

Selectmen Meeting
April 14, 2022, 6:00 PM

In attendance: David Dufresne, Chairman; Rich Eichacker, Vice-Chair; Derick Veliz, Clerk

1. **Call Meeting to order:** 6:03 PM
2. **Pledge of Allegiance** TOWN MTGS STARTING AT 11:30 STM AT QRS IN THE GYM 12:00 ATM
3. **QRSD Budget Questions:** Mr. Dufresne asked why it is so much more money this year vs in the past. As we look at your report you have more that $\frac{1}{2}$ of the budgets left for less than $\frac{1}{2}$ the year? With more discussion the Board of Selectmen asked for a current update on their accounts and them to meet again once we have a chance to analysis that information. The school Director of Finance and Operations, Sheri Stumper, stated that they transfer funds around at the end of the year so that all funds are spent. Superintendent said that no matter what the numbers are the town will have to pay it.
4. **March reports from Police, Fire and Emergency Management Team:** see reports attached.
5. **Ambulance abatements 2nd quarter FY22:** Mr. Eichacker made a motion to accept the abatements for the ambulance. 2nd by Mr. Veliz AIF Passed.
6. **Warrants & Bills:** Mr. Eichacker made a motion to accept and pay all bills after all are Mr. Veliz 2nd AIF Passed Pay the bills.
 - a. Warrants
 - b. Bills
 - i. Valley Communications Systems, Inc \$264.00
 - ii. Marlin Capital Solutions \$2,048.38
 - iii. Crystal Rock \$26,45
 - iv. Comcast Business \$138.35
 - v. Associated Building Wreckers, Inc. \$872.00
 - vi. National Grid Gas \$1,670.95
 - vii. National Grid Elect \$324.30
 - viii. National Grid \$104.49
 - ix. MassCor \$21.95
 - x. MassCor \$399.63
 - xi. Workhorse Construction \$800.00
 - xii. Elan City Electronic Speed signs \$11,473.00
 - xiii. Verizon \$1.92
 - xiv. Verizon \$12.68
 - xv. Commonwealth of Mass \$1,000.00
 - xvi. Not to pay with town's moneys but from a grant \$1,236.47
7. **Minutes:** no meetings minutes to review
8. **New Business:** Mr. Eichacker made a motion to accept the Warren Municipal Vulnerability Preparedness Contract 2nd by Mr. Veliz AIF accepted the contract.
9. **Old Business:** electronic speed sign was delivered to the police station.
10. **Town Administrator Report:** Mr. Ferrera brought up that after looking at the past 5 years that it looks like we have about \$300,000.00 left over in free cash each year and that we need to be able to keep some in Free Cash just in case the town have an emergency. So, we can gage where we will be in a couple of months depending on the school budget. Mr.

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Dufresne commented that the school budget is always going to go up. We are trying to get the school to give us a reasonable number that both of us can live with. Mr. Eichacker stated that we should always try to keep at least \$300,000.00 in free cash. Mr. Ferrera said that maybe we should ask the departments that are looking for several larger items to see if they could lower their request for Capital Planning this year to see how much free cash we have after we certify the free cash in the fall. Then they can ask to put more money in the Capital Planning fund account.

11. Comments and Concerns:

- a. Mr. Veliz stated that North Brookfield might be joining Quaboag Regional School District that will help with the request for more money. North Brookfield is trying to figure out how transportation is going to work and how much it will cost them. Mr. Dufresne said the North Brookfield wants to move forward but they are trying to figure out how to do it. This will be good as long as it doesn't cost our towns people any more money.
- b. Chief Lavoie wanted to know if we could have a "Municipal Hearing Officer"? someone that would be trained and fair to hear both sides as to why tickets or fines are not paid. To settle disputes and be fair about it. Mr. Ferrera is to investigate this.

12. Next Meeting Date: April 21, 6:00 PM

13. Adjourn: Mr. Eichacker made a motion to adjourn, MR. Veliz 2nd AIF Adjourn 8:19

Respectfully submitted by
Karen Dusty Administrative Assistant


Derick Veliz, Clerk

Monthly Report March 1, 2021 to March 31, 2021

In the month of March 2022, the Warren Police Department responded to a total of 1644 calls for service with 24 ending in arrests. The following is a breakdown of statistics.

Calls Logged	1644
Felonies Investigated	6
Incident reports	91
On View Arrests	6
Warrant Arrests	1
Summons Arrests	17
Total Arrests	24
Protective Custodies	4
Juvenile Arrests	3
Motor Vehicle Stops	164
Motor Vehicle Citations	96

In March 2022, 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	54,290
Fusion	37,536
D785	21,656
5068	189,453
C564	75,950
5116	122,149
Humvee	8,227

On the 3rd, I along with the Chiefs from Ware and Hardwick attended a Domestic Violence Task force meeting. At this meeting we set up a training for Officers in April that the Task Force will put on.

On the 5th, the Veteran's Services Department put on a flag burning ceremony. This allowed the Town's people to properly dispose of tattered flags the proper way. The department had several flags that we were able to give the proper send off to. Thank you to Becky Acerra for putting this event on and inviting us.


On the 14th, new Town Administrator Jim Ferrera started. I was able to met and talk with Jim about various topics the Town is facing. I look forward to working with Jim to move Warren forward.

On The 30th, Lt Early and I spoke with two health classes at Quaboag High School. The class was conducting a block on alcohol and its effect on the human body. We spoke a little on various alcohol laws as well as laws on OUI.

This month I attended a training put on by our insurance carrier MIIA. The training was for preventing sexual harassment in public safety. By attending this class, it will give a small discount on our insurance premium.

Also, at the end of the month, we were notified by the state that we were awarded an AED grant that we had applied for. This grant is funding to purchase one more AED. With the previous grant we were awarded this will make three brand new AED's we are able to put in to our cruisers.

Stay and Healthy,



Chief Gerald Millette

FIRE CHIEF REPORT

March 2022

FIRE CALLS:

The Fire Department responded to 29 calls in March of 2022.

Activated Alarm.....	1
Motor Vehicle Accident.....	8
Medical Assist.....	5
Structure Fires.....	1
Illegal Burns.....	2
Investigation.....	5
Oil Burning Equipment.....	1
Mutual Aid.....	1
Carbon Monoxide.....	1
Cancelled.....	4

AMBULANCE:

The ambulance responded to 62 calls in March of 2022, and 10 ALS intercepts were required.

INSPECTIONS:

The following inspections took place in March:

- 4 Smoke/CO
- 2 Propane Tanks
- 1 Oil Burner Inspections

ACTIVITIES/MEETINGS:

Warren Fire held a training in March to review brush fire equipment and scenarios to prepare for the upcoming brush fire season. We also began trainings for our newly sworn in Junior Firefighters. We are very excited for this program and hope to grow the program in the future. Warren EMS held a virtual training to review MOLST/DNR forms and protocols.

BUDGET:

I continue to monitor the FY 22 budget closely and some line item transfers may be necessary. Ambulance wages will not be sufficient to close the fiscal year and I expect to have to address this with an article on the special town meeting unless it can be addressed by transfers.

As always, thank you for your ongoing support,

Adam Lavoie
Fire Chief

Weather events for month

March 3 1 inch of snow

March 9 3.5 inches of snow

March 12 rain to flash freezing then an inch of snowfell

March 18 near record warm high temperature of 72

March 28 windy conditions winds 20 to 40 miles an hour or so

March 28 and 29th a (late cold snap) temperatures did not climb out of the 20s and we're in single digits for the Low temperatures.

CERT Report

3-1 2 members of CERT attended quarterly CERT meeting which is held with regional cert teams, this was held at the Worcester emergency operation center from 6 PM to 8 PM

3-5 3 members of CERT assisted West Brookfield Board of Health from 9 to 2 passing out Covid test kits, we were there to help the traffic flow.

3-5 Town Of Warren veterans council had their flag burning ceremony down at the town common Four CERT members were present at the ceremony and assisted with parking 3-6 pm

Emergency Management Report MARCH 2022

3 -17 hazard mitigation workshop Via zoom

3- 24 met with Town's animal control officer to go over plans current, plans of animal sheltering.

3- 31 attended quarterly EMD meeting which was held in Agawam this was the first in person meeting since Covid, Updates from Mema about equipment that is available to communities in emergencies and planed events, also updates on upcoming grants. 9-11 am



TOWN OF WARREN

FIRE DEPARTMENT

1012 Main Street, P.O. BOX 608, WARREN, MASSACHUSETTS 01083
TELEPHONE: 413-436-5444 FAX: 413-436-0244

Adam S. Lavoie
Fire Chief

08 April 2022

Board of Selectman
Town of Warren
48 High St.
Warren, MA 01083

Re: Ambulance Abatements, (2nd Quarter FY22)

Dear Board Members,

The breakdown of ambulance abatements for the 2nd Quarter of FY22 are as follows: The Board will need to write off said totals for accounting purposes.

	OCT	NOV	DEC
INSURANCE DISALLOWED:	\$37,445.57	\$33,962.75	\$54,076.72
BAD DEBT:	\$0.00	\$0.00	\$1,647.25
TOTAL:	\$37,445.57	\$33,962.75	\$55,723.97

Respectfully Submitted,

Adam S. Lavoie
Fire Chief

Pc. Accountant

*Approved
4/14/22*

Warren Fire Department Ambulance
 Ambulance Billing Account Reconciliation Report
 FY 2022

Prepared By: Comstar
 3/25/2022

Month Ended:	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	YTD
Beginning Balance	\$264,695.73	\$228,829.27	\$227,018.64	\$260,138.15	\$254,723.51	\$265,191.42	\$289,274.87	\$281,597.30	\$275,423.16	\$275,423.16	\$275,423.16	\$275,423.16	\$264,695.73
Gross Commitments	\$44,644.00	\$64,125.00	\$113,030.00	\$64,025.00	\$63,335.00	\$105,172.00	\$70,012.50	\$66,055.54					\$590,399.04
Contractual Allowances	\$48,572.59	\$49,303.09	\$57,895.54	\$37,445.57	\$33,962.75	\$54,076.72	\$47,632.81	\$47,468.18					\$376,357.25
Net Commitments	-\$3,928.59	\$14,821.91	\$55,134.46	\$26,579.43	\$29,372.25	\$51,095.28	\$22,379.69	\$18,587.36	\$0.00	\$0.00	\$0.00	\$0.00	\$214,041.79
Payments Rcvd By Comstar	\$9,343.10	\$1,046.96	\$3,862.89	\$8,864.44	\$5,082.80	\$6,660.09	\$8,619.32	\$6,918.93					\$50,398.53
Payments Rcvd By Client	\$23,355.89	\$14,483.74	\$18,155.29	\$25,358.25	\$13,821.54	\$18,996.70	\$21,437.94	\$17,842.57					\$153,451.92
Reimbursement / Retraction	\$761.12	\$0.00	\$3.23	\$2,228.62	\$0.00	\$292.21	\$0.00	\$0.00					\$3,285.18
Net PMT Applied	\$31,937.87	\$15,530.70	\$22,014.95	\$31,994.07	\$18,904.34	\$25,364.58	\$30,057.26	\$24,761.50	\$0.00	\$0.00	\$0.00	\$0.00	\$200,565.27
Write-Offs	\$0.00	\$1,101.84	\$0.00	\$0.00	\$0.00	\$1,647.25	\$0.00	\$0.00					\$2,749.09
Ending Balance	\$228,829.27	\$227,018.64	\$260,138.15	\$254,723.51	\$265,191.42	\$289,274.87	\$281,597.30	\$275,423.16	\$275,423.16	\$275,423.16	\$275,423.16	\$275,423.16	\$275,423.16

OFFICE OF THE TOWN ADMINISTRATOR

TO: MEMBERS OF THE BOARD OF SELECTMEN
FROM: JAMES J. FERRERA
SUBJECT: FY23 BUDGET
DATE: APRIL 14, 2022
CC: KAREN DUSTY
FILE

5 Year Fiscal Budgets Including the Local Contribution to The Schools

FY17 \$8,302,192

FY18 \$8,529,963

FY19 \$8,891,170

FY20 \$8,978,258

FY21 \$8,995,485

FY22 \$9,432,555

Proposed FY23 \$10,694,599 – Using \$550,000 for estimated above minimum contribution to the school district.

From FY17 to FY18 = 2.7% budget growth

From FY19 to FY20 = 1% budget growth

From FY21 to FY22 = 4.8% budget growth

*Estimated FY22 to FY23 = 11.83% budget growth

The proposed FY23 budget includes a new wage scale which has been endorsed by the Finance Committee. If this wage scale goes into effect the Town will see an estimated increased in overall salaries totaling to \$398,945.00 in FY23. General operational expenses in FY23 increased to an estimated \$420,659.00.

*Attached are FY23 Preliminary Cherry Sheet Estimates from MA Department of Revenue.



Board of Selectmen Meeting

Facilitator: _____

Date: 4/14 4:00 & 6:00

Objectives			

Attendee: Karen Rucci

Attendee: _____

Attendee: Michael Rucci

Attendee: _____

Attendee: Sheri Sumpter

Attendee: _____

Attendee: Joseph A. Kardant Jr.

Attendee: _____

Attendee: G. Milluty

Attendee: _____

Attendee: Adam Lacey

Attendee: _____

Attendee: Jim Ferrera

Attendee: _____

Attendee: Karen Dusty

Attendee: _____

Attendee: Joe

Attendee: _____

Attendee: _____

Attendee: _____

Attendee: _____

Attendee: _____

Attendee: _____

Attendee: _____