

Selectmen Executive Meeting  
January 20, 2022, 6:00 PM

- 1) **Call Meeting to order: 6:03 PM**
- 2) **Pledge of Allegiance:**
- 3) **Julia Moore from Central MA Region Planning Commission of Green Communities update:** Central Mass Region Planning Commission wanted the Selectmen to vote in adding the elementary school and the Quaboag Regional High school to the town energy plan so that we can save more energy and get more grants to help the town. This would help the town set up an Energy Reduction Plan. Mr. Eichacker made a motion to adapt a supplemental plan to include the school Mr. Veliz 2<sup>nd</sup> AIF Passed
- 4) **Rebecca Acraea from the Veterans Services to introduce some programs:** Mrs. Acraea is the Chair for the Veterans Services she let us know that they are planning a flag burning day on February 26. Mr. Eichacker made a motion to allow the Veterans Services have a flag burning with the Parks permission to have it at the Town common. Mr. Veliz 2<sup>nd</sup> AIF Passed
- 5) **Christopher Dunphy from Central MA Region Planning Commission for an update along with a guest speaker Janet Pierce and Deputy Director Trish Settlers:** Christopher started off by introducing the 8 items that he was going to touch on a few. He also said that Janet Pierce and Trish Settlers from the Planning Commission was also on the line. The first one that he stated was the open space to help fix up a park in town. We will need to put out the money and then get reimbursed. They talked about one-stop which would help with the roads, doing sidewalks, trails. Talked about the American Rescue Plan Act and that the money is there, that the final rule on how to spend it is out there and there are webinars that we can attend.
- 6) **Police and Fire Monthly Report:** Reported on the activities for the month of December. Chief Millette said that we are very busy for a small town. The Fire has also had a lot of COVID calls They just received a grant of \$11,000.00 for water rescue equipment.
- 7) **Two motions concerning Mirick, O'Connell, DeMallie & Lougee LLP as Special Town Counsel:** Mr. Eichacker made a motion to appoint Mirick, O'Connell, DeMallie & Lougee LLP as Special Town counsel on Land use litigation matters Mr. Veliz 2<sup>nd</sup> AIF Passed Mr. Eichacker made a 2<sup>nd</sup> motion to designate Mirick, O'Connell, DeMallie & Lougee LLP the Special Town Counsel position as special municipal employees pursuant to M.G.L. c. 268A. Mr. Veliz 2<sup>nd</sup> AIF Passed
- 8) **Wi-Fi in the Gym:** Rich went downstairs in the gym to measure wifi and still no signal. Kerry also tried it with hers and no signal either. Must go with the Northeast IT bid to wire an access point. Mr. Eichacker made a motion to accept the bid from Northeast IT to install Wi-Fi in the gym. Mr. Veliz 2<sup>nd</sup> AIF Passed
- 9) **Accept two Senior Volunteer Application:** Karen Wilks and Leona Wrobel for the Senior Tax Abatement Program. Mr. Eichacker made a motion to accept the two ladies to the Senior Abatement Program. Mr. Veliz 2<sup>nd</sup> AIF Passed. Pat Lieslak from the Elementary school wanted to know if they could also use the Senior Volunteer Abatement program. It was discussed and a Motion was made to allow the Elementary School to use Seniors with the Senior Volunteer Abatement program. 2<sup>nd</sup> AIF Passed.
- 10) **Appoint Cynthia A. Baxter to a Cemetery Board member:** Motion made by Mr. Eichacker 2<sup>nd</sup> by Derick AIF Passed. Mrs. Baxter is a Family Historian, and the Cemetery is

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something she is passionate about. Glad to have her on board. She is planning to run for the seat in May.

**11) Warrants and Bills:** Mr. Eichacker made a motion to accept and pay the following warrants and bills. Mr. Veliz 2<sup>nd</sup> AIF Passed

**a. Warrants:**

i. 57	Payroll	\$44,475.63
ii. 58	Vendor	\$128,719.13
iii. 59	Payroll	\$37,527.16
iv. 60	Vendor	\$60,308.84
v. 61	Payroll	\$ 896.15

**b. Bills:**

i. Comcast	\$276.70
ii. Verizon	-\$1.37
iii. Verizon	\$6.98
iv. Warren Water District	\$133.00
v. Invoice	\$562.00
vi. C2 MA Adams II LLC	\$367.23
vii. C2 MA Adams II LLC Streetlights	\$498.53
viii. Sevpro Boxing Ring	\$8,000
ix. Crystal Light	\$10,58
x. Shred-it	\$197.68
xi. Ricoh	\$87.07
xii. MIIA Property & Casualty Endorsement	\$470.00
xiii. National Grid	\$2006.96
xiv. National Grid	\$142.02
xv. National Grid	\$274.04
xvi. Associated Building Wreckers Dumpster at Station B	\$653.00
xvii. BEC Balance of Contract	\$21,356.34
xviii. BEC additional work for Hands Free	\$1,535.11
xix. Jim Dusty to cover the concrete over boxing room	\$101.41

**12) Minutes: November 18, 2021; December 16, 2021,** Mr. Eichacker made a motion to accept the minutes for November 18, 2021, and December 16, 2021, Mr. Veliz 2<sup>nd</sup> AIF Passed.

**13) Old Business:**

- a. Cemetery appointment of Cindy Baxter moved up to number 10
- b. American Rescue Plan Act (ARPA) Funds for Police and Fire Radio: Chief Millette and Chief Lavoie spoke on how the radio do not work and how dangerous it is to continue to use the radio that this is a \$600,000.00 cost and they have gotten almost have of it and would like to use the ARPA fund to help contribute so they do not have to wait for years to get the money.
- c. Mr. Eichacker brought up the copiers and that they are having supply issues and we should be getting out first machine in the beginning of February. Then they will deliver them as soon as they get them in.

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- d. Mr. Veliz brought up three things: the Quote for the electronic speed signs is signed and ready to go; Red Dot is up and running at all school and was used the other day. Town alert is also ready to get we just need to get the link to the residents.

**14) New Business:** No New Business

**15) Comments and concerns:** No Comments and Concerns

**16) Next Meeting Date:** February 27 Public Hearing for Countryside 6:00pm We have had a lot of resumes to drop in.

**17) Adjourn:** Mr. Eichacker made a motion to adjourn Mr. Veliz 2<sup>nd</sup> AIF adjourned.

Respectfully Submitted by  
Karen Dusty Administrative Secretary

  
Derick, Clerk



# Reports/updates of various Warren initiatives, 1/18/22

(Prepared by Chris Dunphy, CMRPC Principal Planner/CDAC member. Information largely obtained through previous Community Development Advisory Committee meetings and various correspondence)

- American Rescue Plan Act of 2021 (ARPA)
- Community Development Block Grant (CDBG)
- Municipal Vulnerability Preparedness (MVP)
- Open Space and Recreation Planning (OSRP)/Small Communities Grant
- Community One Stop for Growth/Expression of Interest
- Green Communities
- Complete Streets
- Economic Development/Planning Technical Assistance

## **American Rescue Plan Act of 2021 (ARPA) – Updates and Prioritization**

\$773,000 currently available. Previous CDAC meetings recommended the Selectmen fund the Sewer Department grit separator including engineer specifications. However, it has been recently reported that this item may not be eligible through the program.

Note: It was also reported that the company making grit separator part for the sewer department is no longer in business. Jeremy Olson was to speak with contact at fabrication company to see if they could make one. Shawn Romansky also investigating.

The committee also recommends the town fund High St. water infrastructure replacement for the Warren Water District at a cost of \$250,000, and these funds be reserved until 2023 so the surface work can be completed at the same time.

Chris Dunphy sent MA Inspector General Resource Guide to Accountant, Treasurer and BOS Assistant.

## **Community Development Block Grant (CDBG)**

- **FY19 Warren CV Covid CDBG:** \$151,200

The grant is being managed by PVPC's Ted Harvey. The original purpose of the grant was to provide small grants to small/microenterprise businesses. There has been an inadequate response and lack of qualified applicants from small businesses, and consequently a significant portion of the grant funds remain uncommitted and unused. PVPC got an extension through December 31, 2022. Currently, with Warren's help and approval, a possible amendment is being considered to use unused microenterprise funds to purchase van for the Senior Center estimated to be approximately \$50,000.

- **FY2021 Warren CDBG:** \$800,000 application

An application was submitted on September 10, 2021, with CMRPC's assistance. If funded, the grant will provide funding for improvements to School Street. Infrastructure upgrades include the replacement of the existing water main from the intersection of Main Street to the intersection of Otis Street. In addition, approximately 2,150 square feet of insufficient retaining wall supports a portion of the road and sidewalk along an approximate 200' length of School Street. Planning and engineering studies have determined the existing wall is not salvageable and will require replacement. Previous video efforts also identified a 20-foot section of sewer pipe that is leaking requiring replacement along with the terminal sanitary sewer manhole at the north end of the project area.

The DHCD recently reported awards will be made known mid-late January 2022.

- **Program Income and Misc. Funds:** Warren now has a reported \$49,171.30 of combined program income and miscellaneous funds. These funds are derived as recaptured funds from previous CDBG programs. \$35,348.50 is designated as program income and has been committed as a match to the proposed FY2021 CDBG. The remaining portion of \$13,822.80 is designated as misc.

Warren contracted with CMRPC in the amount not to exceed \$2,000 through March 31, 2022, to provide ongoing assistance with meetings, correspondence and updates related to CDBG and other ongoing initiatives.

## **Municipal Vulnerability Preparedness (MVP)**

Warren contracted with the CMRPC in September 2023 for \$26,895.

CMRPC Contacts: Mary Hannah Smith and Chris Dunphy

The MVP program provides support for cities and towns in Massachusetts to begin the process of planning for climate change resiliency and implementing priority projects. The state awards communities with funding to complete vulnerability assessments and develop action-oriented resiliency plans. Communities who complete the MVP program become certified as an MVP community and are eligible for MVP Action Grant funding and other opportunities.

A primary MVP planning task is the development and participation of a community workshop. This was originally scheduled as an on-site/live meeting at the Regional High School for February 5<sup>th</sup>, 2022. However, this has been postponed largely due to increase COVID cases and other initiatives Warren is currently working on. A committee meeting is being scheduled for February 2, 2022, to chart next steps.

A community survey is currently circulating and can be completed via –  
<https://www.surveymonkey.com/r/WarrenMVP>.



## **Open Space and Recreation Planning (OSRP)/Small Communities Grant**

In development with CMRPC Planner Daniel Marini.

The MA Division of Conservation Service provides small grants to communities for the development of Open Space a Recreation Plan (OSRP). CMRPC has offered assistance with the Small Communities Grant and subsequent OSRP. However, a provision of the small grant calls for the town to commit to applying for a priority project to be identified as part of the OSRP. The application for future park improvements would also be submitted to the Division of Conservation Services by July 2022. This future Parkland Acquisitions and Renovations for Communities (PARC) grant also requires a 25% match.

The Warren CDAC has discussed increased interest in seeing improvements at the Town Common. Additionally, they believe improvements are desired at both Dean Park and Cutter Park. There may be other areas of interest to be identified through the OSRP and discussion with the Park Commission.

To proceed with the Small Communities Grant, state officials require the town to report their intention to apply for a future PARC grant. Again, a stipulation of the Small Communities Grant is that if a town is using that grant to update their OSRP, then they must commit to applying to a future DCR PARC grant. At this time, the source of the match need not be identified, but possible sources could be miscellaneous funds, fund-raising, other grant/foundation sources or appropriation.

The town needs to respond to the DCR's Melissa Cryan stating that Warren would commit to applying to a PARC grant. Once that occurs, the State will send them a contract for the Small Communities Grant. After the town signs the State's contract, then the town can contract with CMRPC for the OSRP update.

Important links:

<https://www.mass.gov/service-details/conservation-assistance-for-small-communities-grant-program>

<https://www.mass.gov/service-details/parkland-acquisitions-and-renovations-for-communities-parc-grant-program>

NOTE: Small Town grants: A sum of \$400,000 will be held aside to fund Small Town grants. Applications from towns with less than 35,000 residents that are applying under the Small Town grant category will compete only with other Small Town applicants.



## **Community One Stop for Growth/Expression of Interest**

In development with CMRPC's Chris Dunphy and the Warren CDAC.

Overview: The Community One Stop for Growth is a single application portal and collaborative review process of community development grant programs that make targeted investments based on a [Development Continuum](#). This process streamlines the experience for the applicant and better coordinates economic development programs and staff on engagement and grant making. It also reorients the State from a passive reviewer of funding requests to an active partner in economic development strategy, priorities, and investment.

A new round has recently become available and the state encourages communities to participate in the "Expression of Interest" process. 5 or 6 projects can be submitted by communities. State officials will review and provide comment as to what is eligible, what makes sense for specific grant applications, etc. The grants themselves will be due in May 2022. Many different types of projects can be submitted including planning, design, housing initiatives and infrastructure.

A grant was submitted last year for Prospect Street water line replacement as part of the Rural Development Fund (a category in the One Stop). Unfortunately, the grant was not funded. A debriefing with state officials occurred, who indicated said the grant scored well but lack of leadership and capacity was cited as a reason for coming up short. Nonetheless, the state officials encouraged Warren to submit again. The CDAC felt that resubmission of Prospect Street (Rural Development) made sense along with School Street drainage and surface improvements through the MassWorks category. Pulaski Street planning/design was also cited as a potential project.

Important links:

<https://www.mass.gov/guides/community-one-stop-for-growth>

<https://www.mass.gov/service-details/rural-and-small-town-grants>

## **Green Communities**

Ongoing initiative with CMRPC Julia Moore

Overview: The Green Community Designation and Grant Program provides a road map along with financial and technical support to municipalities that 1) pledge to cut municipal energy use by an ambitious and achievable goal of 20 percent over 5 years and 2) meet four other criteria established in the Green Communities Act. The benefits of designation extend beyond the program itself, inspiring cities and towns to undertake additional energy-related initiatives, improve coordination between municipal staff and departments, and increase messaging with the public at large about energy and climate-related issues and actions.

An amendment with Warren's current plan is currently being considered to include the Regional High School and Warren Elementary School. Inclusion of these facilities into the plan allows for future eligible projects. Ms. Moore has provided detailed information. Below is draft motion for the amended plan:

Warren wishes to adopt a supplemental plan that includes two of the Quaboag schools (Quaboag Regional MS/HS and Warren Community Elementary), so as to make the facilities eligible for future Green Communities funding. This supplemental plan provided to the BOS was presented in full to the School Committee on December 20<sup>th</sup>, 2021. They approved and now approval of the Board of Selectmen is being sought.

Important links:

<https://www.mass.gov/green-communities-designation-grant-program>

## **Complete Streets**

In development with CMRPC Planner Ian McElwee.

Overview: A Complete Street is one that provides safe and accessible options for all travel modes - walking, biking, transit and vehicles – for people of all ages and abilities.

The MassDOT Complete Streets Funding Program provides technical assistance and construction funding to eligible municipalities. Eligible municipalities must pass a Complete Streets Policy and develop a Prioritization Plan. All Program news, guidance, and registration information are available through an online Portal.

CMRPC's Ian McElwee has sent Highway Surveyor Jeremy Olson a draft complete streets policy to review. In addition, Mr. Olson has been informed of complete streets training through Bay State Roads in March 2022 per program requirements. Preliminary discussion with the CDAC, Mr. Olson and Mr. McElwee identified perhaps South Street and High Street as possible beneficiaries of this program. Other areas may be identified as efforts continue. State maintained/controlled highways are not eligible. For Warren, this is a majority of Main St./Route 67.

Important links:

<https://www.mass.gov/complete-streets-funding-program>

<https://gis.massdot.state.ma.us/completestreets>



## **Economic Development/Planning Technical Assistance**

CMRPC contacts are Executive Director Janet Pierce, Deputy Director Trish Settles and Principal Planner Kerrie Salwa

The CDAC had been informed of increased interest in Warren Economic Development and possible reuse of mill property in West Warren. More recently, Selectboard Chair, David Dufresne inquired about Technical Assistance. Specifically, Mr. Dufresne indicated Warren needs to identify deficiencies and asked how to go about getting a study and who might be able to conduct such a study.

CMRPC's Chris Dunphy has referred this inquiry to CMRPC's Economic Development staff cited above. One or more of these individuals will avail themselves to town officials at the upcoming CDAC meeting on 1/19/22 and Board of Selectmen meeting on 1/20/22.

Important links:

<http://www.cmrpc.org/southern-worcester-county-comprehensive-economic-development-strategy-swc-ceds>



# Board of Selectmen Meeting

Facilitator: Davis Dufresne Date: 1/20/21

Objectives			

Attendee: Pat. Cieslak

Attendee: Cynthia A. Baxter

Attendee: Adam Levoe

Attendee: \_\_\_\_\_

Attendee: Gerry Millette

Attendee: \_\_\_\_\_

Attendee: Karen Dusky

Attendee: \_\_\_\_\_

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### Monthly Report December 1, 2021 to December 31, 2021

In the month of December 2021, the Warren Police Department responded to a total of 1897 calls for service with 30 ending in arrests. The following is a breakdown of statistics.

Calls Logged	1897
Felonies Investigated	10
Incident reports	46
On View Arrests	5
Warrant Arrests	2
Summons Arrests	23
Total Arrests	30
Protective Custodies	1
Juvenile Arrests	3
Motor Vehicle Stops	240
Motor Vehicle Citations	124

In December 2021, the Police Department had 7 total vehicles on the roster. They consist of 4 Ford Police Interceptor SUV's, 1 Ford Taurus, 1 Ford Fusion and 1 Humvee. Mileage on each is as follows.

Taurus	52,656
Fusion	34,253
D785	10,740
5068	189,065
C564	71,758
5116	120,320
Humvee	8,223



At the beginning of the month, Lieutenant Early and I conducted an Alice safety class at Quaboag. Every year we conduct this class to the new 7<sup>th</sup> grade class. This year, due to having to cancel last years class, we gave the presentation to both 7<sup>th</sup> and 8<sup>th</sup> grades.

Then on the 10<sup>th</sup> we conducted lock down drills at Quaboag high school as well as Warren and West Brookfield elementary schools. Due to covid we were unable to conduct these drills for almost two years. After such a layoff all three schools still did a great job in completing this drill. I would like to thank West Brookfield Police and Fire as well as Warren Fire for their assistance with this drill.

Also, this month I was able to keep our holiday tradition alive with our Holiday card. Every year the art teacher from Warren Elementary assists me with a contest for our holiday card design. This year all fifth graders submitted a design and two student entries were selected as our design. The two students were each given an Amazon gift card for their design being selected.

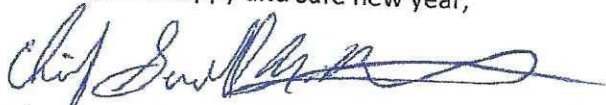
This month we were awarded \$18,688 from the Governor's Municipal Road Safety Grant for traffic enforcement. December's extra patrols focused on impaired driving. The grant also supports the purchase of new radar guns.

On the 12<sup>th</sup>, I was invited to sit on an Eagle Scout review board. I was selected for the five-member board to interview and review a Scout going for his Eagle Scout rank. This was a great honor and experience; I also learned a lot about the scouts and this eagle scout project that was completed at the Ware senior center.

On the 14<sup>th</sup>, I along with the Fire Department and Emergency Management, met with the developers of a new App that would allow us to send out messages to alert of emergencies. It was the recommendation of all that the Town move forward in using this alert system.

On the 22<sup>nd</sup> I was invited and attended the Warren Elementary School Holiday parade. Every class decorated their classroom door for the decorating contest. Each grade then sang songs and visited with Santa. Thank you Mr. Slattery for the invite.

Wishing all a happy and safe new year,

A handwritten signature in blue ink, appearing to read 'Chief Gerald Millette', with a stylized flourish at the end.

Chief Gerald Millette

## **FIRE CHIEF REPORT**

### **December 2021**

#### **FIRE CALLS:**

The Fire Department responded to 28 calls in December of 2021.

Activated Alarm.....	5
Motor Vehicle Accident.....	7
Medical Assist.....	6
Structure Fires.....	1
Cancelled/False Call.....	6
Electrical Emergency.....	1
Service Call.....	1
Cooking Fires.....	1

#### **AMBULANCE:**

The ambulance responded to 61 calls in December of 2021, and 10 ALS intercepts were required.

#### **INSPECTIONS:**

The following inspections took place in December:

- 10 Smoke/CO
- 1 Oil Burning Equipment
- 2 Propane Tanks

#### **ACTIVITIES/MEETINGS:**

Warren Fire and EMS held off on trainings and meeting in the week of December due to health and safety concerns from COVID-19.

#### **BUDGET:**

I continue to watch the FY22 budget closely. Our call volume has continued to climb each year especially on the EMS side. We responded to 71 more EMS calls in calendar year 2021 than we did in 2020. We are paying more EMS wages than ever before. As mentioned in the previous report, our maintenance line item is low due to unexpected large repairs early in the fiscal year as well as our normal scheduled preventative maintenance.

As always, thank you for your ongoing support,

Adam Lavoie  
Fire Chief



## **TOW - GymAP**

Prepared for

**Town of Warren, MA**

### **Northeast IT Systems, Inc.**

2107 RIVERDALE STREET  
WEST SPRINGFIELD, MA 01089  
413.736.NEIT  
WWW.NORTHEASTIT.NET




2107 Riverdale Street, West Springfield, MA 01089  
 T. 413.736.6348 F. 413.209.8705

**Number** AAAQ2955  
**Date** Oct 15, 2021

Sold To	Ship To	Your Sales Rep
<b>Town of Warren, MA</b> Rich Eichacker 48 High Street Warren, MA 01083 United States  <b>Phone</b> (413) 436-5701	<b>Town of Warren, MA</b> Rich Eichacker 48 High Street Warren, MA 01083 United States  <b>Phone</b> (413) 436-5701	<b>Shawn Weaver</b>  4137366348 ext 109 Shawn@NortheastIT.net

Terms	P.O. Number	Ship Via
NET 30		

Qty	Item	Description	Unit Price	Ext. Price
<b>*HARDWARE*</b>				
1		Ubiquiti UniFi IW HD UAP-IW-HD IEEE 802.11ac 1.99 Gbit/s Wireless Access Point - 2.40 GHz, 5 GHz - MIMO Technology - 5 x Network (RJ-45) - Gigabit Ethernet - PoE Ports - Wall Mountable   <i>In-Wall 802.11ac Wave2 MU-MIMO Enterprise Access Point. Features: 4x4 MU-MIMO on 5GHz (1733Mbps max PHY rate), 2x2 MIMO on 2.4GHz (300Mbps max PHY rate) 802.3af for base functionality. 802.3at required if using PoE passthrough 1x4 (1 in, 4 out) switched Gigabit Ethernet ports with configurable PoE passthrough (port 1 only)</i>	\$199.00	\$199.00
1	TL-PoE150S	TL-PoE150S PoE Injector Adapter, IEEE 802.3af compliant, up to 100 meters (325 Feet), Gigabit -10/100/1000, Black  <b>*SERVICES*</b>	\$25.99	\$25.99
1	Service - Fixed Fee	SERVICES  - Install UAP in wall box installed by Brian Hackworth - Configure WiFi for the Gym - LABOR INCLUDED WITH ASSURE IT	\$0.00	\$0.00
1	CONTRACTOR	1 WiFi Location, Gym mounted low for UniFi Hardware Install and Labor Misc Materials required  One Year Warranty on all parts, maerial and labor provided by SFI.	\$966.00	\$966.00

Qty	Item	Description	Unit Price	Ext. Price
<b>Recurring Charges</b>			<b>SubTotal</b>	\$1,190.99
			<b>Tax</b>	\$0.00
			<b>Shipping</b>	\$0.00
			<b>Total</b>	<b>\$1,190.99</b>

If this proposal requires a deposit, this must be paid prior to any hardware or software being ordered. Remainder of balance due by due date on final invoice that is sent upon completion of work. Hardware returns subject to 30% restocking fee. All software & license sales are final and are non-returnable. Customer acknowledges that the prices on this document are ESTIMATES only, and are not exact numbers. While Northeast IT attempts to be as accurate as possible, actual costs at the end of the project may vary. The hardware and software prices contained on this proposal are valid for 30 days from date of presentation to the client. After 30 days, prices may change for some hardware and/or software.

### Document Recap

Doc Name      TOW - GymAP  
 Doc Number    AAAQ2955  
 Date            Oct 15, 2021  
 Total            \$1,190.99

Thanks for choosing Northeast IT Systems, Inc.!

By signing below, I agree to the following:

- 1) I am an authorized signer for the above company.
- 2) I authorize Northeast IT to proceed with all items on this proposal and perform the work necessary to complete the above tasks.
- 3) I have read and understood all of the items, services and terms of this proposal.

*Richard J Eichacker*

01/27/2022

Signature

Date

## Warren Selectmen

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**From:** cynthia baxter <vtxmama1300@gmail.com>  
**Sent:** Wednesday, January 5, 2022 10:31 AM  
**To:** Warren Selectmen  
**Subject:** Cemetery commioner vacancy

Good day, my name is Cynthia A Baxter and I have lived in Warren since 1976 and moved to 55 Richardson St, in 1977 and still reside there with my husband. My intention after last years election cycle was to run for election in 2022 for the seat on the cemetery commission held by Mr Beaudry. I was sad to hear of his passing, he had long been in the service of our town. I still plan on filling papers to be on the ballet for this position in this years election. I am sending this email to you to request you consider allowing me the privelege of filling this vacant seat until then. It is my understanding that the cemetery commission has not had any meetings sence last election and now it is time to set the budget. I would like to help the commission get back to business as soon as possible. I am currently a Water Commissioner in town and there will be no conflict of interest with this position.

Respectfully Yours,

Cynthia A.Baxter.

436 0521