

**BOARD OF SELECTMEN
MINUTES OF JULY 14, 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.

MINUTES

None:

OLD BUSINESS

Continued discussion on Sheltering – Regionalization

Mr. Nardi discussed again the topic of ACO/Sheltering and the regionalization of same with the towns of Hardwick, Monson, Ware and Palmer as outlined by Mr. Garcia of PVPC, who would like a commitment from the Board to move forward.

Documents provided by Josh Garcia of PVPC at a prior meeting have been reviewed and he recommends the Board move to enter into an agreement for both ACO and Sheltering services as described in the analysis, which would be beneficial for the Town. He would be in favor of sending a letter of intent to Palmer/PVPC indicating the Board's intent to participate in this endeavor, with the formalizing of an agreement following acceptance by town meeting vote. He again reiterated the matter would go before residents as an Article at the upcoming STM in the fall. As the building of a Palmer facility is still out 3-5 years, an interim agreement would be needed to provide sheltering services with Palmer. He favors the option of both ACO and Shelter services, citing present ACO could be merged into the plan going forward. Motion to pursue a regionalization agreement was made by Mr. Nardi; - Mr. Barry Mongeon spoke as to current ACO position and current budget appropriations. Mr. Nardi explained the proposal calls for costs at about \$2.00 per person or approximately \$10,000.00, which aligns with current appropriations. If accepted, he sees the appropriation shifting to cover the regionalization agreement vs. how it is appropriated now. Current ACO would be absorbed by Palmer, as they will need multiple individuals to service 5 communities. With no further discussion Mr. Gagner offered a second to the motion, - unanimous. Request was made to send letter to Palmer Town Manager with cc to Mr. Garcia. Mr. Nardi mentioned he would attend the next task meeting scheduled for the 28th.

Mr. Mongeon asked some questions regarding the FY16 budget and paying for interim sheltering costs. Mr. Nardi clarified that the \$150.00 monthly interim costs could be expended from current budget no agreement is in place – exploring options with Palmer and West Brookfield, nonetheless the budget would be monitored and adjusted at a town meeting as necessary. Expenses related to the regionalization would more than likely be FY17 and on budgets.

Mr. Nardi advocates for residents to participate in the Fall Special, as he anticipates it will be busy with items such as zoning to consider.

CORRESPONDENCE

The Board reviewed the following:

- Correspondence from Louise Mundell- Warren Action Committee following up on January 2015 letter re: surplus properties/items that could be auctioned to raise revenues for the town. Request to send memo to departments for inventory of surplus items.
- Email from Chief Spiewakowski, advising that the in-car video system approved by town meeting has been installed and is operational. Policy regarding same was drafted and approved by the patrolmen's association. Chief remarked the system was already used in an investigation.

- Notice of Quaboag Paddle - C4RWC would like to see who wishes to paddle the Quaboag River from Long Hill Rd in W Brookfield to Warren/Lucy Stone Park on Saturday July 25th. The event will take place before the annual "Duck Race". Interested parties can contact Tim O'Brien. Noted
- Notice from Tim O'Brien – Annual Duck race to take place on Saturday July 25th from 2-3:30 PM starting at Lucy Stone Park – contact a member of the Friends of the Town Hall for your lucky duck – Good luck to all. Noted
- Notice from Groundwater & Environmental Services – on behalf of Drake Petroleum Company – GES is informing the Board that a Release Abatement Measure Plan has been prepared for the property at 1300 West Main Street (Extramart) and will be submitted to the MADEP regional office in Worcester. The plan is available for review on-line on the MADEP's website. Noted
- Notice from the Comm. Of Mass office of the Attorney General approving Articles 16, 17 and 18 relating to zoning amendments approved at annual town meeting May 12, 2015. Noted
- Correspondence from Veteran's Agent Patrick Swain – updating his office hours on Monday's from 11:00 am – 1:00 pm. From the prior 2-4pm. The change resulting from a change in his employment schedule. As always, he is available by phone at 413-218-6990. Noted
- Copy of Correspondence from State Representative Todd Smola to Kenneth Lacey, Tree Warden congratulating him and the community for being recognized once again at this year's Tree City USA forum and Awards Program. Noted

BRIEF DISCUSSION WITH CHAIRMAN OF THE PLANNING BOARD – WM. RAMSEY REGARDING WIRELESS COMMUNICATION FACILITY BY-LAW

Mr. Ramsey was not able to attend. Mr. Lavash spoke briefly that the Planning Board is looking into Cell Tower by-law changes and will be holding a series of public hearings in anticipation of proposing an amendment to the voters at the upcoming fall special town meeting. There was some additional discussion as to location of potential tower, service providers and costs.

FINAL YEAR END TRANSFERS

	From	To	
Police			Motion to approve Gagner; second: Nardi - unanimous
\$ 825.00	Police clothing line	Police Salary Line	
\$ 7,052.00	Police Training	Police Salary Line	
<u>\$ 7,877.00</u>	cover shortfall in police salary, due to overages in covering personnel		
Assessors			Motion to approve Gagner; second: Nardi - unanimous
\$ 88.08	Assessors Salaries	Asst. Assessors Salary	
\$ 20.81	Assessors Salaries	Princ. Assessors clerk	
<u>\$ 108.89</u>	cover shortfall		

Both Tree Warden and Selectboard presented RAT requests to Finance Committee for consideration to cover expenses related to tree removal and shortfall in the legal expense line item respectively. Mr. Mongeon announced to the Selectboard that his

committee did not have a quorum this evening, therefore could not vote on the RAT's presented. Without funding in his FY15 budget, Tree Warden's expenses presented will need an Article at the STM in the fall. Given that FinCom could not act on the Board's request for a RAT, the Board presented the following:

Motion to approve Gagner; second: Nardi - unanimous

Selectmen			
\$	2,949.00	Selectmen's Expense	Legal Expense
\$	1,188.00	Insurance - Liability	Legal Expense
\$	715.00	Pub. STM Town Meeting	Legal Expense
\$	4,852.00	— cover shortfall	

Mr. Mongeon made note that the legal expenses are double the FY15 appropriation, consideration to increase the line during the next budget season should be made.

APPOINTMENTS

Motion to appoint the following made by Mr. Gagner, second: M. Nardi - unanimous

THREE-YEAR TERMS

Warren Cultural Council Shirley Conn 6/29/2018

TREASURY WARRANT(S) AND INVOICES

Motion to accept warrant # 115 (payroll) and #116 (vendor) dated June 30, 2015 in the amounts of \$45,001.37 and \$108,278.93 respectively was made by Mr. Gagner; Second: Mr. Nardi– unanimous

Motion to accept warrant # 1 (payroll) and #2 (vendor) dated July 6, in the amounts of \$39,057.13 and \$306,232.85 respectively was made by Mr. Gagner; Second: Mr. Nardi– unanimous

Motion to accept warrant # 3 (ambulance payroll) dated July 6, 2015 in the amount of \$740.00 made by Mr. Nardi; Second: Mr. Lavash – 1 abstention

Motion to accept and pay FY14 invoice #7 for Community Assistance Programs through May 2015 to PVPC in the amount of #8,265.67 made by Mr. Gagner; second: Mr. Nardi – unanimous.

OTHER BUSINESS

Mr. Gagner followed up on the brown water matter he mentioned at a prior meeting, he did speak with the Chief, who explained Reverse 911 resource, he requested that a letter be sent to Water Department and School to contact Chief to use this service. Chief spoke that all departments can benefit from the service which can be tailored to specific geo sections of town. Request to have memorandum distributed to departments.

Mr. Gagner wanted to commend Police Department on their resolution to recent break-ins in town. Great Job!

Mr. Lavash spoke to document before the Board from the Fire Chief. Fire Chief Lavoie addressed the Board with a request to have the Chairman sign the standard contractor authorization listing for the MassDOT Standard Contract to permit his department to bill for ambulance services. Motion to have Chairman Sign signature listing, made by Mr. Nardi; second: Mr. Lavash – 1 abstention.

Mr. Nardi mentioned he is still working with Google representatives on town wide emails, he will continue to move forward on the project.

Secondly, he is working on the street light project, he met with Gaybar and Town Treasurer some time ago, a proposal to convert 431 street lights presently owned by National Grid was presented; to evaluate should the town to look to take

ownership. There would be an investment on the part of the town, but long term benefits look favorable. Working on further details, if it looks good then it could be presented at the Fall Special.

Mr. Nardi attended CMRPC meeting last week with regards to the TIP program and the two pending projects in the town, both of which are moving forward. Mr. Lavash and Ms. Acerra along with Highway Surveyor attended a district meeting last week regarding the downtown project. He wanted to put a word out that Ms. Acerra has put a lot of work into the downtown project, and he appreciates all her efforts in keeping the project moving forward. Her assistance has been invaluable on this project.

Lastly he has received calls/correspondence from departments regarding evaluation forms. The current form is geared more towards clerical/office positions. He has developed a new form for the Board to evaluate; if accepted he would like to put out to all departments pending approval at the next meeting on the 28th. Both Police and Fire Chiefs mentioned they have their own evaluation forms that may be useful as reference and would forward on to the Board

Mr. Lavash reminded all of the Duck Race sponsored by the Friends of Town Hall on Saturday the 25th. He signed the final paperwork for the demolition of 20 Chapel Street which should be done shortly. Also, Comins Pond is open for the season, with no lifeguards on Tues/Wed. Lastly, he will hold office hour's tomorrow night from 5-7PM.

Mr. Nardi spoke to the WECS lunch program which is providing breakfast and lunch to students. The participation has been great serving about 120 meals daily.

Mr. Lavash reminded all the Parks Summer Program has started at Dean Park.

NEXT MEETING DATE:

Next scheduled meeting: July 28, 2015 @ 7:00 PM

Motion to Adjourn made by Mr. Nardi; Second: Mr. Gagner – unanimous at 7:39 PM.

Respectfully submitted,

Lorena Prokop
Administrative Secretary

James A. Gagner Jr., Clerk