

**BOARD OF SELECTMEN  
MINUTES OF DECEMBER 8, 2015  
SHEPARD MUNICIPAL BUILDING**

PRESENT: Dario F. Nardi, Chairman, Robert E. Lavash Sr., Vice-Chairman

ABSENT: James A. Gagner Jr., Clerk

ATTENDEES: See list (attached)

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**Chairman Nardi led the Pledge of Allegiance in the Selectmen's Meeting Room in the Shepard Municipal Building.  
A motion to reconvene the meeting at 7:01 PM by Mr. Lavash; second: Mr. Nardi**

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 she was audio recording and Mr. Michael Baril acknowledged he was both video and audio recording.

Minutes

Motion to accept the meeting minutes of December 1, 2015 as so written made by Mr. Lavash; second: Mr. Nardi.

Old Business

Mr. Lavash spoke to the request from Gary Ordian from the last week's meeting to clear out leaves at the Town Hall, - stating that the cleanup has been taken care of.

Mr. Nardi spoke to the request from Stanley Soltys to meet at the Town Hall clock tower. The office was in contact with Mr. Blackwell who indicated that to the best of his knowledge, the cassette portion of the chime/coral system is not operational. It would be at considerable cost to have the unit repaired/replaced. Given this information, Mr. Nardi informed Mr. Soltys there was really no need to meet as requested.

Comments & Concerns

Ms. Beverly Soltys inquired as to who had cleaned up the Town Hall. Mr. Lavash stated he had asked James McKeon to take care of it. Ms. Soltys, added that on behalf of the Friends of the Town Hall, she would like to Thank Mr. McKeon for the decorations at the Town Hall. Additionally, she stated that on January 4<sup>th</sup>, the FOTTH would be meeting in the cable office and invited anyone interested in joining the FOTTH should attend the meeting.

Correspondence

The Board reviewed the following:

- The office received a letter of interest from Gary Lapine expressing interest in the position of Veteran Service Officer. Mr. Lapine currently is the Veteran Services Officer for the Town of West Brookfield to which he has held the position for slightly over a year. - *Selectboard requested the letter be sent to the Veteran's Council*
- The office received a letter of interest from Rebecca Acerra expressing her interest in serving as a member of the Veteran's Council. - *Selectboard requested the letter be sent to the Veteran's Council*
- Monthly report from Emergency Management/CERT - *Noted*
- State of Certification that members of the EM/CERT Team recently completed the National Safety Council CPR Program on November 19, 2015. - *Noted*

Police Department Appointments – Dispatchers – Possible Discussion/Vote

Present were Maryanne Potrzuski and Matthew Cole, new dispatch candidates for the Warren Police department. The Chief was not available to formally introduce them to the Selectboard, as he was attending another meeting. There was a brief question and answer period between the Selectboard and the two candidates. Both Mr. Nardi and Mr. Lavash welcomed them to the department, following which a motion to appoint Ms. Maryanne Potrzuski and Mr. Matthew Cole as PT dispatchers to the Warren Police Department was made by Mr. Lavash; second: Mr. Nardi.

A motion to re-appoint FT Dispatchers, Lisa Pensinger, Ruth Davis and Karen Francis as well as PT dispatchers Elaine Shonio and Sandra Camburn , made by Mr. Lavash; second: Mr. Nardi.

**Fire Department – Updates in On-Call Roster - Discussion**

Fire Chief Lavoie asked to be placed on the agenda to discuss the Chaplain position within the Fire Department. He introduced Deacon Michael Henningham. Deacon Henningham gave a statement as to his background as a former fire fighter in Maine along with his educational and professional background in counseling. There was discussion as to the increasing need for a Chaplain not only within the department, but within the community. The Fire Chief offered various scenarios wherein the Deacon would be beneficial and cited his discussions not only with surrounding communities but with the FFA. Mr. Nardi inquired if Deacon Henningham would serve strictly as a Chaplain, to which the Chief Lavoie responded yes, with his experience it is having boots on the ground with immediate response on the scene. Deacon Henningham would be supplied with turnout gear, radio/pager and the like, ready to be dispatched by the Chief. In closing, Chief Lavoie asked the Board to review and approve the updated Warren Fire Department Call-Salaries breakdown which includes the Chaplain position. Chief Lavoie made clear that there is no request for additional appropriation in the revised call-salaries breakdown, just a reclassification. The Selectboard thanked both the Chief and Deacon for coming to the meeting.

**Fire Department – Ambulance Abatements – Approve/Vote**

Mr. Nardi read the ambulance abatement amounts for the 1<sup>st</sup> Qtr. of FY16

	<u>July</u>	<u>Aug</u>	<u>Sep</u>
Ins.	34553.34	9888.09	17413.83
Disallowed			
Bad Debt	0	0	226.00
	34,553.34	9,888.09	17,639.83

A motion to approve and write off totals, made by Mr. Lavash, second: Mr. Nardi

**Treasury Warrants and Invoices**

Motion to approve the following warrants made by Mr. Lavash; second: Mr. Nardi

<u>Date</u>	<u>Warrant #</u>	<u>Amount</u>
12/7/2015	77	33,006.38
	79	31,932.90
	80	740.00

**New Business**

Mr. Nardi stated that the Board would be meeting this Saturday the 12<sup>th</sup> to conduct a short meeting then proceed out to conduct annual inspections as part of the licensing process. The Selectboard will not be meeting for the next two weeks and meet again at the end of the month on the 29<sup>th</sup>. A meeting would be called if there is a need.

Mr. Lavash thanked the Police Department and all responders from the surrounding communities that provided assistance during the recent event school threat at the Middle/High school. Chief Lavoie added it was an impressive response. Mr. Nardi echoed the sentiment.

**Next Meeting Date: December 15, 2015 @ 7:00 PM**

Motion to Adjourn made by Mr. Lavash; second: Mr. Nardi – unanimous at 7:38 PM.

Respectfully submitted,

Lorena Prokop  
Administrative Secretary

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Robert E. Lavash, Sr., Vice Chairman