

**BOARD OF SELECTMEN
MINUTES OF JUNE 20, 2017**

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

ATTENDEES: See Attached List

Opened the Meeting at 7:00 PM

Chairman Gagner Opened the Meeting and led with the Pledge of Allegiance. He notified all in attendance that this evening's meeting was being both video and audio recorded. Ms. Colleen Montague from the Ware River News was audiotaping as well.

MINUTES

Motion to approve the Minutes of June 6, 2017 as written made by Mr. Nardi; second: Mr. Richard – unanimous.

Motion to approve the Minutes of June 8, 2017 as written made by Mr. Richard; second: Mr. Gagner – 2 Yes, 1 Abstention (Mr. Nardi abstained due to absence)

CORRESPONDENCE

The office received the monthly report of the Fire Chief for month ending May 2017. - ***Noted***

The office received a memo from the Historical Commission regarding the repair of the broken door at the Town Hall. – ***Mr. Richard attended the Historical Commissions' meeting earlier this evening. The Commission is agreeable with repairing the door. Mrs. Buck provided Mr. Richard with several names of contractors to contact.***

PUBLIC RECORDS POLICY

In light of the new law that was effective January 1, 2017, the Board of Selectmen has been working in a proactive manner in order to be in compliance with the final deadline of July 1, 2017, in which all cities and towns are required to have a policy in place. With guidance from Town Counsel, the proposed policy has been reviewed by the Selectboard members and the Records Access Officer, who will be responsible for ensuring compliance with requests. With no further discussion, the following motion was made: Motion to adopt the Public Records Policy as provided and recommended by Counsel made by Mr. Nardi; second: Mr. Richard – unanimous. (The new policy will be available in the Selectmen's Office and online at www.warren-ma.gov under the Records Access Officer page.

YEAR END TRANSFERS

1. HIGHWAY DEPARTMENT -Approved

Highway Salaries to Overtime to cover the overtime of two crew member - \$800.00

Highway Salaries to General Highway for the purchase of fuel - \$1,200.00

2. TAX COLLECTOR-APPROVED

Tax Collector Assistant Salary Line to Tax Taking Advertising Line - \$600.00

3. COUNCIL ON AGING-APPROVED

General Helper Salary to Lunch Coordinator Salary - \$139.40

4. TREASURER-APPROVED

Tax Title to Harpers Payroll Fees for May - \$449.05

Tax Title to Harpers Payroll Fees for June - \$565.00

Tax Title to BAN issue fee - \$500.00

Tax Title to Salary - \$13.49
Tax Title to Supplies - \$972.46
Health Insurance to Medicare Expenses - \$1,000.00

5. **PARK & REC DEPARTMENT-APPROVED**

Salary Account to the Purchase Service Account - \$4,000.00

6. **BOARD OF ASSESSORS-**see note below***

**Due to a settlement between Verizon vs. Dept. of Revenue, per the Appellate Tax Board*

FY 15 Overlay to FY 10 Overlay - \$2,911.04

FY 15 Overlay to FY 11 Overlay - \$2,692.05

**Discussion took place regarding this request. Mary Lou Coache was in attendance to discuss this matter. In light of the court judgement, the BOA have requested this transfer. The Town Accountant stated that this is not necessary due to the new Municipal Modernization Act that was adopted. Ms. Coache was adamant that this needed to be done, however the Board relied on the expertise of the Accountant. In the end, the following motion was made: Motion to approve the transfer as requested, only if necessary after further discussion with the Accountant made by Mr. Nardi; second: Mr. Richard – unanimous.*

7. **BOARD OF SELECTMEN-APPROVED**

Shepard Building Expense to Administrative Secretary \$2,300.00

Shepard Building Expense to Legal - \$2,000.00

Shepard Building Expense to Street Lights – \$2,100.00

8. **POLICE DEPARTMENT-APPROVED**

Police Maintenance & Utilities to Police Purchase Service/Supplies - \$2,000.00

Police Janitor to Police Purchase Service/Supplies - \$1,000.00

****Cable Advisory Committee is requesting that the BOS authorize an increase of \$5,000.00 to their FY 17 53E ½ CAP to cover expenses through June 30, 2017.***

All motions for the year end transfers were made by Mr. Nardi; seconded by Mr. Richard – unanimous.

CHAPTER 61 – RIGHT OF FIRST REFUSAL – SOUTHBRIDGE ROAD MAP 28, LOT 14

Atty. Jeffrey Angley of Phillips and Angley submitted this request to the Board for consideration. This is the property where the proposed wireless communication tower is slated to go. With no opposition, the following motion was made: Motion to sign the Release as presented for Map 28, Lot 14 on Southbridge Road made by Mr. Nardi; second: Mr. Richard – unanimous.

CHAPTER 90 PROJECTS

Mr. Boudreau submitted several projects for consideration under Chapter 90. They are:

Resurfacing/Grading – Town Farm Rd., Town Farm Dr., Cutler Road and Cutler Road Ext.

Resurfacing – Spring Street (in conjunction with the MassWorks Grant)

Resurfacing – Reed Street (500' length)

Resurfacing – Sarty Road and Sarty Drive

The proposed projects are anticipated to cost approximately \$280,000.00. Mr. Richard was in favor and many long overdue therefore the following motion was made: Motion to approve the list of projects as submitted by the Highway Surveyor made by Mr. Nardi; second: Mr. Richard – unanimous.

**Mr. Boudreau also stated that he is currently looking for help at the Highway barn and anyone interested can contact him directly at 413-436-7677 or pick up an application at the Selectmen's Office. Applications can also be found online at www.warren-ma.gov.*

3RD QUARTER AMBULANCE ABATEMENTS

Motion to approve the 3rd Quarter Ambulance AbateMENTS as presented by the Fire Chief in the amount of \$91,955.89 made by Mr. Nardi; second: Mr. Richard – unanimous.

YEAR END APPOINTMENTS

Motion to appoint the following made by Mr. Nardi; second: Mr. Richard – unanimous.

Council on Aging	Julie Vadnais	1 yr. term	June 30, 2018
	Leona Wrobel	3 yr. term	June 30, 2020
	Tracey Mazur	3 yr. term	June 30, 2020
Council on Aging-Custodian	Albert Theberge		June 30, 2018
Council on Aging-Custodian, Alt.	Armand Dimo		June 30, 2018
SCM Elder Bus-Delegate	Sharon Meli		June 30, 2018
Senior Center Director	Sharon Meli		June 30, 2018
Senior Center General Helper	Gail Winders		June 30, 2018
Senior Center Meals Coordinator	Charlene Disley		June 30, 2018

TREASURY WARRANTS & INVOICES

Motion to approve and sign Warrants No. 108 and 109 dated June 12, 2017 in the amounts of \$46,912.15 and \$42,593.85 respectively made by Mr. Nardi; second: Mr. Richard – unanimous.

Motion to approve and sign Warrants No. 110 and 112 dated June 19, 2017 in the amount of \$54,517.85 and \$27,570.17 respectively made by Mr. Nardi; second: Mr. Richard – unanimous.

Motion to approve and sign Warrant No. 111 dated June 19, 2017 in the amount of \$43,299.79 made by Mr. Nardi; second: Mr. Richard – 2 Yes, 1 Abstention (Mr. Gagner)

NEW BUSINESS

Mr. Richard wanted to extend his thanks to the Police, Fire and Parks Department for a job well done on the fireworks. Despite the brief shower, the evening was quite a success and enjoyed by all.

Mr. Richard also discussed earlier with the Highway Surveyor two matters: a sign for Pleasant Street that would alert drivers that it is parking on 1 side only and the guardrail at the corner of Grove Street and Ware Road, which is already in the works.

Mr. Nardi would like the Board to consider formulating and adopting a street light policy that would address notifications for outages, damage, etc. The Board was agreeable to discuss at an upcoming meeting.

Mr. Gagner advised all that George's Pizza (fka Town Pizza) is now open and encourage all residents to stop in for a bite. He will also be attending Shawn Morin's graduation from the Police Academy and wished his well.

COMMENTS & CONCERNS - None

Next Meeting Date: July 11, 2017 at 7 PM.

Motion to Adjourn made by Mr. Nardi; second: Mr. Richard – unanimous at 7:50 PM.

Respectfully submitted,

Rebecca Acerra
Administrative Secretary

Dario F. Nardi, Clerk

