

Board of Selectmen
Minutes of December 19, 2023
Meeting Minutes

Present: LaCava, Baker, and Schneiderbeck

Recording Secretary: C Frisbie

Meeting called to order at 5:00 pm by First Selectman LaCava

- 1) Minutes of December 5, 2023, Meeting:** *Motion (Baker/LaCava) All in Favor Motion passes 2-0-0* Schneiderbeck wasn't in attendance at the 12/5/23 meeting to vote.
- 2) Additions to agenda: None**
- 3) Appointments:** Reviewed appointment list. Added Schneiderbeck as an alternate to the COG and Baker as an alternate to Covanta. *Motion (Schneiderbeck/Baker) to accept the appointment list as submitted plus the 2 alternate positions All in Favor Motion passes 3-0-0*
- 4) First Selectman's Report:**
 - RSD20 – A vote on the school's name was held on 12/14/23. The name Lakeview High School was voted on 157-132. RSD6 is winding down and most of the meetings now are about transferring assets to the new R20.
 - Social Services -read report.
 - DPW -read report.
 - Park and Recreation – read report.

It is with a heartfelt thank you and appreciation to all our volunteers who serve on our committees, commissions, and boards along with all those who volunteer in the community on different organizational boards and commissions. From the entire Town Hall Staff and the DPW Crew, we wish you a very Merry Christmas, Happy Holiday, and a Happy New Year.

- We finished replacing the dishwasher at the Wasley property this past week along with repairing some electrical work.
- Mailing being stolen from mailboxes and the blue PO Box in the center of Town has been happening over the past month. LaCava is working with CSP and the Postal Investigated Services on the matter. A new secure PO Box has been ordered by the Postal Service but is backordered. We suggest mailing your payments directly at the post office or if you are dropping them off at the PO Box in town, do so before the daily pickup. Don't leave mail in boxes overnight. Report any stolen mail to CSP and the Post Office Master.
- Attended the first COG meeting with 7-8 newly elected CEO's. A Covanta representative attended to give an update on the garbage situation. Thankfully we don't have this problem with BRRFOC. Our only complaint is the long wait time for dumping since it's a smaller plant we use.
- Our new maintenance person has been helping DPW catch up and is now in the process of transitioning over to the maintenance side of the budget. He is working under the supervision of J. Tanner and LaCava depending on the work.

- Been meeting with my assistants on budget items we proposed last year and where we stand to complete these items. We will be starting work on the new budget right after the new year.
- Attended a Litchfield County Fire Chiefs meeting. Some items discussed included mutual aid, declining volunteers, and radio/communication problems. The lack of radio signals in areas is a safety concern – there are spots where even police are in a dead zone. Health screening for volunteers and paid fire fighters was also on the table.
- Been working with Homeland Towers and J. Favreau on possible funding to help with attracting a carrier.
- Continue to work with Warren Affordable Housing on grants. We have the documents to sign for CDBG – waiting on assistance from the State.
- Signed the contract with East River Energy for next year on diesel and gas prices – happy to say we are \$.30 per gallon lower than this year.
- Completed the grant paperwork for the Early Voting Grant for towns. Early Voting will start with the primary in April, which was not included in the budget – State didn't have any definite information on how this new voting would be implemented. The grant is for \$10,500 to each town based on needs – ours is for staffing.
- Gave the BOS a draft of possible new rental fees for facilities - will discuss in January.
- Wrote a letter to the Agricultural Commission on RSD6's benefit for a grant.
- Gave\ the BOS a review of the training the staff did over the past year.
- Shared with BOS a Town Score Reporting – will email the report to BOS tomorrow. This is a report based on different aspects of our Town. Usually used as a marketing tool. Looking into the "free" components of the program.
- Working with Social Services on a new prescription program because the Foundation of Community Health will be dissolving at the end of the year.
- D. Schneiderbeck gave an update on Land Trust new trails on Cunningham Rd.
- LaCava discussing possible new communication avenue with doing a video of the Town where we possibly highlight different areas of the Town on a quarterly basis. Would be on our website – but will continue to research the idea.

5) Public Comment:

- none

Motion (Baker/Schneiderbeck) to adjourn at 5:38pm

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

[Click for Audio](#)

DPW 12/19/2023

As you may see road edges that were not finished due to the failure of our old road mower. I borrowed town of Kent's road mower for the week to finish what we didn't. Big thanks to Kent DPW. We work closely with our neighboring towns and we help each other quite a bit. Especially in times of need.

—remind everyone our new tractor is expected to arrive in sept of 2024. We are on a list to rent a mower mid summer to manage road sides until it arrives. It's a special piece, nothing we can buy off the lot so have some patience. Please—

Faired well with storm yesterday. Had no closed roads. Minimal trees down. As you may notice we have plenty of water spots crossing the road still and all nights in the forecast are below freezing so please take it slow on all roads (esp state) in the mornings

Many sticks and debriefs on the roads- be patient we will be cleaning them up. Mind you we have 40 miles of road in our town and these things take some time.

You will see us cleaning up limbs and the downed trees we pushed to side of the road in the storm for the next week - also will be cutting brush on all edges of the roads until the snow flies

Reminder we are still having issues with people stealing and vandalizing street and stop signs in town!

Social Services would like to send out its deepest appreciation to the MANY groups, organizations, businesses, and individuals who made our holiday programs possible. We supported over 20 families during Thanksgiving providing a turkey, gift cards and sides. We supported more than 20 families during the December holidays. We provided gift cards, groceries and holiday gifts for 10 families with children; providing support to 15 children.

We CONTINUE to process applications for CEAP, and in January OPERATION FUEL will open to accept applications. The Operation Fuel income threshold is higher than CEAP, please call to see if you qualify.

New income limits for SNAP, it has changed from 185%FPL to 200%FPL. If you qualify for CEAP than you qualify for SNAP.

WARREN TOWN VOLUNTEERS APPOINTED BY BOARD OF SELECTMEN

Appointments for December 2023

(revised 12/19/2023)

GOOD NEIGHBOR FUND

One year term (12/23 – 12/24)	<u>Ex-Officio</u>
Kirby Mullen, Chm	Mary Miller First Selectman
Kathy Newton	Susan Haxo Treasurer
Martin Carlson	Keith Layman Social Services Director
Ellen Prindle	<u>Vacancy</u>
Margie Field	<u>Vacancy</u>

ANIMAL CONTROL OFFICER

One year term (12/23 – 12/24)	Cynthia Brissett
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FLOOD AND EROSION CONTROL BOARD

One year term – Est. 4/21/1980 – 3 Selectmen and one each from P&Z and Conservation Commission

(12/23 – 12/24)	Selectmen:	Gregory LaCava	P&Z: Victoria Sahadevan Fossland
		Jack Baker	Conservation: John Favreau
		David Schneiderbeck	

TOWN HISTORIAN

One year term (12/23 – 12/24)	Heather Forstmann
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TRAFFIC AUTHORITY

One year term (12/23 – 12/24)	Gregory LaCava
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TOWN ATTORNEY

One year term (12/23 – 12/24)	Charles Peter Ebersol
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VETERAN'S SERVICE CONTACT PERSON

One year term (12/23 – 12/24)	Mindy Pettit
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HEARING & TOWING OFFICER

One year term (12/23 – 12/24)	Kenneth Layman
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MUNICIPAL ADMINISTRATIVE OFFICER TO DEMOLITION

One year term (12/23 – 12/24)	Joe Manley, Building Inspector
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LIAISON – TOWN & STATE PUBLIC SAFETY EDUCATION

One year term (12/23 – 12/24)	Gregory LaCava
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CABLE TV ADVISORY COUNCIL

One year term (12/23 – 12/24)

John Angevine

INTERLOCAL AGREEMENT COMMISSION

One year term (12/23 – 12/24) - Est. 4/16/1982

First Selectman & Chm. Bd. Finance for their terms of office

Gregory LaCava

Eric Shoenfeld

NORTHWESTERN CONNECTICUT COUNCIL OF GOVERNMENTS

Two year term 12/23 – 12/25

R

Gregory LaCava

FIRST SELECTMAN'S ALTERNATE

Two year term 12/23 – 12/25

??

RECREATION COMMISSION

Three year term – 5 members

U David Schneiderbeck 12/20 – 12/23

Vacancy 12/20 – 12/23 resigned 3/21/23 Churyk

D Kirby Mullen 12/22 – 12/25

D Kathy Andreasen 12/21 – 12/24

vacancy 12/21 – 12/24 no longer in town Calhoun

Alternates: Three year term

D Ruth Schnell 12/21 – 12/24

Vacancy 12/21 – 12/24 resigned 10/23 Brown

Vacancy 12/22 – 12/25 resigned 3/7/23 Lethbridge

MUNICIPAL AGENT ON AGING

Two year term 12/22– 12/24

Melissa Brown

REPRESENTATIVE TO THE HEALTH DISTRICT

Two year term 12/22 – 12/24

Gregory LaCava

PENSION PLAN TRUSTEES

Three year term – Est 6/20/77

R John Favreau 12/21 – 12/24

U Eric Schoenfeld 12/22 – 12/25

R Dave Robinson 12/23 – 12/26

CONSERVATION COMMISSION

Three year term – 5 members

D	Nancy Binns	12/22 – 12/25
R	John Favreau – Chm	12/22 – 12/25
U	Cynthia Shook	12/23 – 12/26
U	Tara Tanner	12/23 – 12/26
U	Thomas Caldwell	12/23 – 12/26

Alternates – 3 year term, 2 member (as of 11/2006)

U	Darin Willenbrock	12/22 – 12/25
	Kit Lundberg	12/23 – 12/26
	Vacancy	12/21 – 12/24

CEMETERY COMMISSION

Three year term – Est. 7/1/99 9 Members

Ordinance Change 10/2022 - 7 members

U	Bradford Johnson	12/21 – 12/24
R	Percy Allmand	12/21 – 12/24
	Vacancy	12/23 – 12/26
U	Howard Lethbridge	12/22 – 12/25
U	Greg Lethbridge	12/22 – 12/25
R	Gerald Frisbie	12/22 – 12/25
R	Josh Tanner	04/23 – 12/24 appt 4/18/23

COVANTA REPRESENTATIVE

Gregory LaCava	12/23 – 12/25
??	12/23 – 12/25

Western CT Tourist District

Three Year Term

R	Craig Nelson	12/23 – 12/26
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NW CT Transit District

Two Year Term

R	Gregory LaCava	12/23 – 12/25
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Other Positions Held

TREE WARDEN

Joshua Tanner

FIRE MARSHALL

Stan MacMillan

DEPUTY FIRE MARSHALL (recommendation from Fire Marshall)

One year term (12/23 – 12/24)

Tom Osborne

OPEN BURNING OFFICIAL – State Appointment

Stan MacMillan

BUILDING INSPECTOR - Contract

Joseph Manley

LAND USE/ZONING – Contract

Janell Mullen

EMERGENCY MANAGEMENT TEAM

Unlimited term

John Meeker Jr. – Emergency Management Director

James Schultz

Craig Nelson

David Schniederbeck

Colleen Frisbie

Greg LaCava, First Selectman

ASISSTANT TOWN CLERK & REGISTRAR OF VITAL STATISTICS (appointed by Town Clerk)

Two year term

U Terry Keith

12/23 – 12/25

Linda Bertaccini/Colleen Frisbie (Asst TC only)12/23 – 12/25

BOARD OF ADMISSIONS per CGS 9-15(a)

Always Registrars and Town Clerk Est. 11/20/78

R Richard Valine

as of 1/21

D Jon Garvey

as of 1/21

U Julie Wechter

as of 1/22

ASSISTANT REGISTRAR OF VOTERS (registrars appoint)

R Pam MacNeil

D M. Trisha Berry

DEPUTY TREASURER (appointed by Treasurer)

One year term

U Julie Wechter

12/23 – 12/24

ASISSTANT TAX COLLECTOR – appointed by tax collector

Two year term 12/23 – 12/25

U

Julie Wechter

HEALTH DISTRICT

Torrington Area Health District

WARREN TOWN OFFICIALS – ELECTED AT BIENNIAL ELECTION IN NOVEMBER

Rev. 11/7/2023

First Selectman	R	Gregory LaCava	11/21/23 – 11/18/25
Selectmen	R	Jack Baker	11/21/23 – 11/18/25
	D	David Schneiderbeck	11/21/23 – 11/18/25
Treasurer	D	Colleen Frisbie(R)	11/21/23 – 11/18/25
Board of Finance			
6 year term	R	Gerald Frisbie	11/21/23 – 11/20/29
	R	David Robinson	11/21/23 – 11/20/29
	R	Craig Nelson	11/16/21 – 11/16/27
	D	Hillary R Kasler	11/19/19 – 11/18/25
	R	Eric Schoenfeld (U)	11/19/19 – 11/18/25
	U	John Favreau	11/16/21 – 11/16/27
Board of Assessment Appeals			
4 year term	R	Colleen Frisbie	11/21/23 – 11/16/27
	D	Joseph Manley	11/16/21 – 11/18/25
	R	Richard King	11/16/21 – 11/18/25

REGISTRARS OF VOTERS

Elected in Presidential Year (Nov 2024)

4 year term	D	Jon Garvey	1/6/21 – 1/8/25
	R	Richard Valine	1/6/21 – 1/8/25

ZONING BOARD OF APPEALS

5 year term, 5 members	R	William Hopkins	11/22/22 – 11/16/27
		Vacancy	11/21/23 – 11/21/28
	R	Richard Valine-Chm	11/19/19 – 11/18/25
	D	Raymond Furse-Vice	11/16/21 – 11/17/26
	U	John Morton	9/2021 - 11/19/24
Alternates – 2 year term, 3 members			
		Vacancy	11/21/23 – 11/18/25
		Vacancy	11/21/23 – 11/18/25
		Vacancy	11/21/23 – 11/18/25

At Annual Meeting in October

PLANNING & ZONING

Four year term, 8 members

D	Joanne Mansfield	10/21 – 10/25
D	Victoria Sahadevan Fossland	10/20 – 10/24
U	Andrew Carollo	10/20 – 10/24
R	Jack Baker	10/22 – 10/26
U	Ryan Curtiss	10/23 – 10/27
R	Paul Prindle	10/21 – 10/25
U	Deb Ouellette	12/21 – 10/24
D	Pete Sandberg	10/22 – 10/26

P&Z Alternates – three year term, 3 members

	Vacancy	10/22 – 10/24 (Grathwohl to BD 10/23)
D	Aaron Schiller	11/22 – 10/25
D	Caroline Klein	10/23 – 10 /26

At Town Meeting in May

LAKE WARAMAUG AUTHORITY

Three year term, 3 members

R	Rebecca Holmes	6/22 – 6/25
U	Edgar Berner	6/21 – 6/24
R	William Hopkins	6/23 – 6/26

REGIONAL SCHOOL BOARD

U	Barbara DiNicola	6/21 – 6/24
U	David Schneiderbeck	6/23 - 6/24
R	Douglas Winkel	6/22 – 6/24

REGION 20 SCHOOL BOARD

Alexandrea Papp
Robert Delayo
Tiffany Parkhouse