

Selectmen Meeting
March 24, 2002, 6:00 PM

In attendance: David Dufresne, Chairman; Rich Eichacker, Vice-Chair; Derick Veliz, Clerk; Jim Ferrera, Town Administrator

1. **Call Meeting to order: 6:02 pm**
2. **Pledge of Allegiance:**
3. **Warren Water District update:** Mrs. Baxter updated that they have a link from our website to theirs. She asked going forward would people please contact the Water Department directly with issues with their water. They will be using the Town Alert system for announcements on anything to do with the water department. The filtration facility should be up and running by Feb of next year.
4. **Cemetery Budget and pay scale:** Mrs. Baxter is the representative for the Cemetery Department. She had added in the budget for a secretary so that they can put all the plots on the computer so they can keep track of who owns them and who has inherited the plot and who is buried there. Their budget was reduced due to Highway taking over the maintenance of the grounds. She is concerned about everything else the Mr. McKeon use to do will not be done in a timely manner.
5. **School Budget:** Dr. Kurstigian gave up the preliminary cost before all the money that comes from the Federal and State government. The budget for the Town is \$5,481,073.00, they are hoping that they will be able to lower that number by the time they come to the Annual Town Meeting. The school is hoping to get more grants to help offset the cost to the town. Mr. Dufresne stated that he would love to help the school give raises to the teachers, but it is hard when $\frac{1}{2}$ the town doesn't have children in school and none of the people in town want their taxes to go up. It was asked if or when North Brookfield merges with us will everything go down and how is that going? Dr. Kurstigian said that they are working on how the transportation is going to work. Merging with North Brookfield would greatly help with the expense.
6. **Assessors Budget:** The assessor's office had several increased due to 5-year certification, DOR audit, and the Wage Compensation increase.
7. **Parks Budget and pay scale: Moved to March 31**
8. **Review Police Budget: Need to move to March 31**
9. **Building Inspector Budget:** BJ asked the question why she has a cap on the amount she can make if she brings in more permits for the town. The selectmen didn't know and would find out why there was a cap and if they could raise it. BJ talked about the online permitting program that can be utilized between assessors, tax collector, building department, accountant, and treasurer. She was going to investigate it and see if it would work for all departments and let us know. She said that after the initial go-through the builders love it because they can see where their permits are and if they have been signed off.
10. **Warrants and Bills:** Mr. Eichacker made a motion to pay the following Warrants and Bills:
 - a. Warrants:

i. 77	Payroll	\$37,258.21
ii. 78	Vendor	\$105,849.82
iii. 79	Payroll	\$38,431.31
iv. 80	Vendor	\$64,263.49
 - b. Bills:

i. WB Mason	\$33.32
ii. WB Mason	\$95.33
iii. WB Mason	\$179.98
iv. WB Mason	\$74.17
v. WB Mason	\$144.97
vi. WB Mason	\$518.30

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vii. Mass Municipal Association	\$200.00
viii. EZ True Value	\$28.97
ix. Comcast Business	\$138.35
x. Verizon	\$16.37
xi. Verizon	\$1.84
xii. Workhorse	\$1429.85
xiii. Kellco	\$85.00
xiv. National Grid	\$2318.95
xv. National Grid	\$230.38
xvi. National Grid	\$610.88

2nd by Mr. Veliz AIF Passed

11. Minutes: Mr. Eichacker made a motion to approve the minutes for March 3, March 10, March 17,
2nd AIF Approved

12. Old Business:

- a. **Copiers:** Machines are arriving, and IT person is helping set up all of the machines.
- b. **Shred-it event** Karen is to check on date and what can be shredded that day.
- c. **Update on building maintenance:** Mr. Dusty is working on getting a contract with a local company for the streetlight's maintenance. He had sent out 3 bids but only one came back qualified.
The cap over the boxing ring is complete, they added a roof over the side shaft for an additional amount of money.
Mr. Dusty let everyone know that with his investigation of the windows that there is asbestos, and we might think of replacing all the windows but that would be in the hundreds of thousand dollars.
The arrangement of cleaning out of the building is coming along. We will set a date the end of April or first of May to get that all done. Mr. Dufresne wanted to offer the student chairs and desks to any of the town people that would like to come and get them. We could put them outside and who ever would like them can come and get them.
The end room upstairs is looking wonderful, Jim's (Town Administrator) will be completed soon, and he can move upstairs.
- d. **Covid Test kit Distribution see letter from BOH Give permission to put kits in high traffic offices**
- e. **Tanko Replacement:** Mr. Dusty addressed this in his remarks above
- f. **Police Move update:** Still in permitting stage, need to make sure that it is to code for the police. Hopefully they will get back on track soon.

13. New Business:

- a. Mr. Eichacker made a motion that we allow the Highway Department to go into deficit spending for Snow and Ice. 2nd by Mr. Veliz AIF each said I allowed.
- b. Read a letter from Housing Authority about them losing their ability to have the cable TV for \$25.00 a month it is for basic cable. Not sure how to help Mr. Dufresne said that if anyone would be willing to help to let the Housing Authority know.
- c. Mr. McKeon is working with the ACO on how to take care of the animals in case of an emergency in town.
- d. Email from Mr. Jabloski about the cleanup of the sports room in the basement. He has been working on it. There is a spot that is rotted on the floor in that room and needs to be looked at.

14. Comments and Concerns:

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15. Next Meeting Date: March 31, 2022, 6PM

16. Adjourn Mr. Eichacker made a motion to adjourn Mr. Veliz 2nd AIF all voted I Adjourned.

Respectively submitted by:

Karen Dusty, Administrative Assistant


Derick Veliz, Clerk

	FY20 Approved Budget	FY21 Approved Budget	FY22 Approved Budget	FY23 Proposed Budget
CEMETERY COMMISSION				
CEMETERY CLERK SALARY	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	1,500.00
CEMETERY SALARIES	\$ 20,687.00	\$ 19,653.00	\$ 21,000.00	21,500.00
CEMETERY SUPPLIES	\$ 5,000.00	\$ 4,750.00	\$ 6,000.00	7,600.00
CEMETERY ROADS AND FENCES (No 64)	\$ 800.00	\$ 800.00	\$ 1,000.00	2,000.00
CEMETERY COMMISSION TOTAL	\$ 27,987.00	\$ 26,703.00	\$ 29,500.00	35,000.00
Cemetery See				9,000.00

Salaries increase based on 3.00 increase across the board = 3,500.00
 Supplies increase fuel costs and parts = 1,500.00
 Motley - Cemetery Rd + Fences to facility + road maintenance = 1,000.00
 to allow building - increase maintenance

9,000.00
 1,500.00
 3,500.00
 4,000.00

~~6,500.00~~
~~7,400.00~~
~~8,100.00~~
 18,000

Revenue and Expense Summary

		FY2022 FINAL STATE	FY2023 GOVERNOR'S VERSION*	FY23 v FY22 Increase
1				
2				
3	REVENUES:			
			BUDGET REQUEST	
4	Operating:			
5	Warren Minimum Local Contribution	\$ 2,670,542	\$ 2,773,132	\$ 102,590
6	Above Minimum Contribution	\$ 429,769	\$ 1,652,601	\$ 1,222,832
7	Transportation	\$ 595,115	\$ 921,147	\$ 325,032
8	TOTAL OPERATING	\$ 3,695,426	\$ 5,346,880	\$ 1,650,454
9				
10	W Brookfield Minimum Local Contribution	\$ 3,118,664	\$ 3,337,616	\$ 218,952
11	Above Minimum Contribution	\$ 296,034	\$ 1,110,193	\$ 814,149
12	Transportation	\$ 410,617	\$ 618,807	\$ 208,190
13	TOTAL OPERATING	\$ 3,825,315	\$ 5,066,606	\$ 1,241,291
14	TOTAL TOWN OPERATING ASSESSMENTS	\$ 7,521,741	\$ 10,413,486	\$ 2,891,745
15	State:			
16	State Aid - Chapter 70	\$ 9,192,100	\$ 9,224,800	\$ 32,700
17	State Aid - Chapter 71 Transportation Reimb	\$ 703,662	\$ 655,231	\$ (48,431)
18	School Choice	\$ 772,069	\$ 908,673	\$ 136,604
19	Charter Reimbursement	\$ 18,174	\$ 97,977	\$ 79,803
20	Miscellaneous Revenue	\$ 7,000	\$ 7,000	\$ -
21	Total State Aid	\$ 10,693,005	\$ 10,893,681	\$ 200,676
22	Local:			
23	Investment Income (Interest)	\$ 15,000	\$ 15,000	\$ -
24	Fees (Parking)	\$ 2,500	\$ 2,500	\$ -
25	Medicaid Reimbursement	\$ 80,000	\$ 80,000	\$ -
26	Total Other Revenues	\$ 97,500	\$ 97,500	\$ -
27	Other Financing Sources:			
28	E & D Use	\$ 200,000	\$ 150,000	\$ (50,000)
29	TOTAL OPERATING REVENUES	\$ 18,512,246	\$ 21,554,667	\$ 3,042,421
30				
31	Capital (Bond) payment - Warren	\$ 149,048	\$ 134,193	\$ (14,855)
32	Capital (Bond) payment - W Brookfield	\$ -	\$ -	\$ -
33	TOTAL CAPITAL REVENUES	\$ 149,048	\$ 134,193	\$ (14,855)
34	TOTAL REVENUE	\$ 18,661,294	\$ 21,688,860	\$ 3,027,566
35				
36	EXPENDITURES:			
37	Operating:			
38	District Wide Expenses	\$ 3,940,904	\$ 4,236,910	\$ 296,006
39	Warren Community Elementary School	\$ 4,403,343	\$ 5,293,057	\$ 889,714
40	West Brookfield Elementary School	\$ 2,805,804	\$ 3,550,558	\$ 744,754
41	Quaboag Regional Middle/High School	\$ 6,720,264	\$ 7,673,184	\$ 952,920
42	School Choice Sending Tuition	\$ 586,847	\$ 628,716	\$ 41,869
43	Charter School Sending Tuition	\$ 55,084	\$ 172,242	\$ 117,158
44	TOTAL OPERATING EXPENDITURES	\$ 18,512,246	\$ 21,554,667	\$ 3,042,421
45	Debt Service:			
46	Principal	\$ 131,821	\$ 120,391	\$ (11,430)
47	Interest	\$ 17,227	\$ 13,802	\$ (3,425)
48	Total Debt Service	\$ 149,048	\$ 134,193	\$ (14,855)
49	TOTAL EXPENDITURES	\$ 18,661,294	\$ 21,688,860	\$ 3,027,566
50				
51	Rural Aid Grant	\$ -	\$ -	\$ -
52	CARES Act ESSER-I Grant	\$ -	\$ -	\$ -
53	CARES Act ESSER-II Grant	\$ 740,475	\$ -	\$ -
54	CARES Act ESSER-III Grant	\$ -	\$ 1,641,698	\$ 1,641,698
		\$ 740,475	\$ 1,641,698	\$ 1,641,698
		\$ 19,401,769	\$ 23,330,558	\$ 3,928,789
55	Total Request Above Minimum	\$ 725,803	\$ 2,762,784	\$ 2,036,981
56				
57	Total Warren	\$ 3,845,474	\$ 5,481,073	\$ 1,635,599
58	Total West Brookfield	\$ 3,825,315	\$ 5,066,606	\$ 1,241,291
59				
60				3/14/2022
61				
62				
63				
64				
65				
66	% Enrollment Allocation Warren	60.68%	59.82%	
67	% Enrollment Allocation West Brookfield	39.32%	40.18%	

ASSESSORS	FY20 APPROVED BUDGET	FY21 APPROVED BUDGET	FY22 APPROVED BUDGET	FY23 PROPOSED BUDGET	
ASSESSORS SALARY	\$9,000.00	\$9,000.00	\$9,000.00	\$9,000.00	same new wage classificati on
ASSISTANT ASSESSOR SALARY	\$40,664.00	\$41,275.00	\$40,817.70	\$48,885.20	new wage classificati on
ASSESSORS CLERK SALARY	\$14,224.00	\$14,514.00	\$14,732.41	\$16,203.20	new wage classificati on
DATA COLLECTOR					
ASSESSORS CLERK 2	\$7,487.00				
ASSESSORS EXPENSE	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	same
MAPPING	\$6,950.00	\$7,200.00	\$6,000.00	\$6,000.00	same
REVALUATION EXPENSE	\$1,000.00	\$1,500.00	\$6,500.00	\$16,000.00	5yr.certific ation
APPRAISAL SERVICE			\$4,000.00	\$4,000.00	same
ASSESSOR TOTAL	\$91,325.00	\$85,489.00	\$93,050.11	\$112,088.40	

To: Board of Selectmen

From Building Department

Date: 3/24/2022

Re- Revised Budget Sheet

Please find the revised budget sheet for FY23. The first not reflect the proposed pay scale increase in the first submittal.

There is a 3% increase for the Building Inspector's salary, the reason being a yearly raise.

There is an increase in Building Dept. Clerical salary to increase weekly hours from 14 hours to 15 hours if needed and to reflect the proposed scale increase and room for possible step increase at yearly review.

Thank you,

Building Department

	FY20 Approved Budget	FY21 Approved Budget	FY22 Approved Budget	FY23 Proposed Budget
BUILDING INSPECTOR				
BUILDING INSPECTOR SALARY	\$ 13,915.00	\$ 14,193.00	\$ 14,477.00	14,911.00
BUILDING INSPECTOR CLERICAL SALARY	\$ 13,013.00	\$ 13,401.00	\$ 15,000.00	16,000.00
BUILDING INSPECTOR EXPENSE	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	2,000.00
CONSERVATION COMMISSION TOTAL	\$ 28,928.00	\$ 29,594.00	\$ 31,477.00	32,911.00



March 9, 2022

Board of Selectmen
Town of Warren
48 High Street
Warren, MA 01083

Re: *Programming Advisory*

Dear Chairman and Members of the Board:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note the following changes to the Xfinity channel lineup provided in your community:

- On April 26, 2022, HSN2 will move from the Expanded Basic; Entertainment; Xfinity TV Starter; and Xfinity TV Economy Plus service tiers to the Limited Basic service tier.
- On May 12, 2022, Golf will no longer be offered as part of the Digital Economy tier, but will continue to be available in both the Sports & News and Expanded Basic service tiers.

Customers are being notified of these changes by means of a bill statement message. Please feel free to contact me at 413-730-4513 if you have any questions.

Sincerely,

Eileen Leahy
Sr. Manager, Government & Regulatory Affairs

Warren Selectmen

From: Charlene Farris
Sent: Thursday, March 24, 2022 9:45 AM
To: Warren Selectmen
Cc: Brianna Dunn; Town Administrator
Subject: RE: Covid test kits

The Board of Health would like permission to place Covid test kits in three main offices of the Municipal building.

1. Town Clerk
2. Tax collector
3. BOS

As these offices are very busy this time a year with more residents coming in for business, we hope this will help the Board of Health get these test kits out to the residents.

The Board of Health would appreciate any feedback or assistance at this time. Test kit expiration dates have been extended to July 31, 2022.

Thank you.
Charlene Farris
Board of Health clerk

FEB 2022 Emergency Management Cert Report

2-6 monthly test of sirens

2-10 presented draft of Warren emergency plan to board of selectmen

2-13 1.5 of snow

2-18 high winds cause Town wide small branches down

2 poles and tree issues Brimfield rd. and southbridge Rd

Cones were use on Reed St for low wires

Pole fire bottom of ware rd.

Worse winds were from 3 am –9 am

2-23 record warmth temp 65

2-25 6.0 of snow

Cert had no meetings or activities



Board of Selectmen Meeting

Facilitator: _____

Date: 3/24

Objectives			

Attendee:

Cynthia Boff

Attendee: _____

Attendee:

Steve Cristol

Attendee: _____

Attendee:

Beverly Saltys

Attendee: _____

Attendee:

Shen Sumpter

Attendee: _____

Attendee:

Andrew Schwenker

Attendee: _____

Attendee:

Jim Dusty

Attendee: _____

Attendee:

Butt Kustigian

Attendee: _____

Attendee:

B. Schuel

Attendee: _____

Attendee:

Comie Lancia

Attendee: _____

Attendee:

Jersey Olson

Attendee: _____

Attendee:

Attendee: _____

Attendee:

Attendee: _____