

Select Board Meeting

June 30, 2022

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

1. **Call Meeting to order:** 6:00 pm
2. **Pledge of Allegiance:**
3. **Public hearing for the sale of the Countryside Pub:** Mr. Dufresne asked if both parties are here and if they had any questions for the Board. Yes, both parties were there and they didn't have any questions. Then Mr. Dufresne asked if Rich had any questions, he said no. Mr. Dufresne said that we were here to vote on allowing the sale to go through with the Countryside Pub. Mr. Eichacker made a motion to accept the sale of Countryside Pub from HTT LLC to AMR Real Estate and the transfer of liquor license from HTT LLC to AMR Enterprise. Mr. Dufresne 2<sup>nd</sup> AIF Passed.
4. **Review of the release of liability and responsibility for the Town of K-9 dog Murray:** Mr. Ferrera said he met with Chief Millette and drafted the letter and the release of liability and responsibility for officer K-9 Murray. Chief Millette said that he would miss having a K-9 unit but was understanding that it wasn't feasible to keep Murray after Officer LaFlower left the force since he was getting up in age and has health conditions. So, they would both be moving to Florida at the end of July. There were no other questions or concerns about the letter or the notice of release. We will retire Murray at a time when both can attend the meeting.
5. **Appointments for FY 2023:**
  - a. **ONE YEAR TIRMS** Mr. Eichacker made a motion to reappoint the following people to another one (1) year term after all the names and positions were read Mr. Dufresne 2<sup>nd</sup> AIF Passed
    - i. Derick Veliz – Planning Board Delegate to Central MA Regional Planning Commission
    - ii. Igor Kuprycz – Cable Advisory Committee
    - iii. Otto Shilieto – Conservation Commission
    - iv. Phillip A. Woodford – Conservation Commission
    - v. John Mielowski – Council on Aging – Custodian
    - vi. Gail Winders – Council on Aging – General Helper
    - vii. Dawn Guzik – Police Administrative Clerk
    - viii. Sylvia Buck – Quaboag Hill Tourism
    - ix. KP Law – Town Counsel
    - x. Mirick O'Connell – Special Town Counsel
    - xi. Gary Lapine – Veterans Services Officer
    - xii. Paul Soojian – Part-time Police Officer
    - xiii. Christos Tsigas – Part-time Police Officer
    - xiv. Hector Melendez – Part-time Police Officer
    - xv. John McGrath – Part-time Officer
  - b. **THREE YEAR TIRMS** Mr. Eichacker made a motion to reappoint the following people to another three (3) year term after all names were read with the positions Mr. Dufresne 2<sup>nd</sup> AIF Passed all are appointed
    - i. Travis Baker – Cable Advisory Committee
    - ii. Lisa Mundell – Cable Advisory Committee

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- iii. Jonathan Dusty – Council on Aging – Meal Coordinator
- iv. Barbara Keith – Council on Aging – Member
- v. Mary Jane Adam – Council on Aging – Member
- vi. Joyce Stuart – Council on Aging – Member
- vii. Robert D. Kelleher – Cultural Council
- viii. Adam Lavoie – Fire Department Chief
- ix. Richard K. Demetrius – Veterans Council
- x. H. William Ramsey – Veterans Council
- xi. Rebecca A. Acerra – Veterans Council
- xii. Judith E. Rice – Veterans Council
- xiii. Llyod A. Rice – Veterans Council
- xiv. Scot Mansfield – Wiring Inspector
- xv. Christopher Bouchard – Full-time Police Officer
- xvi. Garret Fortin – Full-time Police Officer
- xvii. Michael Shea – Full-time Police Officer
- xviii. David Mellen – Part-time Police Officer
- xix. Rene Cote – Part-time Police Officer

6. **Line-Item Transfers:** Mr. Ferrera stated that the Finance Committee had a meeting and approved most of these but the Warren Fire is a new one so he will bring it up to the Finance Committee at their next meeting, July 14<sup>th</sup>. He then explained why they needed the money transferred. Mr. Eichacker made a motion to accept the transfer after each one was read Mr. Dufresne 2<sup>nd</sup> AIF Passed. This was done with each transfer individually.

- a. Cemetery \$716.80 from Salaries to Supplies/Purchases
- b. Cemetery \$5,000.00 from Salaries to Cemetery Tree Cutting
- c. Warren Parks & Recreation - \$4,400.00 from Parks Salary to Park Expense
- d. Warren Parks & Recreation - \$6,033.68 from Comins Pond Salary to Parks Expense
- e. Board of Selectmen - \$28,821.41 from Health Insurance to Town Counsel
- f. Board of Selectmen - \$7,488.22 from Street light Maintenance to Selectmen Matching Grant
- g. Council on Aging – 240.00 SCM Elder Bus to Maintenance
- h. Warren Fire Department - \$1,500.00 from EMT Training to Ambulance Expense

7. **Visitors Code of Conduct:** Mr. Eichacker made a motion to accept the Visitors Code of Conduct Mr. Dufresne 2<sup>nd</sup> AIF Passed. They wanted it posted in each town building.

8. **Warrants & Bills:**

a. Warrants: Mr. Eichacker made a motion to approve the following Warrants: after they were read Mr. Dufresne 2<sup>nd</sup> AIF Pay the warrants.

i. 107	Payroll	\$68,044.00
ii. 108	Vendor	\$86,971.07

b. Bills: Mr. Eichacker made a motion to pay the following bills: after all bills were read Mr. Dufresne 2<sup>nd</sup> AIF Passed Pay our bills.

i. B-G Mechanical Services	\$491.67
ii. B-G Mechanical Services	\$1,475.00
iii. B-G Mechanical Services	\$1,475.00
iv. B-G Mechanical Services	\$381.00
v. National Grid Streetlights	-\$21,055.07
vi. Guardian Energy Mgmt. Solutions	\$8488.22



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vii. WB Mason Ink	\$68.95
viii. WB Mason	\$35.99
ix. BEC Fixing Sink in Women's restroom	\$443.18
x. KP Law	\$114.00
xi. KP Law	\$5,085.36
xii. KP Law	\$337.24
xiii. KP Law	\$1,330.00
xiv. Mirick O'Connell	\$7,185.08
xv. Mirick O'Connell	\$2,345.00
xvi. Mirick O'Connell	\$70.00
xvii. My Marlin	\$1,107.23

**9. Minutes: No minutes**

**10. New Business:** No new business

**11. Old Business:** No old business

**12. Town Administrator Report:**

- a. CPR class was great. They did use an EAD and first aid. It was four hours long, very good. Now we will set up for the other town employees.
- b. Finance Commission is out until July 14
- c. After reading more about the EDA grant, we cannot use ARPA funds for that, so you will need to decide what you want to do with that 70k.
- d. We will have the 2<sup>nd</sup> round of the ARPA funds soon. Mr. Dufresne said that maybe we could get new computers for the West Warren Library and Warren Library.
- e. Streetlight maintenance contract was awarded this week. We had 3 bids come in and we took the middle one because the lowest one didn't meet the scope of work. Mr. Eichacker said that he hoped we would get better service.

**13. Comments and Concerns:** Mrs. Dusty said the Mrs. Baxter from the Water District was concerned that people were sneaking into swim at Cumins Pond, and the Board of Health is not testing it. It is closed. People could get sick if they are swimming in it.


**14. Correspondence:**

- a. CSX Transportation Herbicide application will commence 7/5 and conclude on or before 8/5
- b. Comcast is changing their service you can see them on their webpage [Xfinity.com/programmingchanges](http://Xfinity.com/programmingchanges)

**15. Next Meeting Date: July 7, 2022, 6 PM**

**16. Adjourn:** Mr. Eichacker made a motion to adjourn Mr. Dufresne 2<sup>nd</sup> AIF Adjourned 7:50PM

Respectively submitted by:  
Karen Dusty, Administrative Assistant

  
Richard Eichacker, Vice-Chair



# TOWN OF WARREN, MASSACHUSETTS

## P O L I C E   D E P A R T M E N T

1 MILTON O. FOUNTAIN WAY, P.O. BOX 606, WARREN, MASSACHUSETTS 01083  
TELEPHONE: 413-436-9595 FAX: 413-436-7674

GERALD N. MILLETTE  
CHIEF OF POLICE  
*Lt. James Early*

To: Warren Board of Selectmen  
From: Chief Gerald Millette  
Re: K9 Murray retirement  
Date: June 30, 2022

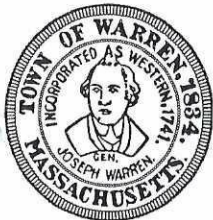
Dear Board Members,

I am writing regarding my recommendation for the care of K9 Murray with his retirement and Officer LaFlower's upcoming departure. K9 Murray is almost 8 years old and most Police K9's retire at this age. Murray currently has health problems and suffers from arthritis and anaplasmosis. Ofc. LaFlower has stated that he would like to take ownership of Murray at retirement. It is customary that a Police K9 stay with its handler after retirement as they are trained to obey their handler. Ofc. LaFlower has agreed to take all responsibility for care and liability of Murray from the Town of Warren.

At this time, I believe it is in the best interest of the Town of Warren, Warren Police Department and K9 Murray that on July 23, 2022, Ofc Joseph LaFlower be allowed to take possession of Murray. On of July 23, 2022, Ofc. LaFlower will assume all responsibility, care, and liability for Murray.

Respectfully,

Chief Gerald N, Millette



# TOWN ADMINISTRATOR

CHARLES E. SHEPARD MUNICIPAL BUILDING

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

## RELEASE AND ACKNOWLEDGMENT OF LIABILITY AND RESPONSIBILITIES WITH REGARDS TO THE CARE AND CUSTODY OF K9 MURRAY.

I, \_\_\_\_\_, acknowledge that there are certain risks associated with the care and custody of K9 Murray. I further acknowledge and agree that being awarded the care and custody of K9 Murray from the Town of Warren, Massachusetts is my free and voluntary act and, that I assume full responsibility and liability for the care and custody of K9 Murray. I further acknowledge that K9 Murray is being offered by the Town in an "As is" condition.

In consideration of my being awarded the care and custody of K9 Murray from the Town of Warren, Police Departement, I, on behalf of myself and my agents, predecessors, successors, insurers, heirs and assigns, hereby release, forever discharge and agree to hold harmless the Town of Warren, Massachusetts, its officers, employees, and agents from any liability for any and all loss, damage, costs, claims, expenses and compensation arising out of any bodily injury or property damage I receive or incur in connection with the care and custody of K9 Murray.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_



**YEAR END APPOINTMENTS  
BOARD OF SELECTMEN MEETING  
THURSDAY, JUNE 30, 2022**

The following highlighted appointments were made at a duly posted Selectmen's Meeting on Thursday, June 30, 2022:

<b>Position One Year Appointments</b>	<b>Person</b>	<b>Date expired</b>
Planning Board Delegate to CMRPC	Derick Veliz	June 30, 2022
Board of Selectmen Alternate	Richard Eichacker	June 30, 2022
Cable Advisory Committee	Igor Kuprycz	June 30, 2022
Conservation Commission	Otto Shillieto	June 30, 2022
Conservation Commission	Phillip A. Woodford	June 30, 2022
Council on Aging – Custodian	John Mielowski	June 30, 2022
Council on Aging-General Helper	Gail Winders	June 30, 2022
Police Administrative Clerk	Dawn Guzik	June 30, 2022
Quaboag Hill Tourism	Sylvia Buck	June 30, 2022
Town Counsel	KP – Law	June 30, 2022
Special Town Counsel	Mirick O'Connell	June 30, 2022
Veterans Services Officer	Gary Lapine	June 30, 2022

<b>Position Three Years Appointments</b>	<b>Person</b>	<b>Date expired</b>
Cable Advisory Committee	Travis Baker	June 30, 2022
Cable Advisory Committee	Lisa Mundell	June 30, 2022
Council on Aging-Meal Coordinator	Jonathan Dusty	June 30, 2022
Council on Aging	Barbara Keith	June 30, 2022
Council on Aging	Mary Jane Adam	June 30, 2022
Council on Aging	Joyce Stuart	June 30, 2022
Cultural Council	Robert D Kelleher	June 30, 2022
Fire Chief	Adam Lavoie	June 30, 2022
Veterans Council	Richard K. Demetrius	June 30, 2022
Veterans Council	H. William Ramsey	June 30, 2022
Veterans Council	Rebecca A. Acerra	June 30, 2022
Veterans Council	Judith E. Rice	June 30, 2022
Veterans Council	Lloyd A. Rice	June 30, 2022
Wiring Inspector	Scot Mansfield	June 30, 2022

**POLICE DEPARTMENT: 3 YEAR TERM – FULL TIME OFFICER(S)**

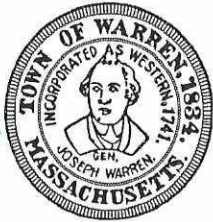
Christopher Bouchard	June 30, 2022
Garrett Fortin	June 30, 2022
Michael Shea	June 30, 2022

**POLICE DEPARTMENT: 3 YEAR TERM – PART TIME OFFICER(S)**

David Mellen	June 30, 2022
Rene Cote	June 30, 2022

**POLICE DEPARTMENT: 1 YEAR TERM – PART-TIME OFFICER(S)**

Paul Soojian	June 30, 2022
Christos Tsigas	June 30, 2022
Hector Melendez	June 30, 2022
John McGrath	June 30, 2022



# TOWN ADMINISTRATOR

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## VISITORS CODE OF CONDUCT

The Town of Warren's officials and employees strive to provide a positive experience for those visiting Town facilities, by following the "Professional Standards of Conduct Policy." In addition, the Town supports a workplace that is conducive to personal safety and security and is free from intimidation or violent acts. The Town does not tolerate workplace violence, including the threat of violence by anyone who conducts business with the Town.

The Town will not tolerate harassing conduct that affects employment conditions, which interferes unreasonably with an individual's performance, or that creates an intimidating, hostile, or offensive work environment.

Complying with this Code of Conduct is required by all people doing business with Town employees and any official board or committee of the Town.

Violators who do not comply with this policy may be asked to leave the premises.

### Expected Conduct

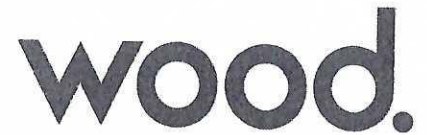
- **AVOID CAUSING DISTURBANCES OR DISRUPTIONS**
- **SHOW RESPECT FOR OTHERS, BUILDING FACILITIES, AND PERSONAL PROPERTY OF OTHERS**
- **ANY DISCRIMINATORY PRACTICES WILL NOT BE TOLERATED**
- **USE COMMON COURTESY WHEN INTERACTING WITH OTHERS**
- **DO NOT ENGAGE IN ANY LEWD OR OFFENSIVE BEHAVIOR OR LANGUAGE**
- **ANY FORM OF VIOLENCE IS PROHIBITED**
- **SMOKING, DRINKING ALCOHOL, OR APPEARING TO BE UNDER THE INFLUENCE OF ANY ILLEGAL SUBSTANCE IS PROHIBITED**

Repeated violations may result in permanent suspension of facility privileges.

*Thank you for your visit and cooperation!*

  
**James J. Ferrera**





Wood Environment and Infrastructure Solutions, Inc.  
100 Apollo Drive, Suite 302  
Chelmsford, MA 01824  
USA  
T: 978-692-9090  
[www.woodplc.com](http://www.woodplc.com)

**2022 Vegetation Management  
Railroad Right-of-Way  
CSX Transportation, Inc.**

On behalf of CSX Transportation, Inc. (CSX), Wood Environment & Infrastructure Solutions, Inc. is providing you notice that CSX intends to perform herbicide application to manage weeds on the railroad, as described in the Yearly Operational Plan previously noticed, and as permitted by 333 CMR 11.00, the Massachusetts Rights-of-Way Management regulations.

- Application will commence on or after July 5 and conclude on or before August 5;
- Work summary: herbicides will be applied via low-pressure spray from a rail-mounted truck in order to manage weeds on the railroad bed, and will be applied one time in 2022 only in non-sensitive areas and buffer zones to sensitive areas, as described in the Yearly Operational Plan;
- Questions about vegetation management on the railroad, including requests for copies of the Yearly Operational Plan, may be directed to the undersigned at [stephen.herzog@woodplc.com](mailto:stephen.herzog@woodplc.com).

Sincerely,

**Wood Environment & Infrastructure Solutions, Inc.**

A handwritten signature in black ink, appearing to read "Stephen G. Herzog".

Stephen G. Herzog  
Project Manager

copy: CSX Transportation, Inc.





June 22, 2022

Board of Selectmen  
Town of Warren  
48 High Street  
Warren, MA 01083

**Re:    *Programming Advisory***

Dear Chairman and Members of the Board:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. As part of this commitment, we maintain a webpage with a list of channels that may soon expire or terminate at <https://www.xfinity.com/programmingchanges>. On June 9, 2022, we added ShopHQ to the webpage. Unfortunately, programming from ShopHQ may cease on July 12, 2022 due to contract violations.

Please feel free to contact me at 413-730-4513 if you have any questions.

Sincerely,

Eileen Leahy  
Sr. Manager, Government & Regulatory Affairs



# BOARD OF SELECTMEN MEETING

CHARLES E. SHEPARD MUNICIPAL BUILDING

DATE: 6/30/22

Attendee:

Joseph Kucshat Jr

Attendee:

Alicia Rowland

Attendee:

Rhonda Keeney

Attendee:

Suzanne Ransby

Attendee:

Adrian Lacro

Attendee:

Cathy Boyter

Attendee:

Attendee:

Attendee:

Attendee:

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