

**BOARD OF SELECTMEN
SHEPARD MUNICIPAL BUILDING
MINUTES OF NOVEMBER 22, 2016**

PRESENT: Mr. Dario F. Nardi, Chairman, Mr. James A. Gagner; Vice-Chairman and Mr. Marc W. Richard; Clerk

ATTENDEES: See Attached

Mr. Nardi called to order at 7:00 PM and led with the Pledge of Allegiance.

Mr. Nardi requested that if anyone in the audience is either video/audio recording this evening's meeting to please disclose to the Chair. Mrs. Beverly Soltys and Ms. Colleen Montague acknowledged their audio taping the meeting.

MINUTES

Motion to approve and sign the Minutes of November 1st, November 3rd & November 9th, 2016 as written made by Mr. Richard; second: Mr. Gagner – unanimous.

OLD BUSINESS

Mr. Gagner mentioned 980 Main Street. He apologized that he would be out of town of the Planning Board meeting on the 28th of November, however he would make every attempt to attend their next meeting.

Mr. Richard addressed the downtown parking issue once again. He questioned Chief Spiewakowski, who was in attendance, what the issue is with not wanting to accommodate the few businesses we have downtown. Chief Spiewakowski stated that he didn't know what he was talking about. Chief Spiewakowski questioned when exactly are the Police Department employees parking along Milton O. Fountain Way. Mr. Richard stated that on average at any given time, four out of the seven parking spaces are taken up by either police vehicles or police department personnel vehicles. Chief Spiewakowski disagrees with Mr. Richard and stated that he in fact spoke with the business owners. Mr. Richard disagreed with that comment and feels that the Board of Selectmen has been very patient. He further stated that it feels as if the Police Department is thumbing their noses at a directive by the Board of Selectmen. The same for 980 Main Street. It was very clear from the outset, that there will be NO parking at 980 Main Street until the proposal (parking lot) goes before the Planning Board for Site Plan Approval. Yet both Police Department vehicles and personnel continue to park there.

Mr. Nardi questioned the Chief if he received the email from the office. He responded that he did. Mr. Nardi stated that the vote was to keep the 2 to 3 out in front of dispatch (along Main Street) and 1 directly in front of the booking room (along Milton O. Fountain Way). He also agrees with the issue with 980 Main Street which has become an irritant. He stated that when his boss gives him a directive, he may not like it nor agree with it, but does it. Plain and simple. Mr. Nardi further stated that this topic has taken up too much time and will not discuss it further. After tonight, any discussion will be in Executive Session.

Mr. Gagner stated that he spoke with the Union and they expressed that they were not aware until recently that they were down to one spot. In addition, he requested that the Union have an

opportunity to address the Board. Both police safety and detainee safety are of concern. Mr. Nardi is not in favor as it is not in the CBA (Collective Bargaining Agreement). We (Board of Selectmen) are in charge and responsible for applying policy.

At this time, the discussion will be tabled in order to hold the Public Hearing for the FY17 Tax Rate

7:15 PM – TAX CLASSIFICATION HEARING

Mr. Shields read aloud from a handout. Values are up, however the town spent less therefore the tax rate will be decreasing slightly. Information that was provided was that the final valuation of all property in Warren for FY17, as approved by the Dept. of Revenue, is \$346,324,352.00 not including exempt properties. Mr. Stewart stated that property values increased approximately 3 to 4 percent. With no further discussion, the following motion was made: Motion to Close the Public Hearing made by Mr. Gagner; second: Mr. Richard – unanimous at 7:24 PM. Motion to approve a single tax rate at \$18.56 for FY 17 made by Mr. Gagner; second: Mr. Richard – unanimous.

CONTINUED DISCUSSION ON DOWNTOWN PARKING

The majority of the Board voted that the Police Department will be provided one (1) dedicated parking space along Milton O. Fountain Way in front of the Booking Room and three (3) spaces along Main Street. In the event that there is more than one detainee at the same time, it was agreed that they would be allowed to use the spaces along Milton O. Fountain Way until they are secure in the building. Parking will be prohibited in the hatched areas adjacent to the entrance to the cross-walk. Chief Spiewakowski suggested that the Police be afforded 2 spaces along Milton O. Fountain Way and none on Main Street. Mr. Gagner feels that safety comes first. Mr. Nardi is more than agreeable to allow the second space on Milton O. Fountain Way in the event of an emergency. After further discussion, the following motion was made: Motion to direct the Police Department to have a dedicated parking spot on Milton O. Fountain Way and 3 spaces in front of dispatch along Main Street with the employee vehicles being parked either at the old dry cleaner's property on Old W. Brookfield Road or at the municipal lot near the town common effective immediately made by Mr. Nardi; second: Mr. Richard – 2 Yes – Mr. Gagner opposed.

All were in agreement that once 980 Main Street is properly permitted and open for use, many of these issues should be resolved. Once the lot is properly permitted, signs will be erected to indicate Police Parking.

OLD BUSINESS CONTINUED:

Mr. Nardi advised all in attendance that the second IFB resulted in zero bidders for the Street Lighting Project. With the recent changes in procurement, he will try again with requesting quotes. The new quotes will be due December 12, 2016. The other issue with this project is that of storage for the bulbs. We will be receiving \$120,000.00 worth of light bulbs and will need to store them in the gym. There will be no use of the gym while the bulbs are housed there.

CORRESPONDENCE

1. The office received the Monthly Report of the Fire Chief for month ending October 2016.-**Noted**
2. As a reminder to all residents, the Winter Parking Ban is in effect until April 1, 2017. There will be no on street parking from Midnight to 6 AM. Downtown Warren parking hours will be from 2 AM to 6 AM. As a reminder, the piling, pushing or plowing of snow or ice onto or across a public way, street or roadway is a violation of our town General Bylaws and subject to a fine of \$25.00. -**Noted**

3. The office received a letter from Dr. Kustigian notifying residents that it was discovered that lead and/or copper was found in all three schools. The district has taken steps to remedy the situation to which notices went out to all parents. More information can be found on their website: quaboagrsd.org or by contacting Dr. Kustigian directly at 413-436-9256 ext. 1003.-**Noted**
4. Letter from James McKeon regarding the job description/stipend as approved by STM. - **Mr. Nardi stated that the stipend was approved for this year only, he will need to go before the Finance Committee for the upcoming Fiscal Year.**
5. The office received the monthly report of Emergency Management and CERT for month ending October 2016.-**Noted**
6. The office received notice from James McKeon, Decorating Committee Chairman that the Monument will not be lighted this year due to the lack of power. They are planning to put more lights over the front of the Town Hall. The gazebo and Christmas Tree area will be lit as usual. - **Noted**
7. The Friends of the Town Hall have requested permission to set up on the Town Hall Portico from 2 PM to 6 PM on Sunday, November 27th. They are requesting to have access to a power cord once again. - **Approved**

APPOINTMENTS- POLICE DISPATCHERS

Chief Spiewakowski brought two candidates before the Board this evening for appointment as dispatchers. Ms. Stephanie Snow and Ms. Krystle Rafferty. Ms. Snow will be filling the full-time 11 PM to 7 AM slot and Ms. Rafferty will be part-time. With no further discussion, the following motion was made: Motion to appoint Stephanie Snow as a full-time dispatcher and Krystle Rafferty as a part-time dispatcher made by Mr. Gagner; second: Mr. Richard – unanimous.

While the Chief was present, he addressed the Board regarding the filling of 4 part-time officer positions. Interviews have been conducted and with the appointment of the 4 officers should help the current issue of filling open slots. Mr. Nardi questioned if he had enough money in his budget, which Chief Spiewakowski stated that it would be close. He also informed the Board that the new cruiser should be here sometime next week and lastly, he addressed the problem with the inability to hire a janitor. Mr. Nardi suggested that they meet to discuss custodial duties. They will meet on 11/28/16 at 2:30 PM.

COMMON VICTUALLER LICENSE

Ms. Jenny Hobby is in the process of purchasing the Warren Cash Market. She has filed for a Common Victualler License. With no opposition, the following motion was made: Motion to approve and sign the Common Victualler License for Jenny Hobby/Warren Cash Market until December 31, 2017 made by Mr. Nardi; second; Mr. Gagner – unanimous.

TREASURY WARRANTS & INVOICES

Motion to approve and sign Warrant Number 41 & 42 dated November 14, 2016 in the amounts of \$43,528.12 & \$49,345.00 respectively made by Mr. Richard; second: Mr. Gagner – unanimous.

Motion to approve and sign Warrant Number 43 & 44 dated November 21, 2016 in the amounts of \$42,283.13 & \$16,752.89 made by Mr. Richard; second: Mr. Gagner – unanimous

Motion to approve and sign Invoice No. 3 for FY15 for PVPC in the amount of \$3,752.67 made by Mr. Richard; second: Mr. Gagner – unanimous.

NEW BUSINESS

Mr. Gagner wanted to send out a huge Congratulations to the Warren/West Brookfield Youth Football team for going undefeated this season. A letter of recognition will be sent with Mr. Gagner to their banquet in January.

Mr. Richard echoed that to the Quaboag soccer and field hockey teams for their great season. He also reminded all that the Annual Tree Lighting will be held this Sunday, November 27th from 3PM to 6PM. Saturday, November 26th will be small business Saturday and urged all residents to support our local businesses.

Mr. Nardi provided the Select Members with an amended Senior Tax Abatement application for consideration. There are some changes, the most notable is the income requirement. They will discuss at our next meeting.

COMMENTS & CONCERNS

Fire Chief Lavoie was looking for an update to the Mandatory Retirement for a member of the Fire Department that was approved by the voters in May. Our office will contact Senator Gobi's office for an update.

He also advised the Board that he is once again applying for a grant to replace Engine 5. As everyone knows, the grant money has dried up considerably over the last few years, however is hopeful that Warren is successful. Lastly, Chief Lavoie advised the Board that he recently spoke with representatives from ISO (Insurance Safety Organization). The last time Warren was audited was in 1997. Our current rating is 6.9, however is hoping to get a better rating. We should receive results in 3 to 4 months.

Mr. John Nason questioned as to when the signs downtown will be erected. Mrs. Acerra advised that they are tentatively scheduled for December 1st.

Mr. Brian Corriveau asked as to where the \$150,000.00 went to fix up the town hall. Mr. Mongeon provided figures to him which were given in hand this evening (see Minutes of 11-1-16). Mr. Richard stated that there was approximately \$60,000.00 left. He would speak to the Accountant to get additional information.

Mr. Nardi stated that the Regional Animal Control Program is moving forward. A site has been chosen in Palmer near Burleigh Park.

Motion to Adjourn made by Mr. Gagner; second: Mr. Richard – unanimous at 8:25 PM.

Respectfully submitted,

Rebecca Acerra

Administrative Secretary

Date Approved