

**BOARD OF SELECTMEN
MINUTES OF JULY 1, 2014
SHEPARD MUNICIPAL BUILDING**

PRESENT: Mr. David A. Delanski; Chairman, Mr. Robert E. Lavash; Vice-Chairman and Mr. Dario F. Nardi, Clerk

ATTENDEES: See Attached

Open the Meeting at 7PM and Mr. Delanski led the Pledge of Allegiance.

In accordance with the regulations in the Open Meeting Law, Mr. Delanski informed all that this meeting is being both video and audio taped .

COMMENTS & CONCERNS

- John Mooney requested permission on behalf of the Friends of the Town Hall to have access to the Town Hall in order to provide the committee with a price for painting/plastering. Mr. Delanski stated that he did not have a problem with the request however would be required to provide a Hold Harmless Waiver and wear a mask while within the building. Both Mr. Lavash and Mr. Nardi approved the request as well. Mr. Mooney was agreeable.

CORRESPONDENCE

- An email was received from Highway Surveyor, Tom Boudreau looking for guidance on the replacement of a culvert on Walkeen-Koziol Road. Mr. Nardi stated that he spoke with Mr. Boudreau earlier in the day and requested that he come before the Board at their next meeting. All were in agreement.
- A memo was received from the Board of Assessor's informing the office that they have approved the transfer of monies from the Overlay Account to the Overlay Surplus. – Noted.
- Correspondence from WCAC extending their thanks to the town Treasurer for the recent work on the "Sale of Tax Lien Properties". – Mr. Lavash went on to advise that out of the 16 Tax Title Properties that were on the list, 9 property owners came in and paid their taxes, while the remaining 7 titles were sold. Through the Town Treasurer's efforts, a total of approximately \$120,000.00 was received.
- Notification from National Grid regarding upcoming construction work within the Town of Warren. A map showing the affected areas can be found in the Selectmen's Office.
- Correspondence from the Town Planner, William Scanlan informing the Board that the West Warren Economic Opportunity Application has been approved. – Noted.

APPOINTMENTS

The Council on Aging submitted their recommendation for the General Helper position at the Senior Center. After reviews were conducted the Council recommended Mrs. Cheryl Gagnon of Warren for the position. With no further discussion, the following motion was made: Motion to appoint Cheryl Gagnon for a term of three (3) years to the General Helper position at the Senior Center based on the recommendation of the Council on Aging made by Mr. Lavash; second: Mr. Nardi – unanimous.

The Council on Aging also submitted their recommendations for two (2) open positions on the Council. After their vote, they made the recommendation of Ms. Tracy Mazur and Ms. Leona Wrobel. With no further discussion, the following motion was made: Motion to appoint Tracy Mazur and Leona Wrobel for a term of three (3) years to the Council on Aging based on the recommendation of the Council on Aging made by Mr. Lavash; second: Mr. Nardi – unanimous.

POLICE SERGEANT – In order to correct an earlier appointment, the following motion was made: Motion to appoint Joseph R. LaFlower as Police Sergeant for a term of three (3) years made by Mr. Nardi; second: Mr. Lavash – unanimous.

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TOWN PLANNER – The contract extension for the position of Town Planner was discussed. Funding for this position was allocated at the Annual Town Meeting in May. The WCAC has submitted a letter of questions they would like the Board of Selectmen to consider before signing the extension. (A copy of the letter is attached). Mr. Delanski read through the questions and a discussion took place. Regarding the issue of to whom the Planner should report to, the Board of Selectmen along with the Planning Board discussed this issue at a Planning Board meeting in December of 2013. The Board of Selectmen felt strongly that it would be in the best interest to have the position report to the Planning Board. Mr. Scanlan can and does work for any town board/department/committee as needed or requested. The Planning Board needs to ensure that he stays within the allocated funds available. He is also considered a private contractor therefore the position does not allow for benefits to be paid. With no further discussion, the following motion was made: Motion to sign the contract extension for William Scanlan as Town Planner for FY15 made by Mr. Lavash; second: Mr. Nardi – unanimous.

The discussion also continued regarding the posting of contracts, meeting minutes, both open and executive session on the town's website. Both Mr. Delanski and Mr. Nardi urged caution regarding posting personnel information, which may by law, protected. Jen Roberts, reporter for the Quaboag Current stated that she spoke with Town Counsel and it was her understanding that the final contracts can be released; however the minutes during negotiations are strictly confidential. Town Counsel will be contacted for clarification. Once again, Mrs. Acerra, who works on the website, stated that unless documents are provided to her, she cannot upload them. It is up to each and every individual department head/board/committee to provide their information for the website.

YEAR END TRANSFERS

Motion to approve the requests for yearend transfers as submitted for a total of \$2,320.20 into the Shepard Municipal Building Expense Account and \$1,463.20 from Insurance-Worker's Comp. to Legal Expense and is detailed as Agenda Item #8, which a copy is attached made by Mr. Nardi; second: Mr. Lavash – unanimous. A memo's will be sent to appropriate departments.

TREASURY WARRANTS

Motion to sign and approve the Treasury Warrant No. 121 dated June 23, 2014 in the amount of \$37,677.71 made by Mr. Nardi; second: Mr. Lavash – unanimous.

Motion to sign and approve the Treasury Warrant No. 122 dated June 23, 2014 in the amount of \$24,866.76 made by Mr. Nardi; second: Mr. Lavash – unanimous.

Motion to sign and approve the Treasury Warrant No. 123 dated June 30, 2014 in the amount of \$83,388.07 made by Mr. Nardi; second: Mr. Lavash – unanimous.

Motion to sign and approve the Treasury Warrant No. 124 dated June 30, 2014 for vendors in the amount of \$59,800.01.51 made by Mr. Nardi; second: Mr. Lavash – unanimous.

Motion to sign and approve the Treasury Warrant No. 1 dated July 1, 2014 in the amount of \$226,768.00 made by Mr. Nardi; second: Mr. Lavash – unanimous.

MINUTES

Motion to sign and approve the Minutes of June 17, 2014 as written made by Mr. Nardi; second: Mr. Lavash –unanimous.

OTHER BUSINESS

As a follow up to the last meeting, Chief Spiewakowski responded to the Board's request to review the parking issue on Jones Street in Warren. He reiterated his first determination and stated that in his opinion, there is no violation. Mr. Delanski requested that a copy of his letter be sent to the appropriate parties involved.

Mrs. Acerra notified all that a Public Hearing will be held on Tuesday, July 15, 2014 at 7:15PM to consider the application for the License for the Sale of Alcoholic Beverages for P & B Liquors, Inc. d/b/a Traskas Village Market located at 2240 Main Street in West Warren.

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Notice from Paula Krumsiek (MEMA) advising the town that a document relating to the FEMA October 2011 Snowstorm was missed at the time disbursements were made. A request to have the Chairman sign was provided and approved.

Mr. Lavash reminded all that the Special Town Meeting will be held on Thursday, July 10, 2014 at 7PM in the gym at the Shepard Municipal Building. A public auction of five (5) town owned properties will be held on Friday, July 11, 2014. A complete list of the properties can be found in the Selectmen's Office. Lastly, he announced that the Park & Recreation Department will be holding a Concert on the Common on July 19th. All are encouraged to attend.

Mr. Nardi informed the Board that he received an email from William Scanlan regarding the possibility of a grant to replace all of the light fixtures in all town owned buildings with LED lights. The only issue is that of a time constraint. A final decision needs to be made by July 15th and work to be completed by August 29, 2014. Mr. Nardi stated he would stop by the office tomorrow and speak with Mr. Scanlan for further information. All approved.

Next regular meeting is scheduled for July 15, 2014 at 7PM. A meeting will be posted for the Selectmen for July 10, 2014 at 6:30PM which will be prior to the STM. Mr. Delanski requested that both the Finance Committee and the Moderator be invited to the meeting.

Motion to Adjourn made by Mr. Lavash; second: Mr. Nardi - unanimous at 7:45PM.

Respectfully submitted,

Rebecca Acerra
Selectmen's Secretary

Dario F. Nardi, Clerk