

## Select Board Meeting

March 16, 2023

In attendance: David Dufresne, Chair; Derick Veliz, Clerk; James Ferrera, Town Administrator; Karen Dusty, Administrative Assistant

**Call Meeting to order.** 6:10pm Mr. Eichacker is absent.

### **Pledge of Allegiance**

1. **Discussion and possible vote to elevate Christos Tsigas from part-time to full-time officer.** Mr. Veliz made a motion to elevate Christos Tsigas from part-time to full-time officer. 2<sup>nd</sup> by Mr. Dufresne AIF Passed unanimously.
2. **Review of a proposed draft for request for proposals (RFP) for the Wright's Mill Recovery Master Plan project.** Mr. Ferrera stated that from the last time the Board reviewed the RFP there were just some minor changes. That this will be put on COMMBUYS, in the newspaper and on the website on the 27<sup>th</sup>. COMMBUYS is the official procurement record system for the Commonwealth of Massachusetts.
3. **Letter from the Treasure to accept the new rate for Health Insurance.** Mr. Veliz made a motion to accept the recommendation of the Treasure for the new rate for Town employee's health insurance. 2<sup>nd</sup> by Mr. Dufresne AIF Passed. Unanimously.
4. **Discussion on possible changes to the Personnel By-laws** The board liked the changes that Mr. Eichacker proposed, they will vote on this next couple of weeks.
5. **Discussion and vote on the Selectmen budget and articles for the Annual Meeting** With small discussion decided to **table until there was more information and Mr. Eichacker was here.**
6. **Police monthly report:** The Board expressed their appreciation for the retired Officer Mellen.
7. **Warrants & Bills:**
  - a. Warrants: Mr. Dufresne made a motion to pay the following Warrants. 2<sup>nd</sup> by Mr. Veliz AIF Passed unanimously.

i. #84	Payroll	\$52,933.15
ii. #85	Vendor	\$33,132.55
  - b. Bills: Mr. Dufresne made a motion to pay the following Bills 2<sup>nd</sup> by Mr. Veliz AIF Passed unanimously

i. Northeast IT		\$195.00
ii. Mirick O'Connell	\$1,805.00+\$245.00=	\$2,050.00
iii. EZ True Value		\$19.66
iv. National Grid	\$2,380.22+\$862.04+\$123.12=	\$3,365.38
v. Verizon		\$13.81
vi. Crystal Rock		\$10.58
vii. Stericycle		\$112.46
viii. WB Mason	\$15.99+115.55=	\$131.54
ix. Comcast Business		\$143.35
x. Paul Shepardson Electric		\$425.00

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xi. Kellco

\$818.43

**Minutes:** No minutes for approval

**Town Administrator Report:**

- a. We updated the Northeast IT contract to include departments that were not supported by them.
- b. Three employment contracts are due by the end of the FY and they are ready for review. The contracts are for the Town Accountant, the Police Chief, and the Police Lieutenant.
- c. Mr. Ferrera stated that the meeting at the Warren Library was very informative. We listened to their concerns and took a tour of the building. Mr. Dufresne stated that he had two concerns which are: 1) they needed new computers, and 2) there are extension cords going across the floor and they might need an electrician to put in some additional plugs.
- d. Next is the Police station getting quotes on the testing of the items in the basement. Mr. Dufresne said until we get the information back, we do not want anyone in the basement.

**New Business:** No new business

**Old Business:** No old business

**Correspondence:** Vaccine clinic held at the Highway Department 87 Brimfield Rd. 2<sup>nd</sup> Chance will be administering the vaccines from 9-12 on April 1<sup>st</sup>.

**Comments and Concerns:**

- a. Mr. Kondrat stated that the school can build cabinets for the building.
- b. Mr. Tim from Winthrop Terrace wanted to know if the Selectboard had any control over what happens at Winthrop Terrace? Mr. Dufresne stated that they did not have any authority over them. Mr. Tim would like the Board to speak with the person that they appointed to see if they could get the board over there to listen more to the concerns of the residents. Mr. Dufresne stated that he would reach out.

**Next meeting March 23, 2023, 5 PM Executive session; 6pm regular session.**

**Adjourn** Mr. Veliz made a motion to adjourn 2<sup>nd</sup> by Mr. Dufresne AIE adjourned, 7:30pm

Respectfully submitted by  
Karen Dusty, Administrative Assistant

  
Derick Veliz, Clerk



# TOWN OF WARREN, MASSACHUSETTS

## POLICE DEPARTMENT

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

Date: March 13, 2023  
To: Christos Tsigas  
From: Chief Gerald Millette  
Re: Offer letter

Dear Officer Tsigas,

This letter is an offer for the open Full-Time Officer position for the Town of Warren Police Department. Your appointment is contingent on the following: approval by the Board of Selectmen, passing full time medical exam and completing all academy requirements per the MPTC.

According to the Union wage classification, your salary level is academy \$20.00. At completion of Academy requirements, you will go up to step 1. Your appointment date in front of the Board of Selectmen is scheduled for March 16<sup>th</sup>, 2023 at 6:00pm. Your one-year probationary period will begin at that time.

New public employees must complete Ethics training within 30 days of beginning public service. This information will be provided to you and can be completed online.

If you should have any questions, please contact the Personnel Office at (413) 436-5701. Please sign below, acknowledging your acceptance of this position in accordance with the above.

Sincerely,

Chief Gerald N. Millette  
Warren Police Department

\_\_\_\_\_  
Christos Tsigas





DAWN M. SWISTAK  
TREASURER

OFFICE OF  
**TREASURER**

CHARLES E. SHEPARD MUNICIPAL BUILDING  
P.O. BOX 607  
48 HIGH STREET  
WARREN, MA 01083-0607

TEL: 413-436-5701 EXT. 113  
FAX: 413-436-9754  
SWISTAK@WARREN-MA.GOV

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**INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF SELECTMEN  
**FROM:** DAWN SWISTAK, TREASURER  
**SUBJECT:** FY24 MEDICAL INSURANCE RATE INCREASE  
**DATE:** MARCH 9, 2023  
**CC:** JAMES FERRERA, TOWN ADMINISTRATOR

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Dear Board of Selectmen,

I have recently been in communication with our MIIA's Rep. regarding the Town's health insurance. The renewal for the term September 1, 2023 thru August 31, 2024 reflects an **increase** of 1.00% over current rates for our BCBS products. MIIA's range for increases this year was 1.00% to +10.50%, with an average rate increase of 5.6%. The preliminary budget has been adjusted to reflect the 1.00% increase.

I recommend renewing the Medical Coverage with MIIA.

Additionally, we have been made aware of the dental insurance rate change for FY24, which is also through MIIA, however we are part of the QRSD group. The renewal for the term July 1, 2023 – June 30, 2024 reflects a **decrease** of -6.30% from current rates for the BCBS dental product. MIIA's range for dental insurance this year was -6.30% to +2.00%, with an average rate change of -3.2%. The preliminary budget has been adjusted to reflect the -6.3% decrease.

No vote is needed for the dental, as we are part of the QRSD group.

Best Regards,

Dawn M. Swistak  
Treasurer



DAWN M. SWISTAK, CMMT  
TREASURER

# TREASURER

CHARLES E. SHEPARD MUNICIPAL BUILDING  
P.O. BOX 607  
48 HIGH STREET  
WARREN, MA 01083-0607

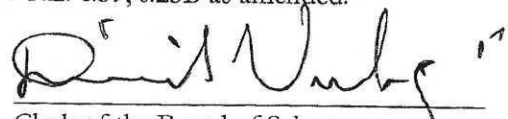
TEL: 413-436-5701 EXT. 113  
FAX: 413-436-9754  
SWISTAK@WARREN-MA.GOV

I, the Clerk of the Board of Selectmen of the Town of Warren, Massachusetts, certify that at a meeting of the board held March 16, 2023, of which meeting all members of the board were duly notified and at which a quorum was present, the following vote was unanimously passed, all of which appears upon the official record of the board in my custody:

Voted: To approve the Renewal Proposal from MIIA Health Benefits Trust for the Blue Care Elect Preferred and Network Blue NE products for Town Retirees and Active Town Employees, respectively. Renewal is at 1.00 percent increase in premium for the term from September 1, 2023 thru August 31, 2024.

I, further certify that the vote was taken at a meeting open to the public, that no vote was taken by secret ballot, that notice stating the place, date and time of the meeting was filed with the Town Clerk and a copy thereof posted in the office of the Town Clerk or on the principal official bulletin board of the town at least 48 hours, including Saturdays but not Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the vote were taken in executive session, and that the official record of the meeting was made available to the public promptly and remains available to the public, all in accordance with G.L. c.39, s.23B as amended.

Dated: 3/16/2023

  
Clerk of the Board of Selectmen

### Monthly Report February 1, 2023 to February 28, 2023

In the month of February 2023, the Warren Police Department responded to a total of calls 1377 for service with 25 ending in arrests. The following is a breakdown of statistics.

Calls Logged	1377
Felonies Investigated	9
Incident reports	61
On View Arrests	6
Warrant Arrests	1
Summons Arrests	18
Total Arrests	25
Protective Custodies	1
Juvenile Arrests	1
Motor Vehicle Stops	142
Motor Vehicle Citations	80

In February 2023, the Police Department had 6 total vehicles on the roster. They consist of 3 Ford Police Interceptor SUV's, 1 Ford Taurus, 1 Ford Fusion and 1 Humvee. Mileage on each is as follows.

Taurus	58,271
Fusion	49,799
D785	Was out for service during this report
5068	15,247
C564	95,265
Humvee	8,327



At the beginning of the month we had two members leave the Department. Full time Officer Garrett Fortin left to join the Belchertown Police Department. Also leaving was part time Officer Dave Mellen. Ofc Mellen came to the decision that he did not want to complete the requirements of Post and the Bridge Academy. Officer Mellen, after joining the Warren Police Department in 1999, came to the tough decision to retire. I would like to thank Dave for his service to the Town and the Department.

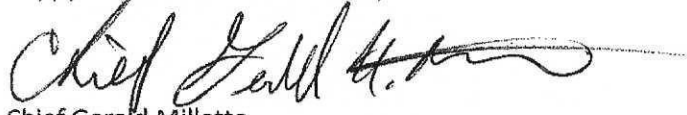
On the 7<sup>th</sup>, I attended my monthly Homeland Security meeting. At this meeting I meet John Warren who is a Protective Security Advisor with Homeland. After speaking with him I was able to set up a date in March where John and a member of the State's Fusion Center would come out to conduct a security assessment of the Quaboag School District. This assessment will be at no cost to the Town or the School District.

On the 8<sup>th</sup> I attended a meeting with the School Safety Committee. At this meeting we discussed a safety grant that we will be applying for each school in the District. If awarded, each school could obtain up to \$50,000 towards a project to improve building safety.

On the 15<sup>th</sup>, I attended the Central Mass Police Chief's monthly meeting. This month there were presentations from Mass 911 and the Worcester DA's Juvenile team.

Also this month, we received \$1300 from the Medi grant. This grant helps with the destruction of medications. If anyone has medication they need destroyed they can bring it to the Station for destruction.

Happy six more weeks of winter,

  
Chief Gerald Millette



# BOARD OF SELECTMEN MEETING

CHARLES E. SHEPARD MUNICIPAL BUILDING

DATE: 3/16/23

Attendee: G. M. Hette

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

Attendee: P. TSIGAS

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

Attendee: Joseph Kondrat Jr

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

Attendee: Adam Lavoie

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

Attendee: Tim Bamber

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

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