



# BOARD OF SELECTMEN

CHARLES E. SHEPARD MUNICIPAL BUILDING

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## BOARD OF SELECTMEN MINUTES OF JUNE 22, 2020

**PRESENT:** Mr. John A. Nason; Chairman, Mr. Marc Richard; Vice-Chairman and Mr. David Dufresne, Clerk

**ATTENDEES:** See attached list

### Opened the Meeting at 7:00 PM

Mr. Nason opened the meeting and led with the Pledge of Allegiance. He advised all that this meeting is being video/audio taped and will be rebroadcast following the meeting.

Mr. Nason thanked Mr. Nardi for his service to the town and time served on the Board. He also welcomed Mr. Dufresne to the position and look forward to working together to move things forward.

### REORGANIZATION OF THE BOARD:

Motion to appoint Mr. Dufresne as Chair made by Mr. Dufresne – No second – Motion does not carry.

Motion to appoint Mr. Nason as Chair made by Mr. Richard; second: Mr. Dufresne – unanimous.

Motion to appoint Mr. Richard as Vice-Chair made by Mr. Nason; second: Mr. Dufresne – unanimous.

Motion to appoint Mr. Dufresne as Clerk made by Mr. Richard; second: Mr. Nason – unanimous.

### MINUTES

Motion to approve the Minutes of June 9, 2020 as written made by Mr. Nason; second: Mr. Richard – 2 Yes, 1 Abstention (Mr. Dufresne)

### CORRESPONDENCE

1. The office received notice that the from John Dyjak that the bell tower will be painted soon. This project was funded by public donations as well as financial support from FOTTH. - **Noted**
2. The office received notice that the Pathfinder Regional School District voted to approve a refund in the amount of \$100,000 from the FY 20 budget to be shared proportionately among the towns. Warren's refund was \$9,418.00. - **Noted**

### LINE ITEM TRANSFERS/RESERVE ACCOUNT TRANSFERS/FY 21 BUDGET/REVIEW MOTIONS

Motion to approve the Reserve Account Transfer request in the amount of \$17,500.00 for the demolition and removal of 71 Pine Street made by Mr. Nason; second: Mr. Richard – unanimous. The structure was deemed unsafe and ordered removed by the Building Inspector and Fire Chief.

### TOWN HALL WINDOW PROJECT – TABLED AGAIN. WAITING ON SIGNATORY PAGES FROM THE ARCHITECT.

### 7:15 PM – POLE HEARING – NATIONAL GRID

Open the hearing on the application from National Grid to install (1) SO pole #32-2 on Old West Warren Road beginning at a point approximately 1,834 +/- feet southwest of the centerline of the intersection of Cross Street. The request is due to upgrades to an existing home. With no opposition voiced, the following motion was made: Motion to approve the request of National Grid to install a pole as presented this evening made by Mr. Nason; second: Mr. Dufresne – unanimous.

### UNUSED VACATION TIME

The office received several requests from employees who have been unable to use their vacation time due to the COVID-19 pandemic. The town's policy requires an employee to use their time by June 30<sup>th</sup> or forfeit. Mr. Nason stated that considering



the pandemic, he is not opposed for this time, however, does not want to see a continued pattern. Both Mr. Richard and Mr. Dufresne agree as it is time that has been earned by the employee. Motion to allow employees to roll over any unused FY 20 vacation time to FY 21 which must be used by December 31, 2020 made by Mr. Dufresne; second: Mr. Nason – unanimous.

### **WARRANTS & INVOICES**

Motion to approve and sign the Warrant No's 101, 102 & 103 dated June 15, 2020 in the amounts of \$1,879.36, \$97,657.76 and \$49,391.17 respectively made by Mr. Dufresne; second: Mr. Richard – unanimous.

Motion to approve and sign the Warrant No. 104 dated June 22, 2020 in the amount of \$54,126.78 made by Mr. Dufresne; second: Mr. Richard; - unanimous.

Motion to approve Invoice No. 148 for FY 18 for PVPC in the amount of \$22,094.80 made by Mr. Dufresne; second: Mr. Richard – unanimous.

Motion to approve Invoice No. 149 for FY 149 for PVPC in the amount of \$7,027.58 made by Mr. Dufresne; second: Mr. Richard – unanimous.

### **TOWN MEETING MOTIONS**

Mr. Nason briefly reviewed the draft motions for tomorrow's Annual Town Meeting.

### **NEW BUSINESS**

Mr. Nason stated that he would like to begin bi-weekly meetings. He understands that with summer vacations planned we may need to alter our schedule a bit. Of course, if the need arises the Board will meet to take care of any needed business. Mr. Nason also thanked both Police/Fire/EMS for their assistance with mutual aid in West Brookfield. Mr. Nason also said that the Board's intent is to follow the states lead. The Parks are open, and they have put restrictions in place. Comins Pond is open, however, there are no lifeguards on duty, so everyone is urged to use caution.

The Municipal Office Building is planning on opening on July 1<sup>st</sup> providing all offices can be supplied with sanitizing wipes. All offices do have sanitizer and guards in place. Disposal containers will be provided at the entrance of the doors. Chief Lavoie will speak with Mr. Lacey before the Police/Fire Departments are open. Clarification on the opening of the Senior Center will be sought.

Mr. Nason would like to start holding department meetings in the hopes of opening the lines of communication. Mr. Dufresne suggested quarterly meeting. Motion to hold the first department head meeting on July 21<sup>st</sup> at 7 PM made by Mr. Dufresne; second: Mr. Richard – unanimous.

Mr. Richard stated that most business are open or will soon be. Also, the Libraries are now offering drive-up hours. Mr. Richard would also like to thank Police/Fire/Health and the Class of 2020.

Mr. Dufresne thanked everyone for the opportunity to serve and looks forward to the challenge.

Mrs. Acerra requested that the Board look into the town applying for a town credit card. She stated that the printing and other items are being paid for with her personal credit card. Although fully reimbursed by the town, this is not a practice she is willing to continue. Mr. Dufresne agreed. The Treasurer will look into various options. Motion to allow the Treasurer to look into a credit card for the town made by Mr. Nason; second: Mr. Dufresne – unanimous.

### **COMMENTS & CONCERNS**

Mrs. Soltys asked about funding in order to have Mrs. Witaszek come back and assist with the year end closing. That will be paid from the Selectmen's Expense Account.

Mr. & Mrs. Richard Hardy addressed the Board this evening regarding the ongoing issue of the dog/animals that reside at 300 Coy Hill Road. In October of 2019, a nuisance dog hearing was held and the owner agreed to rehome the dog to a family friend who lives in town. The dog is back and running at large and clearly the Order has been disregarded. A meeting with all parties involved will be scheduled for June 30<sup>th</sup>.

Mr. Kordek asked if there is interest trying to get members for the Finance Committee and Capital Planning. All were in agreement. Anyone interested can submit a letter of interest to the Moderator. Mr. Nason will serve as the Selectmen's representative to Capital Planning.

Motion to Adjourn made by Mr. Dufresne; second: Mr. Nason – unanimous at 8:05 PM.

Respectfully submitted,

Rebecca Acerra  
Administrative Secretary

*David P. Dufresne, Sr.*

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David P. Dufresne, Sr., Clerk