

Select Board Meeting
December 15, 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. **Vote on the following Common Victualler Licenses** Mr. Eichacker made a motion to accept and approve the application for the Common Victualler for each one. Each was 2nd by Mr. Veliz AIF on each one unanimously voted.
 - a. Picosso on Main LLC
 - b. Alltown Market
 - c. Dunkin Donuts
 - d. Mason's Grill
 - e. Dippin Donuts
2. **Vote on the following Class I II III**
 - a. Edward H Spencer Inc. Mr. Eichacker made a motion to accept and approve the application for the Class 1 2nd by Mr. Veliz AIF Passed Unanimously
 - b. Warren Garage Mr. Eichacker made a motion to accept and approve the application for the Class II 2nd by Mr. Veliz AIF Passed Unanimously
 - c. Copart Mr. Eichacker made a motion to accept and approve the application for the following addresses: 2nd by Mr. Veliz AIF Passed Unanimously
 - i. 436 Old West Warren Rd, Class III
 - ii. 600 Old West Warren Rd, Class II, and Class III
 - iii. 656 Old West Warren Rd, Class II, and Class III
 - d. Como's Mr. Eichacker made a Class II and Class III 2nd by Mr. Veliz AIF Passed Unanimously
 - e. Warren Truck & Auto Repair Mr. Eichacker made a Class II and Class III 2nd by Mr. Veliz AIF Passed Unanimously
 - f. Fijol's Garage **Not received yet Pass Over**
 - g. Mikes Automotive **Not received yet Pass Over**
 - h. Service Auto Body Mr. Eichacker made a Class II 2nd by Mr. Veliz AIF Passed Unanimously
 - i. Subaguru of Massachusetts Mr. Eichacker made a Class II 2nd by Mr. Veliz AIF Passed Unanimously
3. **Vote on the acceptance of a state grant in the amount of \$6,896.25 for the purchase of firefighter safety equipment.** Chief Lavoie stated that this grant will pay for close to ½ of what they need for the Hokatro Pentheoth PCT 50 combi tool and battery/charging equipment. For the other ½, they'd like to use ARPA funds. Mr. Eichacker made a motion to accept the state grant in the amount of \$6,896.25 for the purchase of the firefighter safety equipment 2nd by Mr. Veliz AIF Passed unanimously.
4. **Discussion and possible vote on the use of ARPA funds in the amount of \$7,987.75 for the purchase of a Hokatro Pentheoth PCT 50 Combi Tool and Battery/Charging equipment for the Fire Department** Mr. Eichacker made a motion to Pay \$7,987.75 out of American Rescue Plan Act for the purchase of a Hokatro Pentheoth PCT 50 Combi Tool and Battery/Charging Equipment 2nd by Mr. Veliz AIF Passed unanimously

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5. **Possible vote to allow the Fire Chief to apply for the 2022 Volunteer Fire Assistant grant and sign grant application (Cost-Sharing Grant).** Mr. Eichacker made a motion to allow the Fire Chief to apply for the 2022 Volunteer Fire Assistant grant and to sign Grant application.
6. **Discussion and possible vote to sign an amendment to the antenna site agreement between SBA Structures, LLC and the Town for 949 Coy Hill Road Warren.** Chief Lavoie stated that this was the first of 3 leases to be used for the new radio system. Mr. Eichacker made a motion to sign the amendment to the antenna site agreement between SBA structures, LLC and the Town for 949 Coy Hill Road Mr. Veliz 2nd AIF Passed Unanimously.
7. **Discussion and possible vote on the use of ARPA Funds for the purchase of residential address kits for public safety.** Chief Lavoie would like to order house number signs and put them up so that the Fire Department would be able to find a house number in the case of an emergency. The Chief would like to order 200 signs and then look for posts to put them on. Mr. Eichacker made a motion to use American Rescue Plan Act funds for the purchase of residential address kits for public safety in the amount of \$2,070.00 2nd by Mr. Veliz AIF Passed unanimously.
8. **Update on the Senior Citizen property tax work-off abatement program and possible vote on modifications to the program. PASSED OVER**
9. **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.
10. **Minutes:** Mr. Eichacker made a motion to approve the minutes for November 18, 2022, 2nd by Mr. Veliz AIF Passed unanimously.
11. **Town Administrator Report:**
 - a. Mr. Ferrera informed the board that he is working with the Board of Assessors and the Board of Health to update and modify the job descriptions. We have posted the job on Indeed, with the MMA, and on the website. Both positions have generated lots of applications.
 - b. Mr. Ferrera stated that he has been working with the Treasurer and Accountant on making sure each grant is set up properly.
 - c. He stated that he has taken all of the petty cash out of the offices and that the Treasurer has certified it and he would like to set up a policy before returning it to the departments. The only two departments that have petty cash right now is Planning and the Police Department.
 - d. The installation of the new key-less entry system has begun and once the system is up and running, the old keys will not work on the doors that have the keyless entry on them. There were questions about how it will work and that the building will be unlocked during the day so anyone can walk in. Chief Lavoie wanted to know about what will happen if we have a power outage. There is battery backup for 48 hours.
 - e. Budget memo went out to remind everyone that the board is asking for level service funding only. Every department has their budget paperwork to fill out.
12. **New Business:** Fire Chief monthly Report Chief Lavoie stated that he went to an active shooting training at Sutton High School. This one had all departments involved working

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together and communicating. He also mentioned that this was the first time since he has been here that the gas bill hit \$1,200.00. This will make his budget very challenging. Maybe the town should look at getting a fuel depot? Mr. Dufresne said that they would investigate it.

13. New Business: Modern Pest increase rate for the police department it went from \$92.00 to \$100.00 per month.

14. Old Business:

- a. Acceptance & sign the annual report for liquor licenses Mrs. Dusty let them know that each year we must send in a report that states who has renewed and who has not renewed their liquor licenses and if we had any violations. Mr. Eichacker made a motion to accept the annual report for renewed liquor licenses for year 2023. 2nd Mr. Veliz AIF Passed unanimously.
- b. Mr. Veliz wanted to know what happened with the party at the Senior Center that Ms. Meli wanted the custodian to supervise. Mr. Ferrera stated that they had 2 board members there.

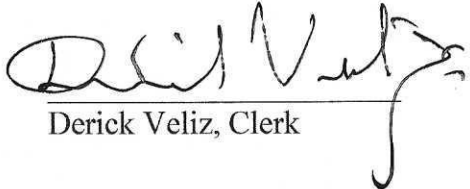
15. Correspondence: No correspondence

16. Comments and Concerns:

- a. Mr. Dufresne stated that the toy drive for the police department had a very good turn-out but if you would like to donate you still can until Sunday.
- b. Wreaths Across America laying of the wreaths is going on this Saturday, December 17th.
- c. **Next Meeting Date:** As far as meeting we might need one on December 22 or on December 29 if we get the leases back from legal. If we don't our next meeting will be January 5, 2023.

Adjourn: Mr. Eichacker made a motion to adjourn 2nd by Mr. Veliz AIF adjourned 7:51PM

Respectfully submitted by:
Karen Dusty, Administrative Assistant


Derick Veliz, Clerk

FIRE CHIEF REPORT

November 2022

FIRE CALLS:

The Fire Department responded to 34 calls in November of 2022.

| | |
|-----------------------------|---|
| Activated Alarm..... | 5 |
| Motor Vehicle Accident..... | 8 |
| Medical Assist..... | 5 |
| Cancelled..... | 4 |
| Oil Burner Issue..... | 1 |
| Gas/LP Emergency..... | 1 |
| Illegal Burn..... | 1 |
| Investigations..... | 4 |
| Structure Fires..... | 4 |
| Vehicle Fires..... | 1 |

AMBULANCE:

The ambulance responded to 52 calls in November of 2022, and 5 ALS intercepts were required.

INSPECTIONS:

The following inspections took place in November:

- 7 Smoke/CO
- 6 Propane Tank Inspections
- 5 Oil Burner/Tank Inspections

ACTIVITIES/MEETINGS:

In November, Warren EMS held four consecutive night classes to fulfill the requirements to renew all of our EMT licenses. This extensive class consisted of over 20 hours of classroom lecture and is required every two years. We did not hold fire training due to the required EMS trainings. At the beginning of the month I attended a full day training at Franklin Fire Department for Active Threat assessment and resource training, which was very informative.

BUDGET:

Our new Full-time FF/EMT Shawn Boulette completed his orientation period and has started his regular shift schedule. FY23 budget is being watched closely as we are experiencing dramatic price increases in utilities, medical supplies and fuel costs.

Respectfully,
Adam Lavoie
Fire Chief



CHARLES D. BAKER
Governor

Office of the Governor Commonwealth of Massachusetts

State House
Boston, Massachusetts 02133
Tel: (617) 725-4000

KARYN E. POLITO
Lieutenant Governor

December 7, 2022

Chief Adam Lavoie
Town of Warren
1012 Main Street
Warren, MA 01083

Dear Chief Lavoie,

Congratulations! I am pleased to inform you that the Executive Office of Public Safety and Security and the Department of Fire Services (DFS) has awarded the Town of Warren \$6,896.25 in State Fiscal Year 2023 funding for the Firefighter Safety Equipment Grant Program.

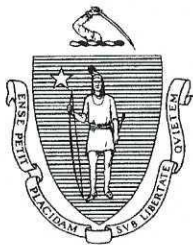
Through great challenges in recent years, the fire service in Massachusetts has maintained the level of dependability and excellence that the citizens of the Commonwealth have come to expect. Please know how thankful I am for this, and how grateful I am to be able to provide your department with this important equipment.

The contract, terms and conditions, and other award documents for this program will be provided to you by DFS. Please contact Tim Moore at DFS with any questions about this award at 978-567-3721 or Timothy.Moore@mass.gov.

Sincerely,

Governor Charles D. Baker

Lt. Governor Karyn E. Polito



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LT. GOVERNOR

TERRENCE M. REIDY
SECRETARY

*The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services*

P.O. Box 1025 ~ State Road

Stow, Massachusetts 01775

Telephone (978) 567~3100

www.mass.gov/dfs



PETER J. OSTROSKY
STATE FIRE MARSHAL

December 7, 2022

Chief Adam Lavoie
Town of Warren
1012 Main Street
Warren, MA 01083

Dear Chief Lavoie,

I am pleased to provide you with a Commonwealth of Massachusetts Standard Contract Form, Grant Agreement Scope of Work and Budget, and Contractor Authorized Signatory Listing Form for your FY23 Firefighter Safety Equipment Grant award. Please print and mail copies of these documents with original signatures to Tim Moore at the Department of Fire Services (DFS) address above. The Standard Contract Form Instructions and Commonwealth Terms and Conditions, which are incorporated by reference into this contract, may be found at www.macomptroller.org/forms. As a reminder, equipment orders may not be placed until this contract has been fully executed by DFS and your department. DFS will provide you with a copy of the fully executed contract and provide specific direction to proceed when your contract has been executed.

The funds for this program will be disbursed on a reimbursement basis in accordance with the terms of the grant Notice of Funding Opportunity. Once you have received your equipment and paid the vendor(s), reimbursement requests may be submitted to DFS by submitting the following documents to OPS.DFS-TM-Grants@mass.gov:

- Completed Final Report Template (available at www.mass.gov/info-details/grants-for-fire-departments).
- Copy of invoice(s) with detailed description of all eligible costs.
- Proof of payment to the vendor(s) (cancelled check copy or other official financial system record).

If you have any questions during the grant performance period, please contact Tim Moore at 978-567-3721 or OPS.DFS-TM-Grants@mass.gov.

This program is an excellent opportunity to improve the health and safety of firefighters across the Commonwealth, and I am grateful that we are able to provide this vital equipment to your department this year.

Sincerely,

*Administrative Services • Division of Fire Safety
Hazardous Materials Response • Massachusetts Firefighting Academy*

Sales Quote



Industrial Protection Services, LLC

33 Northwestern Dr, Salem, NH 03079

125 Roberts Rd, Ste 4, South Portland, ME 04106

www.ipp-ips.com

Date:

19-Oct-2022

Bill To: Chief Adam Lavoie
Warren Fire Department
1012 Main Street
Warren, MA

Ship to: Chief Adam Lavoie
Warren Fire Department
1012 Main Street
Warren
MA 01083

| Salesperson | | Shipping Method | Purchase Order No | |
|--------------|-------------|-------------------------------------|-------------------|------------|
| Ben Lefebvre | | Will Deliver | | |
| Qty | Item # | Description | Each Price | Line Total |
| 1 | 159.000.063 | Holmatro Pentheon PCU 50 Cutter | 11,626.00 | 11,626.00 |
| 2 | 151.000.583 | Pentheon 7 AH Battery | 707.00 | 1,414.00 |
| 1 | 151.000.742 | Pentheon Battery Charger | 543.00 | 543.00 |
| 1 | 159.000.063 | Holmatro Pentheon PSP 50 Spreader | 13,358.00 | 13,358.00 |
| | 151.000.583 | Pentheon 7 AH Battery | 707.00 | |
| 1 | 151.000.742 | Pentheon Battery Charger | 543.00 | 543.00 |
| 1 | 159.000.118 | Holmatro Pentheon PCT 50 Combi Tool | 12,520.00 | 12,520.00 |
| 2 | 151.000.583 | Pentheon 7 AH Battery | 707.00 | 1,414.00 |
| 1 | 151.000.742 | Pentheon Battery Charger | 603.00 | 603.00 |
| 2 | 151.000.503 | Daisy Chain Power Cord | 13.00 | 26.00 |
| 3 | 151.000.499 | On-Tool Charging Cord | 107.00 | 321.00 |
| | | | | |
| | | | | |

Ben Lefebvre

Quoted Freight Charges:

Email: blefebvre@ipp-ips.com Cell: 603-247-9441

\$ 42,368.00

Warren Selectmen

From: info@modernpest.com
Sent: Wednesday, December 14, 2022 2:33 PM
To: Warren Selectmen
Subject: Modern Pest Services- Account Update



Location Account # 467099

Location Address 1 MILTON O FOUNTAIN WAY

Thank you for being a client of Modern Pest. In order to make sure we are providing our clients with *best-in-class* service, we completed an annual overview of business processes and associated labor, vehicle, and material costs. From this recent review, we have made the decision to adjust pricing of our Commercial EC RT RODENT services for your location. Your new service fee is \$ 100.00.

Please be ensured we have made every attempt to absorb increases in cost and minimize the expense we are passing along to our clients. Starting at your next service, your price increase will go into effect.

There is nothing additional you need to complete regarding your service.

If you have any questions, please call our Communications Center at 1-800-323-7378, or email info@modernpest.com.

Thanks again for being a part of Modern Pest!

-The Modern Pest Team



BOARD OF SELECTMEN MEETING

CHARLES E. SHEPARD MUNICIPAL BUILDING

DATE: 12/15/22

Attendee:

Joseph Kondratyuk

Attendee: _____

Attendee:

G. M. Hesse

Attendee: _____

Attendee:

A. Laro

Attendee: _____

Attendee:

W. J. Stockley

Attendee: _____

Attendee:

Cindy Bost

Attendee: _____

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