

Selectmen Meeting  
March 31, 2022

In Attendance: David Dufresne, Chairman; Rich Eichacker, Vice-Chair; Derick Veliz, Clerk; Jim Ferrera, Town Administrator; Karen Dusty, Administrative Assistant

1. **Call Meeting to order:** 6:00pm
2. **Pledge of Allegiance:**
3. **Finance Committee Budget:** Mrs. Witaszek said that there were not changes to their budget and hasn't been for 15 years. There were no questions, Board was good with the budget.
4. **Landfill/Board of Health:** Ms. Dunn represented the Board of Health; she stated that the 30 wells need to be tested and that they have not been done so it was out of compliance with Department of Environmental Protection. The budget went up also do to the fact that they have to take care of a very steep banking at the closed site. No questions, all good.
5. **Libraries Budget:** Warren Library was represented by Barbara Larkin, Tracey Maizer, and Jean McCaughey, their budget did go up by \$10,516.00 due to fuel cost, salary increase, and just overall raising in cost.
6. **Parks and Rec. Budget and Pay Scale:** Ms. Ramsey represented the Parks and Recreation Commission for their budget. It has gone down due to Highway taking over the maintenance of the grounds. They also lowered Cumin's Pond due to the construction of the Filtration system. Any questions? None, Good to go.
7. **Sewer Department:** Move to April 7
8. **Town Administrator Budget:** Mr. Ferrera stated that he added an expense line for various organization fees, class fees he needed to take, and miscellaneous items needed to do his job.
9. **Review Police Budget with Pay scale:** Chief Millette stated that since he came before the Board, his budget has changed due to the Wage Compensation change, fuel prices and he put in for a ninth person at starting rate. He has 3 in the bridge academy. Any questions? None, Good to go.
10. **Review Selectmen's Budget:** Discussed the following items:
  - a. We want to hire a person to be a Facilities Maintenance Manager so that they can ensure that all our buildings are being taken care of and that any major problems are addressed. By hiring this person, the Facilities Custodian will become a part-time.
  - b. The Finance Committee added Memorial Day/Veterans Program \$3,000
  - c. The Legal Department expense increased to \$100,000.00, due to the Solar lawsuits. The cost of Legal consulting is not getting any less expensive. We need to keep track of who and for what reason, just to make sure we are not asking the same question over from different departments.
11. **New Telephone system for Shepard BLDG:** Same phone system like we have \$16,180.43 or go to digital \$387.71 per month. The board asked for the person to come in and due a demonstration on the system and answer any questions.
12. **New Business:**

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- a. Working with the Economic Development Administration (EDA) for a Master Plan for developing the Wrights Mill complex and how it affects our infrastructure. Got a lot of support from the other towns. This will help us also get other grants, because some grants need to see our Master Plan.
- b. Mr. Eichacker brought up that today was Shawn's last day, that leaves us with one man at the sewer plant. We need to get the Sewer Department up to speed.

**13. Old Business:**

- a. Report of 50K, Mr. Dusty reported that we are working or have completed 15 projects with the money, and we are coming to an end. We have a few more items that we could look at for the rest of the money.
- b. Streetlights, Still looking at the electrician that would like to do the job.
- c. BJ Pay limit, The board wants to make an article for the Annual Town Meeting to raise her limit to an amount that is good for all parties.
- d. Shepard Building Windows Estimates: Mr. Dusty has spoken with several people there are basically two ways to do the windows if certain criteria are met. The criteria are that the asbestos be totally sealed up. The problem with that is some of the windows need to be changed out so the asbestos will need to be abated. We are looking at hundreds of thousands of dollars. We need to find out from an engineer and architect what, how much, and who before we can decide when.
- e. EV Station: Jim to reach out and get an itemized bill and to find out how much we should be paying Guardian, because what they are saying is way too much for the pipe and 2 pads that they put in.
- f. Microsoft training: Still no information on how much.
- g. Cornerstone Bank, The Board is reaching out to Representative Todd Smola, to see what else we can do, because it isn't a done deal yet.
- h. ARPA: The discussion was on the radios for the fire and police departments and how they need them. It was talked about how bad the radios service is and how this new service would help. It was decided that the police and fire radios needed the money now, and if we have any money left over or received more money next year, we could allocate it to the two water departments and other places. Mr. Eichacker made a motion to take the ARPA funds and pay it accordingly: Warren Water District \$104,337.00; Fire and Police Department Radio Project \$324,187.05; Sewer Department \$29,000.00 to Tighe and Bond for the Grit Screw; \$70,000.00 for the Master Plan. The rest of the money has been spent on the following things: Clicker for town meetings, Hands Free, Covid Testing kits, Cleaning of the buildings for COVID, Nurses, Miscellaneous bills for COVID.

**14. Town Administrator Report:**

- a. Mr. Ferrera gave a report about the Division of Standards will charge to do the Weight and measures inspections this year because our population was over 5,000 Now that it is under that number, they will not charge us next year.



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- b. Corresponded with Department of Environmental Protection they said that the solid waste needs to be reduced by 30% by 2050 he will be working with the Sewer Department to make sure they meet that requirement.
- c. Attended a Lappin Summit on March 28, it was about them trying to have a Holocaust Remembrance Day in January the 77 anniversaries of the Death Camps. They also talked about the LGBTQ and supporting them.
- d. At the WRTA meeting they recognized me as the representative for the Town of Warren but wanted to have an appointment and certificate. Mr. Eichacker made a motion to appoint Jim Ferrera as the representative for the Town of Warren. Mr. Veliz 2<sup>nd</sup> AIF each said I Passed.

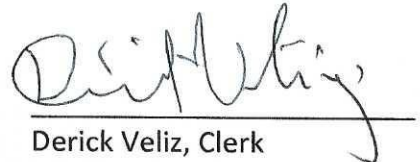
**15. Comments and Concerns:**

- a. Mr. Veliz mentioned a concern about walking under the railroad trussell when a train goes by. He was told that CSX inspects all bridges in town and sprays for vegetation twice a year.
- b. Chief Millette reported that he got a grant for 1 AED.
- c. Chief Lavoie reported that he has received Tanks and Coats from a grant. The company that builds the firetrucks burnt down, and it will take them 1 year to rebuild. So that impacts our firetruck.

**16. Next Meeting Date: April 7, 2022**

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

Respectively submitted by  
Karen Dusty Administrative Assistant

  
Derick Veliz, Clerk

<b>FINANCE COMMITTEE</b>	<b>FY20 Approved Budget</b>	<b>FY21 Approved Budget</b>	<b>FY22 Approved Budget</b>	<b>FY23 Proposed Budget</b>
RESERVE ACCOUNT				
FINANCE COMMITTEE EXPENSE	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
FINANCE COMMITTEE TOTAL	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00

**WARREN BOARD OF HEALTH**  
*Charles E. Shepard Municipal Building*

## Annual Town Meeting Articles

1. I move that the Town vote to authorize and establish the position of Administrative Assistant for the Board of Health Office.
2. I move that the Town vote to raise and appropriate the salary for position of Board of Health Administrative Assistant using the scale Grade A-1.
3. I move that the Town vote to establish a communicable disease account for the purpose of services and supplies related to any communicable disease.
- \*4. I move that the Town vote to raise and appropriate for the communicable disease account.
- \*5. I move that the Town vote to fund the communicable disease account using Free Cash.

IF BOS AGREE THAT FINANCE COMMITTEE CAN ADD AN ARTICLE TO REMOVE THE ENTERPRISE FUND FROM BOH FOR THE SANITARY LANDFILL WE DO NOT NEED THIS ARTICLE (#6). IF THEY SAY WE KEEP IT, WE DO NEED THIS ARTICLE. I AM NOT SURE WHAT IS GOING TO HAPPEN 3/31/2022 SO I'VE ADDED THIS JUST INCASE. DOUBTFUL WE WILL NEED IT.

6. I move that the Town vote to raise and appropriate the following sums of money to finance the operations of the Sanitary Landfill Enterprise Fund for the fiscal year beginning July 1, 2022:

Operations	25,200
Engineering	15,000
Monitoring Wells	32,000
Supplies	2,000
Leachate	12,000
Landfill Remove Vegetation And Stabilize Banking	40,000
<hr/>	
Total - Landfill	126,000

Board of Health Salaries	5,400.00
Board of Health Admin Assistant	35,000.00
Board of Health Office Coverage	600.00
Board of Health Expense	5,000.00
Sharps Program	500.00
Vaccines	500.00
Comins Pond Testing	300.00
Town Waste and Recycle Hauling	11,000.00
Rabies Control	500.00
Health Agent Visiting Nurse	1,000.00
Health Agent Appointed	8,000.00
Animal Inspector	1,200.00
Communicable Disease Expense	10,000.00
Total	79,000.00

* Operations	25,200.00
Engineering	15,000.00
Monitoring Wells	32,000.00
Landfill Remove Vegetation & Stabilize Banking	40,000.00
Supplies	2,000.00
Leachate	12,000.00
Total	126,200.00

Board of Health Total	205,200.00
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If article goes on  
This is B&H budget  
If article doesn't  
go on \* is not  
included in regular  
annibus



Included  
in  
State

	FY20 Approved Budget	FY21 Approved Budget	FY22 Approved Budget	FY23 Proposed Budget	
<b>BOARD OF HEALTH</b>					
BOARD OF HEALTH SALARIES	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	5,400.00	Explains Attach
BOARD OF HEALTH <sup>Administrative Assistant</sup> SECRETARY SALARY	\$ 21,521.00	\$ 21,843.00	\$ 23,000.00	34,500.00	"
BOARD OF HEALTH OFFICE COVERAGE	\$ 600.00	\$ 600.00	\$ 600.00	600.00	
BOARD OF HEALTH EXPENSE	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	5,000.00	Explains Attach
SHARPS PROGRAM	\$ 600.00	\$ 600.00	\$ 600.00	600.00	
VACCINES	\$ 500.00	\$ 500.00	\$ 500.00	500.00	
COMINS POND <sup>H2O</sup> TESTING	\$ 800.00	\$ 800.00	\$ 800.00	300.00	Explains Attach
TOWN WASTE AND RECYCLE HAULING	\$ 16,850.00	\$ 11,000.00	\$ 11,000.00	11,000.00	
RABIES CONTROL	\$ 500.00	\$ 500.00	\$ 500.00	500.00	
HEALTH AGENT VISITING NURSE	\$ 300.00	\$ 1,000.00	\$ 1,000.00	1,000.00	
HEALTH AGENT (APPOINTED)	\$ 5,300.00	\$ 6,000.00	\$ 7,000.00	8,000.00	Explains Attach
ANIMAL INSPECTOR	\$ 900.00	\$ 900.00	\$ 1,200.00	1,200.00	
BOARD OF HEALTH TOTAL	\$ 53,971.00	\$ 49,843.00	\$ 52,300.00		



COVID-19 Risk Resources (Health Nurses, supplies)  
 require article for town meeting  
 contact tracing  
 test kits

~~25,000.00~~ 12,500

total 93,600

Would like to change BOH Secretary to BOH Administrative Assistant due to job description attached in detail.  
 Also attached is hourly wage I feel this position should be at.

Town Article: description of position  
 scale for pay scale

New  
England

# WARREN PUBLIC LIBRARY

	BUDGET REQUEST FY2023
LIBRARY DIRECTOR	27,628
LIBRARY ASSISTANT II	18,338
LIBRARY ASSISTANT I	12,012
JANITORIAL SERVICE	1,248
FICA/MEDICARE	5,100
HEALTH INSURANCE	5,000
WORKERS' COMP INSURANCE	230
BUILDING INSURANCE	4,900
TREAS BOND/ANNUAL REPORTS	300
TRAVEL	150
MISCELLANEOUS	400
BOOKKEEPER	<del>1,500</del> 1750
ELECTRICITY	2,000
TELEPHONE	800
WATER	360
SEWER	430
FUEL	<del>3,500</del> 7000K
TRASH COLLECTION	400
COVID-19	<del>500</del>
OFFICE SUPPLIES	1,200
BUILDING MAINTENANCE	6,000
EQUIPMENT MAINTENANCE	700
FURNITURE/ FIXTURES/EQUIPMENT	900
WEBSITE HOSTING/DOMAIN NAME	100
C/W MARS	3,500
BOOKS/ MAGAZINES, ETC	18,942
PROCESSING & POSTAGE	1,000
PROGRAMMING & EVENTS	1,500
<b>TOTAL EXPENSES</b>	118,638
<b>INCOME</b>	
TOWN APPROPRIATION	107,788
STATE AID	5,900
FINES & COPIES	1,000
FUNDRAISING & GIFTS	3,000
INTEREST	450
GRANTS	500
<b>TOTAL INCOME</b>	118,638
	0

**FY 2023 BUDGET REQUEST \$ 107,788**



FY 2023

New  
Proposed  
Budget

4,500 —  
4,000 —  
12,000 —  
2,500 —  
1,000 —  
2,500 —  
\$ 26,500 —

(For June)  
2023

	FY20 Approved Budget	FY21 Approved Budget	FY22 Approved Budget	FY23 Proposed Budget
<b>PARKS AND RECREATION</b>				
PARK COMMISSIONER SALARIES	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	4,500 —
PARK SALARY (STAFF)	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	17,000 —
PARK EXPENSE	\$ 11,100.00	\$ 11,600.00	\$ 11,600.00	11,600 —
COMINS POND SALARY (STAFF)	\$ 12,700.00	\$ 12,700.00	\$ 12,700.00	12,700 —
COMINS POND EXPENSE	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	1,100 —
SUMMER RECREATION EXPENSE	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	2,500 —
<b>PARK &amp; RECREATION TOTAL</b>	<b>\$ 48,900.00</b>	<b>\$ 49,400.00</b>	<b>\$ 49,400.00</b>	<b>49,400 —</b>

Police Department Budget Fiscal Year 2023 8 full time officers and Chief									
Police Protection, Related Services, and Expenses						Years of service			
						and current step			
						as of 7/1/21	Hourly	Overtime	
								N/A	
Chief base salary	\$	99,132.00							
Lieutenant Early									
							\$	36.41	\$ 54.62
Officer Joseph LaFlower					Hired full time on 7/1/08				
					On anniversary date goes to step	13	\$	31.94	\$ 47.91
						14	\$	31.94	\$ 47.91
Officer Christopher Bouchard					Hired full time on 10/22/2018	4	\$	28.35	\$ 42.53
					On anniversary date goes to step	5	\$	28.91	\$ 43.37
Officer Matt Morin					Hired full time on 11/4/2019	3	\$	27.80	\$ 41.70
					On anniversary date goes to step	4	\$	28.35	\$ 42.53
Officer Madeysn Nale					Hired full time on 5/18/2020	3	\$	27.80	\$ 41.70
					On anniversary date goes to step	4	\$	28.35	\$ 42.53
Officer Garrett Fortin					Hired full time on 3/15/2021	1	\$	26.73	\$ 40.10
					On academy graduation date 10/2021 goes to step	2	\$	27.26	\$ 40.89
Officer Mike Shea					Hired full time on	1	\$	26.73	\$ 40.10
					On academy graduation date 5/2022 goes to step	2	\$	27.26	\$ 40.89
Officer					Hired full time on	Entry	\$	20.00	\$ 30.00
					On anniversary or graduation date goes to step	1	\$	26.73	\$ 40.10
Police Clerk Hired full time on 1/04/10						12	\$	19.67	\$ 29.51
						Jan-22	\$	19.67	\$ 29.51
David Miellen hired 4/12/99						22	\$	20.00	\$ 30.00
OPEN							\$	20.00	\$ 30.00
Rene Cote hired 1/4/05						16	\$	20.00	\$ 30.00
Paul Soojian						1	\$	20.00	\$ 30.00
John McGrath						1	\$	20.00	\$ 30.00
Christos Tsigas						1	\$	20.00	\$ 30.00
Hector Melendez						1	\$	20.00	\$ 30.00
							\$		-
Part time Officer average hourly rate							\$		20.00



[illegible]



Part time officer cleaning allowance		NA	28	hours per month		
Sick time use						
Current mileage rate		\$	0.585			
Section 1. Chief Salary						
	Chief					\$ 99,132.00
Section 2. Police Salaries						
	Lieutenant Early					\$ 76,024.08
	Patrolman LaFlower					\$ 66,690.72
	Patrolman Bouchard					\$ 60,071.76
	Patrolman Morin					\$ 59,194.80
	Patrolman Nale					\$ 58,237.80
	Patrolman Fortin					\$ 56,642.22
	Patrolman Shea					\$ 56,088.90
	Patrolman New hire					\$ 48,786.12
					Total	\$ 481,736.40
Section 3. Police clerk						
	Per personnel by-law					\$ 28,749.67
Section 4. Supplemental Salaries						
Special assignment						
Officers designated as detective (260), K9, Crime scene, Sexual assault investigator or Field training Officer						
	300 shifts per year @ 8 hours					\$ 3,600.00
Shift differential						
	First shift on weekends 32 hrs per week					\$ 1,670.40
	100 hours for shift overlap, emergency and special situations					\$ 100.00
	Second shift 112 hours per week					\$ 10,231.20
	100 hours for shift overlap, emergency and special situations					\$ 175.00
	Third shift 77 hours per week					\$ 8,038.80
	100 hours for shift overlap, emergency and special situations					\$ 200.00

[illegible]



	12 Holidays plus one floating holiday						
	Lieutenant 13 holidays						\$ 3,786.64
	Officer LaFlower 13 holidays						\$ 3,321.76
	Officer Bouchard 13 holidays						\$ 3,006.64
	Officer Morin 13 holidays						\$ 2,948.40
	Officer Nale 13 holidays						\$ 2,948.40
	Officer Fortin 13 holidays						\$ 2,835.04
	Officer Shea						\$ 2,835.04
	New Hire						\$ 2,779.92
					Total	\$ 27,450.58	
	<b>Holiday overtime coverage (holidays actually worked)</b>						
	Holidays actually worked are compensated at time and a half plus holiday pay						
	There are 9 regular holidays plus one floating holiday - 3 holidays are subject to double time pay						
	Regular pay is budgeted in salaries. For 10 holidays an extra 1/2 pay figures in.						
	Ten holidays x 5 shifts x 8 hrs x averaged 1/2 pay =						\$ 5,936.67
	Floating holidays = 8 shifts x 8 hours x averaged time and a half pay =						\$ 2,923.34
	Thanksgiving, Christmas and New Years days are compensated at double time plus holiday pay						
	(3) days x 5 Shifts x 8 hrs x average overtime pay						\$ 5,481.26
					Total		\$ 140,068.57
	<b>Overtime</b>						
	Investigations, court, emergencies, shift overlap, injury, directed patrols, special situations etc.						
	Overtime figures = 1000 hours per year						
	Includes overtime for training replacement shifts						\$ 52,071.94
<b>Section 5</b>	Expense line						
	vehicle fuel and maintenance, clerical items, purchases, tower fee, IT				Total	\$ 78,000.00	
<b>Section 6</b>	Police Maintenance and Utilities						
	Line pays all Police Department utility bills, i.e. heat, electric, water, sewer, phones, internet and janitorial supplies.						
					Total	\$ 21,600.00	
<b>Section 7</b>	Police school						





FY 2022 (actual)		Inc/dec		FY2023	
	Chief	\$ 97,188.00	\$ 1,944.00	Chief	\$ 99,132.00
	Lieutenant		\$ -	Lieutenant	
	Salaries	\$ 361,351.00	\$ 120,385.40	Salaries	\$ 481,736.40
	Clerk	\$ 25,563.00	\$ 3,186.67	Clerk	\$ 28,749.67
	Supp Sal	\$ 211,585.00	\$ 25,394.61	Supp Sal	\$ 236,979.61
	Expenses	\$ 74,700.00	\$ 3,300.00	Expenses	\$ 78,000.00
	Maint&Util	\$ 21,600.00	\$ -	Maint&Util	\$ 21,600.00
	Build Rep		\$ -	Build Rep	
	School	\$ 22,543.00	\$ 1,351.80	School	\$ 23,894.80
	Clothing	\$ 11,750.00	\$ 3,800.00	Clothing	\$ 15,550.00
	Firearms	\$ 500.00	\$ -	Firearms	\$ 500.00
	Total	\$ 826,780.00	\$ 159,362.49	Total	\$ 986,142.49
Increase over FY 2022 are contractual and added full time slot					
					\$ 159,362.49
	Total Police Department Operating Budget for FY 2023				\$ 986,142.49
	Total Operating Budget for FY2019				\$ 983,485.00

<b>Salaries</b>									
	Chief								\$ 99,132.00
								Total	\$ 99,132.00
	<b>Salaries</b>								
	Lieutenant Early								\$ 76,024.08
	Patrolman LaFlower								\$ 66,690.72
	Patrolman Bouchard								\$ 60,071.76
	Patrolman Morin								\$ 59,194.80
	Patrolman Nale								\$ 58,237.80
	Patrolma Fortin								\$ 56,642.22
	Patrolman Shea								\$ 56,088.90
	Patrolman New Hire								\$ 48,786.12
								Total	\$ 481,736.40
	Administrative Secretary							Total	\$ 28,749.67
	Per personnel by-law								
								Total Salaries	\$ 609,618.07





## Warren Selectmen

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**From:** Charlie Tremble <charliet@valleycommunications.com>  
**Sent:** Tuesday, March 22, 2022 10:22 AM  
**Cc:** Warren Selectmen  
**Subject:** Jim Dusty  
**Attachments:** Town of Warren - MA Contract NASPO Hosted Phone System Pricing UCx Business Phones 2022.pdf; UCx with Cisco Webex Brochure - 2022.pdf; Warren Town Hall - Hosted Telephone MA Contract NASPO Pricing 3-22-2022.pdf; Warren Town Hall - NEC Premise Telephone MA Contract ITT72 3-22-2022.pdf

Hello Karen & Jim - Attached please find the itemized pricing (and supporting information) for the TPx Hosted Phone System as discussed. For your convenience, here are the summary highlights:

### **Installment Purchase Plan (includes Phone Replacements throughout Term)**

Upfront Cost is \$0.00

Monthly Recurring Cost (Replaces Current Phone Bill) is \$387.71

- Hosted UCx Telephone System
- Customized Basic Automated Attendant
- 10 Polycom VVX450 & 10 VVX350 Color Display GIG IP Telephone Sets
- Monthly Bundles include: 19 Business & 1 Elite
- Voicemail to Email Features for all Users
- Pricing includes all line charges, local, and long distance calling
- Direct Dial Numbers and Emergency 911 (E911) notifications for all users
- Professional Onsite Installation & WebEx User Training Program included
- All Pricing is MA State Contract ITC60 NASPO

#### Pricing Notes:

1. There may be items (Data Switch/Firewall/Labor from your IT Vendor) needed on your data network for this application. These costs are not included in the attached pricing.
2. With the TPx installment plan, the phones are owned at the end of the term.
3. The Elite Bundle will allow for Town-wide WebEx's (up to 1000 attendees)

**Note:** Included as the 4th attachment is the MA Contract pricing for a NEC Premise Based System for comparison purposes. With this option, your current monthly phone bill would remain the same.

I am available to go over this with you at your convenience.

Thank You,

 **Charlie Tremble**

**State Contract Manager**

Direct: 413-612-6125 | Cell: 413-219-3853 Fax: 413-592-4682

[CharlieT@valleycommunications.com](mailto:CharlieT@valleycommunications.com)





**VALLEY**  
COMMUNICATIONS SYSTEMS  
*Celebrating 70 Years*

**413.592.4136**

20 1st Avenue  
Chicopee, MA 01020

## QUOTE

Quote Date: 3/15/2022  
Valid Thru: 6/13/2022

Customer Name: Warren Town Hall  
Address Line 1: 223 Brimfield Road  
City/State/Zip: Warren, MA 01083  
Contact Name: Karen Dusty  
Contact Number: 413-436-5701 x107  
Contact Email: [selectmen@warren-ma.gov](mailto:selectmen@warren-ma.gov)

## SCOPE

Proposal for an NEC SV9100 Telephone System to be installed at Warren Town Hall location, configured as follows:

- Support up to 8 CO Ports
- Support 6 SIP Trunks
- Support 20 IP endpoints
- Support 4 Analog Ports
- Support InMail Voice Mail with 25 mailboxes

This quote also includes:

- Full 1st Year Parts and Labor Warranty coverage.
- Full 5 Year Parts Warranty on starred items
- Provide 5 Year SWA
- Database gathering, installation & programming and training.

QTY	Part Number	Unit Name	Unit	Total
45	390185	ETHERNET CABLE - BLACK 7'	8.00	\$360.00
4	A20-030439-001	INSTALLATION CABLE	39.05	\$156.20
1	BE106405	CHS2U RACK MOUNT KIT	33.00	\$33.00
1	* BE113434	GCD-4LCF	188.10	\$188.10
132	BE115105	SWA PSA SV9100 UNIT	7.80	\$1,029.60
10	* BE118969	ITK-8LCX TEL	185.35	\$1,853.50
1	BE119008	8LK-K (BK) UNIT	38.50	\$38.50
10	* BE119105	ITK-24CG-1(BK) TEL	217.80	\$2,178.00
1	* BE119150	GCD-4COTB-A	139.70	\$139.70
1	* BE119153	GPZ-4COTF-A	126.50	\$126.50
10	BE119540	GIGABIT ETHERNET (LIC)	20.90	\$209.00
10	BE119542	TEL EXT LINE KEY 32 LIC	40.70	\$407.00
20	BE119590	SV91 ESSENTIAL USER-LIC 01	24.20	\$484.00
13	BE119591	SV91 PRODUCTIVITY USER-LIC 01	25.85	\$336.05
1	Q24-DN000000106299	FIVE YEAR PARTS WARRANTY	617.45	\$617.45
1	Q24-FR000000138397	DESI ITK 12D	15.12	\$15.12
1	* Q24-FR000000138723	SV9100E CP20 PRODUCTIVITY PKG	2270.95	\$2,270.95
2	443539380	Simpson Strongtie wall bracket	1.75	\$3.50
1	BE650G	APC BE650G UPS	99.60	\$99.60
1	S110DX1-100RFT	110 BLOCK 100 PAIR	61.59	\$61.59
10	CAT64AB	ERICO, 4IN J HOOK (10)	6.12	\$61.20
200	7023724	2 pair, crosswire (1000)	0.08	\$16.00
10	PLT7LH-L	7" nylon	0.36	\$3.60
1	CIS-SG250-08HP-K9-NA	CISCO 8 PORT 10/100 SWITCH	246.27	\$246.27
20		REUSE OF STATION CABLE =		\$0.00

## Project Summary

Equipment	\$10,934.43
Professional Services - Standard Labor Rates	\$3,696.00
Professional Services - Prevailing Wage Labor Rates	\$1,100.00
Shipping	\$450.00
<b>MA STATE CONTRACT ITT72 Grand Total</b>	<b>\$16,180.43</b>

Contractor:

3/15/2022

Client:

Service is included in our proposal for the first year. Beyond this time, service is available either as an all-inclusive service contract or on a per-call-plus-parts basis.  
30% Payable on signing of Sales Agreement, 30% on project start date & 40% at cutover or in service date.



## Conditional Sales Agreement

The system guarantee does not cover damages to or failure of the system resulting from causes other than wear and tear from normal use, including, but not limited to misuse, negligence, accident, theft, or unexplained loss, abuse, connection to direct current, fire, lightning, flood, wind, Acts of God or the Public Enemy, or improper wiring, installation, failure of Telco facilities, repair or alteration by anyone other than VALLEY. Any repair, re-connection, or resetting of Valley Communications-supplied equipment due to a failure or fault of customer equipment or network including, but not limited to, Local Area Network (LAN), Wide Area Network (WAN), Network Interface Cards, Data Switches, Hubs, CSUs, Routers, PCs, and servers will be charged at time and material rates.

Minor programming adjustments may be made to the system by Valley Communications at no charge for up to 14 days following cutover.

VALLEY agrees to keep this equipment free from all liens, security interests, encumbrances, and in good working order and repair while VALLEY holds the title.

VALLEY will retain title to this equipment until full payment on the contract is received. Until such time as VALLEY receives full and final payment on this contract, buyer agrees to maintain adequate insurance coverage on the equipment under this contract sufficient to the amount of this contract. VALLEY may, upon notification to the buyer, enter his premises, remove the equipment and repossess same, if payment is not received as agreed.

### FOR A T-1/PRI IMPLEMENTATION

8 hours will be allocated for connection and testing to a vendor-supplied T-1 or PRI/ISDN facility. Additional hours required for implementation through no fault of Valley Communications will be charged at contract hourly rates. FOR USE OF CUSTOMER-OWNED CABLING

Where existing telephone cabling is being reused, it is assumed that cables can be reused by cross connection to the existing cross-connect panel. Any additional testing, re-jacking, re-termination, and re-cabling required by Valley Communications to facilitate the use of existing cables will be charged at time and material rates.

### FOR USE OF CUSTOMER-OWNED DATA CABLING (Cat 5, 5E, 6 Equivalent)

It is assumed that these cables have been terminated, tested and certified to standard data cabling specifications. Any termination and testing required by Valley Communications in order to use these cables will be charged at time and material rates.

Unless otherwise stated, installation will be performed during regular business hours (8:00 a.m. to 4:30 p.m.)

Unless authorized by Valley Communications, the buyer will not make hardware and software changes to the system prior to cutover and turn over of the system to them.

Payment to be made as follows:

A. 30% Payable on signing of Sales Agreement ; 30% on project start date; 40% at cutover or in service date .

B. FINANCING THROUGH LENDING INSTITUTION - Payment to VALLEY to be made in full on cutover. (When a financing arrangement is to be used, VALLEY must be contacted by lending institution stating their acceptance before ordering of equipment or commencement of system installation.)

C. VCS may add a 2% surcharge for credit card purchases where permitted by law.

**THIS IS AN ESTIMATE -- NOT A FORMAL CONTRACT**

Quote ID: 478825

3/21/2022

The term for service(s) being ordered is 60 months. ("Term")

RS ID	Title	Address	Non- Recurring	Recurring
876263	223 Brimfield, Warren MA	223 Brimfield, Warren, MA 01092	\$3,590.00	\$318.42
<b>Sub Totals</b>			<b>\$3,590.00</b>	<b>\$318.42</b>

**Installment Payment**

Amount of Non-Recurring charges included in Installment Payments (60 months) (\$3,590.00)

Estimated Monthly Installment Payments (includes simple interest with a rate of 6%, applied annually) \$69.29

<b>Total Non-Recurring Charges</b>	<b>\$0.00</b>	
<b>Total Monthly Recurring Charges</b>		<b>\$387.71</b>

**THIS IS AN ESTIMATE -- NOT A FORMAL CONTRACT**

Rate Schedule #876263

223 Brimfield, Warren MA

Quote ID: 478825

3/21/2022

**WARREN, TOWN OF**

Good through: 4/20/2022

Address: 223 Brimfield, Warren, MA 01092

The term for Service(s) being ordered is 60 months ("Term").

UCx Group Services (Install)	Description	Qty	Each	Usage	Type	NRC	MRC
Auto Attendant - Basic		1	\$14.31	-	xNet	-	\$14.31
Auto Attendant - Basic Setup Charge		1	\$0.00	-	xNet	\$0.00	-
						\$0.00	\$14.31
UCx User Bundles (Install)	Description	Qty	Each	Usage	Type	NRC	MRC
Direct Inward Dial Number -- On-Net		20	\$0.05	-	xNet	-	\$1.00
New DID Installation Charge -- On-Net		20	\$0.00	-	xNet	\$0.00	-
End User Connection Charge (EUCC)		20	\$0.00	-	xNet	-	(\$0.00)
Geo-Location Emergency System Registration -- per geo-location		1	\$4.72	-	xNet	-	\$4.72
UCx & iPBX Bundle Domestic Usage Included		20,000	\$0.00	\$0.0000	-	-	-
UCx & iPBX Domestic USA & Canada Usage -- overage per minute		1	\$0.0290	\$0.0290	-	-	-
Unlimited Local Usage		1	\$0.00	-	xNet	-	\$0.00
User Bundle Count		20	\$0.00	-	xNet	-	\$0.00
User Bundle Configuration Charge		20	\$0.00	-	xNet	\$0.00	-
UCx with Cisco Webex Business		19	\$13.75	-	xNet	-	\$261.25
UCx with Cisco Webex Elite		1	\$27.55	-	xNet	-	\$27.55
						\$0.00	\$294.52
UCx/iPBX Phone / Device Purchases (Install)	Description	Qty	Each	Usage	Type	NRC	MRC
Polycom VVX 350 Business Media Phone		10	\$169.00	-	xNet	\$1,690.00	-
Polycom VVX 450 Business Media Phone		10	\$189.00	-	xNet	\$1,890.00	-
Professional Installation of Equipment		1	\$0.00	-	xNet	\$0.00	-
Customer Site Visit Charge - Includes 1 hour travel to and from		1	\$0.00	-	xNet	\$0.00	-
Phone Installation Charge - per unit		10	\$0.00	-	xNet	\$0.00	-
						\$3,580.00	\$0.00
Virtual Fax (Install)	Description	Qty	Each	Usage	Type	NRC	MRC
Virtual Fax		1	\$9.54	-	xNet	-	\$9.54



3/21/22, 12:36 PM

Quote: 478825 / WARREN, TOWN OF - Dash

Direct Inward Dial Number -- On-Net	1	\$0.05	-	xNet	-	\$0.05
New DID Installation Charge -- On-Net	1	\$0.00	-	xNet	\$0.00	-
Virtual Fax - Setup	1	\$10.00	-	xNet	\$10.00	-
						<b>\$10.00 \$9.59</b>

**INSTALLMENT PAYMENT DETAILS**

Charge Description	Total Monthly Amount	Term
Polycom VVX 350 Business Media Phone	\$32.60	60
Polycom VVX 450 Business Media Phone	\$36.50	60
Virtual Fax - Setup	\$0.19	60
<b>Total of Monthly Payment Amounts</b>	<b>\$69.29</b>	

*Total of installment payments will be different from the NRC cash price.*

**NRCS NOT INCLUDED IN THE INSTALLMENT PAYMENT PLAN**

Charge Description	Price
<b>Total of opted-out NRC Amounts</b>	<b>\$0.00</b>

*Currently there are no opted-out NRCs.*



# Board of Selectmen Meeting

Facilitator: \_\_\_\_\_

Date: 3/31

Objectives			

Attendee:

Maddene Whitlock

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

Attendee:

Adam Laro

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

Attendee:

G. Millette

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

Attendee:

Tracey Mayers

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

Attendee:

Jean McCaughey

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

Attendee:

Barbara B. Laekin

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

Attendee:

Jim Dusty

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

Attendee:

Don Tibodeau

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

Attendee:

Brianna Dam

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

Attendee:

Charlene Jarvis

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

Attendee:

Suzanne Ramsey

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

Attendee:

Karen Dusty

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