

Selectmen's Meeting  
September 28, 2023, 6:30pm

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

Open Meeting: 6:00 PM

Pledge of Allegiance:

1. **Review of 2024 retiree health benefit renewal rates from Massachusetts Interlocal Insurance Association (MIIA) and possible vote to authorize the Treasurer to accept the new rates.** Mr. Eichacker made a motion to approve the Renewal Proposal from MIIQ Health Benefits Trust for the Medex 2 W/PDP product for Town Retirees. Renewal is at 2.76% increase to premium for the term from January 1, 2023, through December 31, 2024, and Derick Veliz to sign as Clerk, 2<sup>nd</sup> by Mr. Dufresne, all in favor, passed unanimously.
2. **Review a request from the Council on Aging for a rental fee waiver of \$150.00 for a memorial service at the Senior Center on 9/30/2023. Possible vote.** Mr. Eichacker made a motion to have the Senior Center waive the fee for the Peter Hastings' memorial. 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously.
3. **Review and discuss updated quote from NSA Commercial Door & Hardware for non-removable pin and hinges on doors at the Shepard Building. Possible vote to move forward with the project.** Mr. Eichacker made a motion to move forward with the project with NSA Commercial Door & Hardware, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously.
4. **Acceptance of a State grant in the amount of \$400,000.00 from Rural and Small-Town Development Fund for the Otis Street Improvement Project and possible vote to authorize the Town Administrator to sign for the grant on behalf of the Town.** Mr. Eichacker made a motion to accept the State grant in the amount of \$400,000.00 from the Rural and Small-Town Development Fund and authorize the Town Administrator to sign for the grant on behalf of the Town, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously.
5. **Review and possible vote to sign an escrow agreement between 360 Building and Remodeling and the Town, for work to be performed at the Senior Center.** The Select Board stated that they accept the escrow agreement pending the approval from Town Council.
6. **Warrants & Bills:**
  - a. **Warrants:** Mr. Eichacker made a motion to pay the following warrants, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously.

i. Payroll	#14	\$ 46,839.80
ii. Vendor	#17	\$ 55,262.68
  - b. **Bills:** Mr. Eichacker made a motion to pay the following bills, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously.

i. WB Mason	\$129.88+\$57.96=	\$ 187.84
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ii. Mirick O'Connell	\$245.00+4,385.00+1,110.00=	\$ 5,740.00
iii. KP Law	\$4,242.55+1,188.00=	\$ 5,430.55
iv. Marlin Leasing Corp		\$ 1,107.23
v. SBA Structures, LLC		\$ 1,702.77
vi. MassCor	\$1,812.76+721.79+1,443.58+1,443.58=	\$ 5,421.71
vii. Comcast Business		\$ 20.30

Mr. Dufresne made a motion to reimburse Joyce Eichacker \$16.99 for the Zoom account, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed unanimously. Mr. Eichacker abstained.

viii. Reimbursement for Joyce Eichacker for Zoom \$ 16.99

• **Minutes: NONE**

**7. Town Administrator Report:**

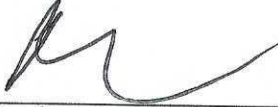
- a. Mr. Ferrera stated that he and Chief Lavoie met with Tecton to go over the square footage needed for a Fire Station and any specific requirements. We have received the corrected numbers for the Town Office and the Police Station. They did go down a small amount. The Selectmen are excited for the next step.
  - b. Mr. Ferrera stated that the Veterans' Agent job is posted on the Website. It will be open until October 12<sup>th</sup>.
  - c. The person we offered the job of Building/Planning Secretary accepted and will be in next week to work out the details.
  - d. We had two Invitations to Bid out: one for the Highway Department, in which we received 7 bids back, and the other was for the Sewer Department, from which we did not receive any bids.
  - e. The Environmental Development Grant Request for Bids should be out next week.
  - f. The Board of Health is looking for a qualified agent to bring on board. This will be the Board of Health appointment.
  - g. The stairs at the Wastewater Treatment Plant are being repaired. We received 3 bids and the lowest one was \$5,712.92. The Sewer department does have a line item for this repair.
  - h. On October 19, 2023, Mr. Ferrera stated that he would like to attend a training sponsored by MMA the subjects are budgets and HR. The Board thought it would be a great idea if Mr. Ferrera attended.
- **New Business:** Mr. Dufresne stated that the Town Clerk would like to have a unisex bathroom put in in the gym. It would go behind the stage. We will need an article for this in the Special.
  - **Old Business:** Mr. Veliz stated that he had a zoom meeting with Angel Rodriguez with Calor Power Systems. Just to catch up on what they are up to.
  - Mr. Dufresne stated that the Board had talked about taking out the shower and putting it in a kitchen sink in the breakroom. We need to get on with this.



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- **Correspondence: NONE**
- **Comments and Concerns:**
  - Parks and Rec. are starting to set up the haunted house. This event is on Oct 27th, 28th, and 30<sup>th</sup>.
  - Mr. Kondrat stated that by law a dog over 6 months old needs to get a rabies shot and be on a leash when not confined by a fence.
- **Next meeting is October 5, 6:00pm.**
- **Adjourn:** Mr. Eichacker made a motion to adjourn, 2<sup>nd</sup> by Mr. Veliz, all in favor, passed adjourned. 7:50pm.

Respectfully submitted by  
Karen Dusty, Administrative Assistant

  
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Rich Eichacker, Vice-Chair



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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**INTEROFFICEMEMORANDUM**

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**TO:** BOARD OF SELECTMEN  
**FROM:** DAWN SWISTAK, TREASURER  
**SUBJECT:** 2024 MEDICAL INSURANCE RATE - RETIREES  
**DATE:** SEPTEMBER 26, 2023  
**CC:**

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Dear Board of Selectmen,

The renewal for the term January 1, 2024 thru December 31, 2024 reflects a 2.76% increase over current rates for our Medex 2 w/PDP product for the Town's Retirees. There are no substantive plan changes, however there are formulary changes for the PDP product, which is typical for January 1<sup>st</sup> renewals.

The 2.76% increase is second increase since inception of program in 2019 and well below the 6% budgeted increase for FY2024.

I recommend renewing with MIIA for the Medex 2 w/PDP product.

Best Regards,

Dawn M. Swistak  
Treasurer

### **Town of Warren Retiree Rate History**

Year	Medex 2	Rate Change
2023	\$401.85	0%
2022	\$401.85	1.13%
2021	\$397.35	0%
2020	\$397.35	0%
2019	\$397.35	0%



*Commonwealth of Massachusetts*  
**EXECUTIVE OFFICE OF ECONOMIC DEVELOPMENT**  
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BOSTON, MA 02108  
<https://www.mass.gov/orgs/eoed>

MAURA T. HEALEY  
GOVERNOR

KIMBERLEY DRISCOLL  
LIEUTENANT GOVERNOR

YVONNE HAO  
SECRETARY

TELEPHONE  
(617) 788-3610

FACSIMILE  
(617) 788-3605

Jim Ferrara, Town Administrator  
Town of Warren  
P.O. Box 609, 48 High Street  
Warren, MA 01083

RE: Application: FULL-FY24-Warren-Warren\*-00218

Dear Mr. Ferrara:

Thank you for submitting this application to the FY24 Round of the Community One Stop for Growth. The Executive Office of Economic Development (EOED), Executive Office of Housing and Livable Communities (EOHLC), and Massachusetts Development Finance Agency (MassDevelopment) worked together to evaluate all eligible applications and recommended the most ready and highest-impact projects for a grant. This application, submitted by **Town of Warren**, was reviewed by the program(s) that could best serve the project's funding needs.

On behalf of the Healy-Driscoll Administration, I am pleased to inform you that a grant in the amount of **\$400,000** from **Rural and Small Town Development Fund** has been approved to support the **Otis Street Improvement Project (OSIP)** project. An EOED team member will reach out directly to discuss any additional conditions or requirements, as well as next steps related to this grant award.

Please be advised that this letter does not constitute an agreement or contract with EOED or the Commonwealth of Massachusetts, nor does it confer any rights onto the Grantee. Grantee is not authorized to proceed with any grant-related purchases or construction work, until a contract has been fully executed.

Finally, please note that public announcement of this award is embargoed until the Administration has had the opportunity to formally announce it through a local event and/or media release. Please refrain from sharing or publicizing news about this award outside of your organization until it is officially announced.

Sincerely,

A handwritten signature in blue ink that reads "Yvonne Hao".

Yvonne Hao  
Secretary of Economic Development



# BOARD OF SELECTMEN MEETING

CHARLES E. SHEPARD MUNICIPAL BUILDING

DATE: 9/28/23

Attendee: Joseph Kandiak Jr.

Attendee: Steve C. Long

Attendee: J. Kelly

Attendee: Jim O'Keefe

Attendee: G. Miller

Attendee: Ray Kopachko

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