

## Select Board Meeting

March 2, 2023

In attendance: David Dufresne, Chair; Richard Eichacker, Vice-chair; Derick Veliz, Clerk; James Ferrera, Town Administrator

Call meeting to order: Mr. Dufresne called the meeting to order at 6:00 pm. A Pledge of Allegiance was said.

1. Discussion and vote on allowing Quaboag Youth Baseball and Softball to request a toll road fundraiser in April. After reviewing a motion to allow Quaboag Youth Baseball and Softball to have a toll road fundraiser at the end of March or early April was made by Mr. Eichacker and seconded by Mr. Veliz. Voted and passed unanimously.
2. Residents of Winthrop Terrace asked to be on the agenda concerning the Housing Authority. Sheri Hostovsky, a resident of Winthrop Terrace, has concerns she wanted to discuss about being able to attend meetings with the Warren Housing Authority (WHA) but needs an interpreter who can sign ASL as she is deaf. She has been a resident at Winthrop Terrace since 2016 and told the board that she asked for an interpreter for meetings for a year and a half and none have been provided. She was glad to see that the Select Board was able to get an interpreter via zoom for tonight's meeting as requested. After much discussion Sherry was informed that the Board of Selectmen have no authority over the Warren Housing Authority, but members of the WHA are going to work out how they can get the funds to have an interpreter present at their meetings in the future.
3. Review a request from the Board of Health to start Jessica Clark, candidate for Administrative Assistant to the Board of Health, at a Step 3 (Grade A-1) on the wage scale. After the discussion, a motion to hire Jessica Clark at Step 3 on the wage scale was made by Mr. Eichacker and seconded by Mr. Veliz. Voted and passed unanimously.
4. A discussion with Sharon Meli, Director of the Senior Center on the renting of the Senior Center for both public events and private parties took place. A draft of the proposed agreement papers was reviewed and additions to the agreement form were made. Sharon Meli will come back so the Select Board can review a revised draft of the rental agreement in the near future.
5. Warrants and Bills: A motion to table the warrants and bills until the next meeting was made by Mr. Eichacker and seconded by Mr. Veliz. Voted and passed unanimously.
6. Minutes. There were no minutes to approve.
7. Town Administrator Report: Several issues were discussed by Mr. Ferrara. The Assistant Assessor Betty Joe started on February 27, 2023, and the Assessor's office is now staffed. The park grant had two requirements that needed to be made including an agreement that Lucy Stone Park is a town park. This was done and recorded in the Worcester County Registry of deeds on Monday,

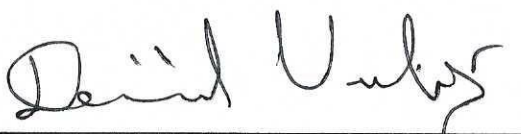
February 27, 2023. The quarterly report was filed March 1, 2023, Tim O'Brien and Joyce Eichacker. Four candidates were interviewed for one full time police officer position today. Jeremy Olson has notified the town that the snow and ice account is almost in deficit spending, and this is being communicated to the finance committee. Electrical issues in the building have been addressed and some of the new desks have arrived. Other building improvements were discussed and will be part of the building renovations in phase two of the project as there may not be funds available to finish this year.

8. New Business: There was no new business to discuss.
9. Old Business: There was no old business to discuss.
10. There was no correspondence to review.
11. Comments and Concerns about CSX rails and bridges: A meeting will be held tomorrow with CSX representatives and the Town Administrator and other officials to discuss some of the concerns they have with the conditions and what could be transported on the railways which run through the town and how emergency situations would be handled if they should occur at any time in the future.
12. Next meeting: The next meeting of the Board of Selectmen will be held on Thursday, March 9, 2023, at 6:00 p.m.

The motion to adjourn was made by Mr. Eichacker and seconded by Mr. Veliz. Unanimous.

Respectfully submitted

Corinne Thibodeau

  
\_\_\_\_\_  
~ Derik Veliz, Clerk



**BOARD OF SELECTMEN MEETING**  
CHARLES E. SHEPARD MUNICIPAL BUILDING

DATE: 3-2-2023

Attendee:

Cathy Dunson

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

Attendee:

Ratie Mellen

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

Attendee:

Joyce Stuart

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

Attendee:

Joseph A. Kudrat, Jr.

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

Attendee:

Adam Lavoie

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

Attendee:

Virginia Fleming

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

Attendee:

Maryanne Potzinski

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

Attendee:

Barbara Kuch

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

Attendee:

Nancy Brown

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

Attendee:

Giselle Page

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

Attendee:

Ronald O'Neil

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

Attendee:

Sham M.

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

Attendee:

Wendy Kuhl

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

Attendee:

\_\_\_\_\_

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



## Warren Selectmen

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**From:** Town Administrator  
**Sent:** Thursday, February 23, 2023 1:46 PM  
**To:** Quaboag YBS  
**Cc:** Warren Selectmen  
**Subject:** RE: Toll Road Request

Great thanks Matt, I will forward your request to the Board of Selectmen, and it will appear on March 2<sup>nd</sup> agenda at 6pm. Please let me know if you have any questions.

Thanks,



James J. Ferrera  
Town Administrator  
48 High Street  
PO Box 609  
Warren, MA 01083  
Email: [townadministrator@warren-ma.gov](mailto:townadministrator@warren-ma.gov)  
Phone: (413) 436-5701 Ext. 107



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**From:** Quaboag YBS <[quaboagybs@gmail.com](mailto:quaboagybs@gmail.com)>  
**Sent:** Thursday, February 23, 2023 1:33 PM  
**To:** Matt Jablonski <[matt.jablonski@outlook.com](mailto:matt.jablonski@outlook.com)>; Town Administrator <[townadministrator@warren-ma.gov](mailto:townadministrator@warren-ma.gov)>  
**Subject:** Re: Toll Road Request

Hello Again-

Our goal would be to hold the toll road end of March early April in the center of town around the area of Masons and Citgo on a weekend.

Thank you,

Matt

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**From:** Matt Jablonski <[matt.jablonski@outlook.com](mailto:matt.jablonski@outlook.com)>  
**Sent:** Thursday, February 23, 2023 12:21:58 PM  
**To:** [townadministrator@warren-ma.gov](mailto:townadministrator@warren-ma.gov) <[townadministrator@warren-ma.gov](mailto:townadministrator@warren-ma.gov)>  
**Cc:** 'quaboagybs@gmail.com' <[quaboagybs@gmail.com](mailto:quaboagybs@gmail.com)>  
**Subject:** Toll Road Request

Hello-

and like to request a toll road fundraiser for Quaboag Youth Baseball & Softball. We are made up of Warren and West  
field as our programs merged last year and we are looking to raise funds to support our program.

Please let me know what the application process is.

Thank you,


Matt Jablonski - President  
413-896-7627

February 27, 2023

Members of the Board of Selectmen,

I am pleased to bring forward Jessica Clarke candidate for the position of Administrative Assistant to the Board of Health. Ms. Clarke is currently employed as a Veterinarian Technician Supervisor at Spencer Veterinarian Hospital and has been for the last ten years. Ms. Clarke has a Bachelor of Science degree from Johnson & Wales University. The Board of Health voted to have the Town Administrator start the hiring process with Ms. Clarke. We feel Ms. Clarke would be a good fit for our office. Based on Ms. Clarke's educational degree and consistent work experience I would respectfully request that Ms. Clarke start at a Step 3 on the wage scale. Should you have any questions regarding her candidacy please don't hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Donald Makowski', written over a horizontal line.

Donald Makowski

Chair of the Board of Health

~~Tuesday~~ Wed. 15<sup>th</sup> 6:00pm -

January 3, 2023

Warren Board of Health

RE: Administrative Assistant Position for the Board of Health

Jim Ferrera,

I would like to express my interest in the Administrative Assistant position within the Warren Board of Health. I am a self-motivated and progress-driven individual with a long-standing record of initiative and innovation, I have developed and executed strategies that I believe will bring value to the town.

I handle various responsibilities in my current lead position and quickly established talents in prioritizing tasks, meeting deadlines and finding solutions to eliminate obstacles.

I am grateful for the opportunities afforded to me in my current position, and I'm ready to put those skills to use for your town. I am looking forward to new challenges, collaborating with a fresh team of talented professionals.

I've attached my resume with additional details of my work experience and qualifications. If you have any questions, please feel free to contact me.

Sincerely,

Jessica Clarke

102 Hunt Road West Brookfield MA 01585

jclarke710@yahoo.com

(774) 452-4394