

**BOARD OF SELECTMEN
MINUTES OF FEBRUARY 2, 2016
SHEPARD MUNICIPAL BUILDING**

PRESENT: Dario F. Nardi, Chairman, Robert E. Lavash Sr., Vice-Chairman, James A. Gagner Jr., Clerk
ATTENDEES: Colleen Montague, Stanley Soltys, Beverly Soltys, Mary Bellerose , James Kordek, Richard Gelinas, James McKeon

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

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 acknowledged she was audio recording; Ms. Beverly Soltys acknowledged she was both video and audio recording.

Minutes

Motion to accept the open meeting minutes of January 19, 2016 and January 26, 2016 as written made by Mr. Gagner; second: Mr. Lavash – unanimous

Old Business

Mr. Lavash announced he was in receipt of a quote which he shared with his colleagues - to install an automated door opener (button) to the exterior door [one with the chair lift] of the building. The quote came in at \$3,362.28. He can make arrangements to install once the Board makes decision to proceed.

Mr. Gagner stated he was informed by the Police Chief that Debilitating Medical Condition Treatment Centers have sent a letter to the PD, that they have chosen Warren as their cultivation processing site. Once they are licensed, it could bring 15-20 jobs to the Town. The other two vendors are in the negotiation process with Wrights/Hardwick Knitters, while they are awaiting their licensure as well. He is aware of other vendors that may come forward for letters of non-opposition.

Mr. Nardi has a couple of items to discuss:

1st - He completed two evaluations – Fire Chief and Town Accountant. Police Chief is scheduled for next week and Administrative Assistant also. Next week there is an executive session meeting scheduled to go over the four contracts that are being renewed.

2nd – He wants to remind everyone that the Friends of the Town Hall will be hosting their annual Polish Dinner at the Senior Center on Saturday, February 27th 1st seating at 5:00 PM

Lastly, remind everyone of the Purple Heart Designation Ceremony, tomorrow [Wed] here in the Meeting Room and encouraged all to attend. He is happy to see this happening for the Town and thanked members of the Veterans Council; James McKeon and others for helping to bring this forward.

Comments & Concerns

Mr. Stanley Soltys, questioned that a prior meeting (Jan 12th) he had asked Mr. Lavash to submit to him answers to the 8 question on the K9 Dog, which he did do, during the evening he asked both Mr. Nardi and Mr. Gagner if they had reviewed his answers and “you both said no”. In the minutes of January 12th it read “if they had each read his questions” he notes he did not ask about the questions, but rather the response and would like the minutes changed.

Ms. Prokop offered to Mr. Soltys that he had asked about reading his “questions” at the meeting of the 12th and had asked about reading the “response” at the meeting of the 19th. There was some additional discussion and clarification on the matter, concurring that at the meeting of the 12th, Mr. Nardi and Mr. Gagner; affirmed reading his [Soltys’] questions and on the meeting of the 19th; affirmed they had not read [Lavash’] the responses.

Mr. Soltys made the Selectboard aware that he is working with a church in Three Rivers that has a system like the one at the Town Hall. He would like the Board to allocate \$500.00 to have someone look at it and see if they can make one work out of the two. Mr. Nardi asked if the \$500 was to purchase the unit. Mr. Soltys stated he could get the unit and have it brought here for free; the funds would be to have someone look at it. There was discussion between members of the Select board and Mr. Soltys that the funding requested is to have unit looked at to determine if it can or cannot be repaired; Mr. Soltys remarked the Three Rivers unit has been inoperable for about two years. The unit is similar to ours, however not the same unit. Mr. Nardi would like more information on the unit(s) such as make and models and suggested some research be done before expending monies, he is not in favor of spending money on something that may or may not work.

Correspondence

None for the Board to review:

Appointment – Veteran’s Service Agent, vote expected

Mr. Nardi announced the matter before them, was the appointment of a new Veteran’s Services Officer. Mr. James Kordek and Mr. Richard Gelinias from the Veteran’s Council are present. Mr. Gelinias stated that the 6 member Council interviewed two candidates, Allen Kondrat and Gary Lapine for the vacant position, following the interviews and a discussion amongst the Council members, it was a unanimous decision to recommend the appointment of Mr. Gary Lapine to the position. Mr. Gelinias noted that Mr. Lapine is the current VSO in West Brookfield and holds the necessary credentials and certifications. Mr. Gelinias’s had initial concerns with a person holding the VSO position in two different towns, they were eased following discussion(s) with other VSO’s. Mr. Gelinias asked that contact be made to Mr. Kondrat, to thank him for his interest. Mr. Nardi remarked that the office should be made aware of the office hours and contact information, so that same can be passed on to the community.

Without further discussion and taking the recommendation of the Veterans’ Council, a motion to appoint Gary W. Lapine as the Warren Veterans Services Officer, made by Mr. Lavash; second: Mr. Gagner – unanimous.

City/Town Owner Agreement – FY15 CDBG Housing Rehab project in Ware, vote expected

A motion to accept and have the Chairman sign the request, made by Mr. Lavash; second: Mr. Gagner – unanimous

Ambulance Abatements 2nd Qtr. FY 16, discussion, vote expected

Mr. Gagner read the ambulance abatement amounts for the 2nd Qtr. of FY16

	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
Ins.	21,648.96	14,015.83	35,403.02
Disallowed			
Bad Debt	0	0	0
	21,648.96	14,015.83	35,403.02

A motion to approve and write off totals, made by Mr. Lavash, second: Mr. Nardi – 1 abstention

FY 2017 Budget Discussion(s)

Mr. James McKeon is before the Board to seek modification of the Emergency Management FY17 budget. Mr. McKeon stated that a prior request was made to increase the total budget; but not approved. Therefore, he has proposed a re-allocation of the current \$3,000.00 appropriation as follows: \$500.00 EMD Salary; \$250.00 Supplies; \$2250.00 General EM. Mr. McKeon noted he has been working on developing a salary for Emergency Management for the last two years and is aware that position and salary

would need to go to Town meeting. He is asking for the Select boards thoughts. Mr. Nardi remarked he had reviewed the job description previously submitted to the Select board and recommends Mr. McKeon update the job description he has submitted to follow a more specific outline. Mr. Nardi offered him a suggested template as a guideline to assist him in tailoring the document to better reflect goals, objectives and such and maybe have input from both the Police Chief and the Fire Chief. Insofar as the funding, he recommends to bring it before the Finance Committee, following which the Board can review again and possibly bring before the Town floor. Mr. Nardi thanked Mr. McKeon for coming in early on this. Mr. Gagner acknowledged that Mr. McKeon does a lot for the Town and it is much appreciated. Mr. Lavash has no comment as Mr. McKeon works for him.

Mr. Nardi reminded everyone of the memo circulated, calling for budgets, town reports and inventories by the end of the month. He plans on attending Finance Committee meetings to keep updated on budgets. On a separate note, he made reference to the Superintendent's recent article insert in the local paper and how it describes the budget season along with the needs and wants of the community. In speaking for himself only and not the Board, when he remarked that the \$1.09 increase in the tax rate was due in part to the over \$556K approved at the Town Meeting; even though there was a return of \$75K for regional transportation costs. Their [School] request for this year is close to \$700K, that amount could translate to an additional \$1.65 to the tax rate. He agrees we need to work with the school department on this, however a further increase in the tax rate would create a huge burden on residents, there is no cost of living adjustments for Social Security this year making it tough on our seniors. It is important for everyone to be educated before making decisions.

Mr. Nardi offered the following tentative deadline dates March 21st School budget approval; March 31st for Article submission; April 9th meeting for budget approval; May 5th televised meeting before Town Meeting. He again encouraged departments to come before the Select board with their proposed changes to budgets.

Mr. Lavash added the importance of residents attending meetings and participating in Town Meeting. Mr. Gagner added; most school meetings are televised if folks cannot make it out. It is the consensus of the Board that residents need to be more involved; ask questions of the Superintendent and become aware of what is at stake.

Treasury Warrants and Invoices

Motion to approve the following warrants made by Mr. Gagner; second: Mr. Lavash – unanimous

<u>Date</u>	<u>Warrant #</u>	<u>Amount</u>
02/01/2016	105	33,398.14
	107	51,944.56

Motion to approve the following warrants made by Mr. Nardi; second: Mr. Gagner – 1 abstention

<u>Date</u>	<u>Warrant #</u>	<u>Amount</u>
02/012016	106	235.79

New Business

Mr. Gagner attended a recent meeting at Ware High School regarding the closing of the inpatient portion of Mary Lane Hospital. He believes that with every change comes opportunity and would see this an opportunity to create an outpatient facility geared towards combating addiction problems. He additionally mentioned that that Baystate has submitted their application for the change and anticipates having additional public hearings on the matter.

Mr. Nardi announced that as February 1st, nomination papers are available for multiple positions; furthermore he strongly encouraged anyone with an interest in serving the community within local government should consider pulling papers.

Next Meeting Date: February 9, 2016 @ 7:00 PM

Motion to Adjourn made by Mr. Lavash; second: Mr. Gagner – unanimous at 7:36 PM.

Respectfully submitted,

Lorena Prokop
Administrative Secretary

James Gagner, Clerk