

Board of Selectmen
Minutes of October 19, 2021, Meeting
Hybrid meeting

Present: Angevine, Nelson, Papp joined by zoom

Recording Secretary: Frisbie

Meeting called to order at 5:05 pm by Angevine.

- 1) **Minutes of October 19 2021:** *Motion (Nelson/Papp) to accept the minutes of October 19, 2021. All in Favor Motion passes 3-0-0*
- 2) **Public Comment:**
- 3) **Additions to the agenda:** *Motion (Nelson/Papp) to add Wetlands Lawsuit to agenda All in Favor Motion passes 3-0-0*
- 4) **Addition- Wetlands Lawsuit:** The Town received a lawsuit naming the Wetlands Commission last week. Angevine sent it to the Town Attorney for response. Nelson stated that the town attorney usually turns over this type of matter to our Land Use Attorneys. *Motion (Nelson/Papp) to send the Wetlands Lawsuit to the Land Use Attorney – Branse & Willis, LLC. after 1pm on Thursday, October 21, 2021 if no response is received from Town Attorney by then. All in Favor Motion passes 3-0-0*
- 5) **Ed Advance IT with Jaren Havell:** J. Havell gave a brief overview of the Cyber Security Report and explained that we are moving in the direction of the recommendations based on this report. Havel explained what we have done so far and where we should be headed in the future. Discussion followed. Nelson would like to see this in a package that would be done through a capitol plan/expense. *Motion (Nelson/Papp) to go with the cloud onsite equipment right away not to exceed \$2000. All in Favor Motion passes 3-0-0*
- 6) **Fire Alarm Installations update (old business):** Inspections with D. Wilson (Berkshire Alarm) and S. MacMillan (Fire Marshall) were conducted. One repair to the Library will need to be done. All buildings are now monitored by Berkshire Alarm. Fire Company will be taking over the monitoring of the Banks Alarm for the Fire House next billing.
- 7) **Maintenance of buildings (old Business):** Gutter work on the Town Hall building completed. Some small repairs were made at the country kitchen at the Woods. The rotted bleachers and store fronts at the Woods were removed. Otto Company has switched over the Town Hall and Community Center to the heating system.
- 8) **ARPA (Old Business):** Angevine stated that we have a chunk of money that we need to decide what to do with it in accordance with the Federal and State guidelines. We should be looking at larger projects due to the accounting requirements with the

disbursal of funds. Possible projects: \$50K to Affordable Housing Commission, Opportunity to help Fire Company recover some funds lost due to fund raising efforts were lost, putting funds towards a new ambulance. Angevine stated that some towns formed committees to help with this task. CCM has representatives to help the Town.

9) Survey Monkey (Old Business): Angevine hasn't finished the survey at this time

10) Start discussion on possible usage of Wasley Property: We have it on the Town Meeting agenda on Thursday Oct 21, 2021. Angevine thought a caretaker, like they have in Washington, could utilize the house on the property.

11) Keith Preserve (old business): tabled

12) Vaccination Clinic at Community Center 10/20/21 update (old business): Griffin Mobile will be at the Community Center on 10/20/21 from 11am – 7pm for second vaccines and booster shots

13) Review of FY 2021-22 expenses: no questions Angevine stated that RSD6 will be going up for Warren and could be looking at an increase of \$100K.

14) Introduction of Capital Plan- draft: Angevine passed out a draft capital plan. The plan included the Fire Company and Public Works' capital plans along with some building repairs. See attached plan

15) First Selectman's Report:

- a. J. Tanner and Public Work Employees working hard finishing up Angevine Road. Has a very ambitious schedule for the fall
- b. Angevine said this is his last BoS meeting. He will be leaving office in November. It has been an interesting 2 years. Thanked the Community for their involvement. Hopes the zoom meeting continue

16) Public Comment: the following residents spoke.

- a. E. Schoenfeld – would like to have the word out about the Town Meeting
- b. J. Tiedmann – Town meeting is on the website in multiple places plus the sign
- c. C. Frisbie – reminder that flu shots will be available at the Town Hall on Wed. Oct 20, 2021 from 11-1pm in the Social Services Office. They will be offered again on Tues. Nov 2, 2021 from 11:30-1pm in the Social Services office. Registration is not mandatory, but helps. This way we should have enough shots for everyone.

Motion (Angevine/Nelson) to adjourn at 8:30pm All in Favor Motion passes 3-0-0

Respectfully submitted by
Colleen Frisbie

[click here for audio](#)

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

Capital Project Fund Plan – Draft

October 19, 2021

Town of Warren

The intent of this Capital Project Fund Plan is to be used by the Board of Selectman, Board of Finance, and the Community to plan and appropriately allocate necessary funding to sustain services for the Town of Warren into the future. This plan will be presented in three parts: 1. The Warren Volunteer Fire Company, 2. Warren Public Works, 3. town building maintenance, repairs, and infrastructure improvements.

Overview: For the past 10 years we have been the beneficiaries of two, recent, major construction projects. The new construction of our Warren Town Hall and a major renovation at our former Town Hall, now our Community and Senior Center. Both buildings are beginning to require minor repairs, also indicating that we should now begin planning for larger repairs down the road. The way a town plans and responds to maintenance reflects its overall management. Our community is fortunate to have a strong Grand List, together with a strong volunteer community that provide essential operations to the community. This includes all the boards and commissions as well as emergency services.

Current balances as of October 19, 2021:

Equipment Fund is \$121,179

Fire Truck Replacement Fund is \$685,000 (new firetruck planned to arrive sometime towards the end of this year)

Capital Fund ?

Fund Balance ?

Part 1. The Warren Volunteer Fire Company Inc.

Approved by the Warren Volunteer Fire Company Inc. membership in Spring of 2021

Engine 6 to be replaced in **2021** Approved at Town Meeting October 15, 2020, \$561,519.00

Which includes \$160,000 being paid by the Warren Volunteer Fire Company

Ambulance to be replaced in **2025**, Estimate \$250,000 current in service Since 2009

Engine 7 Tanker/Pumper to be **refurbished in 2038** Estimate \$300,000 current in service since 2003

Engine 8 Rescue to be refurbished in 2044 Estimate \$300,000 current in service since 2009

Richard Ponton from the WVFC said in March 2021, that the Company would like to wait until closer to 2024.

Part 2. Warren Public Works

Mini-Excavator - Example: 60G John Deere 2021 Estimate New \$72,000 nothing to replace

Road Mower – over the top of guard rail, 2021 Estimate new \$150,000, refurb \$35,000 to \$70,000

2023 - Replace Truck 10 – 6 wheel – Estimate \$215,000 (4wd model)

2023 – Replace Pickup #1 – Estimate \$48,000

2026 - Replace Truck 12 – 6 wheel – Estimate \$205,900

2026 – Replace One Ton Truck #2 – Estimate \$50,000

Unknown – Replace payload – Could be 5 to 10 yrs. – Estimate \$170,000

Estimates from Josh Tanner, Road Foreman and dollars are inflated to show real year price

Research shows a yearly new truck inflation of 4.5%

Part 3. Town building maintenance, repairs, and infrastructure improvements.

Academy Building

Because the building is not in conformance with the ADA (American Disabilities Act) standards, a plan needs to be made to open the doorways, and make the bathroom and kitchen accessible. We have a tremendous resource base smaller community and have the ability, through town funds and grants, to make it even more amazing. I hope that one of the benefits of this plan will allow our community to make fiscal decisions prioritizing what we believe is important. Once established, this plan will help prioritize grant sourcing to assist in the completion of these various repairs and improvements, such as sound/noise management in the gym at the Community Center and ...

Community and Senior Center

Wooden windowsills on the south side of the building are the most pressing concern, as the decay starts to show failure of the surface. A full estimate for the repair of the sills on the entire building is needed. – cost unknown

Sound Management - One of the most significant and overlooked projects at the Community Center is the management of sound in the gymnasium. Since the building was built around

1950, the gym has always been acoustically challenging. When the Fire Company sponsored dances, they would invite the community and fill the room. As part of their decorating the gym, they would add large cloth sheets above from the walls to the ceiling. This would change the acoustics in the room and make it an enjoyable evening for all. One of the hurdles that came up when researching sound panels or tiles was the challenge of working with a small amount of asbestos fiber in the ceiling plaster. The ceiling material is encapsulating and makes it stable. I met with JP Maguire and they explained the process where they could safely install hooks at appropriate spacing on the ceiling if necessary. The best place to start would be to work with the side and end walls, which are free of any asbestos. – Cost Estimate \$2000 to \$15,000

Roof was done during renovation approximately 10 years ago.

Town Hall - In past years water has been coming into the basement of the Town Hall. Since the grass have fully grown into the pavers in front of the building, the water that comes off the roof and flows naturally back into the building. We have just installed gutters on the corners of the building and will cut back the lawn to allow for water to flow away from the building. Once we are certain the changes are working, we will then replace the sheetrock, trim and paint the walls.

HVAC – The combination floor heat system with forced hot air is a great but demands maintenance.

Building was built approximately in 2010.

Warren Woods

Ag Barn Roof – replacement cost using corrugated metal - \$50,000 (8-30-21 from New Roofing, Siding and Remodeling LLC.) This does not address any issues with siding, rotted poles at base in back right corner, dirt floor, old doors, no doors in rear, no gutters)

New Decking around Main Facility, and stairs into County Store – cost unknown

Consider roof life analysis on all structures at woods – cost unknown

Library

Complete Siding on Building needed – cost unknown

Fix collapsing ceiling covers in basement – cost unknown

Make weathertight small room of basement opposite furnace room. – cost unknown

We have tremendous resources for a small community and once established, this plan can help prioritize grant sourcing to assist in the purchases, improvements, maintenance, and repairs that will provide the essential services we need while enjoying the facilities we have, and will have, to build a strong, active and healthy community of all ages.