

**BOARD OF SELECTMEN
MINUTES OF AUGUST 11, 2015
SHEPARD MUNICIPAL BUILDING**

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

Chairman Lavash 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 Lavash 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 Colleen Montague acknowledged she was audio recording.

MINUTES

Motion to accept the meeting minutes of July 28, 2015 as so written made by Mr. Gagner; second: Mr. Nardi – unanimous.

OLD BUSINESS

None

CORRESPONDENCE

The Board reviewed the following:

- o Notice from Tax Collector of job posting for Assistant Tax Collector position. Resumes and application deadline is August 27, 2015. *Noted*

- o Fire Chief – July Monthly department report. *Noted*

- o Correspondence from Timothy O'Brien, regrettably submitting his immediate resignation from all Boards/Committees and Emergency Management. He has however, agreed to continue during the transition process regarding Emergency Management/CERT. *Board requested letter be sent to Mr. O'Brien with a Thank you for service to Town.*

- o Correspondence from Dept. of Army – US Army Corps of Engineers – Detailed inspection report following routine inspection of the federally constructed Quaboag River Left Bank Flood Damage Reduction (FDR) system in Warren. The Quaboag River Left Bank FDR system was rated as "unacceptable", noting deficiencies in the system must be corrected before the project can be reinstated to "Active" status. *Board requested contact with Jim McKeon to discuss further.*

**~~ORDER OF TAKING, WARREN DOWNTOWN IMPROVEMENTS – APPROVE/VOTE~~
TABLED: TO FUTURE MEETING TBD**

INTER-MUNICIPAL AGREEMENT WITH WARREN WATER DISTRICT – *approve/sign*

Mr. Nardi explained the Agreement was part of the Down Town Improvement Project (DTIP) and a component of the project funded by Article approved at the last Special Town Meeting for \$160,000.00, again relating to the DTIP, This agreement formalizes the Warren Water District's vote to contribute \$25,000.00 to fund the replacement/reconstruction of the water infrastructure within the DTIP. With no further discussion, a motion to accept and sign the agreement made by Mr. Gagner; second: Mr. Nardi – unanimous.

A brief discussion was had as to when the project would commence, there are no definitive dates at this time. It is expected the project will commence in stages.

LIGHT POLE AUDIT FUNDING – *discussion, approve, possible vote*

Mr. Nardi stated that continued discussions with Graybar for the street light conversion were progressing. A recent meeting with Town Treasurer to review proposal, has highlighted the benefits of the project. In an effort to get an accurate accounting of the inventory (street lights) and cost analysis in anticipation of presenting the proposal to residents at the upcoming STM, it has been recommended that a thorough audit be done at an approximate cost of \$6400.00, with the expense to be paid from the current Street Light line item. The audit could take 45-60 days, therefore a commitment to move forward with the audit is time sensitive. Mr. Gagner stated he is in favor and believes the Treasurer finds it to be advantageous as well. With no further discussion, a motion to move forward with analysis audit and expense to be drawn against Street Light line item was made by Mr. Nardi; second: Mr. Gagner – unanimous.

2014 SHSP CONTRACT DOC'S (ANTICIPATED GRANT FOR EM/CERT) – approve/sign

Contract is for Emergency Management in the amount of \$1,187.00 for FY16. Motion to have Chairman sign, made by Mr. Nardi; second: Mr. Gagner – unanimous.

~~IT/TOWN EMAILS~~ – discussion - Tabled

Participants could not attend

CONTRACT –FIRE DEPT. – approve/sign

Chief Lavoie addressed the Board, stating this contract had come before the Board a few weeks back. Due to errors denoted in the 1st contract executed, a request was made by Mass. Dept. of Transportation to have a revised contract executed in triplicate. Motion to approved revised contract and have Chairman sign, made by Mr. Gagner, second: Mr. Nardi – unanimous.

TREASURY WARRANT(S) AND INVOICES

Motion to accept warrant # 11 (payroll) and #13 (vendedor) dated August 3, 2015 in the amounts of \$36,929.37 and \$723,998.38 respectively and warrant #15 (payroll) and #17 (vendedor) dated August 10, 2015 in the amounts of \$41,174.58 and \$179,772.90 respectively was made by Mr. Gagner; Second: Mr. Nardi– unanimous

Motion to accept warrant # 12, (payroll) dated August 3, 2015 in the amount of \$186.15 and warrant # 16, (payroll) dated August 10, 2015 in the amount of \$198.56 was made by Mr. Gagner; Second: Mr. Nardi– 1 abstention

Motion to accept warrant # 14 (ambulance payroll) dated August 3, 2015 in the amount of \$2,020.00 made by Mr. Nardi; Second: Mr. Lavash – 1 abstention

OTHER BUSINESS

Mr. Nardi wished to thank both Administrative Secretary, Lorena Prokop and Assistant Assessor, Mary Lou Coache for their efforts in moving forward with the Spring St/Ware Rd Tax Agreements.

Mr. Gagner sent out a Congratulations to Doug “Danger”, who recently broke Evil Knievel’s record at Sturgis, clearing 22 cars. He also wished to remind all of the upcoming Planning Board hearing/meeting on the 19th in the gym, regarding ‘cell towers”

Mr. Nardi announced that a tentative date for the fall Special could be Thursday, November 5th. Further information will follow once date is formally confirmed.

Ms. Beverly Soltys asked the Board to reconsider reinstating Comment/Concerns to the Board’s agenda. Mr. Lavash will take under advisement. Mr. Stanley Soltys inquired as to number of topics that can be raised, if he requests placement on the Agenda and secondly asked if consideration would be given to decorating the Town Hall for the Holidays along with Holiday music for the chimes. Mr. Lavash requested Mr. Soltys give the Board sufficient notice of topic/subject on the agenda he intends to discuss. Regarding decorating, that could be arranged as well as exploring options for the holiday music for the chimes.

Lastly, Mr. Nardi wished to again, congratulate Mary Lou Coache, Assistant Assessor on her receipt of her Certificate and Pin from the Mass. Association of Assessing Officers in recognition of her recent MAA Designation.

NEXT MEETING DATE:

Next scheduled meeting: August 25, 2015 @ 7:00 PM. Mr. Lavash noted that an earlier meeting of the Board may be called if needed in conjunction with the DTIP.

Motion to Adjourn made by Mr. Gagner; second: Mr. Nardi – unanimous at 7:19 PM.

Respectfully submitted,

Lorena Prokop
Administrative Secretary

James A. Gagner Jr., Clerk