

Board of Selectmen's Meeting  
August 24, 2023, 6:00PM

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

**Open Meeting:** 6:05pm

**Pledge of Allegiance:**

1. **Discussion and possible vote on which of the following departments will keep the designation as Special Municipal Employees: Moderator, Planning Board, Sewer Commissioners, Cemetery Commissioners, Plumbing & Gas Inspector, Board of Health, Fire Department members, Building Inspector, Dog Officer, Election Officials, Council on Aging.** Mr. Dufresne stated that the Board would go over each Special Municipal Employee department, board or person and decide to keep them or remove them. Mr. Eichacker stated that the Board should review this every year. Mr. Eichacker made a motion to remove the Moderator as a Special Municipal Employee, 2<sup>nd</sup> by Mr. Veliz, all in favor passed unanimously. Mr. Eichacker made a motion to remove the following departments from being Special Municipal Employees: Planning Board, Sewer Commissioners, Cemetery Commissioners, Board of Health, Building Inspector, Dog Officer, and Council on Aging, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously. Mr. Dufresne asked Mr. Ferrera to get the opinion from Legal on the following: Fire Department, Plumbing and Gas Inspector and Election Officials; and tabled until the next meeting.
2. **Police Chief Monthly report:** Chief Millette made his report for the month of July. One item in the report was that there is a new resource in Ware called Family Resource Center. The information can be found at [www.frcma.org](http://www.frcma.org).
3. **Review letters of interest to fill the vacancy on the Board of Health until the next Town election and possible vote to fill said vacancy.** The Board thanked Jim McKeon for his interest in the position but decided to appoint Joseph Kondrat. Mr. Eichacker made a motion to appoint Joseph Kondrat as a member of the Board of Health until our Town Elections on May 7, 2024, 2<sup>nd</sup> by Mr. Veliz all in favor passed unanimously.
4. **Review proposed draft for updated job description for Building and Planning Secretary and discussion of possible posting times for the position.** After the Board read the job description Mr. Dufresne started to post it. Mr. Ferrera stated that it will be done on Friday and will close on September 15, 2023.
5. **Review comments made by the Attorney General regarding Annual Town Meeting Articles 28 and 30.** Mr. Ferrera stated that after Legal had reviewed the Attorney General's comments that there needed to be no changes to the Articles.
6. **Discussion and possible vote to authorize the Town Administrator and/or Chair of the Board of Selectmen as the Town's signatories for the FY22/23 CDBG contract.** Mr. Eichacker made a motion to authorize the Town Administrator and/or Chair of the Board of Selectmen as the Town's Signatories for the FY 22/23 CDBG contract, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously.

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7. **Discussion and possible vote to sign Chapter 90 reimbursements for road improvements to Bragg and Bemis Road.** Mr. Eichacker made a motion to accept the reimbursements from Chapter 90 for Bragg Road and Bemis Road, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously.

8. **Warrants & Bills:**

- a. Warrants: Mr. Eichacker made a motion for Vendor warrants for FY23, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously.
  - i. #124 Vendor \$ 10,582.29
- b. Warrants: Mr. Eichacker made a motion for the following Warrants for FY 24, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously.
  - i. Payroll #9 \$ 49,345.23
  - ii. Vendor #11 \$215,138.24
- c. Bills: Mr. Eichacker made a motion for the following bills, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously.
  - i. Buffone \$ 1,350.00
  - ii. WB Mason \$ 225.96
  - iii. Kellco \$ 65.70
  - iv. Marlin Leasing Corp \$ 1,107.23

Mr. Veliz made a motion to pay the following bills, 2<sup>nd</sup> by Mr. Dufresne all if favor, passed unanimously. Mr. Eichacker abstained.

- v. Joyce Eichacker Zoom \$16.99+16.99=\$ 35.98

9. **Minutes:** approve minutes for June 22, 2023, and August 17, 2023. Mr. Dufresne made a motion to approve the minutes for June 22, 2023, 2<sup>nd</sup> by Mr. Veliz, all in favor passed. Mr. Eichacker did not vote because he was not at the meeting. Mr. Eichacker made a motion to approve the minutes for August 17, 2023, 2<sup>nd</sup> by Mr. Dufresne, all in favor passed. Mr. Veliz did not vote because he was not at the meeting.

• **Town Administrator Report:**

- This week we have been working on end-of-year closeout, the posting for Building and Planning, and posting for a full-time Police Officer.
- The employee in the Board of Health has decided to stay, we are changing her hours and cross training another employee from another department to work to fill in the gaps.
- The incorporation of Vadar is going well for the Financial Department and the Sewer Department.
- Mr. Ferrera stated that Anne Gobi is coming for a visit to talk about our rural needs including a safety complex. She is a great asset to the Town.
- On Friday David and I will be accepting the Grant money from Community Development Block Grant. We are hoping to use the money to continue to make improvements in Otis Street and School Street areas of Town.
- Once some of the current grants are completed, we will be eligible to apply for more.



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- In Mid-September we will hear if we are the recipient of the One Stop Grant.
- We will apply for the MIIA Cyber Security Grant, if we receive it, Mr. Ferrera would suggest we get a firewall for Highway and the Senior Center because they are not hooked up to the firewall in the Shepard Building.
- The Request for Proposal for the bids for the Senior Center will be closed on August 30, 2023, and will be on the next meeting agenda.
- Mr. Ferrera stated that bid requests for sludge hauling, and bituminous concrete are being accepted.

- **New Business: NONE**

- **Old Business:** Mr. Dufresne stated that while at the Mill Complex, he noticed that the berm had not been restored like the Corp. of Engineers had required in their inspection report. We need to make sure that the company that did the removal of the berm knows that it needs to be restored. Mr. Dufresne asked Mr. Ferrera to send the company a letter letting them know that they have 90 days to restore the berm back to its original condition.

10. **Correspondence:** Bill Ramsey's resignation from Veterans Council.

11. **Correspondence:** The Treasurer received the final Tax Title judgement for the property at 71 Pine Street. Mr. Dufresne asked how soon we could do an auction on all the properties that the Town owns. Mr. Ferrera stated that he and the Treasurer have been working on it.

- **Comments and Concerns:**

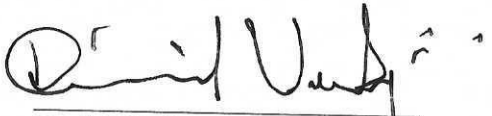
- Mr. Eichacker stated that at the Community Development Advisory Committee meeting, Chris Dunphy introduced Joe Fergerson, who will be our new representative from the Central MA Regional Planning Commission.
- Mr. Dufresne stated that the library did a great activity at the common but while he was there a couple of the moms pointed out all of the empty liquor bottles in the bushes around the gazebo. Mr. Dufresne asked Mr. McKeon if the Parks Department would put up some lights to light up the area. He asked the Police Chief if he could have an officer check the park at night.
- Mr. Kondrat stated that St. Thomas Church in town is for sale.
- Mr. Kopacko asked what has to happen to sell owned property. Mr. Ferrera explained that there are two ways to sell a Town owned property: 1) by an auction where the property would go to the highest bidder; and 2) by putting out a Request for Proposal on a specific property and how it will be developed.
- Ms. Mundell stated the WCAT6 is not broadcasting because Mr. Baker is on vacation.

- **Next meeting** August 31, 2023, 6:00pm

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- **Adjourn:** Mr. Eichacker made a motion to adjourn the meeting, 2<sup>nd</sup> by Mr. Veliz, all in favor passed unanimously. Adjourned 7:50PM

Respectfully submitted by  
Karen Dusty, Administrative Assistant

  
Derick Veliz, Clerk

### Monthly Report July 1, 2023 to July 31, 2023

In the month of July 2023, the Warren Police Department responded to a total of 2362 calls for service with 18 ending in arrests. The following is a breakdown of statistics.

Calls Logged	2362
Felonies Investigated	39
Incident reports	109
On View Arrests	4
Warrant Arrests	1
Summons Arrests	13
Total Arrests	18
Protective Custodies	3
Juvenile Arrests	0
Motor Vehicle Stops	172
Motor Vehicle Citations	65

In July 2023, the Police Department had 6 total vehicles on the roster. They consist of 5 Ford Police Interceptor SUV's and 1 Humvee. Mileage on each is as follows.

KM62	5,556
CT62	4,227
D785	56,950
5068	26,727
C564	102,431
Humvee	8,337

At the beginning of the month, I met the staff and took a tour of the new Family Resource Center on East Main Street in Ware. This center offers parenting programs, support groups, assessment services, information and referral resources. For more information on services they provide go to [www.frcma.org](http://www.frcma.org).

On the 10<sup>th</sup>, new full time Officer Andrew Nepal started for us. Ofc Nepal comes to us after over 18 years in College Campus Policing. Welcome Ofc Nepal and here's to a long safe career. Also, through the month of July, I conducted ride a-longs to two newly hired dispatchers to the Rutland Regional Emergency Communication Center.

After being postponed twice, on the 22<sup>nd</sup> the Parks Department was able to conduct their Touch a Truck event. Officer Cote represented the WPD and took our Humvee over to Dean Park for the kids to check out.

On the 25<sup>th</sup>, I got to meet the new Quaboag principal Casey Handfield. Along with new Superintendent Duff we spoke about the up coming school year. I would like to welcome Mr. Handfield to the Quaboag community.

On the 27<sup>th</sup>, I along with other Department heads met with Mass Wildlife in regards to the beaver issues in Town. One specific area we addressed was the problem beavers at the top of North Street. The town is going to work with Mass Wildlife to try and come to a solution to try and solve the flooding situation in West Warren.

On the 31<sup>st</sup> of July, Det Nale and Officer Soojian started a three-day class to be certified car seat installers. At the end of their course, they will be able to install as well as to inspect car seats. Look for them to be at local events or call dispatch to have your seat installed or inspected.

Stay Safe,



Chief Gerald Millette





# BOARD OF SELECTMEN MEETING

CHARLES E. SHEPARD MUNICIPAL BUILDING

DATE: Aug 24, 2023

Attendee: Joseph Kauder

Attendee: Adam Lavoie

Attendee: LISA Mundell

Attendee: C. Milleth

Attendee: Jim McKeon

Attendee: Ray Kopacko

Attendee: Kathleen A. Baner

Attendee: Jim Duster

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