

Memo

To: Board of Selectmen

From: James J. Ferrera, Town Administrator

cc: Karen Dusty, Administrative Assistant

Date: April 10, 2025

Re: Monthly Departmental Report (March 2025)

Administrator

- Participated in budget meetings with the Finance and Capital Planning Committee.
- Continued contract negotiations with the Quaboag Regional School District Teachers Union and the Warren Police Patrolman's Association.
- Represented the Town at Pathfinder's Annual budget presentation, pleased to report that Warren's assessment will be decreasing by over \$40,000.00 in FY26.
- Worked with departments on FY26 budget requests and warrant articles for both the Special and Annual Town Meeting on June 12th.
- Weatherization and insulation project started at both the Shepard Building and Senior Center. Heat pumps to be installed at the Senior Center mid-April.
- Submitted an expression of interest for the next round of community one stop for growth grant, Housing Production Plan. Will submit for a full grant request when applications are open with the State.
- Worked with Barre, Rutland, Oakham, and Hubbardston Town Administrators on a proposed district agreement for a new dispatch district.
- Held a ribbon cutting for a new restaurant in West Warren, Tropical Vibes & Grille.
- On March 25th, bids were opened for the Senior Center Roof Replacement project, with JJS Universal Construction Company being deemed the lowest responsible bidder at \$28,136.00. A contract will be drafted and signed in April with work being completed on or before May 30th. Bids came in much lower than anticipated.
- The computer replacement project started, Entre has been onsite assisting departments with the transition.

Financial Departments

- All financial departments assisted with the Town's Annual Audit. This year's audit included a single federal audit because the Town received and spent over \$750,000.00 in federal funds in FY24. The audit was submitted by our auditors by the March 31st deadline. Tony Roselli, our auditor will be making a full presentation to the Board of Selectmen at their meeting on April 24th via Zoom.
- Tax Collector issued and mailed 4th quarter Real Estate and Personal Property Tax bills.
- Approximately 77% of residents paid their excise tax bill on time.

Total Monthly Tax Collections as of 3/31/2025 are \$433,914.83

- a) Real Estate \$55,098.73
- b) Personal Property \$51.93
- c) Motor Vehicle Excise \$369,027.83
- d) Interest and fees \$4,873.40
- e) Sewer liens \$859.94
- f) Registry clears \$1,740.00
- g) Mobile Home Parks \$1,488.00
- h) MLC fees \$775.00