

**BOARD OF SELECTMEN
MINUTES OF FEBRUARY 23, 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, Barry Mongeon, David Delanski, Denise Messier, Ken Lacey

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.

Minutes

Motion to accept the open meeting minutes of February 16, 2016 as written made by Mr. Gagner; second: Mr. Lavash – unanimous

Old Business

Un-registered vehicles: Mr. Gagner stated that on the matter of un-registered vehicles – addresses and photos taken have been identified; and notices will be given to owners. Offenses are at 5 locations. Mr. Lavash asked if the listing of locations was available, Mr. Gagner will check with the Chief. Mr. Stanley Soltys asked how many unregistered vehicle(s) is/are allowed per the by-law. Mr. Gagner responded one (1).

Polish Dinner - Mr. Nardi wished to remind everyone of the upcoming Friends of the Town Hall - Polish Dinner, Saturday, the 27th with seating's at 5:00 and 6:30 PM.

Doris Rose Dumas – Mr. Nardi spoke to Town Clerk on matter. Clerk is busy at this time, however, Mr. Nardi is still working on the matter.

Reed Street – Mr. Nardi made note of the correspondence from the Board of Health to Reed Street residents and directed residents to the Town's website that has a link with further information. Additionally there are plans for a joint departmental meeting to discuss the matter further. Mr. Lavash added it is his understanding that the State is coming back out to do further testing. In closing, Mr. Nardi added that the Town is looking at options and plans to address the matter.

Mr. Igor Kuprycz, announced there are still some tickets available for the Polish dinner, those interested can call 436-5389.

Comments & Concerns

Ms. Denise Messier asked the Board if there has ever been a survey done locally regarding transportation in town. When she came to town, she did not have a vehicle and found it difficult to get around to pharmacies; supermarkets and other retail establishments that are not in town. Mr. Nardi believes that CMRPC had at some point conducted research on the matter, he can certainly make a call find out more information. Mr. Gagner stated he is aware that folks in Ware are looking in to the "transportation" issue as well.

Additionally, Ms. Messier asked why establishments downtown are not up to code, when it comes to handicap accessibility. Her father is handicapped and would not be able to access the bank or the library. Mr. Nardi noted that the Downtown Project is scheduled in the near future, he could look into her question on accessibility.

Mr. Stanley Soltys asked a follow up question regarding Detective Chase and whether he is being paid by the Town. Mr. Nardi stated that there could be no comment on the matter.

Ms. Beverly Soltys asked a follow up question on the Burns Hospital Trust. She stated that over several Town reports the amounts differ and asked why. Mr. Lavash stated that present balance was about \$75K, of which \$54K could be expended and \$25K could not be expended. He will follow up further with the Treasurer.

Ms. Soltys inquired as to lights on the 2nd floor of the Town Hall. Mr. Lavash responded he had seen the same as well and believes it could be an optical illusion. He will talk to the Chief about the concern.

Correspondence

The Board reviewed the following:

1. The WCES will be hosting its annual Community Reading Day on Wednesday March 2nd. Board members are invited to read to the children. *Mr. Gagner noted he would attend.*
2. Chief Lavoie submitted his monthly fire department report as of January 2016. *Noted*
3. The office received notice from the Dept. of Telecommunications and Cable that a public and evidentiary hearing will be held to investigate the proposed basic service tier programming, equipment and installation rates for all of the rate regulated communities in Mass served by Comcast. The hearing will be held at 10:00 AM. on Wednesday, April 13, 2016 at 1000 Washington Street in Boston. Any interested parties may attend at the time and place designated. *Noted*
4. The Board of Library commissioners granted a waiver of the FY16 Municipal appropriation Requirement and certified Warren to receive state aid to public libraries. The award is in the amount of \$4,367.79. *Noted*
5. Mass. Municipal Association Spring Legislative Breakfast meetings have been scheduled for February 26th, March 4th, and March 11th for interested members. *Noted*

Appointments –Conservation Commission & Town Clerk Election Poll Workers

A motion to appoint the following individuals to the Warren Conservation Commission and 2016 Election Workers, made by Mr. Lavash; second Mr. Gagner – unanimous.

Warren Conservation Commission

Phillip Woodford	ConCom 3 year	06-30-2019
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Warren 2016 Election Workers – Polling Place A

Tracey S. Mazur	1 year	12-31-2016
Barbara B. Larkin	1 year	12-31-2016
Roxana C. Nowak	1 year	12-31-2016
Paulette A. Desorcy	1 year	12-31-2016

FEMA Reimbursement Contract – Jan 2015 Snow Event

A motion to accept request for reimbursement of \$22,637.45 and have the Chairman sign the request, made by Mr. Lavash; second: Mr. Gagner – unanimous

One Day Pouring License – Cultural Council

Mr. Gagner read the request for one day license for a fundraising event to be held March 19th at the Warren Senior Center. A motion to accept request and issue a one day license to Warren Cultural Council for their event, made by Mr. Lavash; second: Mr. Gagner – unanimous

FY 2017 Budget Discussion(s)

Finance Committee member David Delanski was present as liaison for the Selectmen’s Budget. Mr. Nardi remarked on some the changes to the FY 17 budget from the prior year. There are changes to the salary lines for Shepard Building Custodial; Selectmen’s Assistant and Administrative Secretary. The changes for the first two stem from changes proposed to the Wage Classification Schedule and the last due to a renewed contract agreement. Added to the budget is the new line item for \$2568.00 for 6 months of Animal Sheltering, as per vote at town meeting to enter into an IMA with Palmer for dog sheltering, keeping in mind that for FY18 the cost will be for the full year at \$5,135.00. In Shepard building expense, there is a nominal net increase of 1% resulting from the addition of IT costs for town wide emails and the decrease in electrical costs due to the expected net metering credits resulting from the Town’s PPA with Seaboard Solar. Lastly, there are increases in Hydrant Rental fees for Precinct A; Regional planning and Insurance (Liability/W.Comp) Overall there is a 1.77% increase when compared to FY16’s budget. There was a brief question and answer period between Mr. Delanski and the Selectboard. Mr. Mongeon requested the Board send their budget on the prepared spreadsheet to Finance Committee.

Mr. Ken Lacey, Tree Warden came before the Selectboard to discuss the Forestry budget. Mr. Lacey stated that he has several area projects that he would like to see funded. He spoke of work to be done at the Cemetery, Shepard Municipal Campus; Sewer Campus; Ash trees; and regular street pruning. He cited that he cannot keep up with tree side pruning in part to the decreased manpower at the Highway Department, which has assisted him in the past. There was discussion between Mr. Lacey, the Selectboard and Mr. Mongeon as to his [Lacey’s] scope of work and estimated proposed costs for each of the 5 projects discussed earlier. Mr. Nardi inquired as to how far his current budget gets him. Mr. Lacey using Bemis Road as an example estimates hired contractor Northern Tree for 4 days of work; 5-6 miles could come in around \$7,600. Mr. Lacey requested to increase the Forestry line by an additional \$2,500 to bring it to \$17,500 to begin work on much of the work that needs to get done. The Selectboard encouraged Mr. Lacey to bring forward more details on the specific projects he would like see done; and place them as Articles at Town Meeting. During discussion, Mr. Lacey pointed out an immediate need for work to be done at the cemetery, citing that there are Sugar Maple trees/limbs that need to be removed along the route generally used during the Memorial Day ceremony. Mr. Lacey estimates he would need about \$3,900.00 to accomplish the work and make the area safe. Mr. Mongeon and the Selectboard were in agreement that this work at the cemetery should be taken up soon rather than later and that by Mr. Lacey’s account, there is an emergency situation there. Mr. Mongeon suggested Mr. Lacey present to the next Finance Committee meeting to discuss further and seek funding via a RAT (reserve account transfer) to take care of the cemetery situation.

Mr. Nardi asked Mr. Lacey for an estimate on the work that would need to be done at both the Shepard and Sewer buildings. Mr. Lacey estimates between \$8k-\$10K and more. In closing there was a consensus of the Board to increase the Forestry line by \$2,500.00 by motion of Mr. Lavash; second Mr. Gagner – unanimous. There was a consensus of the Board that Mr. Lacey bring forward Articles for funding the projects discussed tonight.

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>
02/22/2016	116	34,638.87
	118	104,347.08

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

<u>Date</u>	<u>Warrant</u> <u>#</u>	<u>Amount</u>
02/22/2016	117	242.00

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

<u>Date</u>	<u>Warrant</u> <u>#</u>	<u>Amount</u>
02/22/2016	119	1,420.00

New Business

Mr. Lavash stated that the pipe work in the Town Hall cellar had been completed. He is awaiting a schedule from the contractor to have the Automated Button installed on the Main door here at the Shepard Building.

Mr. Gagner, noted the oversight in not including some of the buildings at the Wrights complex in the overlay district. He is aware of a proposal to amend and have those areas/buildings included. He is proactive in his search for viable options for that area. He will be attending a future Planning Board meeting relative to this. Lastly, he is aware there is to be another meeting regarding the changes at Baystate Mary Lane; he plans to attend that meeting.

Mr. Nardi he will be conducting the ACO evaluation in the near future. As part of the IMA with Palmer, there is a Regionalization Committee forming; persons interested in joining the committee should contact the Selectmen's Office.

Mr. Nardi made note that the Board will continue to review Budgets as they come in and encourage departments that have not submitted to date, do so promptly.

Mr. Nardi mentioned that the Board would be meeting with West Brookfield officials and the School Committee & Superintendent in the near future to discuss the schools FY17 Budget.

Next Meeting Date: March 8, 2016 @ 7:00 PM (none on the 1st due to Presidential Primary)

Motion to Adjourn made by Mr. Lavash; second: Mr. Gagner – unanimous at 8:16 PM.

Respectfully submitted,

Lorena Prokop
Administrative Secretary

James Gagner, Clerk