

Meeting Notice & Agenda –  
Warwick Selectboard

6:00 p.m. Monday August 19, 2019 at Warwick Town Hall

Chief Gates, Fire Department has requested to be before the board to discuss the building fund / EPZ available funds which he wishes to access to complete the station. Things are different than when this was a volunteer project. We must document procurement. This will be a chance to clarify these changes and adopt town procedures in excess of presenting an invoice for payment. We need to discuss and agree on rules of use.

The Accountants are waiting on source documentation from FD which is delaying the final FY19 warrant. I am glad the accountant is working to avoid 90% vote at a town meeting to pay a prior year's bill, but this is slowing payment to other vendors too. We can review the financial documents, overspent accounts; and of concern, unreimbursed grant accounts that will lower our free cash calculation and how to avoid this next year. Last thing I want to clarify is our need to be regularly updated of any firefighter census change which I must report. This affects the premium and the coverage. This is for police and fire accident insurance which is this profession's alternative to worker compensation.

Something to ponder about our WCS Horace Mann II Charter redesign is having the town meet all the facilities cost. If they close WCS the town is going to have to meet expenses. Eventually on our own. I have long liked the model where the town provides the physical space, upkeep, housekeeping, energy and the school provides the education within. Looks like \$70k or less including a <20 hour per week town employee janitor, water system operator, heat, electricity, etc. I will be forwarding some detail to the Fin Com soon.

Our STRAP grant for Northfield Rd was filed on-time and just in time. I got the engineering at noon on the Friday it was due. When a letter of support that I for some reason shared with the Engineer's mentioned culvert work, they came back with "how do you want to handle this". I called Larry who was out of state on vacation and he clarified that there are 25 culverts to be replaced. That made the project \$1.3M and I explained the match as coming from either or both Chapter 90 and local tax support. My next step is to apprise Senator Comerford of the specifics so she can provide a letter of support.

We heard from Tanya, PVRSD Finance Director regarding our town tax authority raising the rest of pioneer assessment on our levy. She says Rick Kingsley, PVRSD's overseer contacted her regarding Warwick's intent to not hold a STM to vote PVRSD's amended budget. His concern was such that, even though the budget will be deemed to be approved, Warwick doesn't have enough appropriation approved to cover the \$838,264 assessment for FY19. Our previous vote was for an appropriation of \$819,347. He reached out to Mary Jane Handy at DOR. She said that the town could wait until its annual town meeting in May of 2020 to appropriate the difference provided the BOS sends her a letter indicating that the town has the available funds to cover this cost and

intends to put this on the warrant for a STM within their annual meeting. She is reported to have said that if we don't have the available funds, then the appropriation will have to be made prior to the town setting a tax rate, which defeats the purpose of saving money by not having a STM.

District had previously advised us that we “had” to repudiate what we voted (because we weren’t allowed to do what we did, not vote the request up and down) and to have another STM within 45 days. We instead took the “we won’t meet and that equals approval” road, leaving the matter of the raise and appropriate funding gap. My reply was, “This is not an issue for Warwick. We think we’ve got this under control. We have an opinion that once the budget and assessment are ‘set’, in our case by our constructive approval (inaction); and generally, by approval of 2/3 of the District members; or imposition of a budget / assessment by DESE Commissioner, that Warwick assessors must raise the additional amount; and we may do so without TM action as there is no point in asking a question TM does not get to say no to. This is like DOR requiring Warwick to add to the tax rate an enterprise fund deficit; or us not voting for the overlay amount the Assessors apply to the levy. Is nice to know that we have the option of this letter of intent to use “available funds”. This could work if DOR attorneys conclude we must have a vote. What happens we wonder, if it fails again? We must fund it anyway. The method is that the assessors add is the additional amount. I concluded, “We are done fighting over contracts and assessments. The SC met the town’s in the middle. We appreciate your expertise.

Accounting update: the Baystate Municipal Accounting accountant was here yesterday and is scheduled for each third Wed starting next month. We got a change of accountant from Marybeth to Derek. I got updated reports, discussed specifically what I look for in report. For instance, I want to see both revenue and expense side on enterprise funds. I have started using their “Base Camp web-based application and I can see the workflow. If I email and ask for a report, I can see it requested and it flows like a repair ticket. I asked for and got an updated “cheat sheet” for BMA contacts and I am updating their contact list for our department heads.

Jim Toth’s reports on the Green Communities WCS energy saving measures. The air sealing and insulation work is done. There is, we discovered by being on site for weeks, an air handler that is not supposed to run all the time that is running 24 x 7. We think it is a control issue. I authorized the additional work, funded by Town WCS Improvement account. Jim reports we left a lot of the funds Warwick already committed to the project unspent, so there may not be much additional cost.

The board needs to vote to approve the Library exterior painting Contract between Town and Arthur Fotakis. His signed copy is inbound. A copy for your review is in the meeting package.

FRCOG has some appointment forms for the Regional Planning Board and its Board of Governance. I sent our appointments document over and they say it has Doc as alternate to the Legislative board, no full member; and Ted as PB member of RPA and they have been carrying me as Selectboard appointment to PB.

Old Home Day is August 24 & 25. I'll be gone next week W – Sat. It would be good to have some Selectboard presence. I plan to be here for the Wetherill town hall dedication and satellite dish toss on Sunday at 1pm.

Sheriff's Dog program contract needs to be approved and signed by the board. I got their \$350 payment in process. They have one of "our" dogs.