

Selectboard Meeting

October 27, 2022

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

Call Meeting to order: 6:02 pm

Pledge of Allegiance

1. **Review, Vote and sign the warrants for the Special Town Meeting (11/14/22, 6:00 p.m.):** after going over each warrant and some discussion Mr. Eichacker made a motion to accept and sign the warrants for the Special Town Meeting 2nd by Mr. Veliz AIF Passed unanimously.
2. **Review and possible vote on schedule of fees for parking citations:** Chief Millette made the statement that the rates have not been changed in a number of years and that he had spoken with the parking clerk, and they felt that they should be raised. After some discussion on the amounts Mr. Eichacker made a motion to accept the schedule of fees for parking citations as agreed on most tickets will be \$20.00 except Code #04 which will be \$50.00, and code #17 which will be \$100.00 2nd by Mr. Veliz AIF Passed unanimously.
3. **Vote on the disposal of a decommissioned police cruiser:** According to the letter from the Police Chief the cruiser has been 2015 has been stripped of all Police Markings and equipment. They would like to turn it over to Coparts to auction it off. Mr. Eichacker made a motion to approve the Police to take care of the disposal and decommission of the police cruiser. 2nd by Mr. Veliz AIF Passed unanimously
4. **Discussion and possible vote on the use of American Rescue Plan Funds (ARPA) awarded to the Town:** Items to be added to the ARPA expenditures are \$8,000.00 for the ARPA audit; \$56,780.04 for the Fire pickup truck; and \$12,425.00 for 3 computer control system for salting the roads for the Highway Department. Mr. Eichacker asked about the piece of equipment that was missed when the RFP went out for the sewer department. Mr. Ferrera let the board know that it is called a Bar Rake, Mr. Eichacker let everyone know the purpose of this and the need. The Plant manager is looking into the cost of it. Mr. Eichacker made a motion to approve the spending of the American Rescue Plan Funds for the following \$8,000.00 for the upcoming audit; \$56,780.04 for a 2023 Silverado fitted with a plow for the fire department; \$12,425.00 for a computer control system for the Highway Department. 2nd by Mr. Veliz AIF Passed unanimously
5. **Continued discussion of the recent inspection of the Town's levee system and potential funds sources for maintenance and repairs:** We received more grant information from Mr. McKeon. We need to do an inspection on all the flood gates, and make sure they work. Mass.gov has grant that we might qualify to purchase and to hire someone to check the valves and make sure that they are working properly.
6. **Discussion on establishing budget guidelines for Fiscal Year 2024:** Mr. Ferrera asked the board to think about what guidelines that you like to give to the Departments for the budget. To level fund or 1% or 2% increase. Mr. Dufresne stated that everything is going up, so we need to keep with those cost. See what the Finance Committee recommends. This will be discussed more at a later meeting. Need to get the information out to the departments and boards.
7. **Warrants & Bills:**
 - a. Warrants Mr. Eichacker made a motion to pay the warrants. 2nd by Mr. Veliz AIF Passed Unanimously
 - b. Bills: Mr. Eichacker made a motion to pay the bills. 2nd by Mr. Veliz AIF Passed Unanimously

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- c. Bill Mr. Dufresne made a motion to reimburse Joyce Eichacker \$15.93 for the cost of the zoom account. 2nd by Mr. Veliz AIF passed by the 2 votes. Mr. Eichacker to recuse himself motion to pay
- 8. **Minutes:** Mr. Eichacker made a motion to accept the minutes from the meeting held on Oct. 20.2022
- 9. **New Business:** N/A
- 10. **Old Business:** Matt the Baseball person has asked if he could leave the inside batting cage in the room to use it in the gym in the winter months. After some discussion it was agreed that Baseball can leave the batting cage and pitching equipment in the building and use the gym when needed.
- 11. **Town Administrator Report:**
 - a. Pest control contract has been signed with Modern Pest – initial service is scheduled for November 1st. Need to have no phone sitting around needs to be in sealed containers.
 - b. One stop Grant – Prospect Street \$395,500.00 was awarded to the town. One stop, MassWorks school street improvements project was not selected this year for a grant.
 - c. Northeast IT annua Review – was held on Monday the 24th
 - i. Dell server warranty will be expiring in April. Estimated renewal \$900.00 for two years
 - ii. SonicWall firewall support needs to renew this April recommended for a 3-year subscription \$1,315.00
 - d. FY 23 MIIA Risk Management Grant was submitted last week for the Sewer Department (Optica, for sewer line inspections)
 - e. Vadar Systems will be making an onsite presentation of their software to the Tax Collector, Assessor and accounting departments on November 9th at 10am.
 - f. Colonial Life – Voluntary Benefits for full-time employees.
 - g. Do some training on Procurement, sexual harassment diversity, safety, cyber. Close the office for an hour or just put a note on the door same day of the month.

12. **Correspondence:** None

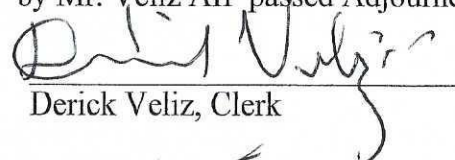
Comments and Concerns:

- Mr. Eichacker had a few things:
 - Went to the water district meeting. The treatment plant will be up and running in February.
 - We need more people on the Community Development Advisory Committee met on Wednesday. They are working on several grants, like the one stop that we just received and the Municipal Vulnerability grant, once this is done, we can get action grants
 - Green Community Grant. Solar panels on this building and on the wastewater treatment plant.
- Chief Lavoie brought up the Trick and Treating on Monday changing it due to weather. It was decided to wait and see if the weather will hold off.

Next Meeting Date: Nov. 3, 2022, 6PM

Adjourn Mr. Eichacker made a motion to adjourn. 2nd by Mr. Veliz AIF passed Adjourned.

Respectfully Submitted by
Karen Dusty, Administrative Assistant


Derick Veliz, Clerk



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
James Early
Lieutenant

To: Board of Selectmen

From: Chief Gerald Millette

Re: Old Cruiser #68

Date: 10/25/2022

Dear Board Members,

At this time, we have taken possession of the new 2022 Ford Police Interceptor that is the replacement of the 2015 Ford Interceptor, VIN#1FM5K8AROFGB61844 with over 189,000 miles. The 2015 has been stripped of all Police markings and equipment. At this time, it is ready for disposal of your choosing. I am requesting guidance on how the Board wishes to proceed.

Respectfully Submitted,

Chief Gerald Millette

ARPA Funds (FIRST ROUND)- Office of The Town Administrator - 9/15/2022

Department	Use	Allocated	Submitted
Starting Amount		\$ 780,445.74	\$ 780,445.74
Town Clerk		\$ 9,500.00	\$ 9,500.00
Town	Clickers	\$ 67,724.11	\$ 67,724.11
BOH	Hand free	\$ 42,757.60	\$ 42,757.60
Town	Testing Kit	\$ 92,500.00	\$ 92,500.00
Fire Department	Essential Workers -Premium Pay	\$ 350,023.83	\$ 350,023.83
BOS	Radios	\$ 3,540.00	\$ 3,540.00
Town	Cleaning of the building for COVID	\$ 325.32	\$ 325.32
BOS	Not paid by CARES	\$ 1,574.58	\$ 1,574.58
BOH	Misc. Camera, TV, Misc.	\$ 14,015.74	\$ 14,015.74
Sewer Department	Nurses	\$ 29,000.00	\$ 29,000.00
Town Administrator	Tighte and bond for Specifications and Procurement	\$ 149,714.39	\$ 16,647.13
Town	Grit Screw	\$ 683.17	\$ 683.17
Town	Tablets	\$ 5,000.00	\$ 5,000.00
Town	Essential Workers -Premium Pay (missed)	\$ 14,087.00	\$ 14,087.00
Town	Former Essentail Workers - Premium Pay	\$ 780,445.74	\$ 618,378.48
Totals		\$	\$
			\$ 162,067.26
			\$ 162,067.26

\$ 12,352.87 difference

ARPA Funds (SECOND ROUND) - Office of The Town Administrator - 9/15/2022

Department	Use	Allocated	Submitted
2nd Allocation		\$273,289.60	\$273,289.60
Fire Department	Radio Infrastructure Project (funds to free cash)	\$122,000	\$122,000
Police Department	Police Cruiser with Trade	\$44,859.35	
Police Department	Police Cruiser with Trade	\$38,050.80	
Fire Department	AED - Lifepak 1000	\$36,000	
Highway / Cemetary / Parks	Kubota 4WD Sub-Compact Tractor	\$13,800	
Fire Department	Lucas Machine	\$17,100	
Totals		\$ 271,810.15	Allocated
Balance		\$1,479.45	Balance

ARPA Funds (SECOND ROUND) - Office of The Town Administrator - 10/03/2022

Sewer Department	Grit Screw Balance	\$ 507,156.14
Town	Essential Workers -Premium Pay (missed)	\$ 50,285.61
Senior Center	Dishwasher	\$ 1,250.00
Highway Department	2024 Western Star Truck	\$ 20,000.00
Highway Department	2022 F-550 Plow/Dump Truck	\$ 144,000.00
Town	Shepard Building Keyless / ID Card	\$ 85,238.45
Town Accountant	ARPA Audit	\$ 14,000.00
Fire Department	2023 Chevy Silverado 2500HD with Snow Plow	\$8,000
Highway Department	Computer Control Sytem - Salt and Sand	\$56,780.04
		\$12,425.00

\$391,979.10 Allocated

\$ 115,177.04 Balance

OFFICE OF THE TOWN ADMINISTRATOR

TO: BOARD OF SELECTMEN

FROM: JAMES J. FERRERA

SUBJECT: TOWN ADMINISTRATOR REPORT

DATE: OCTOBER 27, 2022

CC: KAREN DUSTY
ADMINISTRATIVE ASSISTANT
FILE

- 1) Pest control contract has been signed with Modern Pest – Initial service is scheduled for November 1st.
- 2) One Stop Grant – Prospect Street - \$395,500 was awarded to the Town. One Stop, MassWorks School Street Improvement Project was not selected this year for a grant.
- 3) Northeast IT Annual Review – was held on Monday the 24th.
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