

Select Board Meeting
September 1, 2022

1. **Call Meeting to order:** 6:01PM
2. **Pledge of Allegiance:**
3. **Appoint Tracey Mazur to the Cultural Council:** Mr. Eichacker made a motion to appoint Tracey Mazur to the Warren Cultural Council for a three-year term. Mr. Veliz 2nd AIF roll call vote Unanimously
4. **Leona Wrobel discussion on the payment to the Warren Youth Baseball from the Paul Stakosa Trust Fund:** Ms. Wrobel was concerned that no one talked with Vinnie about this. Mr. Dufresne said that Mrs. Swistak, the Treasurer, checked out the Trust and there is no cap on the expenditure, and it hasn't been drawn on for years. Mrs. Swistak only gave the money that was for the Warren Children Baseball. Ms. Wrobel is the executor of the estate, but Vinnie is the person oversees this trust. Ms. Wrobel will see if he doesn't want to oversee the trust anymore and what she must do to become the overseer. After she talks to Vinnie she will be back.
5. **Cynthia Baxter Cemetery Clerk to answer the question about how many plots are available:** Mrs. Baxter said that the total number of plots at this time is 171, they are going to have section F surveyed they will take 10 rows for a pathway. They are allowing two cremations to be buried on 1 plot. Mr. Veliz asked how to you purchase a plot? Mrs. Baxter said to contact the Cemetery Commission. It is \$500.00 for a plot. If someone who owns a plot is not going to use it, they can gift or sell it and send a notarized letter to the Commission to let them know who the new owner is. The Town will not buy back plots at this time.
6. **Proclamation – Childhood Cancer Awareness Month:** Mr. Ferrera stated, "I received an email from the American Cancer Fund that the month of September is Childhood Cancer Awareness month." They would like the Board to hereby proclaim the month of September "Childhood Cancer Awareness Month" and sign such document. Mr. Dufresne stated that it is tragic for a family, seems like a great thing. It was read in for the record (it is attached). Mr. Eichacker made a motion the proclaim that the month of September is the Childhood Cancer Awareness month. 2nd Mr. Veliz AIF rollcall vote unanimously passed and signed.
7. **Discussion & possible vote for "Premium Pay to former Town employees who worked during the pandemic:** Mr. Ferrera stated that the first part are those that still work for the Town and did not get paid. Mr. Eichacker made a motion to pay the people who are still employed here that were missed. The discussion was now on the former employees that did not get premium pay. The last column is the pro-rated amount that each person will get in a check. The problem now is that both the accountant and the treasurer are very busy doing the year-end close out so it might take some time to figure this all out and get the checks mailed out. Mr. Dufresne stated that we have the money in ARPA. Mr. Eichacker made a motion to accept or and pay the former Town employees the prorated amount for the Premium Pay. 2nd Mr. Veliz AIF unanimously passed.
8. **Review of the proposed draft letter between Warren and West Brookfield Boards of Selectmen regarding a request for a State Audit:** This is regarding the school and getting on their meeting on September 19, 2022. Ms. Acerra from West Brookfield said that she and Jim made a few changes We also want to be on their agenda. Please hand deliver it so they have a chance to discuss and ready to vote on it. Both Boards will be at the meeting on September 19 at 6:30pm.
9. **Authorizing the Town Administrator to sign off on any expenditures coming from the Shepard Building Office Improvements & Expenses Fund:** Mr. Eichacker made a motion

Select Board Meeting
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to approve the Town administrator to sign off on any expenditures coming from the Shepard Building Office Improvement & Expenses Fund. 2nd Mr. Veliz AIF roll call Unanimously

10. **Create a gift account for programs and events for the Town Veterans:** After a discussion, it was decided that the Veterans Council did not need to open a new account because they already have an account that works for how what they want to use the money.
11. **Accept the check and present it to the Veteran's Council:** Mr. Eichacker made a motion to accept the check for the Veterans Council and present the check to the council. They will turn it over to the treasurer.

12. Warrants & Bills:

- a. Warrants Mr. Eichacker made a motion to pay the following Warrants, after they were read Mr. Veliz 2nd AIF rollcall unanimously passed.

i.	#17	Payroll	\$50,994.06
ii.	#18	Vendor	\$432,420.73
iii.	#19	Payroll	\$307.33
iv.	#20	Payroll	\$60,237.96
v.	#21	Vendor	\$88,040.13

- b. Bills Mr. Eichacker made a motion to pay the following Bills, after they were read Mr. Veliz 2nd AIF rollcall unanimously passed.

i.	Northeast IT Monthly bill	\$2,383.00
ii.	Northeast IT battery backup	\$669.99
iii.	Northeast IT	\$299.99
iv.	KP Law	\$4,387.77
v.	Town of Warren Sewer	\$990.00
vi.	Kellco	\$207.50
vii.	Verizon	\$137.24
viii.	Marlin Leasing	\$1,107.23
ix.	National Grid Streetlight	-\$22,337.71
x.	Comcast	\$20.26
xi.	Amazon I-Pads	\$683.17
xii.	True Value	\$3.99
xiii.	True Value	\$14.28

- c. Bill: Mr. Dufresne made a motion to pay Joyce Eichacker \$15.93 2nd by Mr. Veliz AIF rollcall David Dufresne, and Derick Veliz. Passed. (Mr. Eichacker recused himself from voting).

i.	Joyce Eichacker	\$15.93
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13. **Minutes: Approve minutes from Aug. 11, 18 & 23** Mr. Eichacker made a motion to approve the following minutes for meetings held on Aug. 11, 18. & 23. Mr. Veliz 2nd AIF rollcall unanimously passed.

14. New Business:

15. Old Business:

16. Town Administrator Report:

- a. On 8/31/2022 RFPs went out for:

- i. Grit Screw at the Sewer Plant (due Back September 28th 11am)
- ii. Temporary Police Station Lease (due back October 31st 11am)
- iii. Currently working on the RFP for the Wright's mill Recovery Master Plan.

Select Board Meeting
September 1, 2022

- b. Posted Vacancy position for a full-Time Firefighter / EMT – application deadline September 16, 2022.
- c. Posted vacancy position for an Executive director Position at the Warren Housing Authority – application deadline of September 25, 2022
- d. On 8/22/2022 I had an initial meeting with School Officials on the Town's Green Communities grant for work to be completed at the elementary school.
- e. Tablets progress" all the tablets are in. I am working with Selectmen Veliz on getting the software installed on all of them. Estimated roll-out within the next two weeks.
- f. Communication from Mass DEP – regarding sample testing and analysis at the landfill.
- g. Working with the Finance committee to develop a budget calendar
- h. Starting to compile a list for the Fall Special Town Meeting
- i. Obtaining Quotes for future ARPA Expenditures (Presentation anticipated next meeting)

17. Comments and Concerns:

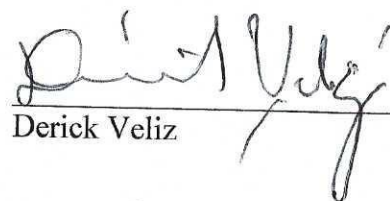
18. Correspondence:

- a. Warren Youth Football and cheer is doing their Voluntary Toll Road as a fundraiser on September 10, 2022, in the center of Warren and West Warren. See letter. The Police will watch over to make sure that everyone is safe.
- b. Pioneer Valley Planning Commission requesting a sign off on the Final Quarterly Report certification and reporting.
- c. Report on NEIT coming into evaluate moving the server to the cable room, they will get back to us on cost.
- d. Dawn is working with the Tax Title Attorney, she intends to have an auction around November 2, 2022, we have 23 properties to be auctioned. See letter attached.

19. Next Meeting Date: Sept. 15, 2022

20. Adjourn: Mr. Eichacker made a motion to adjourn at 8:01pm

Respectfully submitted by
Karen Dusty, Administrative Assistant


Derick Veliz

September 1, 2022

To Whom it May Concern:

As executor of the estate of Paul Stokosa, I would like to make it perfectly clear; the Warren Baseball Association is entitled to \$1,000 yearly, as discussed at the selectmen's meeting dated June 30, 2020. No money left from the previous year may be rolled over.

All departments have been notified.

Leona A Wrobel

Cc: Accountant
Selectboard
Town Manager
Treasurer

Childhood Cancer Awareness Month

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection reports that cancer is the leading cause of death by disease among U.S. children between infancy and age 15. This tragic disease is detected in more than 16,000 of our country's young people every year. An estimated 400,000 children and adolescents are diagnosed with cancer globally each year.

WHEREAS, one in five of our nation's children loses his or her battle with cancer. Many infants, children, and teens will suffer from long-term effects of comprehensive treatment, including secondary cancers.

WHEREAS, founded nearly thirty years ago by Steven Firestein, a member of the philanthropic Max Factor cosmetics family, the American Cancer Fund for Children, Inc., Kids Cancer Connection, Inc., and Lions Clubs International are dedicated to helping these children and their families.

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection provides a variety of vital patient psychosocial services to children undergoing cancer treatment at UMass Memorial Children's Medical Center in Worcester, Boston Children's Hospital, Tufts Children's Hospital, Shriners Children's Boston, Dana Farber Children's Cancer Center, MassGeneral Hospital for Children, as well as participating hospitals throughout the country, thereby enhancing the quality of life for these children and their families.

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection also sponsor toy distributions, Laughternoon - Laughter is Healing, positive appearance programs, pet-assisted therapy, KCC Supercar Experience, educational programs, and hospital celebrations in honor of a child's determination and bravery to fight the battle against childhood cancer.

Now, therefore, the Warren Board of Selectmen do hereby proclaim the month of September as Childhood Cancer Awareness Month in the town of Warren, Massachusetts. We encourage all our residents to recognize and participate in its observance.

Issued by the Warren Board of Selectmen on September 1, 2022.

X

David P. Dufresne
Chairman

X

Richard J. Eichacker
Vice-Chairman

X

Derick R. Veliz
Clerk

OFFICE OF THE TOWN ADMINISTRATOR

TO: TOWN ACCOUNTANT

FROM: JAMES J. FERRERA

SUBJECT: PREMIUM PAY AWARDED

DATE: AUGUST 18, 2022

CC: KAREN DUSTY
ADMINISTRATIVE ASSISTANT
FILE

Please be advised that on August 18, 2022, the Board of Selectmen voted to award ARPA "Premium Pay" to the following individuals in the amount of \$1,000 each for work performed at any time since the start of the Covid-19 public health emergency. These current employees should have appeared on the Board's original list of ARPA "Premium Pay" recipients on February 24, 2022. Because these part time employees were missed, please issue the following \$1,000 premium payments to everyone below from the Town's ARPA funds...

- 1) Brenda Church – Building Department – PT- \$1,000
- 2) Scott Mansfield – Building Department – PT- \$1,000
- 3) Christopher Jones – Board of Health – PT- \$1,000
- 4) Madeline Witaszek – Assistant Town Accountant – PT - \$1,000
- 5) Gary Lapine – Veterans Agent – PT- \$1,000

Total ARPA Expense - \$5,000



CLIENT: Cornerstone Bank
JOB: 003690
PROJECT: Warren Closure release
WRITER: LB 7/21, 7/28, 8/1, 8/3

**PRESS RELEASE
FOR IMMEDIATE RELEASE**

XXXXX, 2022

Contact: Liz Barry or Michelle Abdow
(413) 787-1133

liz@marketmentors.com



Cornerstone Bank announces Town of Warren Donation

WORCESTER Mass. – Cornerstone Bank, a community bank with 10 locations throughout Central Massachusetts, is donating \$28,500 to the Town of Warren, MA.

"We are very thankful to the Warren community for their support, and to assist with important programs within the town, Cornerstone Bank is donating \$28,500 from the sale of the building at 968 Main Street to the Town of Warren along with a \$5,000 donation to the Veterans Council gift account for programs and events for the Town's Veterans," said Cornerstone Bank CEO Todd Tallman.

Tallman went on to say, "While we, unfortunately, had to close our Warren Branch this July, we are grateful to the Warren community for welcoming us for so many years and look forward to serving them from our nearby locations."

Cornerstone Bank is continuing to focus on growth and improvement at their other branches, including recent renovations and technology improvement and are committed to providing customers a welcoming, safe, and exceptional banking experience.

For a comprehensive list of Cornerstone Bank locations, please visit
<https://cornerstonebank.com/about/locations/>.

About Cornerstone Bank

Cornerstone Bank was formed in 2017, born of a long history of supporting the community, and providing a strong foundation to help people and businesses thrive. Serving Worcester County, Massachusetts, Cornerstone Bank's local presence and community-based banking model enables a unique ability to deliver outstanding service, with a personal touch. Cornerstone provides the highest level of service and expertise for individuals, businesses, and community organizations with branch locations throughout Central Massachusetts. Cornerstone works to connect customers with opportunities, through a broad range of deposit and loan products, and services. Built on Trust is not just a tagline, but also one of our guiding corporate values. Whether a business or personal partnership, Cornerstone stands on the foundation that relationships are built on trust. To learn about Cornerstone Bank's personal and business banking offerings, please visit cornerstonebank.com or call 800-939-9103.

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BOARD OF SELECTMEN MEETING

CHARLES E. SHEPARD MUNICIPAL BUILDING

DATE: 9-1-2022

Attendee:

Joseph Koudat Jr.

Attendee: _____

Attendee:

Anne Benville

Attendee: _____

Attendee:

Leona Wrobel

Attendee: _____

Attendee:

G. Milledyk

Attendee: _____

Attendee:

Cindy Baxter

Attendee: _____

Attendee:

Rebecca Acerra

Attendee: _____

Attendee:

Rodriguez

Attendee: _____

Attendee:

Jim Dwyer

Attendee: _____

Attendee:

Steven Bourbonnais

Attendee: _____

Attendee: _____

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