

Selectmen's Meeting notes

June 24, 2021

1. **Called the Meeting to Order** 6:04pm
2. **Attendance:** Mr. Dufresne and Mr. Veliz see attached list
3. **Absent:** Mr. Eichacker
4. **Pledge of Allegiance**
5. **Set meeting dates for Pole hearing July 8, & Citco License needs to be a public meeting booked out 2 weeks, so this one would need to be on the 15<sup>th</sup>.** Motion made by Mr. Veliz 2<sup>nd</sup> by Mr. Dufresne.
6. **PVPC extension Sign the extension for the monies to be used.** Motion by Mr. Veliz to sign the extension for the money to be continued to be used in FY 2022. Mr. Dufresne 2<sup>nd</sup>, Mr. Veliz AIF Passed and Signed.
7. **Contracts for Highway's bids to be signed:** Mr. Veliz made a motion to accept and sign all contracts for work that was advertised, and bids received for the Highway Department. 2<sup>nd</sup> by Mr. Dufresne Mr. Veliz AIF Passed
8. **Announcement of Covid -19 Vaccination clinic** (Read the announcement) Mr. Dufresne read the announcement and Chief Lavoie said that they are working on a mobile vaccine station at the Senior Center on July 8, 2021, at 9-1. He will put it out on reverse 911. Mr. Dufresne let everyone know that departments have a way to add announcement and we need to be better at doing that.
9. **Cemetery Flags:** Mr. Lapine let us know the process that he has used to the passed to mark the graves. That he did not have time to do it. He needed help, he is over worked and works for several town. He went into how much he personally does for the Vet's without help from the town. Mr. McKeon stated that if the Veterans would get the flags starting the beginning of May, they will make sure they are up and taken down each year. That they would put on the website to contact the Cemetery commission if missing flags. Get the medallions and make sure they are in the right places. His major complaint was that he can't do it because of his age.
10. **Preventive maintenance contracts/Poison ivy, bush/tree removal at the old Town Hall**  
Jim is getting proposals for all building maintenance, he has gotten one proposal for the fire department and after speaking with Chief Lavoie, they felt that it was important to get all the boilers done in town. Chief Lavoie said that it only makes since that we get for all. On the Removal of the overgrowth, poison ivy, bush/tree removal. Did it as a change order but to redo it as a proposal. Mr. Dufresne said that he thought it go do it himself, but it was two stories high. Are they going to fix the mortar in more than just that one spot? NO just the small tree. One room at a time and one building at a time. Mr. Dufresne to Jim thank you for making the building better. Mr. Veliz wanted to set up the walk thru for each. Jim is meeting with the Grant guy soon and in September this Grant guy is coming in with the IT people to help the departments to communicate better. We need to utilize the Grants more. They are a part of the Green Community. Hands-free we are still waiting for the 3 bids. Jim expects them to be soon. These have been accepted to be paid by CARES act. Jim has reached out to the Sheriff department to have the inmates come in and paint. He is waiting to hear back from the Sheriff Department. Jim is going to purchase paint for the bathrooms upstairs and downstairs. The Selectmen's tour Thursday or Friday of this week. Karen to set up the appointments. Chief Lavoie let the selectmen know about the situation about not enough bays and



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maybe we need to put trailers to put the old ambulance and other stuff. Get rid of other stuff. These are things that need to be addressed. Once we get the new ambulance and Truck 5, we need more room.

**11. Appointments List of yearly appointments that are due:** Mr. Dufresne read the list and made the motion for each person and where they are serving. 2<sup>nd</sup> was done by Mr. Veliz. Read the next set of people, Mr. Dufresne made a motion and Mr. Veliz 2<sup>nd</sup> AIF passed. See list attached. Chief Lavoie added great praise for Mr. Dusty as the Chaplain. He let the Selectmen how amazing Mr. Dusty. Mr. Dufresne made a motion and Mr. Veliz 2<sup>nd</sup> AIF passed. Lisa let us know that we missed an appointment for the cable advisory committee Mr. Travis Baker for one year. Mr. Dufresne make a motion and Mr. Veliz 2<sup>nd</sup> , AIF Pass.

**12. Karen's Notary** sign paperwork so Karen can send in applications (Business Cards) We need to sign this so Karen can notarize the paperwork during the meeting. Both signed the paperwork. They will reimburse any cost.

**13. Windows for the Old Town Hall Update:** Jim let the selectmen know that they have finish the first mock and put the front door in and were planning to do a 2<sup>nd</sup> window.

**14. Warrants:** Mr. Veliz read the warrants and made a motion and Mr. Dufresne 2<sup>nd</sup> AIF Passed

1. 102 Payroll \$ 100,323.30
2. 103 Vendors \$ 129,458.12
3. 104 Payroll \$36,841.72
4. 105 Vendors **-\$6,622.91 (this was caused by an over payment refund)**

**15. Bills:** Mr. Veliz read the Bills and made a motion to pay and Mr. Dufresne 2<sup>nd</sup> AIF Passed

1. WB Masson (Paper for copy room) \$ 162.60
2. National Grid \$ 253.26
3. National Grid **\$-316.14 (due to credit from Solar field)**
4. National Grid \$ 56.76
5. Payroll for ACO \$ 667.66
6. PVPC \$ 1,413.14
7. PVPC \$ 6,103.80
8. Telegram & Gazette Public Hearing \$ 210.00
9. Verizon **\$-50.32**
10. Crystal Rock \$ 21.15
11. Kellco \$39.30
12. Kellco \$395.00
13. Kellco \$36.00
14. Kellco \$81.92
15. Kellco \$87.76
16. KP Law \$486.00
17. KP Law \$306.00
18. KP Law \$4,044.17
19. Richard Eichaker \$ 26.50

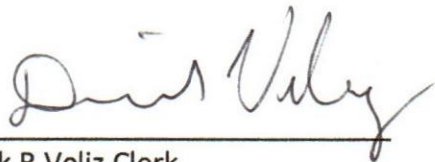
**16. Invoices, NEIT for batteries** \$2,604.53

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1. Mr. Dufresne read the invoice and asked if Mr. Veliz was ok with the proposal and he had some questions, so they were going to clarify something with Mr. Eichacker when he returns and then go forth.
- 17. line-item transfers.** Mr. Veliz read the transfers and made a motion and Mr. Dufresne 2<sup>nd</sup> it AIF passed
  1. Cemetery: transfer \$1,500 from Cemetery Supplies to Road & Fence
  2. Parks & Recreation: Transfer \$10,000 from Commons Pond Salary to Parks Purchase Services
- 18. Minutes:** both read the minutes and said that they were acceptable. Mr. Veliz made a motion to accept and Mr. Dufresne 2<sup>nd</sup> AIF passed.
- 19. Correspondence:**
  1. Charlene Disley retirement letter: read and accept Charlene retirement letter.
  2. Update on Covid-19 Sick Leave Fund Mr. Dufresne read the information and wanted Mrs. Dusty to send it out to all department head and all employees.
  3. David Grey letters: for a stipend for \$6.00 per hour during the time that he was working alone May 11 to July 5. Also, to rollover his vacation from FY2021 to FY 2022 because he was the only worker at the Facility.
  4. Quaboag Regional School District decrease by \$1,060.75 Ms. Banville said that I was incorrect. Going back and looking at the email from the school I was not incorrect.
  5. Tree removal for 15 Reynolds Road: Highway is working on finding the time to remove the totem pole tree.
- 20. New Business:** None
- 21. Comments & Concerns:** Ms. Ann Banville brought up that nothing has been done about her neighbor's pool pushing over her fence. This was a problem last year and now it is even worse this year. She the last set of selectmen said they would have legal send out a letter and that didn't do any good, so she wanted to get it taken care of. Mr. Dufresne said that he would investigate what our legal team has done, but her best bet is to go to the Building Inspector and have them do home visit. We will get back to her and talk about what has been discovered next meeting. Mr. Veliz asked is there was a way that we could enforce people to cut back the trees, shrubs that block the sidewalks because it is dangerous to walk out into the road to get around them. Also, we should have a law that makes people take in their garbage cans within 24 hours after the trash has been picked up. New fine amount for disposing of items in the town right away will be addressed at a special town meeting in the Fall.
- 22. Next Meeting Date** July 1 Tree hearing at 6:00 selectmen's meeting after.
- 23. Adjourn 7:52 PM**

Respectfully submitted,

Karen Dusty  
Administrative Secretary

  
Derick R Veliz Clerk





# BOARD OF SELECTMEN

CHARLES E. SHEPARD MUNICIPAL BUILDING

48 High St. • P.O. Box 609 • Warren, MA 01083-0609 • Tel. 413-436-5701 • Fax 413-436-9754

## YEAR END APPOINTMENTS BOARD OF SELECTMEN'S

DATE: June 24, 2021

NAME	TERM PERIOD	TERM EXP
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At a meeting of the Board of Selectmen on Thursday, June 24, 2021, the Board voted to appoint the following individuals for correct appointment Terms:

<u>ONE-YEAR TERM</u>		Expires:
Cable Advisory Committee	Travis Baker	6/30/2022
Conservation Commission	Otto Shillieto	6/30/2022
Conservation Commission	Phillip Woodford	6/30/2022
Council on Aging – Custodian	Gail Sledziewski	6/30/2022
Council of Aging	Gail Winders	6/30/2022
Police Administrative Clerk	Dawn Guzik	6/30/2022
Quaboag Hill Tourism	Silvia Buck	6/30/2022
Records Access Officer	Nancy Lowell	6/30/2022
Town Counsel	KP Law	6/30/2022
Veterans Services Officer	Gary Lapine	6/30/2022

<u>THREE-YEAR TERM</u>		Expires:
Conservation Commission Chairman	Joyce Eichacker	6/30/2023
Conservation Commission	Richard Demetrius	6/30/2024
Council on Aging	Catherine Duncan	6/30/2024
Council of Aging	Julie Vadnais	6/30/2024
Emergency Mgmt. Dep. Dir.	James McKeon	6/30/2024
Environmental Certifying Office	Karen Dusty	6/30/2024
Parking Clerk	Mildred Gushue	6/30/2024
Police Department -Full Time Officer	Joseph LaFlower	6/30/2024
Police Department – Full Time Officer	Matthew Morin	6/30/2024
Police Department – Full Time Officer	Madesyn Nale	6/30/2024
Police Department – Part Time Officer	Keith Nicholas	6/30/2024
Sexual Harassment Office	Kerry Ann Schmidt	6/30/2024
Sexual Harassment Office	David Dufresne	6/30/2024
Wiring Inspector, Alternate	Paul Shepardson	6/30/2024

<u>Indefinite Term</u>		
Fire Department Chaplain	James Dusty	Indefinite

*Town of Warren, MA is an Equal Opportunity Employer*



## Board of Selectmen Meeting

Facilitator: David Dufresne Date: 7/24/21

Objectives			

Attendee:

Adam Lavoie WFD

Attendee:

Attendee:

Gerry Millette WPA

Attendee:

Attendee:

Gary Lapine VSO

Attendee:

Attendee:

Tim McKeon

Attendee:

Attendee:

James Dusty

Attendee:

Attendee:

Beth Soulas

Attendee:

Attendee:

Ann Bonville

Attendee:

Attendee:

David Dufresne

Attendee:

Attendee:

Deirdre Veliz

Attendee:

Attendee:

Karen Dusty

Attendee:

Attendee:

Attendee:

Attendee:

Attendee: