

**MINUTES FEBRUARY 22, 2011
SHEPARD MUNICIPAL BUILDING**

PRESENT: Robert K. Downing, Chairman, David A. Delanski, Vice-Chairman, Robert W. Souza, Jr., Clerk, Angela Cavanaugh, Selectmen's Secretary, Kevin Dunivan, and Press.

Chairman Robert K. Downing called the meeting to order in the Selectmen's Meeting Room at 7:00 p.m. and led the Pledge of Allegiance.

COMMENTS AND CONCERNS

None.

CORRESPONDENCE

The Board reviewed a letter from Lenard Engineering pertaining to alternatives for deicing the new sidewalks on Main Street in Warren. The Board requested the letter be forwarded to the Highway Surveyor for his review and recommendation.

The Board reviewed a letter from the USDA pertaining to the fire truck grant. At this time the USDA has approved the grant request but is unable to fund the grant due to a lack of funds. Furthermore, the USDA would like to know if the Town of Warren would like to remain on the list for this grant. The Board requested a letter be sent to the USDA stating that the Town would like to remain on the list for the grant pertaining to the Fire Truck.

The Board reviewed a letter from the Fire Chief requesting to pay three firefighters for training in the amount of \$3,000. The Board requested that the Fire Chief be contacted and request dates of when the training occurred and any invoices pertaining to the trainings.

The Board reviewed a letter from the Fire Chief requesting financial assistance in regards to payment of a \$1,000 deductible pertaining to plumbing repairs at Fire Station B. The Board requested that the Fire Chief be contacted inform him that the Board would like him to pay for the deductible out of his budget. In addition, the Board is requesting that the Fire Chief inform the Board and the Finance Committee when his budget is near depletion.

The Board reviewed an email from the Police Chief informing the Board that Mark Chase is out of work for approximately 8 weeks due to a fall which occurred off duty. The Board requested that the Police Chief inform Officer Chase that he must obtain a doctor's note to release to return to work before he may return to work.

The Board reviewed a memo from the Police Chief informing the Board that Chris Matczak has given his resignation and he is requesting the hiring of a full time academy trained police officer. The Board requested that a copy of Mr. Matczak resignation be submitted to the Town Clerk.

APPOINTMENT(S)

The Board reviewed a letter from the Cable Advisory Committee requesting the appointment of Collin Richard to the committee. A motion to appoint Collin Richard until May 2014 was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

Minutes February 22, 2011

AMBULANCE ABATEMENTS

A motion to approve Ambulance abatements for the 2nd quarter of FY11 as follows: October \$21,326.72, November \$13,823.67, and December \$18, 909.33 (includes Bad Debt in the amount of \$4,925.00) was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

SELECTMEN'S BUDGET

The Board tabled this until their next meeting.

LIBRARIES BUDGET

There was brief discussion pertaining to funding two libraries in the upcoming year since the board is expecting budget constraints. The Board requested that Town Counsel be contacted regarding whether or not the town could place separate articles on the Town warrant to fund each library contingent upon Proposition 2 ½.

ELECTRICAL INSPECTOR

The Board interviewed Kevin Dunivan pertaining to the open Electrical Inspector position. Mr. Delanski asked Mr. Dunivan if he is a registered voter. Mr. Dunivan stated that he is a registered voter. Mr. Delanski asked Mr. Dunivan if he had an Alternate Wiring Inspector in mind. Mr. Dunivan mentioned that he would like to hire Keith Fontaine as the Alternate if he is chosen for the position. The Board informed Mr. Dunivan that they will not be making an appointment until May for the Electrical Inspector position.

The Board requested that Scot Mansfield be scheduled for an interview for March 15th at 7:30 p.m.

CLERK OF THE WORKS

There was brief discussion pertaining to the Clerk of the Works for the South Street Sewer Extension project. The Board requested that both applicants be contacted and scheduled for 7 and 7:30 p.m. on March 8th.

MEDICAL INSURANCE ADVISORY COMMITTEE

The Board requested that a posting be placed on the web in search of members for form a Medical Insurance Advisory Committee.

26 CRESCENT STREET

The Board briefly discussed the concerns pertaining to an abandoned unsafe structure located at 26 Crescent Street. Mr. Downing informed the Board that he will contact the Assessor's Office for clarification as to the status of this property.

LEGAL REQUEST

The Board reviewed a legal request from the Zoning Board of Appeals in regards to Chapter 40A, Section 16. A motion to approve the legal request from the Zoning Board of Appeals was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

MINUTES

A motion to approve and sign the open and executive session minutes of February 8, 2011 as written was made by Mr. Souza, Jr., second; Mr. Delanski – voted unanimously.

A motion to approve and sign the open session minutes of February 15, 2011 as written was made by Mr. Souza, Jr., second; Mr. Delanski – voted unanimously.

Minutes February 22, 2011

WARRANTS

A motion to accept warrant #100 dated February 21, 2011 in the amount of \$30,363.86 and warrant #102 dated February 21, 2011 in the amount of \$844,092.52 was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

A motion to accept warrant #101 dated February 21, 2011 in the amount of \$354.67 was made by Mr. Souza, Jr.; second; Mr. Delanski – Mr. Downing abstained.

CLARK & GREEN

A motion to approve payment to Clark & Green for Invoice No. 0111016 pertaining to the Senior Center Improvement project in the amount of \$2,000 was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

OTHER BUSINESS

The Board reviewed a letter from Aaryn Souza asking the Board if he may use the gym in the Shepard Building in order to fundraise for his trip to Washington D.C. as he has been accepted to participate in the People World Leadership Forum in Washington, D.C. A motion to allow Aaryn Souza to use the gym in the Shepard Municipal Building for a dance for fundraising efforts pertaining to his trip to Washington D.C. as long as a \$50 deposit is obtained that will be reimbursed provided there is no damage to the gym was made by Mr. Delanski; second; Mr. Downing – Mr. Souza, Jr. abstained.

The Board requested that Town Counsel be contacted pertaining to the removal of an elected official on the Cemetery Committee who does not live in town.

The Board requested that a news release be posted informing the public that there are two vacancies on the Finance Committee.

The Board requested that a copy of the Early Retirement Plan and Wage Classification for their next meeting.

A motion to adjourn the meeting at 8:40 p.m. was made by Mr. Souza, Jr.; second; Mr. Delanski – unanimous.

Respectfully Submitted,

Angela L. Cavanaugh
Selectmen's Secretary

Robert W. Souza, Jr., Clerk