

**BOARD OF SELECTMEN  
MINUTES OF MARCH 17, 2015  
SHEPARD MUNICIPAL BUILDING**

PRESENT: David A. Delanski, Chairman, Robert E. Lavash, Sr. Vice-Chairman, Dario F. Nardi, Clerk  
ATTENDEES: See list (attached)

---

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

Chairman Delanski 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. Audience member Michael Baril stated he was recording the meeting.

**MINUTES**

None:

**OLD BUSINESS**

Mr. Nardi read from emails received by the office from the Police Chief addressing resident(s) concerns relative to a Highway vehicle with a failed inspection sticker; citing that the matter had been addressed and the vehicle was repaired and has a current and valid sticker.

Ms. Janet Pierce, Regional Services and Business Manager at CMRPC, is present to discuss with the Board, CMRPC's role and upcoming collaboration with PVPC on a Regional Animal Control Services & Implementation Framework to address the concerns raised at a prior meeting by ACO, Sara Prideaux. Pierce provided the Board with a scope of work outline which her office and PVPC will be submitting for possible DLTA funding on behalf of the Town and other participating communities. There is a scheduled meeting for the stakeholders to discuss more on March 24<sup>th</sup> at 2:00 PM at the Palmer Town Hall.

**COMMENTS AND CONCERNS**

Mr. Sean LeBoeuf addressed his continued concerns with the failed inspection of the Highway vehicle; he acknowledged the response offered by the Chief in his emails but feels there is still a violation involved. The Board will take it under advisement. Mr. LeBoeuf additionally addressed correspondence from a former Town employee on a separate matter. The Board could not comment on the matter; as it did not have the opportunity to review/read the correspondence.

Mr. Stanley Soltys inquired if the Town in prior year(s) ever has had two 4 wheel drive vehicles. The Town has the SUV and Humvee. He additionally requested copies of the emails read earlier in the meeting. There was continued discussion on the matter of operation of vehicle(s) with failed inspections; again the Board would take all comments and concerns under advisement.

Mr. Barry Mongeon of Finance Committee was hoping to ask some questions. The Board asked that they be held until the portion of the meeting addressing budget discussions.

## **CORRESPONDENCE**

The Board reviewed the following:

- Memorandum from Board of Sewer Commissioners requesting Building keys for Commissioners. *Board agreed to issue 1 key to the Commissioners; to be assigned to the Sewer Dept. Plant.*
- Memorandum from Planning Board regarding proposed zoning amendments at the Annual Town Meeting in May. *3 proposals read out loud.*
- Correspondence from Planning Board regarding a second public information meeting on the proposed zoning change for possible action by Town Meeting on Wednesday, March 25, 2015, the purpose of the meeting is to hear comments and suggestion from residents before finalizing the proposals. Noted
- Email from Chief Spiewakowski regarding “responding to an emergency during extreme conditions and Inspection stickers”. Noted
- Fire Chief Report – February 2015 Noted
- Email from William Scanlan regarding the 2014 EDIP annual report from Portland Valve LLC and Warren Pumps LLC. Noted
- Correspondence from Senator Anne M. Gobi regarding the Governor’s release of his budget proposal on Wednesday, March 4<sup>th</sup>, and information regarding the budget schedule and to solicit any budget request you might have. Noted
- Correspondence from MIIA regarding Workers’ Compensation Statement Credit Available. Noted
- Correspondence from Stephen G. Herzog, Project Manager – Amec Foster Wheeler of notice of a public hearing and availability of the Vegetation Management Plan (VMP) prepared for CSX Transportation. Noted
- Two pieces of correspondence from National Grid regarding National Grid’s Transmission Vegetation Maintenance Notification of upcoming vegetation management activities to be conducted between April 1, 2015 and March 31, 2016 and National Grid’s Transmission Vegetation Maintenance 30 day notification. Noted
- Warren Community Development Advisory Committee (CDAC) notification of a public meeting to consider potential actions for 25 identified distress properties in Warren on Wednesday, March 18, 2015. Noted

### **WOODARD & CURREN – Scott Medeiros, PE**

Mr. Medeiros is present to give an update on the Spring Street culvert work which is funded through the Mass Works Grant recently awarded to the Town. He spoke to the current challenges of doing surveying and geotechnical work due to the weather. The project will increase capacity of the pipe thus alleviating drainage problems in the area. Mr. Delanski remarked that he was not in favor of the project; in his opinion, it could cause problems downstream and affect residents. Mr. Medeiros is aware of the concerns and notes there is no perfect fix for the drainage problems in the area as a whole. He did stress the importance of beaver dam management in the area noted as state property. The hope is that the constant flow with increased capacity will eliminate overflow and preserve integrity of Spring Street. As the project progresses, there would be further updates.

### **AGREEMENT BETWEEN TOWN/ASSOCIATED BUILDING WRECKERS (20 CHAPEL ST-VOTE/SIGNATURE)**

Motion to have Board accept and sign agreement made by Mr. Lavash; second: Mr. Nardi – unanimous.

**CONTRACT AMENDMENT: WARREN/HARDWICK & COMM. OPPORTUNITIES GROUP – TO EXTEND TIME OF PERFORMANCE NO LATER THAN JUNE 30, 2015**

Motion to have Board accept and have Chairman sign amendment made by Mr. Lavash; second: Mr. Nardi – unanimous.

**APPOINTMENTS TO HISTORICAL COMMISSION**

Motion to appoint the following to the Warren Historical Commission for the terms listed; made by Mr. Nardi; second: Mr. Lavash – unanimous.

Edgar H. Buck, Jr.	June 2017
John D. Hathaway	June 2017
Clifford G. Fountain	June 2018
Sylvia G. Buck	June 2018
Ruth J. Lizak	June 2018

**TREASURY WARRANT(S) AND INVOICES**

Motion to accept warrant # 75 (payroll) and #76 (vendor) dated March 16, 2015 in the amounts of \$34,560.91 and \$33,076.92 respectively was made by Mr. Nardi; Second: Mr. Lavash – unanimous

**FY2016 BUDGET**

Mr. Tim O’Brien Co-EMD spoke to the Board about his recent correspondence wherein he expressed the work currently being done by the CERT Team and added that both he and Co-EMD James McKeon have undertaken some additional work. He is seeking the Board to consider a \$500.00 increase to the Emergency Management Department Expense line item for clothing for supplies; personal protective equipment for the volunteers. He is additionally seeking an annual stipend/allowance of \$500.00 (\$250.00 each) for both Mr. McKeon and himself for appropriate recognition of time spent in coordination and organization. In total, a request of \$1000.00 to the department budget is requested. There was a discussion as to the role of Emergency Management vs. CERT and the service to both Warren and West Brookfield. O’Brien was asked to offer a justification on the request for a Stipend. The Board could consider the \$500 increase in expense; but was decisive the \$500.00 for a stipend/allowance if permitted would have to be an Article on the floor. Resident concern was raised if West Brookfield was also approached to consider increasing their respective budget; O’Brien replied they had. The Board would take the requests under advisement and discuss at their budget meeting.

Mr. Barry Mongeon, Warren Finance Committee member spoke briefly on the police budget which they had recently reviewed. He noted that FinCom had asked that the expense for a department vehicle and salary for a 2<sup>nd</sup> Sergeant be taken out of the proposed budget. Additionally, they are expected to meet with the Board of Assessors at their next meeting and were looking to the Board for guidance on the request by BOA for an annual allowance/stipend for the Assistant Assessor given completion of coursework to attain certification and whether it is appropriate to consider it a “stipend” as he has been advised it may be a conflict in calling it such. Additionally, there is a request for a wage increase for the same individual. The Board will be meeting on April 11<sup>th</sup> for their full budget discussions and will take the matter then. Relative to the wage increase, the BOA would have to provide the Selectboard its request for the increase and only the increase allowed through the wage classification scale. Mr. Nardi remarked that the Board was proposing changes to the wage classification scale already; thus that individual would already be receiving an increase; in theory all on the w-scale would see an increase.

Ms. Sue Como asked the Board on the school budget; citing that the School Committee had voted the prior night seeking an \$823K payment above minimum contribution from the Town of Warren. The Board did not comment other than to state it had called for level budgets from all departments including the school district and announcing they would be meeting with the school district Wed. March 25<sup>th</sup> at 6:00 in West Brookfield. Como asked the Board if there was any consideration to changing/moving the ATM date until June as West Brookfield has done to align with the state’s budget process. Mr. Delanski remarked the Town would not be changing its meeting dates/times and added that in his opinion, the budget request passed by the school committee was unbelievable; Como agreed.

**OTHER BUSINESS**

**Kirt Mayland – Net Metering Credits (discussion)**

Mr. Mayland addressed the Board with a proposal to have the Town be an off taker on the Spring St/Ware Rd solar farm in the process of being built by Altus Power. He mentioned the benefits of keeping the benefits local and provided the Board with a handout that reflected a .20 cent discount on net metering credit – the sheet provided an analysis of cost benefits should the Town consider a PPA (Power Purchase Agreement). Mayland added that Altus is familiar with the area having agreements with communities such as Belchertown and Hampden/Wilbraham. There was some further brief discussion on matter. As Mr. Nardi has taken the lead on some of the other proposal; it was requested he do an evaluation of the proposals received to date and offer his findings at the next meeting.

Mr. Lavash noted that the architect contacted to evaluate the Town Hall had been in to do a preliminary assessment. At present, it would appear that the replacement/repair of the rear door will not require permitting as had previously been thought.

Mr. Nardi read from section V (f) of the Warren Personnel By-laws which outlines annual reviews of job performance. In line with this section, he would like the Board to lead by example and perform the evaluations for both assistants in the office. He has drafted a standard evaluation form; which he would like his colleagues to review and use in their evaluations.

Ms. Beverly Soltys inquired about the minutes of March 3<sup>rd</sup> – Ms. Prokop will look into getting them on the website.

**NEXT MEETING DATE:**

Next scheduled meeting: March 24, 2015 at 7:00 PM for regular meeting. March 25, 2015 @ 6:00 @ W.Brookfield with School District

Motion to Adjourn made by Mr. Lavash; Second: Mr. Nardi – unanimous at 8:15 PM.

Respectfully submitted,

Lorena Prokop  
Administrative Secretary

\_\_\_\_\_  
Dario F. Nardi, Clerk