

Memo

To: Board of Selectmen
From: James J. Ferrera, Town Administrator
cc: Karen Dusty, Administrative Assistant
Date: March 6, 2025
Re: Monthly Departmental Report (February 2025)

Administrator

- Conducted one on one budget meetings with Town departments. Explained to each department that this year will be a very challenging year budget wise.
- Ratified / negotiated a new three-year contract for the Fire Chief.
- Started contract negotiations with the Police Patrolmen's Association.
- Met with our back-up health agent on the final inspection of the Senior Center equipment project. The kitchen passed all final inspections and is fully operational.
- Held a department head meeting on 2/11 to discuss the implementation of the new wage scale and to go over the Collins center report.
- Participated in a discussion in Rutland and Barre about the creation of Central Regional Emergency Communications Center District, changing the current model of regional dispatch.
- Had a discussion with Baystate Medical Center President Peter Banko about the need for rural health care facilities. Warren residents should have more accessibility to health care. This discussion was facilitated by the Ware Business Association.
- Continuing to work with the Finance Committee on the development of the FY26 budget.
- Working on getting quotes for liability, property and causality insurance coverage for FY26.
- Went out to bid on a new roof for the Senior Center, bids are due back by March 25th at 2:00pm.
- Participated in the final public discussion on the Town's Wright's Mill Master Recovery Plan.

Financial Departments

- The accountant has been sitting in departmental budget meetings to assist departments with verifying the correct hourly wage calculations.
- Third quarter FY25 real estate and personal property tax bills were mailed out on December 26, 2024, and are due by February 3, 2025.
- Tax Collector mailed out 2024/2025 excise tax bills on February 18, 2025.

Total Monthly Tax Collections as of 2/28/2025 are \$608,420.21

- a) Real Estate \$485,619.99
- b) Personal Property \$501.85
- c) Motor Vehicle Excise \$80,190.57
- d) Interest and fees \$10,916.77
- e) Sewer liens \$23,825.43
- f) Water liens \$3,265.60
- g) Registry clears \$2,140.00
- h) Mobile Home Parks \$1,560.00
- i) MLC fees \$400.00

Facilities

- The Kitchen equipment upgrade project at the Senior Center is substantially complete, we are still waiting on custom side tables to be installed by Singer Kittredge.

Emergency Management

- Sirens were tested at the beginning of the month.
- February 14, the parks and rec department had a dance, Cert members assisted with parking at the Shepard building during the event.
- February 27, Jim McKeon attended a regional emergency planning committee meeting in North Brookfield.
- February 26, volunteers began to go through shelter equipment, which is located at Quaboag Regional High School for inventory and checking out all the supplies.

Conservation Commission

- Warren Conservation Commission had ASD Solar in attendance this month - they updated their driveway plans - yet still fell short of stormwater requirements. The commission has a thorough peer reviewer, and he clearly expressed concerns about their omitting information about the stormwater that may or may not come off the upgradient solar site to the project property - they did not include any of that in the calculations and did not offer the approved projects stormwater calculations that should prove that the water will not leave the site. The commission will not approve the project until they can verify that the stormwater from higher elevations will not affect this site and increase water dumping onto Cronin Road - becoming the Town's

problem. Because the plans include wetland impacts, there is a small wetland replication on the site. The meeting was continued until the March meeting.

- Karen and Joyce will be attending the Annual MACC (Massachusetts Association of Conservation Commissioners) at Holy Cross. Karen has already taken multiple foundational training courses online - and will be just shy of two after this conference! Phillip is unable to attend this year.