

**MINUTES MARCH 8, 2011  
SHEPARD MUNICIPAL BUILDING**

**PRESENT:** Robert K. Downing, Chairman, David A. Delanski, Vice-Chairman, Robert W. Souza, Jr., Clerk, Angela Cavanaugh, Selectmen's Secretary, and see attached sign-in sheet.

Chairman Robert K. Downing called the meeting to order in the Selectmen's Office at 6:30 p.m.

**6:30 P.M. EXECUTIVE SESSION – CONTRACT NEGOTIATION W/NON-UNION PERSONNEL**

A motion to go into executive session with non-union personnel was made at 6:30 p.m. by Mr. Delanski; second; Mr. Souza, Jr. – unanimous. Roll call vote: Mr. Delanski – yea, Mr. Souza, Jr. – yea, and Mr. Downing – yea.

The meeting reconvened in the Selectmen's Meeting Room at 6:50 p.m.

**CORRESPONDENCE**

The Board reviewed a memo from the Police Chief updating the Board on the status of Officer Chase's medical leave. The Board requested a memo be sent to the Police Chief informing him that Officer Chase must submit a work release note before he may return to work.

The Board reviewed a letter from the Highway Surveyor informing the Board that he will be deficit spending in the Snow & Ice Account. The Board requested that the Highway Surveyor be contacted and asked to submit a dollar amount for invoices that are currently outstanding and an estimate of what he expects to deficit spend in the Snow & Ice account during the remainder of this fiscal year.

The Board reviewed an email from MMA regarding the Governor filing a \$200 million dollar Chapter 90 Bond Bill. The Governor is requesting that all cities and towns contact their representatives and senators in order to pass this bill by April 1<sup>st</sup>. The Board requested a letter be sent to Senator Brewer and Representative Smola in support of Governor Patrick's Chapter 90 Bond Bill.

Received an Invitation from the Town of Ware and the Ware 250<sup>th</sup> Parade Committee to participate in their Gala Parade celebration on Sunday, September, 4, 2011. The Board agreed to be part of Ware's 250<sup>th</sup> Gala Parade and requested a response be sent to the Town Administrator in Ware.

**GYM USE**

Calvin Cieslak, President of the Warren Baseball Association, requested the use of the gym in the Shepard Municipal Building for baseball practice on Saturdays and Sundays in addition to the other days during the week. Mr. Cieslak stated that the Parks Department will not allow the kids to practice on the fields since they are muddy and unsafe. Mr. Delanski informed Mr. Cieslak that the Board has just remodeled the gym and does not want any damage and stated that he would only allow the use of the gym if the coaches use rubber balls and the batting cages. Mr. Cieslak agreed that he would inform all coaches to use rubber balls and batting cages and he would leave a list of coaches with the Police Department. Mr. Cieslak informed the Board that Heather Bridges is in charge of scheduling. Mr. Souza, Jr. stated to Mr. Cieslak

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that he would prefer that if there was any damage to the gym that the coaches were honest and upfront about the damage. A motion to allow the use of the gym in the Shepard Building on Saturdays and Sundays for baseball practice was made by Mr. Delanski; second; Mr. Souza, Jr. voted unanimously.

### **PETER KRAWCZYK**

Mr. Krawczyk informed the Board that the Planning Board will be submitting three articles for the town meeting. He asked the Board if they could span out the articles on the warrant so that there would be better voting attendance for all articles on the warrant. Mr. Krawczyk mentioned to the Board that past history has shown that most voters leave immediately after the topic of interest and that span the articles on the warrant would require voters to stay for all articles. Mr. Krawczyk further stated that he would like to request the Finance Committee books be available at the town elections so that voters could have time to review them. The Board informed Mr. Krawczyk that they would take his suggestion under advisement. The Board requested a memo be sent to the Finance Committee informing them of Mr. Krawczyk's recommendation regarding the Finance Committee books.

### **7:00 P.M. – TERRY SMITH, INTERVIEW FOR CLERK OF THE WORKS FOR SOUTH STREET SEWER EXTENSION**

Mr. Delanski asked Mr. Smith what he felt the time frames for this particular job should be and if most of his prior jobs as Clerk of the Works have been on time and/or under budget. Mr. Smith stated that he felt this job would initially be full-time and then approximately 20 to 30 hours a week toward the end of the project. Mr. Smith stated that most of his jobs have been on time and within budget unless there was an unforeseen issue.

### **7:30 P.M. – JAMES DESSELLIER, INTERVIEW FOR CLERK OF THE WORKS FOR SOUTH STREET SEWER EXTENSION**

The Board asked Mr. DeSellier if he currently was working on any jobs. Mr. DeSellier stated that he is currently working on a project in Adams, CT but that job would end in a few weeks. Mr. Delanski then mentioned to Mr. DeSellier the issues that the town experienced in the past from having hired a Clerk of the Works who also worked for the engineering firm during the building of the Quaboag Regional High School. Mr. Delanski then asked Mr. DeSellier why the town should hire him after having experience the later. Mr. DeSellier stated to the Board that he takes pride in his work and would never try to hide a design flaw which he or anyone else would be responsible for. Mr. Souza, Jr. then asked Mr. DeSellier how he would prioritize working for the town and Lenard Engineering at the same time. Mr. DeSellier stated that he hopes that he may regain the town's confidence pertaining to their concerns. Mr. Souza, Jr. then asked Mr. DeSellier what he felt the conflict would be pertaining to taking on this job. Mr. DeSellier mentioned the conflict of there being an unforeseen issue. Mr. Delanski mentioned to Mr. DeSellier that he would like someone who can be on the job everyday. Mr. DeSellier concurred that he would be there daily. The Board thanked Mr. DeSellier for attending the meeting and informed Mr. DeSellier that they will contact him when a decision is made.

### **QUABOAG REGIONAL SCHOOL DISTRICT BUDGET FY12**

Superintendent Kustigian presented to the Board the Quaboag Regional School District budget for FY12. Superintendent Kustigian informed the Board that the school has shown an 86% increase in advance placement enrollment and their school choice in exceeds school choice out. In addition, Supt. Kustigian informed the Board that the school district was 1 of 150 schools chosen to attend the National Convention in Denver. Supt. Kustigian stated that the school committee is planning to meet on March 21<sup>st</sup> to vote on proposed school budget. The school

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district will be saving money this upcoming fiscal year due to a 6<sup>th</sup> grade teacher being eliminated, reconfiguration of the district offices, three retirements, and from solar savings. The school budget is expected to be \$16,547,943 for FY12 which is a 4.8% increase from FY11. Warren's contribution is expected to be \$481,757.

A motion to go into recess for 5 minutes was made at 8:25 p.m. was made by Mr. Delanski; second; Mr. Souza, Jr. – voted unanimously.

Superintendent Kustigian continued by presenting to the Board requests to fund technology upgrades at the high school and elementary school and capital improvements at the elementary school. Mr. Delanski informed the Superintendent that although he understands the need for technology upgrades and capital improvements this is not the time to fund those requests. The Board is planning to have approximately \$135,621 of which the Board will need to pay for the snow and ice deficit and possibly provide a COLA to town employees who have not received a COLA in three years. Mr. Delanski stated that he only give the \$201,000 that the district received last year. Mr. Delanski suggested that the Superintendent contact the Capital Planning Committee and submit his requests as articles with a debt exclusion. Mr. Delanski informed the Superintendent that if the committee approves the articles they will then come to the Board. At that point, if the Board denies their requests to place the articles on the warrant they can submit a petition. Mr. Delanski further stated that he will not vote to use stabilization funds for budgets that are recurring as the town needs these funds to maintain its' bond rating. Mr. Souza, Jr. stated that he understands the needs of the school district to improve the education of our future children and plans to fully support the district.

The meeting reconvened at 8:30 p.m.

### **LIBRARY BUDGETS FY12**

The Board briefly discussed the draft articles prepared by Town Counsel pertaining to the libraries. A motion to place separate articles pertaining to funding the Warren and West Warren libraries contingent upon proposition 2 ½ as drafted by Town Counsel was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously. The Board will discuss the institution of a grant agreement with each library at their next meeting.

### **SELECTMEN'S BUDGET FY12**

The Board briefly discussed their budget for the upcoming fiscal year. A motion was made to approve the Selectmen's Budget for FY12 as prepared was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

### **MODERATOR**

A motion to amend the moderator's salary to be \$450 for FY12 was made by Mr. Delanski; second; Mr. Souza, Jr. – voted unanimously.

### **WARRANTS**

A motion to accept warrant #106 dated March 7, 2011 in the amount of \$31,531.52 and warrant #108 dated March 7, 2011 in the amount of \$121,164.77 was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

A motion to accept warrant #107 dated March 7, 2011 in the amount of \$366.90 was made by Mr. Souza, Jr.; second; Mr. Delanski – Mr. Downing abstained.

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### **OTHER BUSINESS**

Mrs. Cavanaugh asked the Board when they would like town meeting articles submitted. The Board was requested that a memo be sent out requesting articles to be submitted by Thursday, March 24, 2011.

A motion to adjourn the meeting at 9:30 p.m. was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

Respectfully Submitted,

Angela L. Cavanaugh  
Selectmen's Secretary

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Robert W. Souza, Jr., Clerk