

Board of Selectmen  
Minutes of April 1, 2024  
Special Meeting Minutes

Present: LaCava, Baker, and Schneiderbeck

Recording Secretary: C Frisbie

Meeting called to order at 4:04 pm by First Selectman LaCava

**1) Minutes of March 5, 2024, Meeting: Motion (Schneiderbeck/Baker)**

*All in Favor Motion passes 3-0-0*

**2) First Selectman's Report:**

- Nothing new to report from RSD6 or 20
- Social Services report: read
- Registrars Report: read
- Parks and Rec Report: read
- DPW: painted the downstairs of the Community Center: starting road cleanup after this winter season: cleaning up buildings getting them ready for Spring.
- Curbside composting update
- The Housing and Conservation Collaborative Committee of Towns will be meeting on April 19<sup>th</sup> – location TBD (possibly Roxbury). The previous meeting was very interesting learning about the mapping between all the towns and organizations.
- Continue to explore: rental pricing, EV Solar, Beach cleanup and related items.
- LaCava has an intent to apply for the CBD Grant for housing – this is a grant that must be completed by the Town and not the WAH Committee. (At the Town Meeting of May 2025, permission is given to the First Selectman and BoS to enter into Federal and State Grants for the fiscal year.)
- The DOT project for this Spring-Fall on the Lake Road will be starting May 14<sup>th</sup> and is slated to take 166 days to complete. There will be a signal light to control the traffic. LaCava has applied for devices to change the light for emergency vehicles (ambulance, fire) during the construction period. The project is to stabilize the erosion from Sucker Brook's effect on the road.
- Schneiderbeck reported that the Park and Rec Commission will be sponsoring the development of trails at Warren Woods around Fiddlers Pond

**3) Review of FY 2023-24 expenses:** LaCava noted we are still in good shape and keeping within the budget. Noted the Assessor in Training line is above the budget due to an incorrect calculation at the time of the budget request. We will have to deal with this at the end of the fiscal year.

**4) Budget Workshop:** LaCava went over the draft budget line by line with the Board: explained the blue colored figures are pending amounts or place holders: explained the large increase budget items: and, still negotiating with the Teamsters over the next couple of days. LaCava and Frisbie will continue to look over the budget to see where any adjustments can be made once all the figures are in. BoS would like to hold a Special Meeting on 4/3 prior to the BoF meeting to finish discussing the draft budget. Schneiderbeck would like to make sure our employees and infrastructure(roads) are taken care of. More discussion to come at the special meeting once LaCava has information from negotiations.

*Motion (Baker/Schneiderbeck) to adjourn at 4:59pm*

***All in Favor Motion passes 3-0-0***

Respectfully submitted by  
Colleen Frisbie

Submitted attachments are available at the Town Hall, Town Clerk's Office

**FEBRUARY 2024 Rolling 12 Months  
Environmental Impact Report**

**CURBSIDE  
COMPOST**



**Warren, Town of  
12-Month Impact by the Numbers**

 **5,100 lbs of food scraps recovered \***

Which is the equivalent of avoiding...

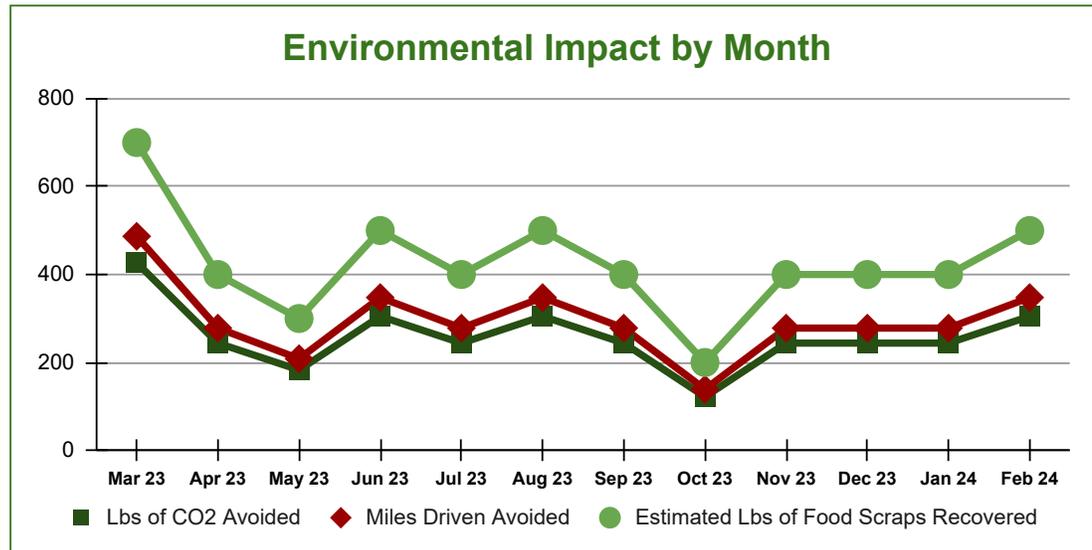
 **3,111 lbs of CO2 \*\***

Which is the equivalent of avoiding...

 **3,547 miles of driving \*\***

Sustainable business practices are an important part of an organization's market strategy to attract and hold customers.

By utilizing Curbside Compost, you have made an impact that you can share with your community.



\*Weights are estimated using volume removed from location

\*\*CO2 equivalent and miles driven are calculated using the EPA Warm Model

For more information: <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>

**We encourage customers to highlight their environmental efforts.**

**73% of consumers will change consumption habits to reduce personal environmental impact.\*\*\***

**Curbside Compost also delivers compost, garden soil, and mulch to your property.**

**Thank you for working with us.**

**Service: [commercial@curbcompost.org](mailto:commercial@curbcompost.org) | Billing: [office@curbcompost.org](mailto:office@curbcompost.org)**

**Phone contact: (914) 646-6890**

\*\*\* <https://www.nielsen.com/wp-content/uploads/sites/3/2019/04/global-sustainable-shoppers-report-2018.pdf>

## Town of Warren Profit & Loss Budget vs. Actual July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
4005 · Property Tax Revenue	6,547,598.59	6,561,463.00	-13,864.41	99.8%
4010 · Interest on Property Tax	20,188.05	13,300.00	6,888.05	151.8%
4015 · Lien Fees on Property Tax	1,561.00	1,700.00	-139.00	91.8%
4020 · General Fund-STIF Income	2,552.85	2,000.00	552.85	127.6%
4021 · Municipal Now Interest Income	20,782.75	10,000.00	10,782.75	207.8%
4400 · State Grant Hist Doc Grant	6,000.00	5,500.00	500.00	109.1%
4405 · Storm Damage Grant	0.00	0.00	0.00	0.0%
4420 · Education Cost Sharing	45,782.00	0.00	45,782.00	100.0%
4425 · Telephone Access Line Tax	0.00	4,400.00	-4,400.00	0.0%
4430 · Casino Revenue	1,456.33	1.00	1,455.33	145,633.0%
4435 · Muni Grants-in-Aid	0.00	0.00	0.00	0.0%
4455 · Disability	98.68			
4457 · State Property (PILOT)	3,275.91	1.00	3,274.91	327,591.0%
4460 · ElderlyTax Exemption	0.00	0.00	0.00	0.0%
4465 · Veterans Tax Relief	1,578.00	750.00	828.00	210.4%
4466 · MRSA	13,940.48			
4470 · State Judicial Fines	50.00	0.00	50.00	100.0%
4475 · Other State Grants	330.50	0.00	330.50	100.0%
4601 · Library Rent	600.00	600.00	0.00	100.0%
4602 · Election Grants	10,500.00			
4705 · Conveyance Tax	34,232.50	15,000.00	19,232.50	228.2%
4710 · Building Permits	81,499.00	40,000.00	41,499.00	203.7%
4716 · Sale of Equipment	420.00			
4720 · Dog Fees	326.00	1,000.00	-674.00	32.6%
4722 · Sports Licenses	6.00	50.00	-44.00	12.0%
4723 · Marriage Licenses	248.00	240.00	8.00	103.3%
4725 · Rent - Town Buildings	11,115.00	12,600.00	-1,485.00	88.2%
4740 · Contributions in Lieu of Taxes	500.00	500.00	0.00	100.0%
4745 · Planning & Zoning	1,302.00	3,500.00	-2,198.00	37.2%
4755 · Recording Fees	4,857.24	7,500.00	-2,642.76	64.8%
4775 · Miscellaneous Income	7,056.92	3,000.00	4,056.92	235.2%
4810 · Photocopies	1,561.00	4,000.00	-2,439.00	39.0%
4815 · Pistol Permits	350.00	210.00	140.00	166.7%
4846 · Conservation Commission	573.00	1,300.00	-727.00	44.1%
4848 · Zoning Bd. of Appeals	0.00	200.00	-200.00	0.0%
4851 · RSD6	101,227.27			
7000 · "Transfer From Fund Balance"	0.00	94,854.00	-94,854.00	0.0%
<b>Total Income</b>	<b>6,921,569.07</b>	<b>6,783,669.00</b>	<b>137,900.07</b>	<b>102.0%</b>
<b>Gross Profit</b>	<b>6,921,569.07</b>	<b>6,783,669.00</b>	<b>137,900.07</b>	<b>102.0%</b>
<b>Expense</b>				
<b>GENERAL GOVERNMENT</b>				
5005 · first selectman salary	50,035.44	66,714.00	-16,678.56	75.0%
5010 · first selectman clerical	42,097.77	56,127.00	-14,029.23	75.0%
5015 · first selectman expense	7,382.16	8,500.00	-1,117.84	86.8%
5016 · Clerical Assistant	20,936.25	29,744.00	-8,807.75	70.4%
5020 · selectman second	2,137.00	4,274.00	-2,137.00	50.0%
5025 · selectman third	2,137.00	4,274.00	-2,137.00	50.0%
5030 · treasurer salary	7,181.07	9,575.00	-2,393.93	75.0%
5035 · treasurer expenses	784.79	2,500.00	-1,715.21	31.4%
5040 · town clerk salary	29,787.03	39,716.00	-9,928.97	75.0%
5041 · Deputy Town Clerk Salary	5,187.99	12,151.00	-6,963.01	42.7%
5045 · town clerk expenses	12,863.36	22,170.00	-9,306.64	58.0%
5050 · tax collector salary	20,686.80	25,634.00	-4,947.20	80.7%
5055 · tax collector expense	8,959.48	14,500.00	-5,540.52	61.8%
5063 · computer management	7,271.19	14,000.00	-6,728.81	51.9%
5064 · Social Services Expenses	3,579.47	5,020.00	-1,440.53	71.3%
5065 · SS Director - salary	31,827.17	42,172.00	-10,344.83	75.5%
5070 · fire marshal				
5070-01 · Fire Marshal Compensation	1,614.17	0.00	1,614.17	100.0%
5070-02 · Fire Marshal monthly expenses	480.09	0.00	480.09	100.0%
5070 · fire marshal - Other	0.00	5,000.00	-5,000.00	0.0%

**Town of Warren**  
**Profit & Loss Budget vs. Actual**  
**July 2023 through June 2024**

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
5430 · NWCT regional council	1,079.20	1,080.00	-0.80	99.9%
5435 · library	22,000.00	33,000.00	-11,000.00	66.7%
5445 · Emergency Mgmt (civil defense)	5,303.28	7,500.00	-2,196.72	70.7%
5450 · itchfield cty dispatch	16,188.00	16,188.00	0.00	100.0%
5460 · NW Conservation District	600.00	600.00	0.00	100.0%
5465 · elderly bus	500.00	1,259.00	-759.00	39.7%
5470 · council of small towns	2,017.00	2,017.00	0.00	100.0%
<b>Total GOVT - AGENCIES</b>	<b>64,730.82</b>	<b>85,582.00</b>	<b>-20,851.18</b>	<b>75.6%</b>
<b>REGIONAL EDUCATION</b>				
5810 · regional school dist #6	2,801,607.00	3,361,928.00	-560,321.00	83.3%
<b>Total REGIONAL EDUCATION</b>	<b>2,801,607.00</b>	<b>3,361,928.00</b>	<b>-560,321.00</b>	<b>83.3%</b>
<b>TOWN BUILDINGS</b>				
5510 · town bldg operation	78,763.06	120,000.00	-41,236.94	65.6%
5515 · garbage pick up & hauling	74,658.24	112,940.00	-38,281.76	66.1%
5516 · energy improvements	0.00	1,500.00	-1,500.00	0.0%
5517 · Curbside Composting	1,485.00	1,800.00	-315.00	82.5%
5520 · Recycling operation	8,844.59	14,500.00	-5,655.41	61.0%
5530 · capital improvements	17,898.26	130,000.00	-112,101.74	13.8%
5535 · Covanta garbage processing	25,700.41	38,850.00	-13,149.59	66.2%
5540 · household hazardous waste	1,582.20	2,500.00	-917.80	63.3%
<b>Total TOWN BUILDINGS</b>	<b>208,931.76</b>	<b>422,090.00</b>	<b>-213,158.24</b>	<b>49.5%</b>
<b>TOWN FIRE COMPANY</b>				
5715 · fire truck replacement	85,000.00	85,000.00	0.00	100.0%
5720 · fire dept insurance	26,437.00	24,645.00	1,792.00	107.3%
5721 · Workman's comp	11,000.00	11,000.00	0.00	100.0%
5722 · Gas and diesel Fuel	5,500.00	5,500.00	0.00	100.0%
5723 · Truck Maintenance	12,118.97	20,000.00	-7,881.03	60.6%
5724 · Tax Abatement	0.00	18,000.00	-18,000.00	0.0%
<b>Total TOWN FIRE COMPANY</b>	<b>140,055.97</b>	<b>164,145.00</b>	<b>-24,089.03</b>	<b>85.3%</b>
<b>TOWN HIGHWAY &amp; GEN OPERATIONS</b>				
5150 · uniforms	9,170.72	9,000.00	170.72	101.9%
5545 · town aid roads	21,750.00	0.00	21,750.00	100.0%
5550 · highway dept operations	54,522.70	132,000.00	-77,477.30	41.3%
5551 · Removal of Trees	9,025.00	33,000.00	-23,975.00	27.3%
5555 · highway salaries	218,844.47	298,450.00	-79,605.53	73.3%
5560 · snow removal	80,039.79	100,000.00	-19,960.21	80.0%
5570 · town garage	13,831.05	24,000.00	-10,168.95	57.6%
5575 · maintenance town equipment	28,227.48	55,000.00	-26,772.52	51.3%
5580 · gas, fuel, oil	40,186.28	56,000.00	-15,813.72	71.8%
5585 · Road Fund	292,387.61	405,000.00	-112,612.39	72.2%
<b>Total TOWN HIGHWAY &amp; GEN OPERATIONS</b>	<b>767,985.10</b>	<b>1,112,450.00</b>	<b>-344,464.90</b>	<b>69.0%</b>
<b>TOWN INSURANCE ACCT</b>				
5710 · town insurance	50,658.00	59,410.00	-8,752.00	85.3%
5711 · Cyber Security Ins	0.00	18,000.00	-18,000.00	0.0%
<b>Total TOWN INSURANCE ACCT</b>	<b>50,658.00</b>	<b>77,410.00</b>	<b>-26,752.00</b>	<b>65.4%</b>
<b>TOWN MISCELLANEOUS</b>				
5273 · newsletter	2,687.95	4,500.00	-1,812.05	59.7%
5420 · boat replacement & repair	0.00	0.00	0.00	0.0%
5900 · miscellaneous	2,187.36	4,000.00	-1,812.64	54.7%
5910 · fifty % dog fees	0.00	1,500.00	-1,500.00	0.0%
5930 · Community/Senior Center Exp	0.00	0.00	0.00	0.0%
5940 · Website/Email Services	9,418.25	15,000.00	-5,581.75	62.8%
5990 · contingency func	0.00	0.00	0.00	0.0%
6595 · Hist doc state account	6,000.00	0.00	6,000.00	100.0%
<b>Total TOWN MISCELLANEOUS</b>	<b>20,293.56</b>	<b>25,000.00</b>	<b>-4,706.44</b>	<b>81.2%</b>

10:56 AM

03/27/24

Accrual Basis

## Town of Warren Profit & Loss Budget vs. Actual July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>TOWN PROPERTY</b>				
5660 · improving town property	16,558.82	55,000.00	-38,441.18	30.1%
5665 · street lighting	1,268.70	2,400.00	-1,131.30	52.9%
<b>Total TOWN PROPERTY</b>	<b>17,827.52</b>	<b>57,400.00</b>	<b>-39,572.48</b>	<b>31.1%</b>
<b>TOWNS OTHER FINANCES</b>				
5145 · Unemployment Compensation	0.00	0.00	0.00	0.0%
5270 · recreation commission				
5274 · Beach Salaries	24,800.35	25,000.00	-199.65	99.2%
5270 · recreation commission - Other	4,234.87	12,100.00	-7,865.13	35.0%
<b>Total 5270 · recreation commission</b>	<b>29,035.22</b>	<b>37,100.00</b>	<b>-8,064.78</b>	<b>78.3%</b>
5440 · cemeteries	13,938.92	14,000.00	-61.08	99.6%
5565 · equipment fund	100,000.00	100,000.00	0.00	100.0%
5915 · bank charges	55.00	0.00	55.00	100.0%
5920 · non-recurring	65,000.00	65,000.00	0.00	100.0%
6400 · Debt service--Bonds	8,440.00	176,880.00	-168,440.00	4.8%
6590 · Revaluation	0.00	0.00	0.00	0.0%
6600 · special appropriation	41,922.48	127,218.75	-85,296.27	33.0%
<b>Total TOWNS OTHER FINANCES</b>	<b>258,391.62</b>	<b>520,198.75</b>	<b>-261,807.13</b>	<b>49.7%</b>
<b>TOWNS USES-OTHER FINANCES</b>				
5066 · Social Services Cking Exp	-14,800.16	0.00	-14,800.16	100.0%
5271 · Park & Rec THEIR Actual Exp	4,862.03	0.00	4,862.03	100.0%
5272 · P & R Road Race	1,661.35			
6155 · good neighbor fund	3,660.00			
6700 · American Rescue Plan	119,466.00			
<b>Total TOWNS USES-OTHER FINANCES</b>	<b>114,849.22</b>	<b>0.00</b>	<b>114,849.22</b>	<b>100.0%</b>
6560.01 · COVID-19 Expenses	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>5,265,364.23</b>	<b>6,910,887.75</b>	<b>-1,645,523.52</b>	<b>76.2%</b>
<b>Net Income</b>	<b>1,656,204.84</b>	<b>-127,218.75</b>	<b>1,783,423.59</b>	<b>-1,301.9%</b>

## Warren Parks and Recreation – April 1, 2024

### REMINDER

PARK AND RECREATION ACTIVITIES ARE POSTED ON WARRENREC.ORG

### Daytripper Series

Botanical Gardens / Bronx Zoo – April 18 Dress Parade at West Point  
– May 4th.

James Taylor at Tanglewood Trip Wednesday July 3<sup>rd</sup> Mets Vs Dodgers at Citi Field –

Wednesday May 29 Yankee vs Red Sox at Yankee Stadium – Saturday July 6

Lancaster, PA to Sight and Sound Theatre and Lancaster area – August 12 – 14

YARDGOATS Game in Hartford – August 18th

Karaoke Night at the Parish Hall Friday April 12<sup>th</sup> with Travelin' Vin

Nice crowd for the Annual St. Patrick's Day Lunch which was held on Thursday March 14<sup>th</sup>.

Pickleball continues Wednesdays and Friday in the Community Center Adult Basketball continues  
Thursday evenings at Warren School.

Fitness class continue Saturday mornings at the Community Center. Karate continues Fridays.

OPEN GYM on Sundays at the Community Center this Sunday – still need volunteers – please contact Rec.  
office.

Cornhole continues Sunday at the Community Center from 3:00 – 6:00 pm

### SENIOR Trips and Activities

Upcoming trips include Ct State Capitol Tour, Museum of Connecticut History this Wednesday April 4<sup>th</sup>;  
Carousel Museum & American Clock and Watch Museum on April 24<sup>th</sup>; Mystic Seaport May 15<sup>th</sup>; Port  
Jefferson; Lighthouse Tour out of New London

New Bend & Stretch Class starts next Tuesday April 9<sup>th</sup> at the Community Center

New Walking group starts next Monday April 8<sup>th</sup> at the Community Center

Senior BINGO is once a month in the Community Room at the Warren Community Center –April 24<sup>th</sup>.

Mar- Jong group continues to meet on Tuesdays (is now in the library) SPECIAL EVENTS

Warren Parks & Recreation and Warren Social Services will distribute Glasses, Moon Pies, and Sunflowers  
on Monday April 8<sup>th</sup> for the SOLAR ECLIPSE

Warren Town Wide Clean Up – April 20th

The Annual Easter Egg Hunt was held this past Saturday March 30th.

“Schools out for Summer Beach Party” Wednesday June 26<sup>th</sup> at Warren Town Beach presented by  
Warren Recreation and Social Services Departments

### Summer Concert Series

Eleven music events are part of Summer Sounds at Warren Town Beach for Summer 2024,  
and 6 events are booked for our Summer Concert Series at Warren Woods – all exciting  
opportunities for the community to enjoy themselves during the summer!

### Warren Town Beach UPDATE

The Kayak Rental Lottery is currently taking place today April 1<sup>st</sup> –  
over 36 people registered for the 18 slips.

2024 Parking Permits for Warren Town beach will on sale starting Monday April 15<sup>th</sup> – warrenrec.org

LIFEGUARDS are needed for Summer 2024 Warren Parks

Reminder: as required by law dogs must be leashed in PUBLIC PARKS

– please. Also curb your dog in our public parks!



# Town of Warren

Registrars Office  
50 Cemetery Road  
Warren CT 06754  
860-868-7881

## *Registrar of Voters Office report for the Board of Selectmen's April 1, 2024 meeting.*

As I write this, we are just concluding our first experience with the Early Voting portion of the Presidential Primary Election. EV is new to CT and the learning curve is steep for all Registrars and election officials. Turnout was low, as was expected, because the two party's choices for the November ballot had already been decided. All municipalities and the Secretary of States office learned a lot from this experience and we are scheduled to participate in a 'post mortem' examination on how this can be done better. We expect there will be changes to the procedures the Secretary's office had established leading up to last week's contests. The Governor sent out \$10,500 checks to all cities and towns to help with the costs of EV. Among other things, we used these funds to train some of our new poll workers for the onslaught we expect in November. The Sec. of State has requested an additional \$5 million to further help with costs and to create an educational program for the public. We should have a much better understanding of this after the April 2 election has concluded and as the November election approaches; this general election will have a 14-day Early Voting period (Yikes!). We expect that that EV period and that election day will be much busier.

We also wish to apologize for the lateness of our 24-25 Budget Projections as the preparation for this current election has left no time for us to analyze this. This is the next task on our schedule.

Jon Garvey  
Rick Valine  
Voting Registrars  
1 April, 2024

**From:** Missy Brown <[socialservices@warrenct.org](mailto:socialservices@warrenct.org)>

**Sent:** Monday, April 1, 2024 9:58 AM

**To:** Greg LaCava <[Selectman@warrenct.org](mailto>Selectman@warrenct.org)>

**Subject:** report

April 8- eclipse: glasses, moon pies and sunflowers in partnership with P& R will be available in my office 930-3 on Monday

Tshirt Fundraiser- will order adult sizes! in partnership with the community garden and the historical society

May 31<sup>st</sup> last day to submit applications for CEAP