Tuesday through Thursday from 9:00 AM – 11:00 AM and  
Tuesday evening from 6:00 PM – 8:00 PM

Title V Agent: John Thomasian  
Health Agent: Lee Jarvis  
Administrative Assistant: Sarah J. Allen

Respectfully submitted,  
*Melvin Dorman, Chairman*  
*Jason Paquette*  
*John Frizzell*

# BOARD OF REGISTRARS

Information for the year ending December 31, 2017 is as follows:

<b>TOTAL POPULATION</b>	<b>3,193</b>
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## VOTER REGISTRATION

Conservative	3
American Independent	2
Democrat	568
Green Party USA	1
Green-Rainbow	1
Inter. 3 <sup>rd</sup> Party	1
Libertarian	5
United Independent Party	31
Republican	408
Socialist	1
Unenrolled	1,551
Working Families	1
<b>VOTER TOTAL</b>	<b>2,573</b>

Respectfully submitted,

*Sarah J. Allen*

*Jane Dolan*

*Madelyn Tivnan*

*Beverly Anderson*



# BOARD OF SELECTMEN

As always our Board placed priority on the effectiveness of financial management of the Town. This was accomplished while attempting to maintain or improve the standing portfolio of essential municipal services.

## COMMUNITY:

Upon the request of Keith Davies, the Board executed a letter of support for C4R's application for funding through the DCR Regional Trails Grant Program to establish a series of Blue Trails in the region.

The Board agreed to install another streetlight opposite the Quaboag Rehab facility.

The Board agreed to install two (2) 15-minute parking signs by the proposed daycare on Central Street; but not until after the 20 day waiting period is over in the Town Clerks Office and no complaints are received.

The Board approved the 3<sup>rd</sup> Annual West Brookfield Classic 5K road race to be held on June 10<sup>th</sup>.

Upon the request of the Tree Warden, the Board declared April 28, 2017 as Arbor Day.

The Board thanked those responsible for the progress being accomplished on the Common Baseball Field Project.

Noting the Police Chief's nod, the Board approved the Knights of Columbus, Council 11080, to conduct their Annual Tootsie Roll Drive on Saturday October 7<sup>th</sup> and Sunday October 8<sup>th</sup> from 8am to noon each day.

The Board accepted VERDE's refreshed municipal aggregation pricing of .09999 per kWh - standard lock rate for 24 months.

Upon the request of Ms. Michele Connor, the Board gave their permission to place cones along the front of Sacred Heart Parish so that people will not park there during their Public Square Rosary Rally on October 14<sup>th</sup> from noon to 1pm.

The Board announced that there will be a HALLOWEEN SPOOKTACULAR on the Town Common on October 31<sup>st</sup> – hosted by the Police Department.

Upon the request of Ms. Lauren Kostantin and Ms. Michelle Niemiec, White Christmas Co-Chairs, the Board voted to allow White Christmas to take place on Sunday, December 3<sup>rd</sup> from 11am to 8pm.

#### FINANCES:

Highway Superintendent Daley provided the Board with information relative to the funding for snow and ice removal. The Board approved the Superintendent's request.

Superintendent Daley asked the Board to execute a letter of support for the repair/replacement of the Foster Hill Road Bridge. The Superintendent stated that the bridge was tentatively scheduled for repairs/replacement by MassDOT in 2019/2020. The Board agreed to execute a letter of support.

Sarah recused herself. The Board voted to recommend a 2% COLI for all Non-Union employees for FY18.

The Board toured the Fire Station with Interim Fire Chief Charron and Acting Captain Edwards. The Interim Chief pointed out several structural issues needing attention i.e. windows, crack in wall, roof leaking. Interim Chief Charron outlined electrical issues outlined in quote from Lagrant Electric #1428. The Board voted to approve the quote and to pay for the electrical repairs (\$841.43) out of the Town Building Maintenance Account.

The Board agreed that based on the information received from the Interim Fire Chief, and input from the Advisory Committee, that the Interim Chief should cease driving the 2004 Tahoe immediately due to safety reasons. The Board agreed to resolve the issue expeditiously. The Board discussed purchasing a new police cruiser and supplying the 2010 Expedition to the Fire Department to replace the 2004 Tahoe. The Board voted to place an article on the STM Warrant to purchase and equip a marked police cruiser. The Board voted to allow the Police Chief to trade the Crown Victoria for \$700 off of the department's new vehicle.

The Board reviewed a quote for a new AED machine from the Rescue Squad. The Board voted to replace the current older model with a LIFEPAK CR Plus machine for \$1,563.15.

The Board voted to accept the low bidder, Palmer Paving Corporation, for \$846,022.40 to construct Lake and Cottage Streets under the MassWorks Grant.

The Board voted to approve Joseph Insurance Agency, Inc. quote for \$21,974 for Fire & Police IOD coverage.

Town Treasurer, Teri Roberts and ZEKOS Auction Group held a Tax Title Auction with the following results:

213 New Braintree Road	\$35,000
19 Kennedy Road	\$10,000
26 Wigwam Road	\$20,000
32 Wigwam Road	\$22,500
53 New Braintree Road	\$25,000

Interim Chief Charron asked for reimbursement for Fire Fighter John Hick who recently completed the FF1/II Recruit Class. The Board agreed to process a \$3,000 reimbursement payment under the Towns recent agreement with the fire department. Interim Fire Chief Charron announced that the Fire Department was awarded an Assistance to Firefighters Grant (AFG) in the amount of \$136,096 to be used to replace aging Self Contained Breathing Apparatus

(SCBA). This grant will require the Town to contribute \$6,704 or 5% of the award amount.

The Board voted to approve the purchase of a fire vehicle; including \$22,000 for outfitting – cost not to exceed \$53,000.

The Board voted to accept a proposal from Fire Service Group furnish and install a new General Air 1HP Base mounted air compressor; \$2,042.36. It was noted that the Town would provide an electrician to disconnect the existing compressor wiring and reconnect to the new air compressor.

The Highway Superintendent informed the Board that Bond Construction Corp. had donated 60,490 tons of material to repair Madden Road.

The Board voted to approve a quote from Advanced Energy Concepts to purchase and install a Reznor WS140 Hot Water Unit Heater (\$3,696.00) for the Fire Department; to be paid out of the Townwide Building Maintenance Account.

Linda MacCoy, COA Director, asked the Board to install a third telephone line for the COA. Linda stated that with the Outreach Coordinator, VSO, Shine, Tri-Valley Meals-On-Wheels etc. that two phone lines do not provide enough capacity for the center. The Board voted to provide an additional phone line to the COA.

#### LEGAL:

Mr. Jeff Joseph asked the Board to consider placing a “No Outlets” sign at the corner of Front Street noting that cars speed on the dead ended way and there are several children on the street. The Board agreed to have the Highway Superintendent install a “No Outlets” sign at the corner of Central and Front Street.

The Board voted to accept the Easements Granted by the property owners Callahan and Joyce relative to the MassWorks Grant for Lake & Cottage Streets.

The Board agreed to hold a Complete Streets Hearing on Wednesday, August 16, 2017 at 6:30pm.

Upon the recommendation of legal counsel (Petrini & Associates, PC), the Board voted to appoint Peter A. Brown, Esq., D'Ambrosio Brown LLP, as special counsel to represent the Town of West Brookfield for Appellate Tax Board hearings at a rate of \$225.00 per hour.

On November 7<sup>th</sup>, the Chair opened the Public Hearing at 6:30pm regarding the Foster Hill Road Bridge Replacement Project. The only abutter present was Paul Spencer. All abutters were notified via USPO general delivery mail. The Board reviewed and discussed a cross section drawing of the replacement bridge, provided by MassDOT, for the Foster Hill Road Bridge. The Board noted that the replacement bridge would NOT include a sidewalk. All those present agreed that this would not be problematic. No objections were voiced.

On December 5<sup>th</sup> at 6:30pm, a Tax Classification was held. Assessor, Beverly Kenniston provided the Board with an overview of the purpose of the Tax Classification Hearing. The Board voted to adopt a single tax rate for all classes with a factor of one.

The Board briefly discussed the proposed placement of solar panels on the capped landfill with the Board of Health. Both Boards agreed to entertain the idea with the three (3) companies who have inquired with the proviso that they are told that currently there is NO three-phase power on Wigwam Road. Contact will be referred to the BOH for future discussions.

#### **LIQUOR LICENSE RENEWALS:**

The Board approved the following Liquor License Renewals pending all required inspections, payments and paperwork:

Ye Old Tavern, 7 East Main Street  
All Alcoholic Innholder - License Number 136800001

Salem Cross Inn, 253 West Main Street  
All Alcoholic Innholder - License Number 136800004

Adams-Coney-Frew American Legion Post #244  
5 Ware Road Post Office Box 252  
All Alcoholic Club License - License Number 136800005

Country Corner Citgo, Inc., 118 West Main Street  
Wine and Malt Retail Package Goods Store - License Number 136800008

Colonial Heights Spirits, Inc., 139 West Main Street  
All Alcoholic Retail Package Store - License Number 136800011

Northeast Pizza, 208 West Main Street  
Wine and Malt Common Victualler - License Number 136800013

Varniraj Liquors Inc. dba Main Street Liquors,  
11 East Main Street  
All Alcoholic Retail Package Store - License Number 136800014

Lins Garden, 154A West Main Street  
All Alcoholic Common Victualler - License Number 136800017

George's Pizza, 4 East Main Street  
Wine and Malt Common Victualler - License Number 136800018

Anne Garwood & Keith Arsenault approached the Board for a Special License to sell hard cider at the local farmers market on the Town Common. The license would include taste testing and closed bottle sales. The Board voted to allow a Special License to Ragged Hill Cider Company LLC from June 7<sup>th</sup> through October 11<sup>th</sup> of 2017. The Board noted that the fee would be \$50; as allowed by law

Mr. Samek asked the Board to allow the Hardwick Winery to sample and sell closed bottles of wine at the Asparagus Festival. The Board voted to approve a one (1) day license for the Hardwick Winery to sample and sell at the Asparagus Festival for a fee of \$25.

The Board held a PUBLIC HEARING – West Brookfield Tavern Inc. – Alteration of Premises of a Liquor License. The Board reviewed

the Larson's application for an Alteration of Premises of a Liquor License.

Upon the request of the Lions Club, the Board voted to approve a one-day liquor license for the Annual Harvest Festival scheduled for September 30, 2017. It was noted that the Police Chief had no objections.

The Board voted to approve a One Day Liquor License to Ragged Hill Cider Company, LLC for September 23, 2017 from noon to 6pm at Ragged Hill Orchard. The LLC will be hosting a grand opening for their tasting room and will be offering full pours on September 23<sup>rd</sup>. The Board agreed to charge a \$25 fee.

**STAFFING:**

The Board voted to accept many resignations; including the following:

Marie Arsenault, as Town Accountant  
James Boos from the Water Department  
Kaitlyn Marsh, as Library Director  
Joseph Stymiest from the Highway Department  
Robert J. Brodak from the Planning Board  
Kenneth B. Miller from the Housing Authority  
Barbara Rossman from the Historical Commission  
The Board accepted Teresa Barrett's resignation letter on June 3, 2017.  
Police Officer Lazarick  
Police Officer Churchey  
Lt. Joseph Landry retired from the Fire Department.  
Richard Gobi from the Advisory Committee

The Board agreed to appoint many individuals; including the following:

Holly Takorian as Interim Library Director  
Matthew Letendre as Sergeant  
Paul B. Cowden as a Full Time Police Officer  
Lorena Prokop as Interim Tax Collector  
Dan Hamilton to the Historical Commission

Eric Whittemore as a FT Highway employee  
Eric Dyson as a Full Time Police Officer  
Paul Foster as the Interim Fire Chief

The Board discussed filling the vacant Selectmen's position. The Board voted to hold a special election on August 15th. The BOS decided not to include the Tax Collector position on the Election ballot.

The Board appointed the following individuals to the Fire Chief Search Committee:

C. Thomas O'Donnell	June 30, 2018	Police Chief in West Brookfield
Thomas Coulombe	June 30, 2018	Fire Chief in Ware
David Mottor	June 30, 2018	Fire Chief in Easthampton
Alan Roy	June 30, 2018	Fire Chief in Palmer
Dave J. Beaudin	June 30, 2018	Dept of Fire Services

The Board noted that Deb Korman was recently appointed as the State Representative to the West Brookfield Housing Authority.

### POLICY:

After some discussion and at request of Mr. Loew and EMD O'Donnell, the Board voted to execute a Resolution Adopting the Hazard Mitigation Plan.

Ms. Jessica Swistak wrote the Board to express her concerns with the cross walk in front of her home on the corner of West Main and Cross Street. Crosswalk colors, signage, and access were topics of discussion. A-Frame signage suggestions were made. Chief O'Donnell stated that he would look for possible grants for flashing signage. Superintendent Daley provided the Board with a directive from Daryl Amaral, MassDOT, relating to Crosswalks and WCR Clarifications. The Board took the information under advisement.

On September 12, 2017, the Board approved a speed limit of 20 mph on Lake and Cottage Streets; after a public hearing.



Ms. Kelly McCarthy wrote the Board to express her concern with traffic and safety issues on Maple Street and in the vicinity of the Elementary School. The Board stated that they have shared her email with the Police Chief and Highway Superintendent. It was noted that remedial action was already underway to alleviate some her concerns. The Board also noted that the Highway Superintendent was looking into grants and other funding to further study and resolve some of the issues; including sidewalk gaps, parking, school pick up and drop off traffic etc.

The Chair explained that the Town was currently in the process of trying to collect 2014, 2015 and 2016 outstanding taxes. It was brought to the Selectboard's attention that there were several issues including complaints of not receiving bills, demands, uncashed checks, unmarked payments of various types etc. The Board is working with legal counsel, the MA Department of Revenue, Treasurer, Deputy Collector, and Baystate Municipal Accounting Group in an attempt to resolve these issues. The Board is asking taxpayers to pay any outstanding amounts in an effort to stop the collection process. If the Selectboard is able to provide any financial relief all parties affected will be considered and offered equal relief efforts. The Board thanked the taxpayers for their continued patience and cooperation.

The Board voted to execute an Agreement with CMRPC to provide assistance with the updating/creation of a Master Plan for the Town.

Mr. Dean Buchman wrote the Board to request the Town plow Burrington Road; a private way. The Board noted that they had visited the site and had spoken to the Highway Superintendent. The Board voiced concerns over the privately maintained bridge, its weight rating and liability issues. The Board voted to deny Mr. Buchman's request to plow Burrington Road.

Respectfully submitted,

*Diane Vayda*

*Phil Landine*

*Deborah Provencher*

# BUILDING INSPECTOR

Single Family Dwellings	13
Sheds	6
Additions	4
Roofing	21
Garages	3
Windows/Siding	16
Renovations/Remodeling	15
Stoves: Pellet/Wood	17
Pools: In-ground/Above-ground	6
Signs	0
Decks	7
Demolition	3
Barns	3
Pavilion/Gazebo	0
Antenna/Cell Tower	0
ADA Ramp	0
Solar	9
Weatherization/Insulation	8
Sprinkler System	0
Sheet Metal	5
Total	136

Total Permit Income	\$20,103.00
Estimated Value on Permits	\$3,886,183.00

Respectfully submitted,  
*Jeff Taylor, Building Inspector*

# BURIAL GROUND COMMISSION

The Cemetery Commissioners have the oversight of three separate cemeteries: the Old Indian Cemetery on Cottage Street, the Methodist Cemetery on Lyons Road and the Pine Grove Cemetery on Church Street.

The Cemetery Commission extends sympathy to those who have experienced a loss of a loved one over the past year. We also wish to thank individuals who have taken special interest in providing care for the lots and surroundings.

We had seventeen interments in Pine Grove during 2017:

Blanche Allen	Carol Cook
Blanche Odiorne	Katherine Laprise
Mabel Hallsten	Carolyn Arsenault
Greg Bell	Lynne Dunham
James Cargill	Lawrence Comeau
Marjorie Cargill	Fred Smock
John Nicholas	Kestutis Ramonas
Irene Wallace	Marcia Merrill
Geraldine Burnham	

The total sum collected for burials was \$6,000.<sup>00</sup> dollars and the total sum for Lot Purchases was \$3,600.<sup>00</sup>

As a reminder, in respect for our deceased, dogs are not allowed at any time on cemetery grounds. Also, please report any vandalism or suspicious activity to the West Brookfield Police Department.

Respectfully submitted,

*Teri Roberts, Chairman*

*Dave Swekła*

*Marc Astrella*

# CONSERVATION COMMISSION

During the year, the Conservation Commission was involved with numerous permits, site visits, and meetings regarding the enforcement of the Massachusetts Wetland Protection Act. We held public hearings for six Notice of Intent and ten Requests for Determination. We issued two Certificates of Compliance, and one amendment of an Order of Conditions.

Please visit our website at <http://wbrookfield.com>. All forms as well as instructions for completing them are located at this site and can be downloaded for your convenience. Minutes of our meetings can be viewed here.

The Conservation Commission wishes to remind all property owners that Massachusetts General Law states that *any work proposed within 100-feet of any wetland (intermittent streams, lakes, marshes, bogs, or seasonally wet areas) and 200-feet from any permanent stream requires a filing of a Request for Determination of Applicability.*

An Agricultural Preservation Restriction Program is also in place to assist and encourage the retention of the Commonwealth's best farmland. The program is a permanent solution for maintaining an agricultural land base for local food production. Any interested landowners should contact the Commission for more information.

The Conservation Commission meets the **first Wednesday** of the month at **7:00pm** in the Lower Level Conservation Office in the Town Hall.

Respectfully submitted,

*Eric Tunley, Chairman*

*Gordon DeWolf*

*Richard Provencher*

*Brian Silva*

*Christine M. Long*

*James Talvy*

# COUNCIL ON AGING

The West Brookfield Senior Center continues to expand programs and participants. We continue to thrive with the help of the Friends of the West Brookfield Senior Center fundraising and support from are businesses.

Both West Brookfield and Brookfield are working to create an equitable plan. West Brookfield continues to offer both Medicar and Outreach to Brookfield residents while Brookfield Seniors help with the daily duties at the front desk and attending activities. Both towns look forward to working together in order to provide services to both towns without losing autonomy.

The COA and Senior Center continue to offer daily programs that enhance the lives of area seniors. We have four exercise programs, card games, a daily lunch program through Meals on Wheels run by Tri-Valley Inc., special events and of course Bingo twice a month.

Please come by any Monday through Friday from 9am to 3pm and find your niche here at 73 Central Street. Phone us at 508-867-1407 and for Meals on Wheels call 508-867-1411.

Respectfully submitted,  
*Linda MacCoy, COA, Director*

# EARTH REMOVAL BOARD

*“Earth Material Excavation Requiring a Permit”* – More than 500 cubic yards of soil excavated in any one year. Excavation incidental to the construction of buildings or other accessory uses and expansions may be exempt, provided that the quantity of materials removed shall not exceed that displaced by the portion of the building or accessory use below grade and all required permits by the West Brookfield Bylaws and/or Zoning Bylaws have been issued. Other exceptions are excavation in the course of customary agricultural use of land for a farm, garden, or nursery; excavation material subject to a license issued under MGL CHAPTER 40, SUBSECTION 21 (7), excavation in compliance with the specific requirements of an approved subdivision plan, and excavation in the normal use of a cemetery.

*“Earth Material”* includes soil, sand, gravel, stones, topsoil, peat, muck, loam, bedrock, or other earth materials from any land in town.

The Earth Removal Board continues to manage four (4) active permits relative to earth material excavation under SECTION XII, SECTION 2 of the Town’s General Bylaws.

The Earth Removal Board recognizes the service of Mr. Robert Lipovsky, and welcomes Mr. Dean Wisniewski to the Board.

Respectfully submitted,

*Jason Paquette, Chairman*

*Dean Wisniewski*

*Diane Vayda*

*Gordon DeWolf*

*Kevin Dorman*

*Health*

*Planning*

*Selectmen*

*Conservation*

*Zoning*

# ELECTRICAL INSPECTOR

The town received a total of 74 electrical permits for the year 2017. Below is a list of the types of permits inspected and completed:

Backup Generators, Residential	2
Residential Solar Arrays	8
Service Changes	19
Renovations/Additions	11
Garage/Barns	5
Pools	4
Hot Tubs	2
Commercial	1
Miscellaneous/Single Circuits	8
Temporary Services	6
Security Systems	3
Commercial Lighting Retro Fits	2
Municipal	3
Smoke Detector/Life Safety	2
Shed/Out Building	1

Respectfully submitted,  
*Keith Fontaine, Electrical Inspector*

# EMERGENCY MANAGEMENT

The Office of Emergency Management is responsible for assisting town agencies in both handling and preventing of disasters, whether natural or man-made. The office is responsible for the creation and updating annually of the Community Emergency Management Plan and insuring the town's compliance with regulations adopted by both Massachusetts Emergency Management Agency and the Federal Emergency Management Agency.

We continue to work with the town of Warren on our local Community Emergency Response Team (CERT). CERT members are volunteers with varying backgrounds, but a common desire to help their communities. The CERT meets monthly at the high school and has been used at several events over the past year, such as White Christmas and the Quaboag Triathlon. CERT is funded through state grants, and members receive training on such subjects as traffic direction, First Aid/CPR, and shelter operations. Anyone interested in finding out more information or volunteering for the CERT should contact either the West Brookfield or Warren Police Departments, or either town's Emergency Management Department.

Respectfully submitted,  
*C. Thomas O'Donnell, Jr., Director of Emergency Management*



# FIRE DEPARTMENT

2017 finds the West Brookfield Fire Department in a state of growth in order to meet the demands of society's expectations of their Emergency Services. One of the obvious obstacles to the growth of the Fire department is its housing issue. The vehicle fleet is getting old and today's replacement apparatus are being built too large to be housed in the current structure. At some point, the apparatus will no longer be functional and will need to be replaced. I will suggest, moving forward in 2018, a committee to seek ideas and possible funding for replacement housing. Also in 2018, I will apply for a grant for an apparatus to begin the process of apparatus replacement through a Federal Grant Process.

The West Brookfield Fire Department received this year \$134,096.00 through the Assistance to Firefighters Grant for the replacement of Self-Contained Breathing Apparatus. The Town had a 5% match to this grant which was a great plus for the Town and the Department. Also, the Fire Department continues to conduct the SAFE Program at the school and the Senior SAFE Program with the assistance of grants through the State.

The status of equipment is as follows: *Engine 1* had a major breakdown at the end of this year, and is being repaired as this report is being generated. We currently have a loaner engine from the City of Springfield. *Engine 2* is functional and serviceable. *Engine 4* is in good condition. *Tanker 1* on-board pump is marginal and it needs new tires, which are very expensive. It may be worth looking into replacing this apparatus with a commercial tanker. *Squad/Rescue 1* is mechanically functioning well. *Forestry 1* is functioning well. This unit is housed at the Water Department due to not having room at the Fire Station.

I would like to thank the Water Department for helping us with housing our apparatus there, otherwise it would be exposed to the elements, accelerating its usefulness. I would like to thank the Officers and Firefighters of the West Brookfield Fire Department for their dedication to the mission of protecting Life and Property. Few too many step up and want to do what we do. I would also like to

thank the West Brookfield Police Department, Highway Department, and Rescue Squad for their assistance throughout the year.

We stay vigilant in our duty for you.

Respectfully submitted,  
*Paul H. Foster, Interim Fire Chief*

**FIRE REPORT**

<b><u>TYPE</u></b>	<b><u>SITUATION</u></b>	<b><u>COUNT</u></b>
111	Building Fire	9
113	Cooking Fire, confined to container	1
114	Chimney or flue fire, confined to chimney or flue	4
131	Passenger vehicle fire	2
138	Off-road vehicle or heavy equipment fire	1
141	Forest, woods or woodland fire	3
151	Outside rubbish, trash or waste fire	1
211	Overpressure rupture of steam pipe or pipeline	1
311	Medical assist, assist EMS crew	3
320	Emergency medical service incident, other	1
322	Motor vehicle accident with injuries	2
324	Motor vehicle accident with no injuries	1
351	Extrication of victim(s) from building/structure	1
352	Extrication of victim(s) from vehicle	1
353	Removal of victim(s) from stalled elevator	2
360	Water & ice related rescue, other	1
400	Hazardous condition, other	1
410	Combustible/flammable gas/liquid condition, other	1
411	Gasoline or other flammable liquid spill	3
440	Electrical wiring/equipment problem, other	1
444	Power line down	1

445	Arcing, shorted electrical equipment	1
463	Vehicle accident, general cleanup	19
500	Service call, other	1
511	Lock-out	1
542	Animal rescue	1
551	Assist police or other governmental agency	1
553	Public service	1
561	Unauthorized burning	5
571	Cover assignment, standby, move up	3
611	Dispatched & cancelled enroute	1
622	No incident found on arrival at dispatch address	2
650	Steam, other gas mistaken for smoke, other	1
651	Smoke scare, odor of smoke	1
661	EMS call, party transported by non-fire agency	1
671	HazMat release investigated w/no HazMat	1
700	False alarm or false call, other	1
721	Bomb scare – no bomb	1
732	Extinguishing system activation due to malfunction	1
733	Smoke detector activation due to malfunction	7
735	Alarm system sounded due to malfunction	4
736	CO detector activation due to malfunction	7
743	Smoke detector activation, no fire – unintentional	9
744	Detector activation, no fire – unintentional	2
745	Alarm system activation, no fire – unintentional	5
746	Carbon monoxide detector activation, no CO	4
813	Wind storm, tornado/hurricane assessment	1

**TOTAL INCIDENT COUNT: 123**

*(\* Types of calls categorized by the National Fire Reporting System (NFIRS version 5) and the Massachusetts Fire Incident Reporting System (MFIRS). This system is standardized throughout the United States.)*

### FIRE PREVENTION REPORT

Furnace Inspections	12
Permit to Store Flammable Liquids	11
LPG Inspections	24
Smoke/CO Inspections	57
UST Removal	2
Rehabilitation/Assisted Care Centers Inspections	6
Annual Business Inspections	8
Burning Permits	150

## **GAS/PLUMBING INSPECTOR**

Forty-eight plumbing and fifty-four gas inspections were performed by me during the year 2017. The Town issued thirty-eight permits to do plumbing work totaling \$3,085.00. The Town issued fifty-one permits to do gas work totaling \$2,236.00. For a total of \$5,321.00 for the year 2017,

Respectfully submitted,  
*Paul Bouchard, Gas & Plumbing Inspector*

## **HARBOR MASTER**

The boating on Lake Wickaboag in 2017 was normal due to good weather. The lake now has a large number of pontoon boats, which keeps the lake cleaner due to less churning of the bottom. The lake was treated due to its needs in 2017. The Red Flag System is used to close lake use. Controlling the seven-limit trailer parking has a large part of keeping the lake cleaner. Most boats using the

parking spots are pleasure boats, which means skiing and tubing, which stirs up the bottom of the lake. All lake residents treat the lake with respect and help as needed. One problem this year was fishing tournaments. Some fishermen hook docks, boats, and so forth. This problem must be addressed before the start of tournaments.

Respectfully submitted,  
*Joseph H. Borlikowski Jr., Harbor Master*

## HIGHWAY DEPARTMENT

The year started off with some **great** news! The Town of West Brookfield was awarded a \$1,000,000 MassWorks Grant for the reconstruction of Cottage and Lake Streets. MassWorks is a grant program that promotes housing and economic development and within that program there is a section for Small Town Rural Assistance (STRAP). This is the section that West Brookfield applied under. This was the fourth year that we applied for this grant, the second for Cottage and Lake Streets Project. Our application was very strong; we really did our homework! We had an approved concept drawing as well as a preliminary survey completed. We also went to Town Meeting and got a \$100,000.<sup>00</sup> in kind match commitment to pay for engineering costs contingent on receiving the grant, not to mention the numerous letters of support from residents and town departments.

I want to thank all the residents of West Brookfield, Department Heads and especially the Advisory Board and Board of Selectmen for their support.

In summary, the following work was completed on Cottage and Lake Streets:

- Removal of 24 hazardous and invasive trees
- All new drainage was installed

- New culvert pipes put in between the two ponds by the Town Beach
- Full depth reclamation with calcium was applied
- Re-grading of roads, sidewalks and driveway aprons
- 2-1/2" dense grade bituminous asphalt - machine applied and compacted
- Granite and bituminous asphalt curbing installed
- Concrete and bituminous asphalt sidewalks installed – all ADA compliant
- 2" bituminous asphalt - state top applied with a tack coat and compacted
- Line painting
- Grass areas loamed and seeded
- New trees and shrubs were planted
- New guardrails installed near the two ponds by the Town Beach

The only remaining item for the spring is the installation of all new street signage. This project will be completed on time and under budget in the early spring of 2018.

Lyon Road was completed early in the spring. The following work was completed:

- 664 ton at 1-1/2" thickness was machine applied and compacted with a tack course
- All driveways and aprons were tied into the new road
- All shoulders were backed up with either gravel or stone

The total cost of the re-construction of Lyon Road was \$248,082.<sup>00</sup>.

Our next Chapter 90 Project is the final section of Ragged Hill Road from Wickaboag Valley Road to the Tucker Road intersection. We worked on tree removal this past summer and are starting this project early in the spring of 2018. This project requires extensive drainage improvements, box widening, full depth reclamation, and paving.

The School Street Intersection Project was completed early in the fall of 2017. This project was funded through the Massachusetts Department of Transportation Improvement Program (TIP). The construction bid came in at \$1,623,548.<sup>00</sup>, paid by State and Federal Government. The Town of West Brookfield's share was to pay for the design cost, which was \$161,900.<sup>00</sup>.

I want to thank all the residents of West Brookfield, especially the ones that live around the common for their cooperation during the construction of this much needed project.

The Town of West Brookfield also received a Complete Streets Grant for \$38,000.<sup>00</sup> to develop a Prioritization Plan of Projects to

improve public safety. We will focus on the downtown crosswalks, sidewalks, and traffic flows. Once a Prioritization Plan is developed and approved we can apply for a construction grant for a project valued up to \$400,000.<sup>00</sup>.

For example, Salisbury MA received a \$400,000.<sup>00</sup> grant for reconstructing a new sidewalk on Pleasant Street and adding a sidewalk on Seabrook Road. These improvements will allow residents to walk to key retail areas, diversify the mode of transportation for residents and visitors, and connect with parks, schools and a rail trail.

Once West Brookfield gets its Prioritization Plan approved we will hold a public hearing and decide on a Complete Street Project.

I would like to express my gratitude to the residents of West Brookfield, the Board of Selectmen and all other town department employees for their continued support. I would also like to thank both full and part-time Highway employees for their dependability and commitment during the past year.

Respectfully submitted,  
*James Daley, Highway Superintendent*

# DROP-OFF CENTER

## Wigwam Road

Hours of operation: **Wednesday: 9:00am to 4:00pm**  
**Saturday: 9:00am to 4:00pm**

*The Drop-Off Center is for Residential Use Only. Rules and Regulations subject to change as market fluctuates*

TVs 27" and under	\$ 5.00	TVs over 27"	\$10.00
Radios	\$ 5.00	Stereos	\$ 5.00
VCRs	\$ 5.00		
Microwaves	\$ 5.00	Refrigerators	\$20.00
Stoves	\$20.00	Dishwashers	\$15.00
Washers	\$20.00	Dryers	\$20.00
Water coolers	\$10.00	Air Conditioners	\$20.00
Computers	\$ 5.00	Monitors	\$ 5.00
Keyboards	\$ 5.00	Copiers	\$ 5.00
Printers	\$ 5.00		
Tires with rims	\$ 5.00	Tires no rims	\$ 3.00
Used Motor Oil	Free	Scrap Metal	Free
Anti- Freeze	Free		
Brush	No larger than 3-inch diameter by 4-foot lengths		Free
Leaves/Grass Clippings	No bags, please		Free
Propane Tanks			\$ 5.00

***No ashes accepted.***  
***Batteries must have caps attached.***  
***Any motor must have fluids drained.***

***The following items will be priced accordingly by the attendant:***

Large Console TVs \* Large Propane Tanks \*  
 Commercial or Truck Tires.



# HISTORICAL COMMISSION

The Historical Commission held meetings from January to June and September to December in the Commission Office, Room 201 in Town Hall.

This year updating of the Commission website [www.westbrookfield.org](http://www.westbrookfield.org), with new information and photos continued. A calendar of events was added.

In Phase 3 of conservation an additional thirty-two gravestones in the Old Indian Cemetery was begun by Fannin-Lehner Associates. The Phase 3 report, which will include before and after conservation photos and conservation details for each gravestone is expected early in 2018. The final phase begins in 2018.

After reviewing the Historical Register Nomination of the “Lucy Stone Homesite” for 17 months, the Mass. Historical Commission (MHC) returned the nomination requesting additional information.

A proposal for the Historic Register Nomination of the “Old Methodist Cemetery” by Fannin-Lehner Associates was accepted. Alex Richard, a Quaboag High School student, prepared a map and inventory for the cemetery. If the nomination, when completed, is approved by MHC, this would be the only Methodist Cemetery in Massachusetts on the Historic Register on its own.

Work on “The Old Bay Path Indian Trail” continued. The trail thru New Braintree, West Brookfield, and Warren is a coordinated effort of the three Historical Commissions.

This year Ed Londergan and Barbara Rossman resigned. Ed served as website coordinator. Barbara served as secretary and chairman during her 24 years of service.

The Commission welcomed new members Ron Bullock, Dan Hamilton, and Jesse Morrison.

Other activities during the year included:

- ♦ Offered the Historical Commission \$2,000 scholarship.
- ♦ Sponsored a program “Deborah Samson Gannett” at the Library.

- ♦ Supported the reconstruction of Cottage St. and Lyon Rd. Historic cemeteries are located on both roads.
- ♦ Co-sponsored and participated in the “Asparagus and Flower Heritage Festival” on the common in May.
- ♦ Contacted selectmen about required Town Hall maintenance.
- ♦ Prepared a “Lantern Tour” conducted during “White Christmas” in West Brookfield.
- ♦ Attended events celebrating the 300<sup>th</sup> Anniversary of the Congregational Church.

Once again, The Commission thanks the J. Irving and Jane L. England Charitable Trust for the generous gift. These gifts enable us to fund the projects outlined and continues to motivate us to do more. We also appreciate the support of the town.

The 2017 members and associate members are:

Ron Bullock  
 Dave Fitzgerald  
 Louise Garwood  
 Dan Hamilton  
 Ed Londergan

Jesse Morrison  
 Anne-Marie Nolan  
 Barbara Rossman  
 Richard Rossman

Respectfully submitted,  
*Richard Rossman, Chairman*

## HOUSING AUTHORITY

We hereby submit our annual report to you, the Honorable Board of Selectmen, and the people of the Town of West Brookfield.

The West Brookfield Housing Authority held ten (10) regular meetings, our Annual Meeting in May, which had to be postponed to June 2017. The West Brookfield Housing Authority meets on the **third Tuesday** of each month in the *Community Building at Olde*

*Village Place, 29 East Main Street.* The meetings are held at 10:00 am and are open to the public. All meetings are posted with the Town Clerk. There is no meeting held in August of each year.

All housing authorities have four (4) members elected by the voters of the town and one (1) member appointed by the Governor of Massachusetts. Our elected members are Beverly J. Anderson (Chairman), James Pierce (Vice-Chairman), and Roy Roberts. We welcomed two new members to our Board this year, Marta Davis as an interim Board member (and interim Treasurer), stepping in for Ken Miller, who resigned during the year. We also finally had our State Appointee seat filled by Debra Korman.

The West Brookfield Housing Authority has three (3) employees: Maintenance Manager, Keith Bordeau, Administrative Assistant, Laurie Sokol, and Executive Director Fiona Andrewes.

The Authority currently administers 36-one bedroom units under the State's Chapter 667 program, 6-three bedroom units and 4-two bedroom units under the State's Chapter 705 program. Also located on our site is a Ch. 689 program that is administered by the Bridge of Central Massachusetts. All of these programs are funded by the Department of Housing and Community Development and are operated under state guidelines. The West Brookfield Housing Authority processes applications for state-aided elderly housing from persons who are sixty years of age or older. As in the past, handicapped persons continue to be eligible for state-aided housing for the elderly regardless of age. The Authority also processes applications for state-aided family housing from persons who qualify. Preference is given to local residents. A new law introduced in October now offers Veteran's preference to all applicants, local and non-local. This past year, we housed two (2) new elderly tenants, and three (3) new family tenants. We also had one elderly tenant transfer to a downstairs unit. Anyone who wishes to live at Olde Village Place should fill out an application, which can be obtained from the office. Tenant selection is made from our waiting list and all state guidelines are adhered to in the tenant selection process.

The Department of Housing and Community Development continues to support us with Capital Improvement funds. This past year we had new flooring installed on the second floor at the Bridge. We also replaced kitchen countertops in the downstairs kitchen at

the Bridge. In November, we started a painting project, updating all hallways, stairways, entrance doors, etc., at the 667 development. This project will be completed mid January 2018.

Our non-smoking policy has been going very well and generally, everyone is adhering to the policy and helping to make the development a safer and cleaner place for all who reside here.

We wish to express our gratitude and appreciation to the West Brookfield Police, Fire, and Rescue Departments for their continued caring dedication to the safety and security of our residents.

We would also like to say *“thank you”* to Roger and Cindy Larson of Ye Olde Tavern. They continue to support the Housing Authority by kindly cooking and carving our Christmas turkey every year. This is a tremendous help to us! Also, a big *“thank you”* to John and Nancy Dyjak. They attend every social function held in our Community Room and John is the best Santa and Easter Bunny we have ever had. We are also happy to have a great relationship with Dipody Doo Child Care and Development Center. They have brought their little ones to the Housing Authority for Halloween and Christmas, and my tenants love having them visit, trick-or-treat, and sing Christmas Carols. We hope to continue this new activity with them. We live in such a great community that is so supportive of the Housing Authority.

Respectfully submitted,  
*The West Brookfield Housing Authority*

*Beverly J. Anderson*

*James F. Pierce*

*Roy Roberts*

*Marta Davis*

*Debra Korman*

# LIBRARY



*THE MERRIAM-GILBERT PUBLIC LIBRARY*

*SERVING WEST BROOKFIELD IN 2017*

R. David Lankes, author of *Expect More: Demanding Better Libraries for Today's Complex World*, offers an insightful rating of libraries: “Bad libraries only build collections. Good libraries build services (and a collection is only one of many). Great libraries build communities.” By Mr. Lankes’ scale – and presumably many others –, the Merriam-Gilbert Public Library serves a role of great integrity in the West Brookfield community.

The Library’s beautifully preserved edifice offers a home to more than 62,000 circulating materials including downloadable, audio, and printed books, as well as magazines, music, videos, toys, museum passes, and even a telescope. In addition to materials within the Library, hundreds of materials can also be borrowed from libraries throughout the state and beyond thanks to various forms of interlibrary loan. A wealth of learning and entertainment is available to the nearly 2500 registered borrowers of the Library.

It is within the walls of the Library that one also witnesses the true sense of community that the Merriam-Gilbert Library embodies.

Beyond the typical visit to the Library to borrow or return materials, one might often find friends gathered as part of the weekly knitting group, others to read the newspaper or talk of local happenings, families visiting the Children's Room, or many coming to use the business services available such as computers, Wi-Fi, faxing, photocopying, scanning, etc.



In 2017, the Library hosted nearly 200 programs throughout the year. Children's Services Librarian, Mary Jackson (affectionately known as "Miss Mary"), enthusiastically and creatively designed nearly 120 children's programs including regular groups such as Toddler Playgroup, Kids' Crafts, Lego Club, and musical programs "*Tune in Together*" with Renee Coro and "*Sing with Your Baby*" with Julie Stepanek, which were generously sponsored by the

Friends of the Library. Special seasonal and holiday-themed story and craft programs such as bead crafts, sun catchers, and painting ceramics also delighted young visitors throughout the year. In December, thanks to the Friends of the Library, Bemis Farms Nursery led a special Gingerbread House Workshop for 15 families.



Summer of 2017 was an especially busy time for the Children's Room as 115 participants registered in the 2017 Collaborative Summer Reading Program themed, "*Build a Better World!*" Programs throughout the summer included a visit from Pumpnickel Puppets, Dinosaurs with the Dinoman, Wingmasters featuring their beautiful owls, Magician

Debbie O'Carroll and the Museum of Science featuring "Super-Cold Science." The 2017 Summer Reading Program was generously supported by:

- ♦ Country Bank for Savings
- ♦ Eastern States Exposition
- ♦ Friendly's
- ♦ The Friends of the Merriam-Gilbert Public Library
- ♦ Gremarco Industries
- ♦ Hannaford Bros. Co
- ♦ The Hearst Foundation
- ♦ Howard's Drive-In
- ♦ Maha Family Dental
- ♦ North Brookfield Savings Bank
- ♦ Cornerstone Bank (formerly Spencer BANK)
- ♦ Webster First Federal Credit Union
- ♦ Yankee Candle
- ♦ West Brookfield Cultural Council (in conjunction with the Massachusetts Cultural Council)

Several teen/tween programs were offered throughout the year for young adults aged nine and up. The "*Build a Better World*" theme for teens included special summer programs highlighting recycling such as "Plarning" (where participants learned the art of crocheting recyclable plastic shopping bags) and "Soda Tab Belts" (where belts or bracelets were made out of soda tabs), as well as giving an old t-shirt new life with tie dying. In addition, a visit from Kim Larkin of Klassic Kreations including jewelry design/creation was generously sponsored by the Friends of the Library. Fall programs for teens/tweens included a Veterans' Day card making session as well as a Christmas ornament/craft session.



The arts were well represented at the Library in 2017 as the Library's second floor meeting room lent itself to beautiful displays by artisans such as tapestry creator Dorothy Benedict and photographers Sarah Fahey and Beth Johnson, while Mark Penta returned to capture library patrons with his whimsical caricatures. Musicians Benjamin Bullock, The Doolin' Lads (sponsored by the West Brookfield Cultural Council in conjunction with the Massachusetts Cultural Council), and Mary Jo Maichack (sponsored by the same) performed at

Merriam-Gilbert this year as did Judith Kalaora presenting "*A Revolution of Her Own!*" (co-sponsored by the West Brookfield Historical Commission and the Quaboag Historical Society.) Thanks to the Friends of the Library, Angela Carter of Angela's Ink Link offered several seasonal card-making programs for participants aged five – adult. "*Monday Matinees*" brought a series of classic movies to the Library while on the literary front, the Library hosted an adult book discussion group each month throughout 2017, and several local authors visited the Library for readings/signings including Glenn D'Alessio, Ed Orzechowski, and supernatural expert Jeff Belanger. The culinary talents of community members (tween and older) were highlighted as the Library hosted the first annual National Pumpkin Day Recipe Contest in October and a Christmas Cookie Swap in December.

Other community programs for 2017 included "*Communication Across the Divide*" workshops generously funded by the J. Irving and Jane K. England Charitable Trust, Library Telescope Night highlighting instructions on the use of the Library's new telescope by John Root of the Aldrich Astronomical Society, Inc., "*Aromatherapy 101*" with Kim Larkin, "*Simple Steps to Getting Organized*" with professional organizer Jenna Elliot, and holiday centerpieces with Bemis Farm Nursery (sponsored by the Friends of the Library.)



Regular activity groups meeting at the Library also included Chess Club, Dungeons & Dragons Club, as well as a weekly knitting group.

### *THE FRIENDS OF THE MERRIAM-GILBERT LIBRARY*



The Friends of the Merriam-Gilbert Library continued to be devoted champions supporting the Library. Through annual fundraisers, the Friends have generously supported many programs as noted, and sponsored amazing museum passes for library patrons including Magic Wings and the Eric Carle Museum. Without their support, library patrons would not be able to enjoy the same magnitude of community programming. The Friends of the Library held two Book Sales in 2017, one in June and the other in September.

With the help of community member Bonnie Holske, the Friends of the Library also hosted the First Annual *“Books for Treats”* celebration on the Library grounds on Halloween. Each young visitor received a free book to promote reading. The Friends distributed over 500 books, and the community response was outstanding! The Friends look forward to making this an annual tradition.

In 2017, the Friends of the Library festively held their Annual White Christmas Raffle as the Town of West Brookfield celebrated the 25<sup>th</sup> Annual White Christmas. Thanks to the generosity of local community members and businesses, more than 60 items were raffled. The many visitors to the Library for White Christmas also enjoyed refreshments and the beautiful display of items for sale by local photographer Beth Johnson.

In 2017, the Friends also introduced a monthly gift basket raffle, often featuring seasonal goodies and decorations. The baskets have become popular among the patrons, and they seem to look forward to each month’s display.

The Friends are led by Chairperson Elizabeth Jay and Treasurer Laverne Cholewa with members Marie Andrea, Nancy Brown, Monica Frew, Lisa Remiszewski, Elaine Spencer, and Pat Zazula. The trustees, staff and patrons of the Merriam-Gilbert Public Library are most grateful to the Friends of the Library for their unwavering support of our community Library.

### *OTHER COMMUNITY ENDEAVORS*

For the 2017 holiday season, the Library hosted the First Annual Mitten Tree & Food Drive to benefit the Sharing Cupboard of West Brookfield. The Library staff looks forward to making the Mitten Tree an annual community effort and to serve as an on-going drop off point for non-perishable goods for the Sharing Cupboard.

Other community efforts included Miss Mary's monthly visits to read at the West Brookfield Elementary School as well as welcoming the first grade class on a field trip to the Library each fall and spring. In addition to all of her duties as the Adult Services Librarian, Holly Takorian also hand selects and delivers items for residents of the Quaboag on the Common Rehabilitation and Skilled Care Center. MaryAnne Pelletier, who joined the staff as director in July of 2017, also had the honor of reading to fifth graders at West Brookfield Elementary School as part of Community Reading Day in November.

### *STAFF, TRUSTEES & VOLUNTEERS*



The Library sadly said goodbye to Director Katie Marsh in April of 2017, while Holly Takorian again stepped in as acting director. MaryAnne Pelletier was welcomed as the new director in July 2017. In August 2017, with the departure of Clay Takorian as custodian, substitute custodian and snow shoveler Cory Manseau began serving as the Library's regular part-time custodian. The rest of the very dedicated Library staff includes Children's Librarian Mary Beth

Jackson, Elaine Courtemanche, Linda Higgins, Jane Ingraham, Ashley Leger, and Mary LePage. In addition to the staff, the Library Board of Trustees as well as several regular library volunteers show deep commitment to the Merriam-Gilbert Public Library and the West Brookfield community. The Library Board of Trustees consists of six elected officials with Paul Spencer serving as Chairman. Mr. Spencer is joined by Ronald Bullock, Mary Magnante, Alexandra McNitt, Jeff Robbins (Secretary), and Peter Scribner. Together with the library director, the trustees guide the Library's planning, policy, and budgetary decisions. Volunteers Sofia Fazzuoli, Kendall LaRiviere, Makenna Matczak, Nathaniel Osborne, Celeste Plumadore, and Lauren Wilcox give selflessly of their time to help ensure many tasks are taken care of within the Library.

*IN CLOSING...*

The Library trustees, staff, and volunteers would like to thank all of the wonderful patrons who make our Library the great establishment that it is. We are joyed and humbled to serve you. We also wish to thank the Town of West Brookfield and all of the local businesses, organizations, and benefactors who have made it possible for us to provide a continued high level of materials, services, and programming to the beautiful community of West Brookfield.

Respectfully submitted,  
*MaryAnne Pelletier, Library Director*

# LIST OF APPOINTED OFFICIALS

\* Indicates Chairperson. ( ) Indicates Term of Office

## ADVISORY BOARD (7 MEMBERS – 3 YR TERMS)

Bob Blozie	(2018)	Deceased
Douglas Aspinall	(2018)	
Brad Hibbard	(2018)	
Richard Gobi	(2019)	Resigned 12/4/17
Roland Sickenberger	(2019)	
Tom Long	(2019)	
Pam Griffing	(2019)	
Lori L. Loughlin	(2020)	
Dan Bigda	(2020)	

## AGRICULTURAL COMMISSION

Vacancy	(2018)	
Tim Morrell	(2018)	Resigned 10/30/17
Vacancy	(2018)	
Steven Gould	(2018)	
Gordon DeWolf	(2018)	
Matthew Koziol	(2018)	*
Marcel F. Gaumond	(2018)	Alternate
Vacancy	(2018)	Alternate
Kevin Blaine	(2018)	Alternate
Melinda Czub		Secretary

## AMERICANS WITH DISABILITIES ACT COORDINATOR

Johanna Swain	(2018)
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## ANIMAL CONTROL OFFICER/DOG OFFICER

Leah Shattuck	(2018)	
Sydney Plante	(2018)	Assistant

**ANIMAL INSPECTOR**

Leah Shattuck (04/30/18)

**ASPARAGUS & FLOWER HERITAGE FESTIVAL**

George Hibbard (2018)

Melinda Czub (2018)

Amy Dugas (2017)

Elaine Hibbard (2017)

Jennifer Bujnevicie (2017)

**ASSISTANT ASSESSOR**

Renee Adams-White (2018)

**ASSISTANT TOWN CLERKS**

Tammi Melanson (2018)

Geraldine Sauve (2018)

Christine Long (2018)

Mike Frew (2018)

**ASSISTANT TOWN TREASURER**

Vacancy (2015)

**BOARD OF REGISTRARS**

Beverly J. Anderson (2018)

Madelyn Tivnan (2019)

Jane R. Dolan (2020)

**BUILDING INSPECTOR**

Jeff Taylor (2018)

Casey Burlingame (2018) *Alternate*

**BURIAL GROUND COMMISSIONERS**

Marc Astrella (2018)

Dave Swekla (2019)

Teri A. Roberts (2020)

Mike Seery (2017) Clerk  
Matthew Martins (2017) Assistant Caretaker

**CABLE TELEVISION COMMITTEE, LOCAL ACCESS**

Barry Gillogly (2018) Director

**CENTRAL MASS. REGIONAL PLANNING COMMISSION**

Tim Morrell (2018) Resigned 10/30/17

Vacancy (2018)

Wesley Slobody (2018) Alternate

**CMRPC REGIONAL PLANNING TASK FORCE**

C. Thomas O'Donnell (2018)

**CHIEF PROCUREMENT OFFICER**

Johanna Swain (2018)

**COMPUTER TECHNOLOGY ADVISORY COMMITTEE**

John Tivnan (2018)

Kevin Roberts (2018)

**CONSERVATION COMMISSION (3 YR TERMS – CHP 40, SEC 8C)**

Gordon DeWolf (2018)

James Talvy (2018)

Christine M. Long (2019)

Eric Tunley (2019)

Brian Silva (2020)

Richard Provencher (2020)

Lloyd Hubbard (2020) Resigned 10/24/17

Vacancy (2020)

**(COA) WB SENIOR CENTER DIRECTOR**

Linda MacCoy (2018) Director

Betty Frew (2018) Assistant Director

**COUNCIL ON AGING**

Beverly Cassavant	(2018)	Resigned
Nancy Seremeth	(2018)	
Elizabeth Bliss	(2019)	
Irene White	(2019)	
Lyn Corfey	(2020)	
Barbara J. Smith	(2020)	
Connie Pratt	(2020)	Resigned 9/27/17
Vacancy	(2020)	

**COUNCIL ON AGING – OUTREACH COORDINATOR**

Susan Raymond	(2018)
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**COUNCIL ON AGING - SMC ELDER BUS BOARD**

Linda MacCoy	(2018)
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**CUSTODIAN OF PROPERTY**

Teri A. Roberts	(2018)
Diane Vayda	(2018)
Philip Landine	(2018)
Deborah Provencher	(2018)

**CULTURAL GRANTS COUNCIL**

Joan Veinot	(2018)
Kate Kane	(2018)
Richard Ullman	(2018)
Barry Gillogly	(2018)
Paula Slade	(2018)
Cynthia Laub	(2018)
Joanne Gadoury	(2018)
Laurie Sokol	(2018)

**EARTH REMOVAL BOARD**

Dean Wisniewski	(2018)	Planning
Jason Paquette	(2018)	Health
Diane Vayda	(2018)	Selectmen
Gordon DeWolf	(2018)	Conservation
Kevin Dorman	(2018)	Zoning

**E-911 COORDINATOR**

Vacant

**ELECTRICAL INSPECTOR**

Keith Fontaine	(2018)	
Scot Mansfield	(2018)	Alternate

**EMERGENCY MANAGEMENT**

C. Thomas O'Donnell	(2018)
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**ETHICS COMMISSION LIAISON**

Sarah Allen	(2018)
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**EXECUTIVE SECRETARY**

Johanna Swain	(2019)
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**FIRE CHIEF - INTERIM**

Brian Charron	(11/30/16)
Paul Foster	(10/24/17)

**FOREST FIRE WARDEN**

Vacant

**GAS PIPING & GAS APPLIANCES/PLUMBING INSPECTOR**

Paul Bouchard	(2018)	
Edward Kent	(2018)	Alternate

**HARBORMASTER**

Joseph Borlikoski	(2018)
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**HAZARDOUS WASTE COORDINATOR**

Brian Charron (2018)  
Vacant (2016) *Alternate*

**HIGHWAY CLERK**

Tammi Melanson (2018)

**HIGHWAY SUPERINTENDENT**

James P. Daley (2018)

**HISTORICAL COMMISSION (7 MEMBER BOARD)**

Richard Rossman (2018) *Rotating 3-yr term*  
Ronald Bullock (2018)  
Dan Hamilton (2019)  
David Fitzgerald (2019)  
Anne Marie Nolan (2019)  
Louise Garwood (2020)  
Ed Londergan (2020) *Resigned 12/2/17*  
Jesse T. Morrison (2020)

**INSECT & PEST CONTROL INSPECTOR**

James DiMaio (2018)

**LAKE WICKABOAG DREDGING ADMINISTRATORS**

Melvin Dorman (2018)  
John Frizzell (2018)  
Jason Paquette (2018)

**LIBRARY DIRECTOR**

Katie Marsh (2017) *Resigned 5/11/17*  
Maryanne Pelletier (2018)

**MASTER PLAN COMMITTEE**

Timothy Morrell	(2018)	Resigned 10/30/17
Vacancy	(2018)	
Gordon DeWolf	(2018)	
Diane Vayda	(2018)	
MJ Haesche	(2018)	
Craig Carter	(2018)	
Abraham Brown	(2018)	
Wes Slobody	(2018)	
Keith Arsenault	(2018)	

**MUSIC COMMITTEE**

Erin Mahoney	(2019)	
Brendan Mahoney	(2019)	
Jamie Hubacz	(2019)	
Jason Ostrout	(2019)	
Natalie Masterjohn	(2019)	
Rick MacDonald	(2019)	
Rainy Walsh	(2019)	

**OPEN SPACE IMPLEMENTATION COMMITTEE**

Steve Carroll	(2018)	Planning
Richard Rossman	(2018)	Historical
Mary Beth Czaja	(2018)	LWPA
Gordon DeWolf	(2018)	Conservation
Jeremiah Czub	(2018)	Recreation (Ex-Officio)

**PARKING CLERK**

Vacant	(2017)	
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**POLICE DEPARTMENT**

*CHIEF OF POLICE*

C. Thomas O'Donnell

*SERGEANT*

Matt Letendre (2017) [17,18]

*FULL TIME POLICE OFFICERS*

Craig Charron (2018) [15,16,18]  
James Early (2017) [16,17,19]  
Paul B. Cowden (2017) Hired 2/28/17 [17,18]  
Eric Dyson (2018) Hired 10/10/17 [18]

*PART TIME POLICE OFFICERS*

David Pierce (2018) Lifetime\* 3 yr rollover [03,06,09,12,15,18]  
Brian Ayers (2018) Lifetime\* 3 yr rollover [06,09,12,15,18]  
Kara Hartung (2019) Lifetime\* 3 yr rollover [13,16, 19]

*CONSTABLES*

C. Thomas O'Donnell (2018)  
Arthur Tatro (2018)  
John Healy (2018)  
Alan R. Jesky (2018)  
Matt Letendre (2018)  
Craig Charron (2018)  
David Pierce (2018)  
Brian Ayers (2018)  
Kara Hartung (2018)  
James Early (2018)  
Paul Cowden (2018)

**POLICE DEPARTMENT CLERK**

Tammi Melanson (2018)

**POLL WORKERS**

Louise Whitehouse (2018)  
Eleanore Paquette (2018)  
Nancy Seeton (2018)

Michael Frew	(2018)
John Tivnan	(2018)
William King	(2018)
Betty Frew	(2018)
Carol Haire	(2018)
Pauline LaCroix	(2018)
Charlotte Borlikoski	(2018)
Johanna Swain	(2018)
Mary Garin	(2018)
Patricia Bacon	(2018)
Susan Tomasino	(2018)
Christine Long	(2018)
Caroline Stentiford	(2018)
Beverly Cassavant	(2018)
Teresa Barrett	(2018)
Robert Spera	(2018)
Geraldine Sauve	(2018)
Kathleen Landry	(2018)
Elizabeth Kozik	(2018)
Beverly Kenniston-Potvin	(2018)
Kathy Pratt	(2018)
Diane Loufstedt	(2018)
Neil Blodgett	(2018)
Gail Ryan	(2018)
Nancy Olson	(2018)
Comfort Smythe	(2018)
Demi Wrobel	(2018)
Deb Korman	(2018)

**QUABOAG HIGH SCHOOL MUNICIPAL REPRESENTATIVE**

Phil Landine	(2018)
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**QUABOAG VALLEY BUSINESS ASST. CORP REP.**

Alexandra McNitt	(2018)
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**RECREATION COMMITTEE**

Jeremiah Czub (2018)  
Ryan Laroche (2018)  
Lori Piazzo (2018)  
Kristen Sloan (2018)  
Kevin Sloan (2018)  
Chris Goodwin (2018)

**REPRESENTATIVE TO CENTRAL DISPATCH**

C. Thomas O'Donnell (2018)

**REPRESENTATIVE TO THE ROCK HOUSE**

John Tivnan (2018)

**REGIONAL HIGHWAY EQUIPMENT COOPERATIVE (RHE COOP)**

Diane Vayda (2018) Board of Directors Rep.

**RIGHT TO KNOW MUNICIPAL COORDINATOR**

Brian Charron (2018)

**ROAD PROJECTS ADVISORY COMMITTEE**

Diane Vayda (2018)  
James Daley (2018)  
Jeff Robbins (2018)  
Bill King (2018)  
Keith Arsenault (2018)

**INTERIM SEXUAL HARASSMENT OFFICER**

Phil Landine (2018)

**STORMWATER MANAGEMENT COMMITTEE**

James Daley (2018) Highway  
Mary Beth Czaja (2018) Member at Large  
John Frizzell (2018) Health  
Johanna Swain (2018) Selectmen

Gordon DeWolf	(2018)	Conservation
Robert Benson	(2018)	Water
Timothy Morrell	(2018)	Planning – Resigned 10/30/17
Steven Carroll	(2018)	Planning
<b>TOWN ACCOUNTANT</b>		
Sandy Buxton	(2017)	Interim 2/15/17 – Resigned 9/26/17
Baystate Municipal Accounting Group	(2018)	
<b>TOWN COUNSEL</b>		
Petrini & Associates	(2018)	
Morgan, Brown & Joy	(2018)	
<b>TREE WARDEN</b>		
James DiMaio	(2018)	
<b>TRIATHLON COMMITTEE</b>		
Rachel Wilson	(2018)	
James Wilson	(2018)	
Jessica Swistak	(2018)	
<b>VETERAN'S AGENT</b>		
Gary W. Lapine	(2017)	
<b>WAR MEMORIAL COMMITTEE</b>		
Anna May Zabek	(2018)	
Gary Lapine	(2017)	
David Tebo	(2017)	
Doug Aspinall	(2018)	
<b>WHITE CHRISTMAS COMMITTEE</b>		
Richard Rossman	(2018)	
Barbara Rossman	(2018)	
Michelle Niemiec	(2018)	

**ZONING BOARD OF APPEALS**

(APPOINTMENTS TO BE MADE PRIOR TO MARCH 1<sup>ST</sup>)

George Hibbard	(2018)	
Renee Adams-White	(2018)	Associate Member (*AM's- rotating 2-yr terms)
Richard Ullman	(2019)	
Douglas Aspinall	(2020)	Associate Member – Resigned 1/9/18
Vacancy	(2020)	Associate Member (*1 AM is Chairs choice)
Kevin Dorman	(2020)	*

**ZONING OFFICER**

Gary Simeone	(2018)
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**LIST OF ELECTED OFFICIALS**

\* Indicates Chairperson ( ) Indicates Term of Office

**MODERATOR**

Trevor Brown	(2018)
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**TOWN CLERK**

Sarah J. Allen	(2019)
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**BOARD OF SELECTMEN**

Deborah J. Provencher	(2018)	8/15/17
Diane S. Vayda	(2019)	
Philip J. Landine	(2020)	

**TOWN TREASURER**

Teri A. Roberts	(2019)
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**TAX COLLECTOR**

Lorena Prokop (2019) 6/12/17 – Resigned 8/7/17

**BOARD OF ASSESSORS**

Kevin G. Dorman (2018)

Michael H. Frew (2019)

Beverly P. Kenniston (2020)

**BOARD OF HEALTH**

Melvin F. Dorman (2018)

John E. Frizzell, Sr. (2019)

Jason Paquette (2020)

**BOARD OF LIBRARY TRUSTEES**

Peter Scribner (2018)

Alexandra McNitt (2018)

Ronald Bullock (2019)

Jeffrey R. Robbins (2019)

Mary Reagon Magnante (2020)

Paul D. Spencer (2020)

**BOARD OF WATER COMMISSIONERS**

Lester Paquette, Sr. (2018)

Robert E. Benson (2019)

Barry J. Nadon, Sr. (2020)

**COMMON COMMITTEE**

Rayne Petruzzi (2018)

Leane Pierce (2019) \*

Malinda Mathieson (2020)



**HOUSING AUTHORITY (5 YEAR TERMS)**

Debra Korman	(12/12/2020)	State Appt 5yr term
Roy Roberts	(2019)	
James F. Pierce	(2020)	
Beverly J. Anderson	(2021)	
Marta Davis (Resident)	(2022)	Partial term 5/1/2018 Election

**PLANNING BOARD**

Timothy S. Morrell	(2018)	Resigned 10/30/17
MJ Haesche	(2018)	
Steven A. Carroll	(2019)	
Keith Arsenault	(2020)	
Wesley Slobody	(2021)	
Dean W. Wisniewski	(2022)	

**QUABOAG REGIONAL SCHOOL COMMITTEE**

Darlene Manzano	(2018)	
Dustin Atwood	(2018)	
Jason G. Morgan	(2018)	
Amy Skowyra	(2018)	
Heather Bish	(2019)	Resigned 7/10/2017
Lori J. Piazza	(2019)	until May 2018 Election
Craig Burgess	(2019)	
Jonathan Burke	(2019)	
Robert Souza	(2019)	
Clifford G. Fountain	(2020)	
Andrew Schwenker	(2020)	
Tracy L. Waz	(2020)	
James C. Wilson III	(2020)	

# PEG ACCESS TELEVISION

WBTB Channels 191, 192 & 194

## EQUIPMENT –

### *Public Access:*

1. Most equipment is running well and do not expect any need for major replacements in the coming year.

### *Education Access:*

1. General broadcast equipment from Public Access is performing well and do not expect any need for major replacements in the coming year.

### *Government Access:*

1. No new equipment was added this past year and do not expect any need for major replacements in the coming year.

## PROGRAMMING –

1. *Public Access* maintained its multi-age oriented programming to 11 to 14 different programs per day repeated on two-week cycles.
2. *Education Access* is airing live School Committee Meetings, sports, school events, and available shared programming relevant to the children and their parents in the community. Due to budget cuts in the school system, the Media Club was temporarily discontinued.
3. Again, the *Government Access* encourages any committee that uses the Meeting Room to have their meetings broadcast on the station.

## BULLETIN BOARD –

The Bulletin Board continues to service the community and local non-profits.

## ADDITIONAL NOTES FOR 2017 –

### *Volunteers:*

We are still fortunate to have a knowledgeable volunteer, Bob Datz, to not only assist in operating *Education Access*, but he also has been making time to assist in programming on *Public Access*. Though the school budget can still not afford financial assistance for the Media Club, parent and PEG Access funds are available. Bob was not available this first semester, but may be in the winter semester.

## GOALS FOR 2018 –

We were not able to launch the station's website and video on demand during 2017 due to time constraints. Our goal is to make this a reality in 2018.

Respectfully submitted,  
*Barry Gillogly, Director*

# PLANNING BOARD

The Planning Board approved two (2) ANR Lot Subdivision applications in 2017.

The Planning Board in conjunction with the Master Plan Committee and Central Massachusetts Regional Planning Commission continued its work on the draft of the West Brookfield Master Plan, after funding was approved at the 2016 Annual Town Meeting.

The Planning Board recognizes the services of its Chairman, Mr. Timothy Morrell, 35 years of service by Mr. Robert Lipovsky, and Mr. Robert Brodak and wishes them well in future endeavors. The Committee welcomed Mr. Dean Wisniewski, Mr. Steve Carroll, and Ms. MJ Haesche to the Planning Board.

The Board is currently meeting on the second Monday of the month and on an as needed basis for the convenience of those who require Planning Board approval of your projects.

Respectfully submitted,  
*The West Brookfield Planning Board*

*Keith Arsenault*                      *Wesley Slobody*  
*Steve Carroll*                      *Dean Wisniewski*  
*MJ Haesche*

## MASTER PLAN COMMITTEE

In 2017, the Master Plan Committee continued its work on West Brookfield's first Master Plan, after contracting The Central Massachusetts Regional Planning Commission (CMRPC) to work on the project. The project has been very successful with community outreach events, a public survey, and extensive research into the Town's resources. The chapters of the Master Plan include:

1. Land Use
2. Population and Housing
3. Economic Development
4. Natural and Cultural Resources
5. Open Space and Recreation
6. Transportation and Circulation
7. Town Services and Facilities

The Master Plan is now completed to a 100% draft and will be published and available shortly. The Master Plan Committee will be dissolved, and will hand over to an Implementation Committee.

Respectfully submitted,  
*The Master Plan Committee*

*Keith Arsenault, Chairman*                      *Diane Vayda*                      *Timothy Morrell*  
*Wesley Slobody*                      *MJ Haesche*                      *Gordon DeWolf*  
*Craig Carter*                      *Abraham Brown*

# POLICE DEPARTMENT

The year 2017 was again a very active year for the West Brookfield Police Department. This past year the department responded to 6,389 calls for service, compared to 4,019 in 2016. In part, this increase is due to a new Records Management System that went into effect in July, as part of a project that included all ten towns served by the New Braintree Regional Dispatch Center. This new system better captures the activity of the officers.

In 2017, we welcomed Officers Paul Cowden and Eric Dyson to the Department. Their hiring brought the full time ranks back to its authorized strength. Additionally, Patrolman Matthew Letendre was promoted to the rank of Sergeant. Sgt. Letendre serves as second in command of the Department, and is in charge of the fleet, as well as detail scheduling. Sgt Letendre is an eight-year member of the Department. Ptl. Jim Early attended A.L.I.C.E. Instructor Training this year. A.L.I.C.E. (which stands for Alert, Lockdown, Inform, Counter, Evacuate) is the protocol we have been using in the school system for the past several years, for dealing with active threats. Ptl. Early joins Warren Police Chief Bruce Spiewakowski as the second instructor in the school district. This program is applicable to all work environments, and we hope to be able to offer this training to local businesses and organizations in the near future.

In November, our community suffered a devastating loss, when three students from Quaboag High School were killed in a motor vehicle accident on Douglas Road. This is a loss that is still being felt by the community, and our deepest condolences and prayers go to the three families directly affected.

During the past year, we continued our close working relationships with other state and local Police Departments, as well as our local agencies: the Highway Department, Fire, Rescue, the Warren/West Brookfield CERT, and the Quaboag Regional School System. We look forward to continuing these partnerships, and developing new ones in the year to come.

The following are examples of calls for service handled by the Department in 2017:

911-Hang up	21	Alarms	96
Animal calls	149	Assist citizen	183
Assault	1	Assist other agencies	119
Burglary	25	Building check	1,726
Computer Crimes	3	Complaints – general	64
Disturbance	31	Disabled Vehicle	51
Domestic Disturbance	18	Assist Fire Dept	53
Fraud	6	Gunshots	8
Harassment	3	Hazardous Incident	1
Illegal Dumping	2	Investigations	112
Larceny	15	Lockout	62
Medical Assist	404	Missing Person	2
Motor Vehicle Accident	83	MV Complaint – operation	90
MV Investigations	183	MV Stops	1,091
Officer initiated activity	159	Parking Complaint	13
Property damage/Vandalism	22	Lost/Found property	22
Psychiatric emergency	12	Serve restraining order	14
Scam	10	Safety hazard	110
Stolen vehicle	1	Serve summons	60
Suspicious activity	127	Threat	4
Trespass	14	Traffic control	234
Serve warrant	55	Welfare check	76

The 1,091 motor vehicle stops conducted by the Department, in 2017, had the following results:

Citations	65	Written warnings	442
Criminal complaints	40	Verbal warnings	534
Arrests	10		

In 2017, the Department processed the following License to Carry and Firearms Identification Card applications:

LTC 398 | FID 51

During 2017, criminal charges were filed against one hundred and forty-six (146) persons and eight (8) were taken into protective custody. What follows is a breakdown of the charges filed:

Larceny	16	Negligent operation – MV	10
Warrant arrests	38	Assault	2
Assault/Battery – household member	12	Assault/Battery – strangulation	1
Assault/Battery – on person over 60	1	Assault/Battery – on a disabled person	1
Trespass	25	Threat to commit crime	3
Unlicensed operation of MV	1	Narcotics violations	3
Operating under influence	8	Disorderly conduct	5
Suspended license	19	Witness intimidation	1
Obstruction of Justice	1	Failure to Stop for Police	1
Uninsured MV	16	Suspended Registration	14
Conspiracy	4	Malicious destruction - property	10
Identity Fraud	1	Junior Operator violation	1
Open Container violation	2	Leaving Scene of accident	3
Attempted to Commit a Crime	2	Assault/Battery on a Public Official	1
Possession of a Dangerous Weapon	1	Abandoned Vehicle	1
Breaking/Entering	8	Possession of Liquor – under 21	5
Civil Warrants	4	Reckless Operation	1
Possession of Fireworks	1	Lewd Conduct	2
Forgery	1	Abuse Prevention Order Violation	3
Falsely Reporting a Crime	1	Unlicensed Operation	1
Indecent Assault/Battery on a person – under 14	1	Possession of a Firearm – intoxicated person	1

Obstructing an Emergency Vehicle	1	Resisting Arrest	1
License Restriction Violation	1	Evidence Destruction	1

Respectfully submitted,  
*Chief C. Thomas O'Donnell, Jr.*

## PROCUREMENT OFFICER

The Uniform Procurement Act MGL Chapter 30B and Massachusetts Statutes for Construction Contracts summarize the procurement procedures necessary for the purchase of supplies and services, for the disposal of surplus property, for advertising and awarding contracts for construction projects including but not limited to work on bridges, roads, construction materials, streets, parks, sewers, water mains, landfills, and other improvements.

The Town of West Brookfield continues to strive toward total compliance with all areas of these statutes.

Respectfully submitted,  
*Johanna Swain, Procurement Officer*



# RECREATION COMMITTEE

West Brookfield Recreation Committee spent the past year, again, doing their best to add to West Brookfield recreational activities, both for the children and adults. The Committee bid farewell to Kevin and Kristen Sloan, but we would like to thank them for all the hard work and service they put in over their time. They were both valuable members of the Committee and will be missed. We also welcomed Chris Goodwin to the Committee and look forward to the work he, Lori Piazzo, and Jerry Czub will accomplish in 2018.

The Committee welcomed the summer by offering our summer programs for the children of West Brookfield. These programs were all successful, but the Committee will continue to investigate new and exciting programs to be offered over the summer break and are always open to suggestions!

- ♦ Camp SOAR was a new program that was offered in 2015 and had great success. Due to the success, Camp SOAR ran twice in summer 2016 and 2017, at the beginning and end of summer. This is a week long program that offers a range of activities to participate in during the week. Special thanks to the Program Director, Amy Laroche and her team of helpers. We plan to continue this program in 2018.
- ♦ The annual Tennis Program was again part of our summer offerings, which was well attended and enjoyed by all. Special thanks to Ryan Hibbard for coordinating the Tennis Program. We plan to continue this program in 2018.
- ♦ We ran the Sports Camp, again in 2017, and did attract a healthy crowd over the week. Special thanks to Nick Frank for coordinating this program, especially at the last minute. We plan to continue this program in 2018.
- ♦ At the town beach, swimming instructions were again offered and had a very high attendance, particularly for the young kids from town. This program is great fun for the

children of town, but also a very important program for swimming safety. Special thanks to Tessa Kemp and her team of lifeguards in organizing the program again this year. We plan to continue this program in 2018.

The Town Beach was again very well attended over the summer break and we as a Committee will look to continue to ensure the beach is maintained at the highest level for town residents. We recommend all West Brookfield residents pick up a sticker at the Town Hall, in order to avoid a warning or ticket. This year we upgraded the volleyball court, added fresh sand, brand new benches with umbrellas, and a horseshoe pit. Special thanks to Tessa Kemp as the head lifeguard at the beach with making sure the beach was staffed and maintained. Also, thank you to our lifeguards and beach monitors for their work at the beach: Jonah Shattuck, Karlee Kemp, Brittany Herring, Evona Bolaske, Kylie Baldwin, and Kirah Czub.

In 2018, we plan to add even further to the beach to continue to make it more inviting for town residents, for example, another horseshoe pit, updated landscaping, and more kids' activities available. Lifeguard patrolling will commence June 21, 2018 and finish September 2, with shifts running every Thursday – Sunday from 11am – 6pm. We are planning a 'Beach Party' at the start of summer this year, as well as other activities and events, so stay tuned with the Rec Committee on Facebook.

Movies on the Common ran again in 2017, with attendance up and down. We plan to continue these movies in 2018, however, with the possible addition of additional nights and plans to make the experience more enjoyable for those that come (popcorn and pest control).

The WB Ice Rink again faced complications this winter due to various reasons. However, next winter we plan to contract this work out to make sure it happens!

The Rec Committee again offered extensive support to our local kids' recreational sports teams (soccer, basketball, and little league) and we plan to continue to do this in the future. Our goal is to support these organizations so they can keep the registration fees reasonable so all children interested in playing sports can participate. We also supported a men's soccer team for the first time

in 2017/18 and plan to continue this. In 2018, we plan to also support the adult summer softball in town. We want to ensure we support both children and adult recreational activities in town.

2017/18 was an exciting year for the Recreation Committee, but our goal is to improve every year. More use of the town beach, town common, as well as supporting our local recreational teams and activities is our mission. So get outside, around town, and down to our town beach and enjoy the activities we have on offer!

If you have any interest in joining the Rec Committee, please contact Jerry at [jerczub81@hotmail.com](mailto:jerczub81@hotmail.com).

Respectfully submitted,  
*Recreation Committee*

## RESCUE SQUAD

The West Brookfield Rescue Squad completed over 900 patient transports in 2017. These transports include all 911 emergency medical calls, motor vehicle accidents, patient lift assists, evaluations, and refusals, assisting the Fire department at fire scenes, and non-emergent transports. Emergency calls have not increased, but our new capabilities have increased our volume. We have increased our Mutual Aid responses to assist with the region as well as offering our residents and the Baystate Medical group with non-emergent transports. The West Brookfield Rescue Squad is a private non-profit 501c3 organization, and receives no municipal funding through the town. We rely on insurance billing, private contributions, memorial donations, and our Annual Subscription Drive.

The Rescue Squad currently has 21 licensed EMT's and 5 certified First Responders, and we operate two Class 1 ambulances. We have reached our goal by providing 24/7 response coverage

without delay in 2017! We moved into our new location at 18R West Main St. in July of 2016 to allow for our growth in service and to provide the Fire Department with much needed space at their station. The Rescue Squad has a very dedicated group of men and women who sign up for shifts on a monthly basis. Crews are on duty at our station 7 days per week 365 days a year between the hours of 8:00am and midnight. On duty, crews will respond from home between the hours of midnight and 8:00am. This along with Mutual Aid services, provides guaranteed coverage for all 911 calls without delay. Advanced Life Support services are available 24/7 when needed.

The West Brookfield Rescue Squad offers all of its members continued education training to maintain certification. As well as free CPR certification training to all town employees. The Rescue Squad maintains all Automatic Defibrillators (AED's) located in the Town Hall, Elementary School, Senior Center, and Library. All free of charge. This has designated West Brookfield as being a "Heart Safe Community" by the Central mass Regional Office of Emergency Medical Services and the American Heart Association. The Rescue Squad with its dedicated staff also provides a Community Wellness Program for its citizens with medical needs as well as provides training seminars, clinics, and wellness checks for residents in cooperation with the Senior Center staff. The Rescue Squad provides support and medical team coverage for all special events that our great town has throughout the year.

With the increased demand and need for 24 hour coverage, the Rescue Squad continues to need more EMT's. Please ask any member or stop by the station, and ask about EMT training programs in the area and our Tuition Reimbursement and Scholarship Programs. You can also visit us at [www.westbrookfieldrescuesquad.com](http://www.westbrookfieldrescuesquad.com) and like us on our Facebook page.

We would like to thank the West Brookfield Police Department and West Brookfield Fire Department with assisting and keeping us safe on every call. We also thank the West Brookfield Highway Department for making sure our roads are safe and for assisting the Squad with emergency snow removal during emergency calls.

*Please call 911 for life threatening or  
Medical emergencies.*

A very special *thank you* goes to the residents of West Brookfield for their continued support of our efforts. We appreciate the great financial support through the Subscription Drive, Memorial Contributions, and other generous donations throughout the years. We are all very proud to serve this great community.

Officers:

President: Dan McCall  
Vice-President: Diane Merriam

Members:

Renee Adams-White	Tyler Wade
Lori Merriam	Alanna Servant
Rebecca Dilboy	Chuck Hastings
Eric Allard	Matt Bonneau
Corrina Barry	Kyle Sledziewski
Melyssa Taylor	Christina Acerra
Frank Johnson	Brenden LaValley
Matt White	Natasha Boynton
Bonny Cook	Abby Kaczprowicz

First Responders:

Hanna Niemiec	James Lussier
Chase Carlson	Luke Quatrocelli
Marlena Zaniewski	

Respectfully submitted,  
*The West Brookfield Rescue Squad*  
*Board of Directors*

*"Because We Care"*

# TOWN CLERK

## COMMONWEALTH OF MASSACHUSETTS

Town of West Brookfield

\*\*\*\*Special Town Meeting \*\*\*\*

Worcester, SS.

To Either of the Constables of the Town of West Brookfield in the County of Worcester,

### GREETINGS:

In the **NAME OF THE COMMONWEALTH OF MASSACHUSETTS**, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the **WEST BROOKFIELD ELEMENTARY SCHOOL, 89 NORTH MAIN STREET** in said **WEST BROOKFIELD** on **TUESDAY** the **TWENTY EIGHTH** day of **MARCH 2017**, at **7:00PM** then and there to act on the following articles:

#### Article 1

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury the sum of **\$43,701.00** to purchase and equip a police cruiser; or take any other action relative thereto.

(Sponsored by the Police Department)

AND you are directed to serve this Warrant by posting up attested copies at the **BULLETIN BOARD** in the front entrance way of the **TOWN HALL**, in said Town, **FOURTEEN (14)** days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doing thereon, to the Town Clerk, the time and place of meetings, as aforesaid.

Given under our hands this 9<sup>th</sup> day of March in the year of our Lord two thousand seventeen.

\_\_\_\_\_ A TRUE COPY. ATTEST:  
\_\_\_\_\_

\_\_\_\_\_ Selectmen of West Brookfield

\_\_\_\_\_ Constable

Worcester, SS

March 9, 2017 AM PM

Pursuant to the within Warrant, I have notified and warned the inhabitants of the **TOWN OF WEST BROOKFIELD** by posting an attested copy of the same on the Bulletin Board in the front entrance of the **WEST BROOKFIELD TOWN HALL** fourteen (14) days at least before the time of holding said meeting.

Constable of **WEST BROOKFIELD**

**SPECIAL TOWN MEETING RESULTS  
MARCH 28, 2017**

Diane Vayda made the following motion:

I move the Town vote to allow the following non-voters to sit with the Board of Selectmen:

Johanna Swain                      Executive Secretary

And to allow the following non-voters to speak:

Johanna Swain                      Executive Secretary

C. Thomas O'Donnell              Police Chief

Matt Letendre                      Police Sgt.

The motion was second. The vote: unanimous approval.

**Article 1**

I move the Town vote to transfer from Free Cash the sum of \$43,701.00 to purchase and equip a police cruiser.

(Sponsored by the Police Department)

**A motion was made and second to postpone the question indefinitely.**

**After much discussion, a motion to move to the question was made and second.**

**The vote to move to the question passed.**

**The motion to postpone the question indefinitely failed.**

**The meeting then voted to transfer from Free Cash the sum of \$43,701.00 to purchase and equip a police cruiser.**

The meeting adjourned at 7:48 PM.

Commonwealth of Massachusetts  
Town of West Brookfield  
\*\*\*\*\*Annual Town Meeting Warrant\*\*\*\*\*

Worcester, SS.

To Either of the Constables of the Town of West Brookfield in the County of Worcester,  
Greetings.

In the NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the WEST BROOKFIELD SENIOR CENTER on 73 Central Street in said WEST BROOKFIELD ON TUESDAY, the SECOND day of MAY 2017 at 8:00 AM until 8:00 PM, then and there to elect by ballot the following Town Officers in article #1, and at the WEST BROOKFIELD ELEMENTARY SCHOOL on 89 North Main Street in said WEST BROOKFIELD on TUESDAY the SIXTH day of JUNE 2017 at 7:00 PM, then and there to act on the following articles:

**Article 1**

To bring in their votes for one (1) Selectman for 3 years, one (1) Assessor for 3 years, one (1) Board of Health Member for 3 years, one (1) Water Commissioner for 3 years, one (1)

Library Trustee for 3 years, one (1) Common Committee Member for 3 years, one (1) Planning Board Member for 5 years, one (1) Planning Board Member for 2 years, one (1) Housing Authority Member for 5 years, four (4) Quaboag Regional School Committee Members for 3 years or take any other action relative thereto.  
 (Sponsored by Town Clerk)

**Article 2**

To hear and act upon the Annual Reports of the Town Officers and Committees, or take any other action relative thereto.

**Article 3**

To see if the Town will vote to determine the compensation to be paid to the following elected Town Officers:

	FY'17 Approved	FY'18 Recommended
Moderator	\$153.00	\$153.00
Selectmen 2 members	\$1,500.00	\$1,500.00
Selectmen, Chairman	\$1,500.00	\$1,500.00
Town Treasurer	\$30,254.68	\$31,168.36
Tax Collector	\$31,719.88	\$31,719.88
Assessors, (each) 2 members	\$2,856.00	\$2,913.12
Assessors, Clerk	\$4,080.00	\$4,161.60
Board of Health, (each) 2 members	\$897.60	\$915.55
Board of Health, Chairman	\$1,122.00	\$1,144.40
Town Clerk	\$28,375.89	\$29,232.84
Water Commissioners (each)	\$392.70	\$400.55

or take any other action relative thereto.  
 (Sponsored by the Advisory Committee)

**Article 4**

To see if the Town will vote to raise and appropriate or transfer from the General Fund Stabilization Account or from other available funds in the Treasury, such sums of money as listed in the Advisory Committee Fiscal Year 2018 Budget Request and as amended as may be necessary to defray the expenses of the Town for the Fiscal Year beginning July 1, 2017 and ending on June 30, 2018, and to vote that any State reimbursements which result in available funds to the Quaboag Regional School District, in excess of the approved budget, shall be used to reduce the Town's assessment, or take any other action relative thereto.  
 (Sponsored by the Advisory Committee)



**Article 5**

To see if the Town will vote to raise and appropriate a **sum of money** to pay West Brookfield's share of the principal and interest payments owed on bonds for the Quaboag Regional Middle/High School, or take any other action relative thereto.

(Sponsored by the Town Treasurer)

**Article 6**

To see if the Town will vote pursuant to General Laws Chapter 44 Section 53E ½ to authorize the use of a revolving fund to pay cemetery related expenses which fund shall be credited with receipts from various Burial Grounds Commission fees, such expenditures not to exceed \$16,000.00 in fiscal year 2018, or take any other action relative thereto.

(Sponsored by the Burial Grounds Commission)

**Article 7**

To see if the Town will vote pursuant to General Laws Chapter 44, Section 53E ½ to authorize the Stormwater Authority use of a revolving fund, which fund shall be credited with receipts from various Stormwater Authority fees, such expenditures not to exceed \$25,000.00 in fiscal year 2018, or take any other action relative thereto.

(Sponsored by the Stormwater Authority)

**Article 8**

To see if the Town will vote pursuant to General Laws Chapter 44, Section 53E ½ to authorize the Tree Warden use of a revolving fund, which fund shall be credited with receipts from various Stewardship Programs, such expenditures not to exceed \$10,000.00 in fiscal year 2018, or take any other action relative thereto.

(Sponsored by the Tree Warden)

**Article 9**

To see if the Town will vote to authorize the Water Commissioners to employ their Licensed Water Commissioners at Grade 1 Step 2 (\$11.82 per hour) for standby duty and emergency work in the absence of the Superintendent in Fiscal Year 2018, or take any other action relative thereto.

(Sponsored by the Water Department)

**Article 10**

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a **sum of money** to be deposited into the "Reserve Fund" to provide for extraordinary or unforeseen expenditures under the provisions of Chapter 40, Section 6 of the General Laws known as the Reserve Fund, or take any other action relative thereto.

(Sponsored by the Advisory Committee)

**Article 11**

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury the sum of \$10,000.00 to be placed into the Tax Title Expense Account, or take any other action relative thereto.

(Sponsored by the Town Treasurer)

**Article 12**

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury the sum of **\$71,835.82** to pay for additional vocational tuition costs incurred in FY17; or take any other action relative thereto.

(Sponsored by the Board of Selectmen)

**Article 13**

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury **a sum of money** to be deposited into the “Town Building Maintenance Account”, or take any other action relative thereto.

(Sponsored by the Board of Selectmen)

**Article 14**

To see if the Town will vote to transfer the sum of **\$6,443.00** from the Road Machinery Account to purchase a new line painting machine for the Highway Department; or take any other action relative thereto.

(Sponsored by the Highway Department)

**Article 15**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds in the Treasury **a sum of money** to purchase and equip an F350, to replace the 2005, for the Highway Department; or take any other action relative thereto.

(Sponsored by the Highway Department)

**Article 16**

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury the sum of **\$48,267.50** to pay the principal & interest due on the borrowing for the highway loader; or take any other action relative thereto.

(Sponsored by the Highway Department)

**Article 17**

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury **a sum of money** to be placed in the “Town Road Maintenance Account”; or take any other action relative thereto.

(Sponsored by the Highway Department)

**Article 18**

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasurer the sum of **\$10,000.00** to pave the parking lot area adjacent to the fire station; or take any other action relative thereto.

(Sponsored by the Board of Selectmen)

**Article 19**

To see if the Town will vote to accept the provisions of MGL C90 s17c, which allows the Board of Selectmen (or other entity with charge of streets) to establish a speed limit of 25

miles per hour in any thickly settled or business district in the Town that is not a state highway; or take any other action relative thereto.

(Sponsored by the Board of Selectmen, Highway & Police Departments)

#### **Article 20**

To see if the Town will vote to accept the provisions of MGL C90 s18b, allowing the Board of Selectmen (or other entity with charge of streets) to establish designated "Safety Zones with a speed limit of 20 miles per hour on, at or near any way in the Town that is not State Highway, and, if a State Highway, with the approval of the Department of Transportation; or take any other action relative thereto.

(Sponsored by the Board of Selectmen, Highway and Police Departments)

#### **Article 21**

To see if the Town will vote to transfer the sum of **\$12,750.00** from the Water Surplus Account to pay for engineering costs associated with the Water Tank Painting Project on Long Hill Road; or take any other action relative thereto.

(Sponsored by the Water Commissioners)

#### **Article 22**

To see if the Town will vote to transfer the sum of **\$13,700.00** from the Water Surplus Account to be used for the installation of an underground electric line to the Water Tank located on Long Hill Road; or take any other action relative thereto.

(Sponsored by the Water Commissioners)

#### **Article 23**

To see if the Town will vote to transfer a **sum of money** from the Water Stabilization Account to paint the Water Tank located on Long Hill Road; or take any other action relative thereto.

(Sponsored by the Water Commissioners)

#### **Article 24**

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a **sum of money** to pay towards the New Braintree Road Waterline Extension Project borrowing; or take any other action relative thereto.

(Sponsored by the Board of Health and Board of Selectmen)

#### **Article 25**

To see if the Town will vote to adopt Chapter 44 section 53F3/4 of the Massachusetts General Laws to establish in the Treasury a separate revenue account to be known as the "*PEG Access & Cable Related Fund*"; or take any other action relative thereto.

(Sponsored by the Director of Local Access)

#### **Article 26**

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a **sum of money** to be placed into the "*General Insurance Account*" to pay for medical invoices from FY14 & FY15; or take any other action relative thereto.

(Sponsored by the Board of Selectmen)

**Article 27**

To see if the Town will vote to place the following question on the Annual Election Ballot in FY18:

Shall the town vote to have its elected Town Treasurer become an appointed Town Treasurer of the Town? Yes \_\_\_ No \_\_\_

Or take any other action relative thereto.

(Sponsored by the Personnel Board)

**Article 28**

To see if the Town will vote to place the following question on the Annual Election Ballot in FY18:

Shall the town vote to have its elected Tax Collector become an appointed Tax Collector of the Town? Yes \_\_\_ No \_\_\_

Or take any other action relative thereto.

(Sponsored by the Personnel Board)

**Article 29**

To see if the Town will vote to revoke its acceptance of Sections 42, 43 and 44 of Chapter 48 of the Massachusetts General Laws (Revokes the Acceptance of the Strong Chiefs' Statute), providing for the establishment of a fire department to be under the control of an officer known as the Chief of the Fire Department, which acceptance was voted by the June 4, 1974 Special Town Meeting; or take any other action relative thereto.

(Sponsored by the Personnel Board)

**Article 30**

To see if the Town will vote to accept Section 42A of Chapter 48 of the Massachusetts General Laws (Accepts the "Weak Chief's Statute), providing for the establishment of a fire department under the direction of the Board of Selectmen; or take any other action relative thereto.

(Sponsored by the Personnel Board)

**Article 31**

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a **sum of money** to be placed into the "*Post-Employment Benefits*" Account; or take any other action relative thereto.

(Sponsored by the Board of Selectmen)

**Article 32**

To see if the Town will vote to transfer from the Fire Truck Stabilization Account a **sum of money** to purchase and equip a 4WD F250 CrewCab for the Fire Department; or take any other action relative thereto.

(Sponsored by the Fire Department)



**BOARD OF HEALTH**

<u>3 YEARS</u>	<u>VOTE FOR ONE</u>
*JASON L. PAQUETTE	437
WRITE IN	3
BLANK	158
<b>TOTAL</b>	<b>598</b>

**WATER COMMISSIONER**

<u>3 YEARS</u>	<u>VOTE FOR ONE</u>
*BARRY J. NADON, SR.	304
PAUL A. ROBINSON, SR.	278
WRITE IN	0
BLANK	16
<b>TOTAL</b>	<b>598</b>

**LIBRARY TRUSTEE**

<u>3 YEARS</u>	<u>VOTE FOR TWO</u>
*MARY REAGON MAGNANTE	471
WRITE IN	7
BLANK	718
<b>TOTAL</b>	<b>1196</b>

**COMMON COMMITTEE**

<u>3 YEARS</u>	<u>VOTE FOR ONE</u>
MALINDA K. MATHIESON	463
WRITE IN	2
BLANK	133
<b>TOTAL</b>	<b>598</b>

**PLANNING BOARD**

<u>5 YEARS</u>	<u>VOTE FOR ONE</u>
WRITE IN	50
BLANK	548
<b>TOTAL</b>	<b>598</b>

**PLANNING BOARD**

<u>2 YEARS</u>	<u>VOTE FOR ONE</u>
STEVEN A. CARROLL	429
WRITE IN	6
BLANK	163
<b>TOTAL</b>	<b>598</b>

**HOUSING AUTHORITY**

<u>4 YEARS</u>	<u>VOTE FOR ONE</u>
BEVERLY J. ANDERSON	447
WRITE IN	1
BLANK	150
<b>TOTAL</b>	<b>598</b>

**QUABOAG REGIONAL DISTRICT SCHOOL COMMITTEE  
SCHOOL COMMITTEE ELECTION IS AT LARGE  
3 YEARS YOU MAY VOTE FOR ANY FOUR CANDIDATES**

**The two candidates with the highest vote totals in each town will be elected  
MEMBERS FROM THE TOWN OF WARREN**

**\*ANDREW D. SCHWENKER 252  
\*CLIFFORD G. FOUNTAIN 319**

**MEMBERS FROM THE TOWN OF WEST BROOKFIELD**

**\*TRACY L. WAZ 397  
\*JAMES C. WILSON III 358  
WRITE IN 0  
BLANK 1066  
TOTAL 2392**

**QUABOAG REGIONAL DISTRICT SCHOOL COMMITTEE  
SCHOOL COMMITTEE ELECTION IS AT LARGE  
1 YEAR VOTE FOR ONE**

**DUSTIN ATWOOD 417  
WRITE IN 0  
BLANK 181  
TOTAL 598**

**PLANNING BOARD 5 YEAR WRITE IN: DEAN W. WISNIEWSKI 16 VOTES  
LIBRARY TRUSTEE 3 YEAR WRITE IN PAUL D. SPENCER 6 VOTES  
TOTAL REGISTERED VOTERS- 2563**

**ANNUAL TOWN MEETING RESULTS  
JUNE 6, 2017**

The meeting was called to order at 7:00 PM.

Voted unanimously to allow the following non-voters to sit with the Board of Selectmen:

Johanna Swain Executive Secretary  
Christopher L. Brown Petrini & Associates, PC  
Colin R. Boyle Morgan, Brown & Joy, LLP  
Justin Cole Director Baystate Municipal Accounting Group

And to allow the following non-voters to speak:

Johanna Swain Executive Secretary  
Christopher L. Brown Petrini & Associates, PC  
Colin R. Boyle Morgan, Brown & Joy, LLP  
C. Thomas O'Donnell Police Chief

Dr. Brett M. Kustigian  
 Camie Lamica, CPA  
 Justin Cole, Director  
 Jim Daley  
 Linda McCoy  
 Clayton Edwards

Superintendent of Schools, Quaboag RSD  
 Assistant Superintendent of Business  
 Baystate Municipal Accounting Group  
 Highway Superintendent  
 Senior Director  
 Fire Dept.

**Article 2**

Voted unanimously to hear and act upon the Annual Reports of the Town Officers and Committees.

**Lori Loughlin made the following motion:**

**I move the Town vote to change the Moderators Salary from \$153.00 to \$600.00 for FY 18 to match the Omnibus Budget.**

**The motion was second. The vote: unanimous approval.**

**Article 3**

Voted unanimously to determine the compensation to be paid to the following elected Town Officers:

	FY'17 Approved	FY'18 Recommended
Moderator	\$153.00	\$600.00
Selectmen 2 members	\$1,500.00	\$1,500.00
Selectmen, Chairman	\$1,500.00	\$1,500.00
Town Treasurer	\$30,254.68	\$31,168.36
Tax Collector	\$31,719.88	\$31,719.88
Assessors, (each) 2 members	\$2,856.00	\$2,913.12
Assessors, Clerk	\$4,080.00	\$4,161.60
Board of Health, (each) 2 members	\$897.60	\$915.55
Board of Health, Chairman	\$1,122.00	\$1,144.40
Town Clerk	\$28,375.89	\$29,232.84
Water Commissioners (each)	\$392.70	\$400.55

**Laurie Loughlin made the following motion:**

**I move to advance consideration of Article 27 so that it is considered after Article 3 but before Article 4.**

**The motion was second. The vote: unanimous approval**

**Article 27**

Voted unanimously to place the following question on the Annual Election Ballot in FY18:



Shall the town vote to have its elected Town Treasurer become an appointed Town Treasurer of the Town? Yes \_\_\_ No \_\_\_

**Laurie Loughlin made the following motion:**

**I move to advance consideration of Article 28, so that it is considered after Article 27 but before Article 4.**

**The motion was second. The vote: majority approval**

#### **Article 28**

Voted majority approval to place the following question on the Annual Election Ballot in FY18:

Shall the town vote to have its elected Tax Collector become an appointed Tax Collector of the Town? Yes \_\_\_ No \_\_\_

**Laurie Loughlin made the following motion:**

**I move to advance consideration of Article 29 so that it is considered after Article 28 but before Article 4.**

**The motion was second. The vote: majority approval**

#### **Article 29**

I move the Town vote to revoke its acceptance of Sections 42, 43 and 44 of Chapter 48 of the Massachusetts General Laws (Revokes the Acceptance of the Strong Chiefs' Statute), providing for the establishment of a fire department to be under the control of an officer known as the Chief of the Fire Department, which acceptance was voted by the June 4, 1974 Special Town Meeting.

**A motion was made and second for a secret Ballot. The vote: Failed**

**A standing vote was called for by the Moderator for Article 29.**

**The vote: Yes-38 No-111 The Article Failed.**

**Laurie Loughlin made the following motion:**

**I move to advance consideration of Article 30, so that it is considered after Article 29 but before Article 4.**

**The motion was second. The vote:**

#### **Article 30**

I move the Town vote to accept Section 42A of Chapter 48 of the Massachusetts General Laws (Accepts the "Weak Chief's Statute), providing for the establishment of a fire department under the direction of the Board of Selectmen.

**A motion was made and second to take no action at this time on Article 30. The vote: majority approval**

**Laurie Loughlin made the following motion:**

**I move to advance consideration of Article 32, so that it is considered after Article 30 but before Article 4.**

**The motion was second. The vote: majority approval**

**Article 32**

I move the Town will vote to transfer from the Fire Truck Stabilization Account \$53,000.00 to purchase and equip a vehicle with towing capacity for the Fire Department.

**Richard Gobi made the following motion: I move to postpone indefinitely consideration of Article 32.**

**A standing vote was called for by the Moderator for postponing.**

**The vote: Yes-57 No-84**

**The motion Failed.**

**A motion was made and second to move the question. The vote: Yes-94 No-47 Passed by 2/3.**

**Voted 2/3 majority to transfer from the Fire Truck Stabilization Account \$53,000.00 to purchase and equip a vehicle with towing capacity for the Fire Department.**

**Article 4**

Voted unanimously to raise and appropriate the sum of \$7,167,413.00 and transfer from Free Cash the sum of \$46,304.93, such sums of money as listed in the Advisory Committee Fiscal Year 2018 Budget Request and as amended as may be necessary to defray the expenses of the Town for the Fiscal Year beginning July 1, 2017 and ending on June 30, 2018, and to vote that any State reimbursements which result in available funds to the Quaboag Regional School District, in excess of the approved budget, shall be used to reduce the Town's assessment.

**Article 5**

Voted unanimously to raise and appropriate the sum of \$143,423.00 to pay West Brookfield's share of the principal and interest payments owed on bonds for the Quaboag Regional Middle/High School.

**Article 6**

Voted unanimously to pursuant to General Laws Chapter 44 Section 53E ½ to authorize the use of a revolving fund to pay cemetery related expenses which fund shall be credited with receipts from various Burial Grounds Commission fees, such expenditures not to exceed \$16,000.00 in fiscal year 2018.

**Article 7**

Voted unanimously to pursuant to General Laws Chapter 44, Section 53E ½ to authorize the Stormwater Authority use of a revolving fund, which fund shall be credited with receipts from various Stormwater Authority fees, such expenditures not to exceed \$25,000.00 in fiscal year 2018.

**Article 8**

Voted unanimously to pursuant to General Laws Chapter 44, Section 53E ½ to authorize the Tree Warden use of a revolving fund, which fund shall be credited with receipts from various Stewardship Programs, such expenditures not to exceed \$10,000.00 in fiscal year 2018.

**Article 9**

Voted unanimously to authorize the Water Commissioners to employ their Licensed Water Commissioners at Grade 1 Step 2 (\$11.82 per hour) for standby duty and emergency work in the absence of the Superintendent in Fiscal Year 2018.

**Article 10**

Voted unanimously to transfer from Free Cash the sum of \$50,000.00 to be deposited into the "Reserve Fund" to provide for extraordinary or unforeseen expenditures under the provisions of Chapter 40, Section 6 of the General Laws known as the Reserve Fund.

**Article 11**

Voted unanimously to transfer from Free Cash the sum of \$10,000.00 to be placed into the Tax Title Expense Account.

**Article 12**

Voted unanimously to transfer from Free Cash the sum of \$69,086.91 into the Vocational Education Account to pay for additional vocational tuition costs incurred in FY17.

**Article 13**

Voted unanimously to transfer from Free Cash the sum of \$20,000.00 to be deposited into the "Town Building Maintenance Account."

**Article 14**

Voted Majority to transfer the sum of \$6,443.00 from the Road Machinery Account into the Highway Expense Account to purchase a new line-painting machine for the Highway Department.

**Article 15**

Voted unanimously to transfer from Free Cash the sum of \$60,000.00 to purchase and equip an F350, to replace the 2005, for the Highway Department.

**Article 16**

Voted unanimously to raise and appropriate the sum of \$48,267.50 to pay the principal & interest due on the borrowing for the highway loader.

**Article 17**

Voted unanimously to transfer from Free Cash the sum of \$50,000.00 to be placed in the "Town Road Maintenance Account."

**Article 18**

Voted majority to postpone indefinitely consideration of Article 18.

**Article 19**

Voted unanimously to accept the provisions of MGL C90 s17c, which allows the Board of Selectmen (or other entity with charge of streets) to establish a speed limit of 25 miles per hour in any thickly settled or business district in the Town that is not a state highway.

**Article 20**

Voted unanimously to accept the provisions of MGL C90 s18b, allowing the Board of Selectmen (or other entity with charge of streets) to establish designated "Safety Zones with a speed limit of 20 miles per hour on, at or near any way in the Town that is not State Highway, and, if a State Highway, with the approval of the Department of Transportation.

**Article 21**

Voted unanimously to transfer the sum of **\$12,750.00** from the Water Surplus Account into the Water Department Maintenance & Expense Account to pay for engineering costs associated with the Water Tank Painting Project on Long Hill Road.

**Article 22**

Voted unanimously to transfer the sum of **\$13,700.00** from the Water Surplus Account into the Water Department Maintenance & Expense Account to be used for the installation of an underground electric line to the Water Tank located on Long Hill Road.

**A motion was made and second to suspend the required Secret Ballot for Article 23.**

**The vote: unanimous approval**

**Article 23**

Voted unanimously to transfer the sum of **\$100,000.00** from the Water Surplus Account and transfer **\$290,000.00** from the Water Stabilization Account into the Water Department Maintenance & Expense Account to be used for painting the Water Tank located on Long Hill Road.

**Article 24**

Voted unanimously to transfer from Free Cash the sum of **\$3,000.00** to pay towards the New Braintree Road Waterline Extension Project borrowing.

**Article 25**

Voted unanimously to adopt Chapter 44 section 53F3/4 of the Massachusetts General Laws to establish in the Treasury a separate revenue account to be known as the "*PEG Access & Cable Related Fund*".

**Article 26**

Voted Majority to transfer from Free Cash the sum of **\$10,050.00** to be placed into the "*General Insurance Account*" to pay for medical invoices from FY14 & FY15.

**Article 31**

Voted Majority to transfer from Free Cash the sum of **\$50,000.00** to be placed into the "*Post-Employment Benefits*" Account.

**SPECIAL TOWN MEETING RESULTS  
AUGUST 15, 2017**

**SELECTMAN:**

<u>9 MONTHS</u>	<u>VOTE FOR ONE</u>
<b>DEBORAH J. PROVENCHER</b>	<b>182</b>
<b>KEITH ALAN TYTULA</b>	<b>161</b>
<b>WRITE IN</b>	<b>2</b>
<b>BLANK</b>	<b>1</b>
<b>TOTAL</b>	<b>346</b>

**BIRTHS-23  
MARRIAGES-10  
DEATHS-115**

Respectfully submitted,  
*Sarah J. Allen, Town Clerk*

## TREASURER

CALENDAR YEAR END BALANCE

Balances of Cash/Investments - December 31, 2017	\$ 2,537,152.98
Receipts - January 1 to December 31	\$ 9,904,486.59
Transfers from Trust Fund to General Fund	\$ 3,045.64
Payments per Warrants	\$ (9,697,437.91)
	\$ 2,747,247.30

CASH ACCOUNTS as of DECEMBER 31, 2017

Country Bank for Savings – General Fund	\$ 793,998.76
Country Bank for Savings – Payroll Account	\$ 50,000.00
Country Bank for Savings – Expense Account	\$ 50,000.00
Country Bank for Savings – Deputy Collector	\$ 112,586.84

Country Bank for Savings – Tax Collector	\$	293,083.23
Country Bank for Savings – Water Dept.	\$	141,419.79
Morgan Stanley Cash Account	\$	38,504.22
MMDT General Fund	\$	551,723.77
Century Bank – Tax Collect Lock Box	\$	221,574.47
Country Bank – 2-year Cash CD	\$	677,186.36
UniBank – Town Clerk Online Payments	\$	1,225.34
UniBank – Tax Collector Online Payments	\$	5,850.20
	\$	<u>2,537,152.98</u>

TRUST ACCOUNTS AS OF DEC. 31, 2017 CASH VALUE

Country Bank Septic Rehab	\$	39,634.47
MMDT Trust	\$	58,704.38
MMT Bond	\$	8,154.97
Country Bank 2-year Trust CD	\$	45,624.28
Morgan Stanley Trust	\$	1,555,332.49
Morgan Stanley OPEB	\$	150,850.27
	\$	<u>1,858,300.86</u>

TAX TITLE INCOME 2017

Tax Title Redemptions & Payments	\$	169,547.70
Auction Receipts	\$	163,722.88
	\$	<u>333,270.58</u>

Respectfully submitted,  
*Teri Roberts, Town Treasurer*

# ACCOUNTANT

Town of West Brookfield  
June 30, 2017

Com

	Governmental Fund Types			Elduciary Funds	Memo Group	
	General Fund	Special Revenue Funds	Capital Projects Funds	Trust & Agency Funds	General Long Term Debt Fund	(Memorandum Only)
<b>Assets and Other Debits</b>						
Cash:						
Unrestricted checking	2,324,254	598,157	34,505	1,779,320		4,738,236
Restricted savings				315,760		315,760
<b>Total cash and investments</b>	<b>2,324,254</b>	<b>598,157</b>	<b>34,505</b>	<b>2,095,081</b>	<b>-</b>	<b>5,051,997</b>
Taxes and Excises Receivable:						
Personal property taxes receivable	(7,131)					(7,131)
Real estate taxes receivable	239,324					239,324
Rollback Taxes						-
Deferred Real Estate						-
Tax liens	297,360					297,360
Tax Possessions	108,158					108,158
Excise taxes	216,691					216,691
<b>Total taxes and excises receivable</b>	<b>854,402</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>854,402</b>
User Charges, Liens and Assessments:						
Enterprise Charges, Use and Liens		76,439				76,439
Sewer Assessment & Assess Added to Tax						-
<b>Total user charges, liens and assessments</b>	<b>-</b>	<b>76,439</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>76,439</b>
Due from other funds						-
Inter Government Receivables:						-
Federal Aid						-
State aid - grants and contracts	15,109		236,200			251,309
Departmental Receivables						-
Due From Other Agency						-
Due From Other Funds						-
<b>Total government receivables</b>	<b>15,109</b>	<b>-</b>	<b>236,200</b>	<b>-</b>	<b>-</b>	<b>251,309</b>
Amounts to be Provided for the Repayment of LT Debt					215,000	215,000
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>3,193,765</b>	<b>674,598</b>	<b>270,705</b>	<b>2,095,081</b>	<b>215,000</b>	<b>6,449,147</b>
<b>Liabilities and Other Credits</b>						
Warrants payable	(234,723)					(234,723)
Payrolls Payable						-
Police off duty detail						-
Fire off duty detail						-
Other Agency Withholdings	(32,438)			(24,365)		(56,803)
Due To Other Funds						-
Abandoned Property & Tailings						-
BANs						-
Deferred Revenue						-
Real estate and personal property taxes	254,071					254,071
Provision for abate. & exempt.	(486,269)					(486,269)
Community Preservation Act (CPA)						-
Deferred Real Estate						-
Tax Liens	(297,360.07)					(297,360)
Tax Liens and Possessions	(108,158)					(108,158)
Excise Taxes	(216,685)					(216,685)
Enterprise Charges, Use and Liens		(76,439)				(76,439)
Sewer Assessment & Assess Added to Tax						-
Departmental Receivables	(15,109)					(15,109)
Due from State & Federal			(236,200)			(236,200)
<b>Total Deferred Revenue</b>	<b>(869,510)</b>	<b>(76,439)</b>	<b>(236,200)</b>	<b>-</b>	<b>-</b>	<b>(1,182,150)</b>
Due to other funds						-
State aid anticipation notes payable						-
Bond anticipation notes payable			(175,000)			(175,000)
Long-term bonds					(215,000)	(215,000)
<b>TOTAL LIABILITIES AND OTHER CREDITS</b>	<b>(1,136,671)</b>	<b>(76,439)</b>	<b>(411,200)</b>	<b>(24,365)</b>	<b>(215,000)</b>	<b>(1,863,678)</b>

<b>Fund equity:</b>					
Fund balance					
Market Value Adjustment					-
Fund Balance Reserved for Petty Cash					-
Fund Balance Reserved for Expenditures	(849,912)				(849,912)
Fund Balance Reserved for Red. Of Debt Service					-
Fund Balance Reserved for Overlay Realease					-
Designated			(315,760)		(315,760)
Designated for Encumbrances		(3,672)			(3,672)
Designated for Appropriation					-
Snow & Ice/Prop Deficits to be Raised	65,357				65,357
Overlay Deficits to be Raised					-
Appropriation Deficits to be Raised					-
Undesignated	(1,272,538)	(598,157)	140,495	(1,754,955)	(3,481,484)
<b>Total Fund Equity</b>	<b>(2,057,093)</b>	<b>(598,157)</b>	<b>140,495</b>	<b>(2,070,716)</b>	<b>(4,585,471)</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>(3,193,764)</b>	<b>(674,596)</b>	<b>(270,705)</b>	<b>(2,095,081)</b>	<b>(215,000)</b>
					<b>(6,449,147)</b>

r	AccountName	Allocated	DebitsToDate	CreditsToDate	EndBalance	Deficit
	Cemetery Perpetual Care	-	800.00	1,400.00	(600.00)	-
	Historical Donations	-	-	10.00	(10.00)	-
	Assessors Pilot Fee	(3,597.54)	3,597.54	-	-	-
	Bond Earth Removal	(6,500.00)	-	-	(6,500.00)	-
	Town Document Search	(257.86)	-	-	(257.86)	-
	Extended Polling Hours	(5,148.14)	5,214.92	1,090.00	(1,023.22)	-
	Smart Growth Grant	(4,558.36)	-	-	(4,558.36)	-
	McRevey Earth Removal Bond	(20,000.00)	-	-	(20,000.00)	-
	Storm Water Grant	(20,264.28)	7,732.39	-	(12,531.89)	-
	Lyons Donatlon Stormwater	(2,495.51)	-	-	(2,495.51)	-
	Explorers Donations	(2,947.45)	-	-	(2,947.45)	-
	Fire Grant FY 2012	(2,000.00)	-	-	(2,000.00)	-
	Emergency Mgt. Grant	-	4,856.17	4,856.17	-	-
	Cemetery Insurance Damaged Fence	(282.55)	-	-	(282.55)	-
	Veterans Dinner Donations	(492.24)	-	-	(492.24)	-
	Library Offsets Lig Meg	(17,942.58)	1,371.59	5,529.17	(22,100.14)	-
	Lap Top Grant	(570.85)	-	-	(570.85)	-
	Historical Donations	(959.00)	-	-	(959.00)	-
	Lake Water Quality Donations	(32,473.05)	-	-	(32,473.05)	-
	Local Cultural Grant	(0.95)	-	4,500.00	(4,500.95)	-
	WBTV Donatons	(769.27)	300.00	200.00	(669.27)	-
	VH West Brookfield LLC Solar	(64,200.00)	-	-	(64,200.00)	-
	Fire Safe Grant	-	-	5,358.00	(5,358.00)	-
	Road Machinery Fund	(7,725.00)	-	-	(7,725.00)	-
	War Memorial Walkway	(1,507.19)	-	-	(1,507.19)	-
	Asparagus & Flower Festival	(10,407.36)	12,084.95	10,758.75	(9,081.16)	-
	Peg Access Grant	-	18,334.91	34,249.89	(15,914.98)	-
	Town Hall Insurance Water Damage	(23,328.34)	1,101.45	-	(22,224.89)	-
	Repairs to Private Roads	(2,571.78)	-	-	(2,571.78)	-
	White Christmas	(6,164.09)	4,308.12	4,987.00	(6,852.97)	-



Rice Fountain Donations	(44.97)	36.03	-	(8.94)	-
Peg Access Equipment Grant	(14,705.55)	13,705.55	-	(1,000.00)	-
Fire Settlement	(25,000.00)	25,000.00	-	-	-
Fire Safe Donations	(100.00)	-	-	(100.00)	-
Library Cultural Grant	(2,416.51)	3,105.01	986.87	(298.17)	-
Community Compact IT	-	4,875.00	4,875.00	-	-
Fire Public Safety Grant	(2,897.57)	-	-	(2,897.57)	-
Mass Works Grant Town Share	(100,000.00)	89,612.60	-	(10,387.40)	-
Quaboag Plantation Triathlon	(17,474.97)	7,860.00	5,230.00	(14,844.97)	-
Senior SAFE Grant FY 2015	(445.00)	445.00	-	-	-
Student SAFE Grant FY 2015	(1,128.00)	1,128.00	-	-	-
Senior SAFE Grant FY 2016	(1,917.00)	207.51	-	(1,709.49)	-
Student SAFE Grant FY 2016	(472.75)	1,780.51	1,780.51	(472.75)	-
VFA Fire Grant	(2,000.00)	-	-	(2,000.00)	-
Massworks Cottage and Lake Street Reconstructio	-	1,422.61	-	1,422.61	1,422.61
COA Formula Grant	-	10,325.81	10,325.81	-	-
COA Transportation	(13,260.11)	3,804.50	4,397.00	(13,852.61)	-
Council on Aging Donations	(1,154.83)	900.00	5,878.94	(6,133.77)	-
COA Local Cultural Grant	(1,530.00)	2,080.00	90.00	460.00	460.00
Library Donations Books	(7,962.87)	2,986.10	3,505.15	(8,481.92)	-
Police Emergency Mgt Grant	(989.43)	-	-	(989.43)	-
Police Public Safety Grant	(106.77)	-	-	(106.77)	-
D.A.R.E. GRANT	(224.48)	237.40	-	12.92	12.92
Emergency Mgt. Grant 2016	4,656.17	-	4,656.17	-	-
Police Body Cameras Grant	-	7,196.16	-	7,196.16	7,196.16
Dare Donations Police Dept.	(694.62)	-	250.00	(944.62)	-
Conservation Improvement Fund	(8,060.05)	-	-	(8,060.05)	-
Conservation Consultant	(1,100.00)	-	-	(1,100.00)	-
Water Undesignated Fund Balance	(228,556.53)	333,597.76	356,171.03	(259,639.12)	-
Planning Board Revolving	(663.75)	-	-	(663.75)	-
Storm Water Revolving	(10,338.01)	1,200.00	6,988.39	(16,126.40)	-
Stewardship Program Revolving	(4,930.00)	3,100.00	1,400.00	(3,230.00)	-
Cemetery Revolving	(3,284.51)	9,523.02	6,349.73	(121.22)	-
	(681,973.28)	583,630.61	485,633.38	(594,485.37)	9,091.69
Highway Ch. 90	38,013.13	257,825.42	236,811.77	59,126.78	59,126.78
New Braintree Road Project	(155,382.50)	463,134.25	196,363.50	111,368.25	111,368.25
Water Line Settlement	-	-	30,000.00	(30,000.00)	-
Well 2 Leland Road Capital Project	(259,540.32)	259,540.32	-	-	-
	(376,909.69)	980,599.99	463,195.27	140,495.03	170,495.03

Cemetery Perpetual Care	(168,746.94)	-	1,500.00	(168,546.94)	-
Cemetery Trust Funds	(1,937.77)	-	-	(1,937.77)	-
Library Mary L. Brown Nonexp.	(5,304.86)	-	-	(5,304.86)	-
William A. Edson Cemetery	(13,506.39)	-	-	(13,506.39)	-
Library Lydia A. Lane Nonexp.	(1,051.83)	-	-	(1,051.83)	-
Lib. Fairbanks Holmes Nonexp.	(1,000.42)	-	-	(1,000.42)	-
Library Merriam Nonexp.	(928.36)	-	-	(928.36)	-
Common John Shackley Nonexpend	(48,405.25)	-	-	(48,405.25)	-
Common Hawks/Stickney Nonexp.	(10,891.84)	-	-	(10,891.84)	-
Helen Paige Shackley Bandstand	(12,494.74)	-	-	(12,494.74)	-
Col. Fairfax Ayers Historical	(980.58)	-	-	(980.58)	-
M. Preisach Magnante Nonexpend	(29,132.41)	-	-	(29,132.41)	-
Self Insurance Fund	(22,925.89)	1,119.41	72.50	(21,878.98)	-
Septic & Rehab Trust	(280,575.63)	1,087.19	1,210.33	(280,698.77)	-
Town Hall Reynis Estate Trust	(28,376.35)	154.52	89.74	(28,311.57)	-
Cemetery Perpetual Care	(37,346.44)	6,995.08	645.38	(30,996.74)	-
Recreation Trust England	(10,672.01)	9,186.50	33.74	(1,609.26)	-
Cemetery Gilbert Landscape	(6,980.18)	48.56	28.20	(6,959.82)	-
Library Mary L. Brown Exp.	(3,294.26)	46.82	27.19	(3,274.63)	-
Cemetery Wm. Edson Fund	(13,009.55)	144.39	83.86	(12,949.01)	-
Library Lydia Lane	(975.76)	11.04	6.41	(971.13)	-
Cemetery W.G. Woodard Exp.	(7,245.32)	39.46	22.91	(7,228.77)	-
Lib. Fairbanks Holmes Expend.	(1,005.64)	10.93	6.35	(1,001.06)	-
Cemetery Helen B. Hawkes	(40,129.66)	224.44	1,217.33	(42,212.98)	-
Library Merriam Expendable	(862.83)	9.75	5.86	(858.74)	-
Common John Shackley Expend.	(9,367.41)	314.59	182.69	(9,235.51)	-
Library W.G. Woodard Expend.	(358.32)	1.95	1.14	(357.51)	-
Common Hawks/Stickney Expend.	(3,598.72)	78.91	45.82	(3,565.63)	-
Library Gilbert Salary	(20,114.01)	112.38	588.76	(20,590.39)	-
Helen Paige Shackley Bandstand	(4,408.25)	92.04	53.45	(4,369.66)	-
Library Helen Hawkes	(16,518.98)	92.86	587.45	(17,548.78)	-
Col Fairfax Ayers Historical	(3,683.06)	25.39	14.76	(3,672.42)	-
Rice Fountain Trust	(25,040.32)	635.57	79.18	(24,483.93)	-
Market Value Adjustment 6/30/2017				(51,972.66)	-
Library I. England Trust	(49,448.34)	4,622.43	9,156.36	(53,982.27)	-
Peter Brady Memorial Gift	(96.68)	0.53	0.31	(96.44)	-
Conservation Fund	(6,040.15)	32.89	19.10	(6,026.36)	-
Historical England Trust	(66,578.02)	7,582.37	210.98	(66,706.63)	-
Common I. England Trust	(698.82)	3.81	2.21	(697.22)	-
Lucy Stone Birthplace	(991.40)	5.40	3.14	(988.14)	-
M. Preisach Magnante Expend.	(7,063.97)	197.10	114.46	(6,981.33)	-
Priscilla E. Side Fund	(10,605.47)	5,947.57	33.54	(4,691.44)	-
Fund Balance-Stabilization	(383,149.51)	229,973.35	1,211.80	(154,387.76)	-
Fire Truck Stabilization	(229,821.94)	1,251.46	726.75	(229,297.23)	-
Water Dept. Stabilization	(515,659.63)	198,158.28	261,170.95	(578,672.30)	-
Other Post Employment Benefits	(50,039.18)	680.82	50,000.00	(99,358.36)	-
	<b>(2,149,063.17)</b>	<b>468,897.79</b>	<b>329,152.23</b>	<b>(2,070,715.81)</b>	-
Curb Cut Escrow	(40,223.20)	6,224.45	7,127.19	(41,125.94)	-
Deputy Collector	(4,124.00)	11,989.00	11,172.00	(3,327.00)	-
Police Details	(5,867.48)	195,513.04	186,120.43	23,425.12	23,425.12
Fire Arms Fees	(1,887.50)	5,300.00	8,750.00	(3,337.50)	-
	<b>(52,202.19)</b>	<b>219,006.49</b>	<b>191,169.62</b>	<b>(24,365.32)</b>	<b>23,425.12</b>
	<b>(3,260,148.33)</b>	<b>2,252,134.88</b>	<b>1,469,150.50</b>	<b>(2,549,071.47)</b>	<b>203,011.84</b>

Respectfully submitted,  
*Town Accountant*

# TREE WARDEN

The focus of the Town of West Brookfield's Shade Tree Program is to provide diverse native shade trees that are safe and ecosystem services such as: aesthetics, water quality, heating and cooling amelioration, and to a certain degree wildlife habitat.

In general, most of the town's shade trees continue to be in good health. There are a number of trees that are reaching maturity and old age, and are highly susceptible to insects, diseases, and severe weather. Once again, 2017 posed a very difficult year in regards to tree health, mortality, and weather conditions. A combination of trees that were planted and are not native to the area, old trees, drought conditions, and windy events resulted in a number of trees dying throughout the town. In particular, white ash trees are rapidly declining in health and posing a safety and property threat.

The town allocated additional funding to respond to tree mortality, removing trees pushing against the stonewall, and pruning of dead limbs in the towns' cemetery. Landowners adjacent to the cemetery granted access that helped reduce costs and provided greater protections to the gravestones and burial sites.

West Brookfield residents are becoming keenly aware of the town's hazardous trees, and routinely report dead, dying, and dangerous trees, and forest insects that are infesting trees and forests. Forest insects and diseases are adversely impacting sugar, red and Norway maple and white ash trees. Emerald ash borer, a highly destructive invasive species, continues to spread throughout Massachusetts and cause mortality to our white, green, and black ash trees. We are faced with a real challenge keeping up with the dying and hazardous trees, which seem to increase as we experience severe and extreme weather conditions.

This past year, the Town responded to the following Public Shade Tree Program needs:

- Ten (10) public shade trees were planted as part of the sixth Annual West Brookfield Arbor Day Tree Replacement Program. The West Brookfield's Elementary School and Town Highway Department participated by planting the shade trees. The West Brookfield Selectmen officially pro-

claimed and endorsed the Arbor Day Celebration. Jim Rust, Northern Tree Service, Palmer Paving, Mike Frew, and the Knights of Columbus donated shade trees that were planted this year.

- ♦ The town removed approximately fifty-five (55) public shade trees that were deemed hazardous, dead, or dying including trees from both cemeteries.
- ♦ Approximately fifteen (15) stumps were ground, topsoil replaced, and grass planted as remedial efforts to improve aesthetics in the downtown section of West Brookfield.
- ♦ A number of public shade trees had dead, dying, or dangerous limbs pruned.
- ♦ The Town's Highway Department, with assistance from local tree service contractors and National Grid, responded to wind events that posed public safety problems.
- ♦ National Grid removed ten (10) large trees upon request because of their poor condition and threat to continuous electrical service.
- ♦ Thirty (30) hazardous public shade trees were identified for removal because they were dead, dying or pose a public safety and personal property threat.
- ♦ Phase IV of the Ragged Hill Road Reconstruction Project resulted in the removal of approximately fifty (50) trees for hazards, risks, road widening, and drainage.
- ♦ Lake and Cottage Streets Road and Sidewalk Reconstruction Projects were completed, including removal of all the old Norway maple trees, which were replaced by native species.

There is a continued need to coordinate with West Brookfield's residents, conduct public shade tree inventory, remove hazardous trees, manage the town lands sustainably, and implement the Arbor Day Celebration and the Tree Replacement Programs.

Respectfully submitted,  
*Jim DiMaio, Tree Warden*

# VETERANS' SERVICE OFFICER

The Veterans' Service Office for the Town of West Brookfield witnessed a marked increase in requests for services in general and with a great deal of interest in the Veterans Administration Programs.

As our veterans age, their physical healthcare and the cost of healthcare is of a major concern. The Massachusetts General Laws, Chapter 115 Benefit Program, as well as the United States Veterans Administration Health Programs are available to our veterans who qualify. Please contact the Veterans Services Officer at (508) 344-5592 or drop into my office at the West Brookfield Senior Center on Wednesdays from 9:30AM until 12:00PM or call to make an appointment at your home.

For family members who would like to have a bronze plaque installed at the gravesite of their veteran family member, please contact me to obtain the application to the Veterans Administration for said plaque or gravestone.

For those veterans that are currently seeking employment, training and education, please contact me for assistance.

For families of veterans who are currently suffering from Post-Traumatic Stress Syndrome, please contact me for referrals of agencies and support groups that will help.

Finally, as the Veterans Services Officer for the Town of West Brookfield, I am pleased to announce that I am also working on the War Memorial Committee. We have a final plate to place the names of Veterans from West Brookfield that have served honorably on active duty in the "War on Terror." If you have a relative or know of a veteran who would qualify to have their name on the plaque, please contact me at (508) 344-5592.

As always, it is both an extreme pleasure and honor to serve those who have served.

Respectfully submitted,  
*Gary W. Lapine, Veterans' Service Officer*

# WATER DEPARTMENT

The Water Department is pleased to submit the following Annual Report for the year 2017. The Water Commissioners are Robert E. Benson, Chairman; Lester Paquette, Barry Nadon, Sr., Superintendent Wesley Cassavant; Andrew Tombor, Operator; and Jean Wrobel, Administrative Assistant.

We may be reached by calling (508) 867-1421 Ext. 306 or the Filtration Plant at (508) 867-1412.

The Water Department had the outside of the Water Storage Tank sand blasted and painted this year.

We also added three (3) new services to the system, plus replaced two (2) iron pipe services with new poly plastic lines.

We would like to welcome our new Operator – Andrew Tombor. We are sure Andrew will be a great asset to the Water Department.

We would like to remind customers that the New Meter Project is still ongoing. So if you are a customer still needing your meter changed out, please call the office, and make arrangements to have your meter changed out.

We would like to thank the Highway Department for their help during the year.

Please call (508) 867-1412 with any questions you might have.

Respectfully submitted,  
*The West Brookfield Water Department*

# ZONING BOARD OF APPEALS

The Zoning Board of Appeals for 2017 granted six Special Permits. Two of which were for solar farms. These farms generate income for the Town. There are pending applications for Special Permits for solar farms. The Board expects a busy year upcoming.

The Board meets the second Tuesday of each month at 6:00pm in the Lower Level Conference Rooms.

The Board was represented as follows:

Chairman – George Hibbard

Members – Kevin Dorman and Dick Ullman

Alternate Member – Doug Aspinall and Renee Adams White

The Board advises any applicants to purchase a Zoning Bylaw Booklet before completing the application and submitting it to the ZBA. A letter from the Zoning Enforcement Officer stating that a Building Permit has been denied must be issued before an application can be accepted for a hearing. Applications can be obtained from the Town Clerk's Office. The application must be signed by the Tax Collector stating that all taxes are up to date, as well as other required documents and plans. Applications are reviewed by the Board at their monthly meeting prior to scheduling a public hearing.

Respectfully submitted,  
*George Hibbard, Chairman*  
*Kevin Dorman, Member*  
*Dick Ullman, Member*  
*Doug Aspinall, Alternate*  
*Renee Adams White, Alternate*

## ZONING ENFORCEMENT OFFICER

Regular office hours were maintained to assist the Building Inspector to expedite permit-required projects in assuring compliance to the Town of West Brookfield Zoning Bylaws. During the 2017 year, this office has taken and responded to 187 phone calls and 193 email requests.

Eleven (11) projects were documented and referred to the Zoning Board of Appeals (ZBA) for special permit or variance.

This office sent out seven (7) letters and a varied number of emails to property owners for either specific zoning infractions, inquiries or requesting that they comply with the Zoning Bylaws to avoid further action and possible fines or inquiry into complaint(s) received. In most cases, these infractions were corrected immediately, however, some cases required further communication and follow up was needed, and some also required working with other boards to resolve the issue at hand. One issue is still outstanding at this time. It was necessary to utilize Town Counsel for four (4) requests to acquire legal opinion, which was then communicated back to the requesting party.

In addition, this office also received two (2) applications to determine grandfather lot status of property to have opinion given by Town Counsel.

Cooperation and compliance with Zoning Bylaws, decisions of the Zoning Enforcement Officer, ZBA, Planning Board, and respect for neighbors is appreciated and helps reduce the cost to the Town of West Brookfield when issues can be settled without the need for Town Counsel.

Copies of the Town of West Brookfield Zoning Bylaws are available from the Town Clerk or they may be viewed or printed from the town web site.

Respectfully submitted,  
*Gary M. Simeone, Zoning Enforcement Officer*



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