

**BOARD OF SELECTMEN
MINUTES OF JUNE 14, 2016
SHEPARD MUNICIPAL BUILDING**

PRESENT: Dario F. Nardi, Chairman, James A. Gagner Jr., Vice-Chairman, Marc W. Richard, Clerk
ATTENDEES: See attached listing

Chairman Nardi called the meeting to order at 7:00 and led the Pledge of Allegiance in the Selectmen's Meeting Room in the Shepard Municipal Building.

Chairman Nardi announced that tonight's meeting was being both video and audio taped and requested anyone in the audience to disclose if they are recording tonight's meeting. Ms. Colleen Montague stated she was audio recording.

Minutes

Motion to approve the minutes of April 6, 2016 and May 2, 2016 as written, by Mr. Gagner; second: Mr. Nardi – (Richard abstained)

Motion to approve the minutes of May 5, 2016 as written, by Mr. Richard; second: Mr. Nardi – unanimous.

Motion to approve the minutes of May 31, 2016 as written, by Mr. Richard; second: Mr. Nardi –unanimous

Old Business

St. Light Conversion Project – TANKO, Contract Agreement, discussion, vote expected, chairman to sign
- Motion to sign the agreement, by Mr. Gagner; second: Mr. Richard – unanimous

Sewer Dept.: Request by Commissioners re: employee vacation, discussion, possible vote

-Mr. Nardi stated he reached out to Town Council and read an excerpt from a response received. Mr. Richard stated his concern; if done for one it opens the floodgates for others. He pointed out that little to no time had been taken by the employees in an 8 month period. In his opinion, he is not in favor of rolling time over and adamantly opposed to paying the time out. Mr. Nardi also added, he was opposed to paying the time out. Sewer Commissioner Fran Beaudry responded that one cannot gauge if sickness will come up in the year; thus the sparse time taken then adding, this situation has not happened before.

There was additional discussion between the Selectboard, Sewer Commissioners and Finance Chair Mr. Mongeon around budget implications; current appropriations and implications given the department's current search to fill its vacancy. When the question was raised as to time not yet taken, one employee has 9 days and the other 7.5 days of unused time. Hearing no further discussion, Mr. Nardi motioned to agree to extend the taking of remaining vacation time until September 1, 2016 on a use or loose basis; second: Mr. Gagner. Mr. Richard opines although it sets a bad precedence, he is not without compassion and does not oppose. Vote 3-0

Ratify: Temporary Waiver, Officer Morin – MGL Ch41 §96B Chairman signature

- Motion to Ratify Chairman's signature on waiver, by Mr. Gagner; second: Mr. Richard – unanimous

Comments & Concerns

Ms. Rebecca Acerra, Mr. Richard Gelinias and Mr. James Kordek on behalf of the Veteran's Council wished to speak regarding the Memorial Day Parade. They took the opportunity to extend special recognition to their fellow board members; James McKeon and CERT; Sergeant LaFlower, the full staff of the Fire Department, Quaboag High school Band, Mr. Joe Salvador and students for assisting with flag placement. The Council is very proud of the support and showing by the community. They are planning for next year and are hoping for better participation. Lastly, they wished to thank the Senior Center for use of their facilities for ending ceremonies and refreshments.

There was brief discussion as to the placing of the Purple Heart signs, those placed and those pending to be located along Rte. 67 as well as a Purple Heart Day, Ms. Acerra responded that the Council would be taking the matter up and may consider seeking donations for the event. The Selectboard thanked the Council and Ms. Acerra for their work in putting together a successful event.

Mr. Barry Mongeon inquired about posting notices of meetings on the website calendar. Mr. Nardi responded that there were some changes being made, and expected the task to be moved to the Selectmen's office in the near future and suggested that notices be sent to the Selectmen's office for handling. On the topic of the Memorial Day, Mr. Mongeon added that he believed there were some grave sites that were missed during the flag placing. Mr. Gelinias acknowledged he walked the cemetery himself and apologized if any sites were overlooked and requested that the names of those veterans be given to Ms. Acerra, the topic would be addressed at the next Council meeting.

Ms. Acerra spoke to the recent energy audit conducted on Town buildings. There were issues found with all building; however the Sewer and two Fire Stations were found to be better maintained than the others. One significant findings was the need to replace the windows at Station B, unfortunately as it is not a heavily used building, it may not meet criteria for Green Communities funding.

Mr. Gagner stated he has been contacted by a number of business owners with concerns over the parking situation downtown. Mr. Richard added he has been approached as well about the concerns and the need to have "timed" parking along Main Street. Mr. Nardi suggested reaching out to the Police Department for assistance.

Correspondence

The Board reviewed the following:

1. Jim McKeon has submitted his monthly report for May 2016. *Mr. McKeon was thanked for his report.*
2. The office received notice from the Warren Water District regarding the State Revolving fund (SRF) loan program. They suggested that perhaps this program may be helpful with the Reed Street water issue. *Board suggested contacting to arrange a schedule to discuss.*
3. Notification that the Tree Warden will be holding a Public Hearing on Thursday, June 16th at 10 AM in the Selectmen's Meeting Room. A complete list of town trees designated for removal or pruning is available in the Town Clerk's Office, Post Office and Highway Department during normal working hours. A Public Hearing will also take place on Monday, June 20th at 10 AM also in the Selectmen's Meeting Room to review and consider the trees to be removed associated with the Downtown Redesign Project. *Noted*
4. The office received a letter from Scott Trombly that due to his work schedule, he regrettably has requested not to be reappointed to the Conservation Commission. *Request was made to send him a letter thanking him for his service.*
5. The office received notification from the Dept. of Housing and Community Development regarding the Monitoring of FY2014 CDBG CDF-1 Grant #00762. *Noted*

7:15 PM Paul Abdella, Cree-Omni Light & Sharon Tierney, Graybar- LED Fixture Discussion

Mr. Nardi introduced both Mr. Paul Abdella and Ms. Sharon Tierney and turned the discussion over to them.

Mr. Abdella spoke briefly about his company as the leading chip and housing manufacturer; with over 70K fixtures installed since 2011. He spoke on the XXPR model which is the slimmed down die cast aluminum head, which his company is proposing for the Warren project. The unit has field installable shield to protect residents and has different light distribution patterns. There was discussion as to the construction and internal components of the light head 10 year warranty which includes the LED driver. The unit has great reflective technology where the cut offs of light are sharp, the heads have recessed LED to reduce glare. Ms. Tierney added some additional comments regarding the features of the unit. Lastly, there were questions raised by Mr. Robert Souza, Mr. Barry Mongeon and Mr. John Nason, to which Mr. Abdella offered responses. Mr. Nardi thanked both Ms. Tierney and Mr. Abdella for the presentation and reminded residents that in the near future, the two lights demonstrated would be evaluated by the Electrical Inspector.

Treasurer Appointment, discussion, possible vote

Mr. Nardi reminded all that the Treasurer has resigned and graciously given the Town time before he leaves. In his opinion, time is passing and would like to see the Board make a decision on this matter. He has had discussions with the Treasurer seeking his opinion on what the Town should do; reached out to other municipalities to inquire about the possibility of outsourcing and has also reached out to Town Council for advice on options for the Board., he is confident on what he would like to see the Board do, to move forward. Mr. Gagner expressed his sincere thank you to the Treasurer for all he has done on behalf of the Town, he has also met and had discussion with the Treasurer, and understands where he stands on the matter, and he is ready to move forward. Mr. Richard remarked he has no recollection on any discussion on the position and feels that the Board should have posted after Mr. Schlosstein resigned. He feels that this is knee jerk solution to a situation. He also made mention of an email he sent to the other board members and received no response to, adding that this process has left a bad taste for him. There was further discussion amongst the Board members. Mr. Nardi remarked the matter on the agenda is to decide on the options of appointing; or posting and vetting and asked the Treasurer for his comments.

Mr. Schlosstein stated he made notice to resign about a month ago and had about a month left, he encouraged the Board to act to appoint an interim appointment that would offer flexibility to get things done. In his meetings with each members, he gave strategy options for the Board to consider; either to permanently fill; hold a special election or a number of other things, and to consider a person preferably from Town, someone he trusted with the skills necessary that he could work with prior to his departure. He is still a member of the community and will continue to be one and would like to see the right thing done. Actions tonight by the Board should be expedient, the best and safe course of action for the Town.

Mr. Souza asked the Board to explain the long term plan for the Treasurer's office in terms of an elected position. Mr. Nardi responded that in his opinion, he has inquired about the position being elected vs. appointed. This may require a change in the charter; would need involvement at Town meeting and further discussion with Council.

Mr. Souza asked, long term, and if any thought had been given to what qualifications the Board may want to have an appointee to have. Mr. Nardi responded, accounting background, bondable and trustworthiness; he is not looking for a CPA. Keeping in mind that increases in qualifications would require an increase in salary as well. Mr. Gagner is up in the air; he would like to see an appointed position but has not ruled out considering outsourcing the function. Mr. Richard remarked it has not come up and honestly has not given it much thought.

Lastly, Mr. Souza stated to the Board that he has a lot of confidence in Mr. Schlosstein and whatever conversation(s) he had with the Board is surely in the best interest of the Town.

Following the recommendations of the Treasurer, Mr. Gagner made a Motion to appoint Ms. Lorena Prokop as interim Treasurer to the vacating Treasurer position; second: Mr. Nardi – Mr. Richard; opposed. 2-1

Tom Bomil, Charles Hope Properties

Mr. Bomil and Mr. Hope thanked the Board for the opportunity to come before them.

Mr. Bomil gave a statement as to his background and affiliation with Charles Hope Properties. He offered information as to some of the challenges involved in the rehabilitation of abandoned properties as experienced in a number of communities such as Warren. He described in some detail the program that can be started with the assistance of the Charles Hope Companies to work with the community to bring properties up to code compliance while maintaining costs to the community. There was a period of questions and answers about the program and what would be required of the Town to explore its options with a program such as this. Mr. Hope provided the Selectboard with brochures which gave information on the types of properties/communities that are best suited for this program. Mr. Nardi thanked both gentlemen for attending.

Class III License, Fijol's Junk Yard, Inc.

The Board having reviewed the request for corrections to prior license, a motion to grant a Class III License to Fijol's Junk Yard, Inc. for locations at 388 Old West Warren Rd and 656 Old West Warren Rd, made by Mr. Gagner; second: Mr. Richard – unanimous

FY16 Year End:

-Request to raise cap on 53E ½ revolving acct. for Building Inspector

The Board reviewed a request by the Building Inspector to increase the cap on his 53 ½ E revolving account. Discussion was had as to the cap amount and associated fees. Mr. Robert Souza stated that the Board has authority to extend the cap; but feels it is the Inspector's responsibility to come to the Board and discuss changes. Following discussion, a motion to not approve the increase in the cap as requested, made by Mr. Gagner; second: Mr. Richard – Mr. Nardi opposed 2-1

-Line item Transfers -Veteran's Department; Highway Department; Selectmen

Motion to transfer \$4,000.00 from Highway Salaries to Machine Maintenance by Mr. Gagner; second Mr. Richard – unanimous

Motion to transfer \$3,469.00 from Insurance Workers Comp to Legal Expense by Mr. Gagner; second Mr. Richard – unanimous

Motions to transfer \$5, 0000 from Shepard Building Expense and \$400 from Selectmen's Expense to Veterans Benefits by Mr. Gagner; second Mr. Richard – unanimous

There was a consensus of the Board to allow Mr. Boudreau to purchase a construction plate and asphalt compactor from his highway line appropriations.

Mr. Mongeon asked the Board if they had any further information on a RAT sought by the Senior Center for repairs. Mr. Nardi will follow up with the Director.

QRSD Superintendent: FY17 Budget

Dr. Kustigian took the opportunity to thank Mr. Schlosstein for his assistance throughout his tenure. He stated should the school not have a budget by July 1, they would have to give notice to the State. He spoke to the school committee's budget decreases and spelled out best case scenarios. At present, there are staff members that have been given layoff notices and they would commence paying unemployment shortly. There was discussion on timing for a Special Town meeting to revote the revised budget submitted by the School Committee as time is of the essence. Mr. Nardi asked that the Board meet on Monday the 20th to set a firm date and discuss the Article for the school. Ms. Camie Lamica noted that three contracts were in the process of being negotiated and that the personnel subcommittee was working to see what can be done to

control costs. Mr. Souza added that any additional cuts to the budget could affect school choice; it could affect contracts with local businesses and raised concerns that QRSD did not want to be a level three district. Mr. Nardi requested that a meeting be posted for the Board for Monday the 20th at 5:00 PM

Treasury Warrants and Invoices

Motion to approve the following warrants made by Mr. Richard; second: Mr. Gagner – unanimous

Date:	6/6/2016	Date:	6/13/2016
<u>Warrant #</u>	<u>Amount</u>	<u>Warrant #</u>	<u>Amount</u>
163	37,953.65	167	41776.84
165	103,214.03	166	57713.25
149	217.18	149	217.18

Motion to approve the following warrants made by Mr. Richard; second: Mr. Nardi– (Gagner abstained)

Date:	6/6/2016	Date:	6/13/2016
<u>Warrant #</u>	<u>Amount</u>	<u>Warrant #</u>	<u>Amount</u>
164	2680.00	168	970.00

Motion to approve the following invoices by Mr. Richard; second: Mr. Gagner – unanimous

FY 14	18	Comm. Assistance Prgm April PVPC	8,854.17
		2016 Grant #00741	
FY 15	4	Comm. Assistance Prgm April PVPC	5,154.39
		2016 Grant #00762	

New Business

The Board thanked the Highway department for their assistance in installing the new sign on Maple Street.

Mr. Igor Kuprycz announced the Cable Advisory annual meeting will be held from 6-7 pm on the 6/15/16, all subscribers are invited to join and offer any comments/concerns.

Ms. Prokop took the opportunity to thank the Board for her appointment and welcomes the opportunity to serve as Interim Treasurer. As all know, Mr. Schlosstein shoes will difficult to fill, however she feels that both her education and professional career in finance will prove useful in the transition to the Treasurer’s position and looks forward to serving the Town in that capacity.

Next Meeting Date: June 20, 2016 @ 5:00 PM and June 28, 2016 @ 7:00PM

Motion to Adjourn made by Mr. Gagner; second: Mr. Richard – unanimous at 9:31 PM.

Respectfully submitted,

Lorena Prokop
Administrative Secretary

Marc Richard, Clerk