

Selectmen Meeting
October 28, 2021

Who is in attendance: David Dufresne Chair, Richard Eichacker Vice-Chair, Derick Veliz Clerk, Mike Lapkowski Town Administrator

- 1) **Call the Meeting to order:** 6:00 pm
- 2) **Pledge of Allegiance:**
- 3) **TreeTea Growing License:** Mr. Shrair was here to represent TreeTea Inc. He was here to make a plea that we accept their original contract and reduce our % from 3 to 2%. He will commit to hire town residents. We took the contract and will assess it. Motion was made to continue it until November 18, to give time for our lawyers to review the contract.
- 4) **Meet and greet the new Town Administrator Mike Lapinski:** It has been a long battle getting a Town Administrator so glad to have him join us. Mike appreciated the opportunity, he stated that he has 18 years of municipal government experience. He invited anyone to stop by and talk with him. He will try to make himself available to the people of the town. He was asked if he was familiar with CBDG grants? Mike said Yes. We want as many grants as we can get to help the town.
- 5) **Environmental report on the boxing ring:** The report from Economic Enviro Techs report on the boxing room is attached. There is no asbestos, Lead or mold in that room. Now to hire someone to come in and clean it all up and remove the ring, and other equipment.
- 6) **Free Cash:** David read over the Free Cash amounts as certified by the Director of Accounts Massachusetts Department of Revenue: General Fund \$1,383,211.00; Enterprise Fund Sewer \$197,276.00; Enterprise fund Landfill \$96,764.00. This certification is in accordance with the provisions of G.L. Chapter 59, §23.
- 7) **Wi-Fi in the Gym:** NE IT quote Wi-Fi access in gym will be a small switch. Go from server room to gym. Igor is also speaking with Comcast to get a bid. So, we will wait to see what Igor has found out to decide.
- 8) **Chapter 90 money:** Need to write a letter to encourage the House and Senate to pass the extra monies for Chapter 90. Motion passed to allow Mike to write letters and sign items for the day-to-day operations of the town. 2nd AIF Passed
- 9) **CALOR POWER SYSTEM:** Angel Rodriguez introduced himself and gave us some background on himself and the company. They would like to restore the power plant that was in operation to power the Wrights complex many years ago along with geothermal Energy. With the new technology we can get more power out of the old hydro plant and with the new Geothermal plant. The benefits to the town of Warren would be 1. High-speed broadband, 2. Estimate 300-400 jobs, 3. Renewable Energy infrastructure. Mr. Dufresne asked, "Where do we go from here?" The board was excited to have more meetings to discuss this in more detail and fill out the application. Follow up meetings to be scheduled.
- 10) **Board member for the Warren Housing Authority:** David read the letter that stated that they are looking for another board member because of the death of a current member.
- 11) **Dog hearing compliance 38 Elm Street:** The question was asked of the ACO if the \$700.00 had been paid. It had not. Mr. Brodeur said that he could not pay the bill for the

Selectmen Meeting
October 28, 2021

dogs until after the 3rd of November. The Board stated that they have given them several chances and they continue to ask for more. Still no progress on the fence. You need to pay the fee or surrender the dogs. Mr. Dufresne asked if they would be will to sign a document saying that they would pay the fee owed of \$1300.00 on the 3rd for the felicity and understanding failure to do so means that the dogs will be surrendered. This also doesn't negate the fence due date of November 10, 2021. They said that they understood and will pay the money by that date.

12) Update of the Police move: Police chief said that they would be hiring a moving company due to the liability if anyone got hurt during the move. We are now waiting for the town meeting to get the funds to pay the rent and move. We need the new facility so that we can have the training room for the MILO. It will bring other officers here and that could bring more money into the business in town.

13) Warrants, & Bills: Motion made to pay the following warrants and bills 2nd AIF Passed
Warrants:

a. 34	Payroll	\$43,067.39
b. 35	Vendor	\$30,747.87

Bills:

a. National Grid Street Lights	-\$27,447.73
b. Massachusetts Municipal Association	\$200.00
c. MassCor	\$355.00
d. Northeast IT New Computer for the Town Administrator	\$ 645.00
e. WB Mason	\$ 6.98
f. Modern Pest Service	\$240.00
g. James Dusty Paint for Bathrooms upstairs	\$79.96
h. KP Law P.C. Bill for September	\$1,881.00
i. Weston & Sampson School Street	\$2,500.00

14) Minutes: Approve minutes for Oct. 14 and 21 Motion made to approve the minutes for the meeting of Oct. 14 and 21 2nd AIF Passed

15) Correspondence:

- a. Quaboag Regional High School Veterans Day Ceremony David read the notice from the school.
- b. Report from emergency management it was read

16) New Business:

- a. From Treasurer increase of 1.13% for our Medex 2 w/PDP product for the Town's Retirees. This was read
- b. MIIA Health Benefits Trust Wellness Grant This was read, and Mr. Lapinski let everyone know that he had sent an email out to the employees to see what they wanted to spend the \$5,000.00 on.
- c. Report on the Shepard building planned maintenance: Mr. Dusty went over the report that is attached

17) Comments and Concerns: Just want to say thank you to the Parks and Recreation board and all those that helped it was a wonderful Haunted House, it is going on the 29 & 30 6:30-8:30 and it is free.

Selectmen Meeting
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Put on Facebook about the special Town Meeting.

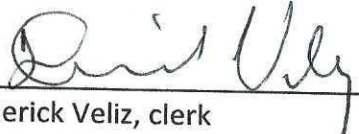
Several comments from residents wanted to know if the WRTA bus that is going from Ware through West Brookfield can put Warren on the route to get to Worcester. Mr. Lapinski will investigate this.

Trick or treating will be from 5:00-6:30 with the normal parade in West Warren ending at the Fire Station B.

18) Next Meeting Date: November 4, Special Town Meeting 7:00pm at the High School

19) Adjourn Motion to adjourn 2nd Adjourned 8:01pm

Respectfully submitted
Karen Dusty


Derick Veliz, clerk

Economic EnviroTechs, Inc.

38 Intervale Road
Fitchburg, MA 01420
p.978.348.1118
f.978.383.1097
www.ecoenvirotech.net

TESTING LETTER

Town of Warren
Karen Dusty – Administrative Secretary
48 High Street, Warren, Ma, 01083
413-436-5107 Ext 2
maintenance@warren-ma.gov

October 21, 2021

Economic Enviro Techs, Inc (E.E.T.I.) is pleased to provide you the service for the testing and identification of Asbestos, Lead, and Mold containing materials from the basement of the building located at the address listed above. All possible Asbestos, Lead, and Mold containing materials were tested using all Federal and State laws and regulations.

This is the survey for a clean-up demolition.
EETI is not responsible for damage to any surfaces when performing a demolition survey.

All samples collected tested negative for Asbestos, Lead, and Mold and renovation may commence in the area of the basement where the old boxing ring is located at 48 High St, Warren Ma.

Thank you,



Henry Moses

Economic Enviro Techs, Inc. - Inspector Lic# AI900617

Economic EnviroTechs, Inc.



**38 Intervale Road
Fitchburg, MA 01420**

p.978.348.1118

f.978.383.1097

www.ecoenvirotech.net

Environmental Survey

Mold Results

**Town Hall Basement
48 High Street
Warren, Massachusetts**

Glossary of Terms and Color Coding

Fungal Loading Categories

The loading of fungal material is reported using a scale of categories 0-5.

Category 0	Is assigned when no fungal material is observed on Direct Read sample.
Category 1	Is assigned when the fungal material loading covers less than 5% of a field of view on the Direct Read sample.
Category 2	Is assigned when the fungal material loading covers between approximately 5% to approximately 25% of a field of view on the Direct Read sample.
Category 3	Is assigned when the fungal material loading covers between approximately 25% to approximately 75% of a field of view on the Direct Read sample.
Category 4	Is assigned when the fungal material loading covers between approximately 75% to approximately 90% of a field of view on the Direct Read sample.
Category 5	Is assigned when the fungal material loading covers greater than approximately 90% of a field of view on the Direct Read sample.

Debris Rating

Most Direct Read samples typically contain some non-microbial particles. High levels of non-microbial particles on a Direct Read sample will bias the analysis by obscuring or covers spores. Debris Rating is reported using a scale 0-5.

Debris Rating 0	No particle matter detected on Direct Read sample.
Debris Rating 1	Minimal to approx. 5% particle matter detected on Direct Read sample.
Debris Rating 2	Approx. 5% to approx. 25% particle matter detected on Direct Read sample.
Debris Rating 3	Approx. 25% to approx. 75% particle matter detected on Direct Read sample.
Debris Rating 4	Approx. 75% to approx. 90% particle matter detected on Direct Read sample.
Debris Rating 5	Greater than approx. 90% particle matter detected on Direct Read sample.

Fungal Loading Color Codes



If any spores that indicate moisture or chronic condensation are detected, (Alternaria, Chaetomium, Stachybotris, Ulocladium) the fungal load will be highlighted in Red.

If any spores that indicate humid conditions, condensation and or poor ventilation are detected, (Aspergillus/Penicillium or Cladosporium) the fungal load will be highlighted in Orange.

Glossary of Fungal Spores

Alternaria	Is a common outdoor and indoor mold. Alternaria is an indicator of moisture or chronic condensation. Alternaria species are known as major plant pathogens. They are also common allergens in humans, growing indoors and causing hay fever or hypersensitivity reactions that sometimes lead to asthma. They readily cause opportunistic infections in immunocompromised people such as AIDS patients. Causes hypersensitivity pneumonitis and bronchitis. Alternaria is regarded as the main cause of allergy and asthma in children aged 6-11 years. They are known to produce over 70 various mycotoxins.
Ascospore	An ascospore is a spore contained in an ascus or that is produced inside an ascus by a member of the Ascomycota phylum. Ascospores are formed under optimal condition and are often released when relative humidity is high. There are over 64,000 different species of fungus that produce ascospores.
Aspergillus/Penicillium	Are common outdoor and indoor mold. These spores are combined because the spores are so similar they cannot be reliably separated into their respective genera. Aspergillus species are common contaminants of starchy foods (such as bread and potatoes) and grow in or on many plants and trees. Some can cause infections in humans or other animals. Penicillium species are present in the air and dust of indoor environments, such as homes and public buildings. The fungus can be readily transported from the outdoors, and grow indoors using building material or accumulated soil to obtain nutrients for growth. Aspergillus/Penicillium are indicators of moisture or chronic condensation. They also show presence of significant amounts of toxigenic (toxin producers) and/or allergenic (causing allergic reactions).
Basidiospores	A Basidiospore is a reproductive spore produced by Basidiomycete fungi, a grouping that includes mushrooms, shelf fungi, rusts, and smuts. These spores serve as the main air dispersal units for the fungi. The spores are released during periods of high humidity.
Chaetomium	Chaetomium is a genus of fungi in the chaetomiaceae family. It is a dark walled mold normally found in soil, air, cellulose and plant debris. It is an indicator of moisture or chronic condensation. They also show presence of significant amounts of toxigenic (toxin producers) and/or allergenic (causing allergic reactions). Often found together with Stachybotrys.
Cladosporium	Cladosporium is a genus of fungi including some of the most common indoor and outdoor molds. Many species of Cladosporium are commonly found on living and dead plant material. Cladosporium spores are wind-dispersed and they are often extremely abundant in outdoor air. Indoors Cladosporium species may grow on surfaces when moisture is present. They also show presence of significant amounts of toxigenic (toxin producers) and/or allergenic (causing allergic reactions).
Curvularia	Curvularia is a mold fungus which is a facultative pathogen of many plant species and common in soil and decaying plant matter. Curvularia can be a potential allergen to human beings, but usually don't pose a major health effect to healthy people. Curvularia is not known to produce any mycotoxins that can be harmful to people. Immunocompromised humans can develop adverse health issues due to exposure to Curvularia.
Drechslera/Bipolaris	Two genera of fungi having similar cylindrical spores. Drechslera is a genus of fungi. Many of the species in this genus are plant pathogens. Bipolaris is a common outdoor mold that thrives in decaying plant matter. Bipolaris is also known as a plant pathogen that grows on grasses. Although some people may have an allergy to Bipolaris, it normally doesn't have an adverse effect on humans. Bipolaris would potentially endanger people who are immunocompromised (having HIV or AIDS).
Hyphal Structure	A Hypha is a long, branching filamentous structure of fungus. In most fungi, hyphae are the main mode of vegetative growth, and are collectively called a mycelium.
Miscellaneous/Unidentif	Fungal structure having characteristics inconsistent with all reported categories.
Smuts/Myxomycetes	The Smuts are multicellular fungi characterized by their large numbers of teliospores. The Smuts get their name from a Germanic word for dirt because of their dark, thick-walled, and dust-like teliospores. The Smuts are grouped with Myxomycetes because of their commonalities concerning sexual reproduction. Smuts are cereal and crop pathogens that most notably affect members of the grass family and sedges.
Stachybotrys	Stachybotrys is a genus of molds. Historically, it was considered closely related to the genus Memnoniella, because the spores are produced in slimy heads rather than in dry chains. A species is known as "black mold" and are frequently associated with poor indoor air quality that arises after fungal growth on water-damaged building materials. They also show presence of significant amounts of toxigenic (toxin producers) and/or allergenic (causing allergic reactions). It has been implicated as cause of: asthma attacks, conjunctivitis, inflammation of the mucus membranes of the respiratory system and skin irritation.
Ulocladium	Ulocladium is a genus of fungi. Species of this genus contain both plant pathogens and food spoilage agents. Some members of the genus can invade homes and are a sign of moisture because the mold requires water to thrive. They can cause plant diseases or hay fever and more serious infections in immune-suppressed individuals. They also show presence of significant amounts of toxigenic (toxin producers) and/or allergenic (causing allergic reactions).

CHAIN OF CUSTODY - MOLD

Asbestos Identification Laboratory

165 New Boston Street

Suite 227

Woburn, MA 01801

(781) 932-9600

Rev 2/2020



Type

☐ Spore Trap

☒ Direct Read

Turnaround Time

☐ Less 3 Hrs

☐ Same Day

☐ Next Day

☐ Two Day

☒ Three Day

Client: *Essexville Electric Inc*

Address: *38 Fairbank Rd, Fitchburg 01420*

Project Site: *48 High St, Woburn MA*

Contact: *Henry Moss*

Phone: *978-423-3999*

Email: *Henry.moss@essexvilleelectric.com*

Relinquish by/date: *Henry Moss 10/6/21 not*

Received by/date: *10/17/21*

of Samples Received: *3*

Client Sample No.

Location

Volume(L) for Spore Trap only

LAB USE ONLY:

Lab Sample ID

Debris Rating

Fungal Spores Identified

Alternaria

Ascospores

Aspergillus/Penicillium

Basidiospores

Chaetomium

Cladosporium

Curvularia

Drechslera/Bipolaris group

Hyphal Structures

Miscellaneous/Unidentified

Smuts/Myxomycetes

Stachybotrys

Ulocladium

Microscope #:

Stain Lot #:

Raw Count | Fungal load

Raw Count | Fungal load

Raw Count | Fungal load

Raw Count | Fungal load

375 det

002-376

003-377

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Comments:

74

Economic EnviroTechs, Inc.



**38 Intervale Road
Fitchburg, MA 01420**

p.978.348.1118

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Environmental Survey

Asbestos Results

**Town Hall Basement
48 High Street
Warren, Massachusetts**

**EETI - 38 Intervale Rd, Fitchburg Ma 01420
978-348-1118 office - 978-383-1097 Fax
E-Mail info@eeti.net**

Henry Moses
Economic Enviro Techs Inc.
38 Intervale Rd.
Fitchburg, MA 01420

Project Information

48 High St.,
Warren,
MA

Method: BULK PLM ANALYSIS,
EPA/600/R-93/116

FieldID LabID	Material	Location	Color	Non-Asbestos %	Asbestos %
001-A 779126	Plaster Ceiling	Basement	gray	Non-Fibrous 100	None Detected
001-B 779127	skim Ceiling	Basement	white	Non-Fibrous 100	None Detected
002-A 779128	Plaster Wall	Basement	white	Non-Fibrous 100	None Detected
002-B 779129	Brown Plaster	Basement	brown	Non-Fibrous 100	None Detected
002-C 779130	Black Mastic	Basement	black	Non-Fibrous 100	None Detected
002-D 779131	Plaster, Gray, Mesh / Wall	Basement	gray	Non-Fibrous 100	None Detected

Sampled: October 06, 2021

Received: October 07, 2021

Analyzed: October 08, 2021

Monday 11 October 2021

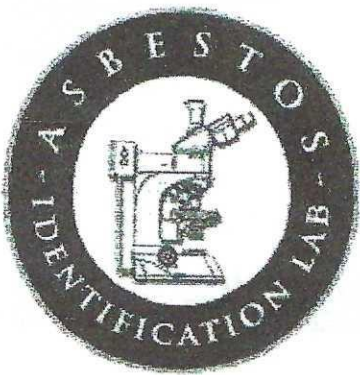
Analyzed by:



Batch: 70284

Page 2 of 2

Lab ID# (Lab Use Only)		Field ID/ (Client Reference)		Temp in Celcius =	Stereo Scope					Optical Properties										RI	Non-Asbestos Percentage (%)					
		Material / Location		% of Asbestos	Color	Homogeneity	Texture	Friable	Asbestos Minerals		Asbestos %	Morphology	Extinction	Sign of Elongation	Birefringence	Pleochroism	=	+	Fiberglass	Mineral Wool	Cellulose	Hair	Synthetic	Other	Non-Fibrous	
529	002B	Material Brown Plaster	Location Wall	0	0	Y	0	Y	Chrysotile																	
		Material Basement	Location Basement	0	0	Y	0	Y	Amosite																	
		Material Black Mark	Location Wall	0	0	Y	0	Y	Crocidolite																	
		Material Basement	Location Basement	0	0	Y	0	Y	Tremolite																	
		Material Plaster - Gray	Location mesht wall	0	0	Y	0	Y	Anthrophyllite																	
		Material Basement	Location Basement	0	0	Y	0	Y	Actinolite																	
		Material	Location						Chrysotile																	
		Material	Location						Amosite																	
		Material	Location						Crocidolite																	
		Material	Location						Tremolite																	
		Material	Location						Anthrophyllite																	
		Material	Location						Actinolite																	
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		Material	Location						Anthrophyllite																	
		Material	Location						Actinolite																	
		Material	Location																							



Mike Manning
Asbestos Identification Lab
165 New Boston Street, Ste 227
Woburn, MA 01801
781-932-9600
www.AsbestosIdentificationLab.com

Dear Henry Moses,

Enclosed please find 1 sample tested for **Lead** from project: **48 High St., Warren, MA**. Asbestos Identification Laboratory subcontracted the samples to be analyzed by a NVLAP accredited laboratory.

Thank you

Michael Manning

Asbestos Identification Laboratory

October 15, 2021



SanAir ID Number

21054608

FINAL REPORT

10/15/2021 9:15:17 AM

Name: Asbestos Identification Laboratory
Address: 165U New Boston St
Suite 227
Woburn, MA 01801
Phone: 781-932-9600

Project Number:
P.O. Number:
Project Name: 48 High St, Warren
Collected Date: 10/6/2021
Received Date: 10/8/2021 9:45:00 AM

Dear Michael Manning,

We at SanAir would like to thank you for the work you recently submitted. The 1 sample(s) were received on Friday, October 08, 2021 via FedEx. The final report(s) is enclosed for the following sample(s): 001.

These results only pertain to this job and should not be used in the interpretation of any other job. This report is only complete in its entirety. Refer to the listing below of the pages included in a complete final report.

Sincerely,

A handwritten signature in black ink, appearing to read "Abisola Kasali".

Abisola Kasali
Metals Laboratory Director
SanAir Technologies Laboratory

Final Report Includes:

- Cover Letter
- Analysis on Test Family AA
- Disclaimers and Additional Information

Sample conditions:

- 1 samples in Good condition.

Disclaimer

SanAir Technologies Laboratory, Inc. participates in the Environmental Lead Accreditation Program (ELAP) administered by AIHA-LAP, LLC (Lab ID162952). Refer to our accreditation certificate or www.aihaaccreditedlabs.org for an up to date list of the Fields of Testing for which we are accredited. SanAir also participates in the State of New York's DOH-ELAP (Lab Id 11983), and has met the EPA's NLLAP program standards. This report does not constitute endorsement by AIHA-LAP, LLC and/or any other U.S. governmental agencies; and may not be accredited by every local, state or federal regulatory agency.

This report is the sole property of the client named on the SanAir Technologies Laboratory chain-of-custody (COC). Neither results nor reports will be discussed with or released to any third party without our client's written permission. Final reports cannot be reproduced, except in full, without written authorization from SanAir Technologies Laboratory, Inc. The information provided in this report applies only to the samples submitted and is relevant only for the date, time, and location of sampling. SanAir is not responsible for sample collection or interpretation made by others. SanAir assumes no responsibility for information provided by the client on the COC such as project number, project name, collection dates, po number, special instructions, samples collected by, sample numbers, sample identifications, sample type, selected analysis type, flow rate, total volume or area, and start stop times that may affect the validity of the results in this report. SanAir Technologies Laboratory, Inc. only assures the precision and accuracy of the data it generates and assumes no responsibility for errors or biasing that occur during collection prior to SanAir's receipt of the sample(s). SanAir's Method Detection Limits (MDL) and Reporting Limits (RL) have been derived using various materials meeting each accrediting agencies' standards. All quality control results are acceptable unless otherwise noted. Results are not corrected for blanks. For Lead Exposure Limits in Paint, refer to HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards and State and Federal Regulations, where applicable.

Warren Selectmen

From: dlsgateway@dor.state.ma.us
Sent: Monday, October 25, 2021 1:14 PM
To: Assessor; bmartin; Dawn Swistak; wwdwater@samnet.net; Warren Selectmen; John Nason; richard@warren-ma.gov; Tammy Martin; dlsgateway@dor.state.ma.us
Cc: guzmanda@dor.state.ma.us
Subject: Notification of free cash approval - Warren
Attachments: FreeCashCertification.PDF

Massachusetts Department of Revenue Division of Local Services

Geoffrey E. Snyder, Commissioner

Sean R. Cronin, Senior Deputy Commissioner of Local Services

10/25/2021

NOTIFICATION OF FREE CASH APPROVAL - Town of Warren

Based upon the un-audited balance sheet submitted, I hereby certify that the amount of available funds or "free cash" as of July 1, 2021 for the Town of Warren is:

General Fund	\$1,383,221.00
Enterprise Fund SEWER	\$197,276.00
Enterprise Fund LANDFILL	\$96,764.00

This certification is in accordance with the provisions of G. L. Chapter 59, §23, as amended.

Certification letters will be emailed to the mayor/manager, board of selectmen, prudential committee, finance director and treasurer immediately upon approval, provided an email address is reported in DLS' Local Officials Directory. Please forward to other officials as you deem appropriate.

Sincerely,



Deborah A. Wagner
Director of Accounts
Massachusetts Department of Revenue

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this mail in error please notify the postmaster at dor.state.ma.us.

Free Cash Certification
Free Cash Calculation - Fiscal Year 2022

Begin:	
Unreserved Undesignated Fund Balance	1,451,769.00
Subtract:	
Personal Property Tax Receivable	12,258.00
Real Estate Tax Receivable	331,117.00
Other Receivables in Deferred Revenue	
Total	0.00
	0.00
Other Receivables, Overdrawn Accounts, Deficits	
emergency management	4,827.00
W/H	605.00
due to warren water	8,283.00
tax title water payable	10,327.00
Total	24,042.00
Free Cash Voted from Town Meeting Not Recorded	0.00
Add:	
Circuit Breaker, Other Closed Accounts, Adjustments:	
Total	0.00
	0.00
Deferred Revenue (Credit Balance+ Debit Balance-)	298,869.00
Free Cash Calculation for 2021	1,383,221.00
Reviewed By:	David Guzman
Certified On:	10/25/2021

Free Cash Certification
Retained Earnings Calculation - SEWER - Fiscal Year 2022

Enterprise Fund Number A-2(1ST)
Type of Enterprise Fund Sewer
Name of Enterprise Fund/Statutory Reference SEWER

Part I Cash

722,441.00

Current Liabilities, Designations of Fund Balance:

Accounts Payable 0.00
Payroll Payable 0.00
Encumbrances 249,953.00
Expenditures 234,524.00
Continuing Appropriations 0.00

Other Liabilities

Betterment 2,305.00
fix asset variance 38,383.00
Total 525,165.00

Cash less Current Liabilities 197,276.00
197,276.00

Part II Retained Earnings, Undesignated

Accounts Receivable (net):

User Fees 0.00
Other Accounts Receivable

Total 0.00
0.00

Undesignated Retained Earnings Less Accounts Receivable 197,276.00

Fixed Assets

Debits:

fixed asset 3,904,967.00
Total 3,904,967.00

Credits:

Debt 916,219.00
investment in capital assets 3,027,131.00
Total 3,943,350.00

Fixed Assets Variance (Debits - Credits) -38,383.00

Free Cash Certification
Retained Earnings Calculation - LANDFILL - Fiscal Year 2022

Enterprise Fund Number A-2(2ND)
Type of Enterprise Fund Sewer
Name of Enterprise Fund/Statutory Reference LANDFILL

Part I Cash

180,449.00

Current Liabilities, Designations of Fund Balance:

Accounts Payable	0.00
Payroll Payable	0.00
Encumbrances	33,685.00
Expenditures	25,000.00
Continuing Appropriations	0.00

Other Liabilities

post closure reserve	25,000.00
----------------------	-----------

Total	<u>83,685.00</u>
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Cash less Current Liabilities	<u>96,764.00</u>
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Part II Retained Earnings, Undesignated

96,764.00

Accounts Receivable (net):

User Fees	0.00
-----------	------

Other Accounts Receivable

Total	<u>0.00</u>
	<u>0.00</u>

Undesignated Retained Earnings Less Accounts Receivable	<u>96,764.00</u>
---	------------------

Fixed Assets

Debits:

Total	<u>0.00</u>
	<u>0.00</u>

Credits:

Total	<u>0.00</u>
	<u>0.00</u>

Fixed Assets Variance (Debits - Credits)	<u>0.00</u>
--	-------------



Project Opportunity

with the Town of Warren, MA

Contact: Angel Rodriguez
Angelrodriguez@g.harvard.edu

October 2021

Opportunity: Development at Wrights in West Warren, MA



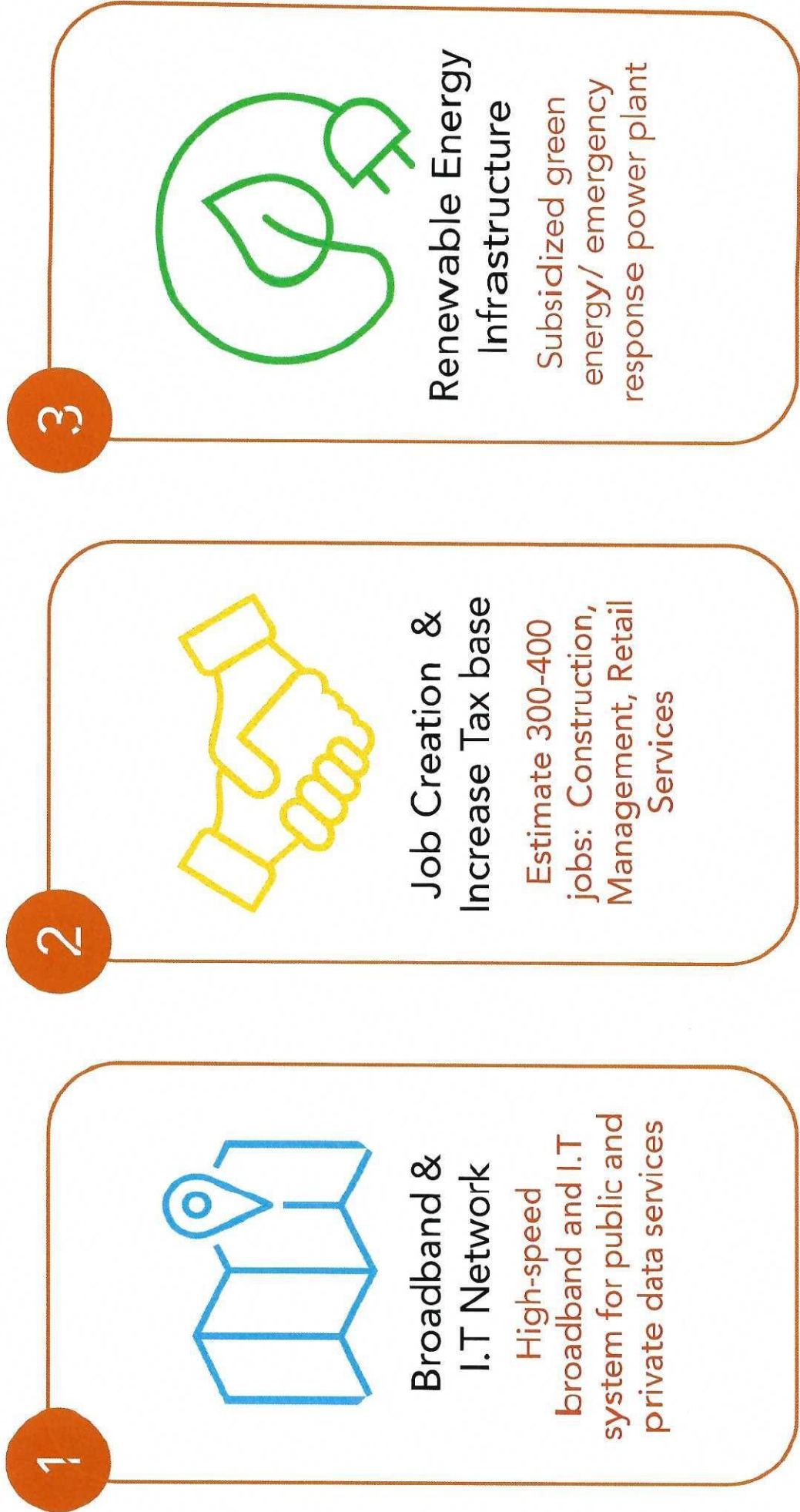
Wrights Complex

- 550,000 Sq Ft
- 300 Acres of land
- Quaboag River
- Built 1890 (MA)

West Warren

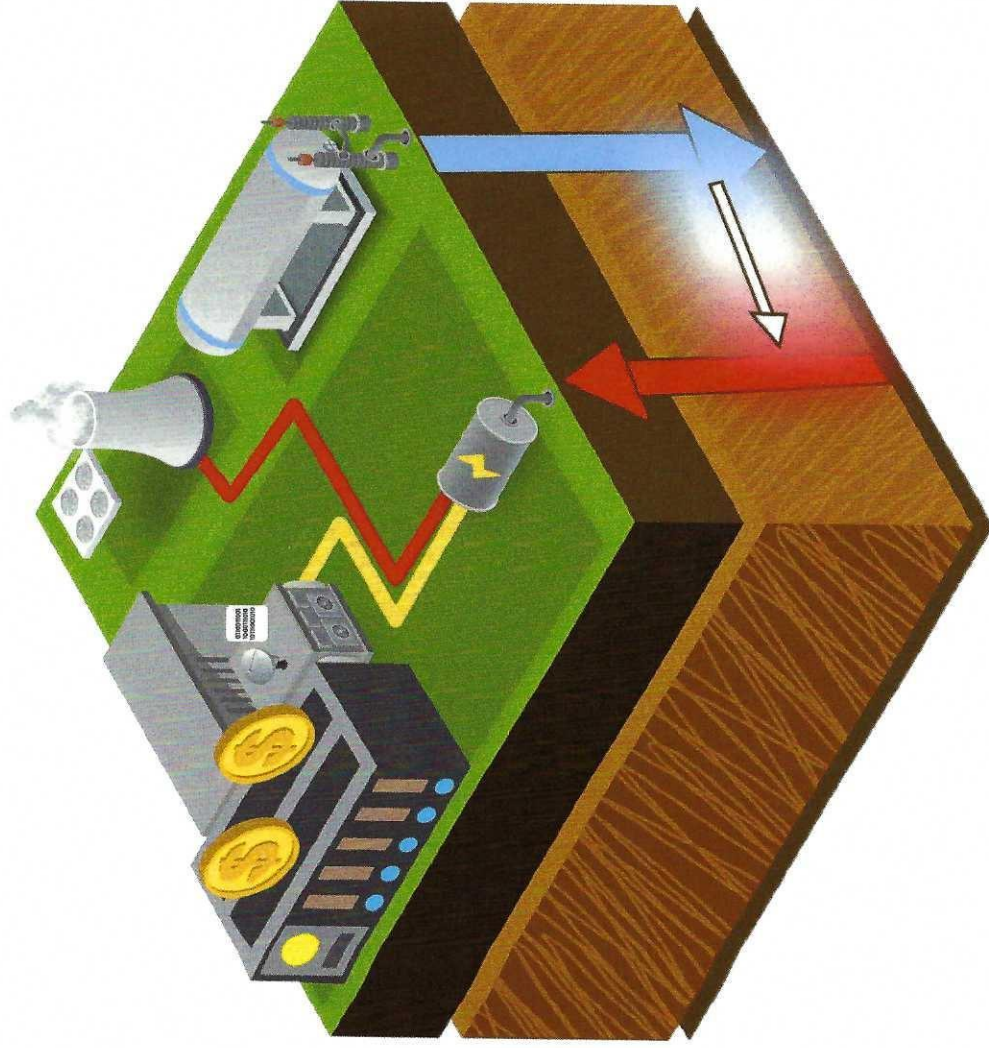
- Historic facility
- Population > 10,000
- 70 miles west of Boston

Economic Impact: Benefit and Sustainability for the Town of Warren



Innovation: Micro-Grid Data System

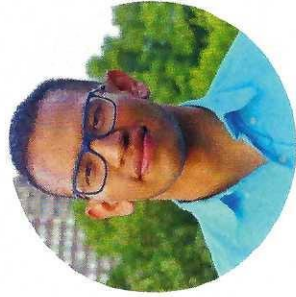
An integrated clean energy data management center



Public-Private Partnership

- Geothermal Energy
- Federal-Grade Security
- Training Program
- Private-Public finance strategy
- Green Data Center
- Energy Act 2020
- Cyber Security Act 2021
- Tier 3 + Fiber Optic Broadband

Executive Team



Angel Rodriguez
CEO, Founder



Dan Moroz
CTO



Luis Merida
Lead Engineer



U.S. Geothermal



John Twigg
Systems Manager



CALOR
POWER SYSTEMS



Abu Batjargal
Software Engineer



Luis Martinez
Electrical Engineer



Advisors



Charles Robson
DexTrust Industries



Stephen Naumann
Data Center & Cloud Practitioner,
U.S Federal Government



Josue Lopez, Ph.D
Electrical Engineering & Computer
Science (EECS)



JULY EM REPORT

July 1 street flooding chapel in Dean streets used cones

7-4 test of emergency sirens

7-6 water break underpass at 8:30 PM accrue stop leak by 10:30 PM we provided signs and cones and pass remain closed until July 17

7-16 trees on wires 67 at cross street road closed till 7 AM 7-17 also power issue blanks Cert help with signs and cones gym I'll eat to 10 PM two hours Alan, Liss Jim

7-18 Town wide Rd. closures at times 5 AM

67 at Ware Rd., at Plaza Coy Hill, Walkeen Koziol Road, Reed Street at bridge, east Road, old W. Brookfield Rd. by Swamp, brook rd by swamp

O'Neill Road road was closed til 10 am 7-19

Cert lent generator to resident at 44 Pleasant St. due to water damage no power in the house needed to run oxygen machine and AC

July 23 7 to 10 PM in MVA car vs pole, Road had to be close from Bridge Street to lights in West Warren to Cert members stationed at lights in West Warren sending traffic up south street signs and cones were used

July 28 3 PM met with Jeremy and Kevin from a Mema to start process of damage assessment to roads in the storms of July 16 through the 18th

July 30 assist parks department with concert at the park assist parking of cars
five members assistant three hours

August EM REPORT

August 1 test of West Warren siren activation on

August 5 met with town over PD issues ruled out moving to West Warren possible old train station or a building at weights complex

later in the afternoon 1 to 4 PM work with MEMA on the E Cemp plan which is the town emergency plan

August 6 assist parks department with concert at Dean Park a Members helped with parking of cars three hours 4 members assist

August 17 Met with FEMA and MEMA and DOT 930 to 130 assessment of areas that were damaged by flooding

August 28 fireworks at Quaboag Regional High school, CERT helped with parking in traffic control Five members

August 30 yearly inspection of West Warren Dam with army corps

SEPT EM REPORT

September 18 Clowning for kids car show at Ware high school Ran our safety awareness booth form 8-12 3 members

9-25 Planning of the town EMPG grant hoping, to get more pop tents and more signs that can be used if Shetler operation ever happens we would get a 2,700 amount



DAWN M. SWISTAK
TREASURER

OFFICE OF
TREASURER

CHARLES E. SHEPARD MUNICIPAL BUILDING
P.O. BOX 607
48 HIGH STREET
WARREN, MA 01083-0607

TEL: 413-436-5701 EXT. 113
FAX: 413-436-9754
SWISTAK@WARREN-MA.GOV

INTEROFFICEMEMORANDUM

TO: BOARD OF SELECTMEN
FROM: DAWN SWISTAK, TREASURER
SUBJECT: 2022 MEDICAL INSURANCE RATE - RETIREES
DATE: OCTOBER 27, 2021
CC:

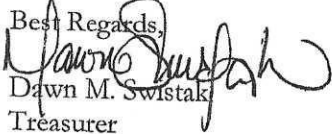
Dear Board of Selectmen,

The renewal for the term January 1, 2022 thru December 31, 2022 reflects a 1.13% increase over current rates for our Medex 2 w/PDP product for the Town's Retirees. There are no substantive plan changes, however there are formulary changes for the PDP product, which is typical for January 1st renewals. This is the first rate increase for the Medex 2 w/PDP coverage for retirees since the switch from Medex III in March of 2018.

The FY22 budget assumes a 0% increase, however, according to my calculations, the Retiree Health Insurance line should be able to absorb the increase for the 6 months of FY2022 due to enrollment changes during the year.

I recommend renewing with MIIA.

Best Regards,


Dawn M. Swistak
Treasurer

MIIA HEALTH BENEFITS TRUST
Renewal Proposal 1/1/2022 - 12/31/2022
Warren

MONTHLY CONTRIBUTION RATES				
PRODUCTS		CURRENT	RENEWAL	
		RATES	RATES	INCREASE
Medex 2	Individual	\$231.24	\$231.24	0.00%
	Blue Med Rx	\$166.11	\$170.61	2.71%
	Total	\$397.35	\$401.85	1.13%

Blue Medicare Rx rates represent PDP Option 41 (\$10/\$20/\$35 RX, 2x MO).

Renewal rates are based on continuing the current enrollment level.

Signature for Acceptance of Rates	Title	Date
	TREASURER	10/12/21
Print Name		
DAWN M. SWISTAK		



Introducing MIIA Health Benefits Trust Wellness Grant

“A Great Place to Work” Overview

What is the MIIA Health Benefits Trust “A Great Place to Work” grant initiative?

This grant provides MIIA Health Trust members with resources for creating and maintaining great places to work. Member groups interested in investing in projects and/or equipment that promote a well workforce and a healthy work culture may apply for funds to assist in procuring these initiatives. We encourage member groups to apply for projects that focus on building a supportive culture and that target specific needs of their respective departments and schools.

What may be funded through the Wellness Grant? These are just a few examples.

- Healthy vending machines or refrigerators (delivery and restocking)
- Chronic disease prevention program
- Fitness equipment
- Funds for building fitness center, outdoor parks, etc.
- Creating relaxation spaces including equipment
- Member group internal incentive program
- Water coolers
- Personal training with fitness trainer
- Leadership trainings
- Community gardens, garden beds, campus trees and outdoor/indoor plants
- Community Supported Agriculture shares
- Bikes and bike racks for shared bike programs
- Adjustable desks or risers

Why has the Health Trust made this opportunity available?

- Member groups that want to invest in projects that promote health and wellbeing for their own employees often need assistance with funding. MIIA can assist by awarding funds to help toward payment of these projects.
- The grant program supports our "Great Place to Work: Safe and Well" initiative.



Goals

- Further enable employees and their families to live healthier, more productive, and vibrant lives.
- Support community partnerships and good will.

Funding

- The Health Trust awards up to one million dollars in wellness grants annually.
- Groups may apply for more than one grant per year as long as the dollar amount does not exceed their total annual eligible amount.
- **Grant level tiers:** \$5K for 1-50 subscribers; \$7,500 for 51-150 subscribers; \$10K for 151 – 300 subscribers; \$15K for 301 – 450 subscribers; and \$20K for 451 or more subscribers.

Who can apply?

- Any Health Trust member group may apply for a wellness grant.

Guidelines and requirements

- See the attached application.

“Great Place to Work: Safe and Well”

Grant Application

This wellness grant provides MIIA Health Trust members with resources for creating and maintaining a workplace that improves employees' wellbeing. Member groups interested in investing in projects/equipment that promote a well workforce and a healthy work culture may apply for funds to assist in procuring these initiatives. We encourage member groups to apply for projects that build a supportive culture and target the specific needs of their respective departments/schools.

Guidelines

1. The deadline for application submission is February 1, 2022 subject to fund availability.
2. MIIA Health Trust members may apply for a grant of \$5K (1-50 subscribers), \$7,500 (51-150 subscribers), \$10K (151 – 300 subscribers), \$15K (301 – 450 subscribers), or \$20K (451 or more subscribers). Contact your MIIA Health Trust Wellness Representative to initiate grant discussion.
3. Grants may not be retroactive for an activity completed or in progress, or equipment previously purchased.
4. The Health Trust funded portion of the grant projects must be completed and invoices submitted to MIIA by May 27, 2022.
5. Grant funds must be used to cover the initial purchase of only the items identified in the grant application. We do not pay any subsequent on-going fees to maintain equipment (where applicable).
6. Members are not eligible for the same grant as received the previous year unless approved by the Health Trust Wellness Manager.
7. Attach a detailed vendor estimate for each requested item or service.
8. Two signatures are required: Chief Municipal Officer and Chief Procurement Officer attesting that all state and local purchasing regulations and guidelines are followed.

9. Groups may apply for more than one grant per year as long as the dollar amount does not exceed their total annual eligible amount. See #2 above for grant tiers.
10. Funds will be allocated on a first come first serve basis.
11. Leftover funds will not roll over to the next fiscal year.
12. Items that are expressly excluded include: travel expenses, wages including overtime, and software renewal annual costs. All submissions will be reviewed by the committee before being approved.

Application Submission, Review, Notification, and Invoicing

Please email your completed application along with answers to the following questions to Jayne Schmitz, MIIA Health Trust Project Manager at jschmitz@mma.org. Deadline for all submissions is February 1, 2022.

Health Trust management will confirm receipt of your application. All grant applications will be thoroughly reviewed on a first come first serve basis and notification will be sent by Jayne Schmitz within 14 business days.

Due to budgeting requirements, grants MUST be invoiced or paid by May 27, 2022.

Grant Disbursement Options

- **Option 1** – The Health Trust pays vendor directly upon receipt of invoice from member. Vendor tax ID number must be included with all invoices.
- **Option 2** – The Health Trust will reimburse the member upon receipt of a copy of the front and back of a canceled check and a copy of the vendor invoice. If you have installment invoices for program implementation, it requires that submitted invoice(s) provide appropriate detail, i.e. 4 hours at \$100/hour= total \$400 - John Smith installed 4 new bike machines in the police and fire stations gyms.

Please note that a grant submission does not guarantee a grant award.

Town of Warren
Shepard Municipal Office Building
Facility Condition Assessment and Recommendations

The following is an evaluation of the condition of the building systems and components within the Shepard Municipal Office Building located at 48 High Street, Warren, MA

1. HVAC systems:
 - a. Heating: Recently installed two high efficiency natural gas fired efficiency boilers.
 - i. Condition – Excellent
 - ii. Projected useful life – 20+ years
 - iii. Contract preventive maintenance in place – Yes
 - b. Cooling systems:
 - i. Window mounted 15,000 ± BTU air conditioners throughout
 - ii. Condition – Good, suggest replacing some older ones
 - iii. Projected useful life - 5± years
2. Plumbing Systems:
 - a. Hot Water Heaters
 - i. Condition – new installed 2020
 - ii. Projected useful life – 10 years
 - b. Restroom fixtures: sinks, toilets, urinals
 - i. Condition – Poor (ongoing leaks, malfunctions etc.)
 - ii. Current projected useful life – Ended
 - iii. Planned repair/replacement/upgrades – Yes in progress; all flushing systems in all lavatories to be upgraded/replaced
 - iv. Funding – CARES ACT
3. Windows: Approximately 100 metal framed windows
 - a. Condition – Poor (leaking and wicking moisture onto interior walls and sills)
 - b. Recommendations
 - i. Re-Glaze all windows on both exterior and interior
 - c. Repair and re-paint all interior sills, (most have been damaged)

- d. Projected useful life after repairs: 20± years
- e. Cost – to be determined (quotes currently being solicited) Initial cost estimates \$40,000.00-\$60,000.00
- 4. Brick Work – (outside structure)
 - a. Condition – Fair - poor
 - b. Recommendation – re-point degraded brick mortar on outside bricks
 - c. Projected useful life after repair – 25 years
- 5. Roof
 - a. Condition – Good (no detectable leaks)
 - b. Projected useful life – 10 years
- 6. Interior Walls and Ceilings
 - a. Condition Throughout – Fair to Poor
 - b. Recommendation – Prepare and re-paint peeling ceiling in several rooms
 - c. Projected useful life after re-paint – 20 years
 - d. Review painting needs for each department based upon need, condition, and aesthetics
 - e. Develop a capital budget for interior painting
 - f. Projected useful life after repairs – 20 years
- 7. Flooring throughout: Most of the municipal offices have maple floors
 - a. Condition - Poor (most area worn down to bare wood)
 - b. Recommendations – Develop a re-finishing budget to sand and polyurethane seal each office (Based upon estimate cost of \$2.50 per sq. ft., estimated cost per room \$1,500.00)
 - c. Projected life following – re-finishing – 20± years
- 8. Electrical (wiring, control panels, transformers, circuit breakers)
 - a. Condition – Fair
 - b. Projected useful life – 20years
 - c. Recommendations – inspect electrical systems annually to determine needs for upgrades over time. Suggested upgrades: addition electrical outlets in several rooms (includes selectmen's offices, assessor's office, and clerk's office)
- 9. Doors and Locking Systems
 - a. Condition – Fair
 - b. Projected useful life - 20± years

- c. Recommendations – Secure locking and personal entry system presently being reviewed with bids pending

10. Fire Alarm/Protection Systems

- a. Conditions – Good to Fair: Fire and smoke detections systems upgrades presently being reviewed
- b. Recommendations – Upgrade all smoke and fire detection systems throughout
- c. Projected useful life after upgrades - 20± years

PRIORITY

The “boxing club room” has been in poor condition due to nonuse and exterior water seeping – a recent study has been done to determine presence of any hazardous materials. The results were negative for asbestos, mold, and lead paint.

This room now needs to be cleaned out. There is broken and rusted gym equipment and a boxing ring that should be removed. The sheet rock on the ceiling must also be removed (partial collapse). The outside cement cap covering half of the room below is leaking water into this room and should be repaired to prevent on going water damage.

Projected useful life of room following clean up and repairs - 20± years

Recommendation – Hire a professional company to cleanout/sanitize and repair the room. Bids are currently being solicited to do this work estimated cost - \$7,500.00 - \$10,000.00

Comments:

Overall, the 98-year-old Shepard municipal building is in very sound condition. However, the systems identified in this report must be maintained in order to continue to maintain the useful life and function of the building.

A pro-active and budgeted maintenance program can extend the active life cycle, necessary to maintain long term function of this building.



Board of Selectmen Meeting

Facilitator: _____

Date: 10/28/21

Objectives

Attendee: David Shair

Attendee: _____

Attendee: Maryanne Patrycki

Attendee: _____

Attendee: Margaret Myles

Attendee: _____

Attendee: Bob Mearns

Attendee: _____

Attendee: G. M. White

Attendee: _____

Attendee: Jim Dusty

Attendee: _____

Attendee: Anne Barville

Attendee: _____

Attendee: Karen Dusty

Attendee: _____

Attendee: _____

Attendee: _____

Attendee: _____

Attendee: _____

Attendee: _____

Attendee: _____

Attendee: _____

Attendee: _____