

Town of Warwick
Joint Meeting Selectboard and Finance Committee
April 29, 2019
Minutes

Members present: Lawrence Pruyne, James Erviti, Todd Dexter (arrived at 6:04 p.m.)

Others present: Town Coordinator David Young, Town Secretary Rosa Fratangelo, Finance Committee members Diana Noble, Laurette Crane, Gregory Brodski, Olivier Flagollet, Clyde Perkins, Sr., Moderator David Koester, Police Chief David Shoemaker, Buildings and Energy Committee members Janice Kurkoski and Steve Kurkoski

I. Call to Order

Selectboard Chair Pruyne called the meeting to order at 6:00 p.m. in the Town Hall.

Finance Committee Chair Diana Noble called the meeting to order at 6:00 p.m. in the Town Hall.

II. Minutes

Erviti MOVED to accept the minutes of April 16, 2019 as printed. Pruyne SECONDED. Motion CARRIED 2-0-0.

Dexter arrived just after the vote was taken.

III. Presentations and Discussions

1. Annual Town Meeting—Young highlighted some articles and went through changes made to the Annual Town Meeting (ATM) warrant since the last draft was reviewed by the Selectboard. In addressing Articles 7 and 8, Young said that it is our legal obligation to act on the letter given by PVRSD. He explained that DESE has not yet approved the School Committee budget votes, but the closure of the Leyden elementary school has been approved. Young said that Town Counsel has given the legal opinion that the assessment article votes can be split so the proposed Superintendent multi-year contract can be its own article. He explained that the contract is not valid until the first year is funded.

Young said that he has been told Northfield is recommending the PVRSD request and supports the assessment. He said that Bernardston will handle their assessment on their ATM warrant the

same way we are, and he does not know how Leyden intends to proceed.

Young said that PVRSD sent WCS Principal Elizabeth Musgrave a letter stating that her last day is June 30, 2019. He said that there will be a full-time person who will act as part-time Principal along with another position.

Erviti MOVED the Selectboard recommend a “No” vote on Article 7 on Annual Town Meeting floor. Dexter SECONDED. Motion CARRIED 3-0-0.

Noble MOVED the Finance Committee recommend a “No” vote on Article 7 on Annual Town Meeting floor. Flagollet SECONDED. Motion CARRIED 5-0-0.

Erviti MOVED the Selectboard recommend a “No” vote on Article 8 on Town Meeting floor. Dexter SECONDED. Motion CARRIED 3-0-0.

Brodski MOVED the Finance Committee recommend a “No” vote on Article 8 on Annual Town Meeting floor. Crane SECONDED. Motion CARRIED 5-0-0.

Erviti stated that the Selectboard and Finance Committee are doing what was agreed upon at the 4-town meeting, because the PVRSD letter does not send the savings from closing the elementary school in Leyden back to the towns.

Young explained that the \$194,958.00 in free cash is a one-time only amount due to the discovery of old accounting errors made in the past few years. He said that we should not fund recurring expenses with a one-time surplus, which is why there is Article 13 asks to move \$95,000.00 to Capital Stabilization. Young noted that Article 24 will have matching grant funds that will double the amount available for Household Hazardous Waste expense. He explained that Article 25 involves a contract longer than three years which requires an ATM vote. Young said that because Jim Erviti is a Selectman, Article 26 has very specific language to allow him to receive compensation for his work on Warwick Broadband billing; Article 27 establishes a rate of compensation for that work. Young said Article 28 was requested by the Moderator to file a petition with the Legislature allowing permanent resident aliens to vote in Warwick municipal elections. He noted this has been done by other towns. Young said Article 30 provides for the establishment of a Board of Public Works, while Article 31 is a petition article to support the citizens petition that calls for changes to the Commonwealth flag and seal.

Finance Committee Chair Diana Noble briefly went through the omnibus budget spreadsheet and noted that the majority of increases seen in the budget were due to the 3% wage increase recommended by vote at the last joint meeting of the Selectboard and Finance Committee.

The Selectboard members each signed six copies of the Annual Town Meeting warrant which were then given to Constable George Day for his signature and legal posting by 7 p.m.

2. Buildings and Energy Committee—Janice Kurkoski said that she had been reminded that the Buildings and Energy Committee both energy matter and Town buildings fall under its purview. She said that the Town Hall basement is very cluttered and that there are records down there that

are no longer readable to having gotten wet. Young said that there were four window air conditioners and the large air conditioning unit that need to be declared surplus property. Kurkoski said that it had already been determined that taking out the entire Town Hall furnace is not a good, workable idea, but eliminating some of the large ducts and being certain that the return duct work is adequate can be done by the HVAC contractor, which is why she wanted the HVAC heat pump installer to inspect the ductwork and recommend what is needed. Kurkoski suggested file cabinets placed up on pallets would be suitable for records that need to be kept. She said that a better use can be made of the space, and that each department or committee must take ownership of what is theirs anywhere in Town Hall. She said the records should be gone through to determine what is to be done with them. Young said old records can easily be digitized.

3. DCR —Young said that DCR wants to acquire a parcel of land in the northeast section of Warwick and that they want to close on this inland holding before the end of FY 19.

Erviti MOVED to waive the 120-day notice period as required by Code of Massachusetts Regulations Chapter 301 Section 51.0 as to one parcel of land of approximately 108 acres in the Town of Warwick as shown on Exhibit A in which the Department of Conservation and Recreation is considering acquiring an interest. Dexter SECONDED. Motion CARRIED 3-0-0.

Pruyne signed and dated the 120-Day Waiver Form.

4. Highway Department—Dexter said that the Highway Advisory Committee (HAC) met last Wednesday and went out on Athol Road to check the condition of the road. He said Highway Superintendent Larry Delaney is looking to pave Athol Road from Royalston Road to the town line using Chapter 90 funds. Dexter said that the Chapter 90 funds to be allocated for FY 20 plus leftover money totals about \$450,000.00. He said that the lower end of Northfield Road is still a concern and that several under-road culverts need to be located, flushed and their exact condition determined. Dexter noted that GPS coordinates would be used to locate and identify the culverts. He said HAC Chair Kevin Alden does not think that that \$3000,000.00 should be spent on Athol Road as it takes too much of the available Chapter 90 funds. Dexter said that the STRAP grant application will be for the Northfield Road project. He said that portions of Wendell Road were in poor shape from Moore's Pond to the bridge near the town line. Dexter stated that Delaney wants the STRAP grant to go to the project that stands the best chance of approval. He explained that STRAP grants are a statewide competitive grant that can be applied for every three years, and that there was a consensus of HAC members that Northfield Road is in the greatest need. Dexter spoke about the Athol Road culvert near Gale Road, explaining the head walls have separated and the culvert is in poor condition. He said that licensed engineer Paul Hadsel will consult on this matter. Dexter noted that new Highway Department hire Kevin Bickford started work today.

5. Cemetery Commission—Young explained that due to inaccurate information a vote taken at their previous meeting caused an unintentional pay-cut for the mower. Young stated there was no issue and no action was required by the Board on this matter.

6. Police Department —Police Chief David Shoemaker said that the cruiser engine has been replaced at a cost of \$3,800.00, funded by a Reserve Fund transfer granted by the Finance Committee. He pointed out the cost was for a used engine and installation. The Chief noted that Dick's Auto provided free towing as a service to the Town.

Noble said that the Finance Committee wants to look for long-term capital planning and that a Capital Planning Committee would provide the benefit of sharing knowledge and expertise of equipment needs for various departments. Pruyne said that he will speak with John Gagliani who has in the past expressed an interest on serving on a Capital Planning Committee.

7. Warwick Ambulance Agreement with Orange—Young said he had received an Email with the amount of the assessment for FY 20 but no basis was given. He said he will try to get an explanation before the May 6th Annual Town Meeting. Erviti said that after Town Meeting we need to investigate how these numbers are arrived at.

8. Grant to Investigate Regionalization of the Warwick and Wendell Police Departments —Erviti said that he had information about this issue but had left the paperwork at home and would need to bring it to a future meeting. He said that he had spoken to Chief Shoemaker who felt that there was no reason a grant cannot be used to investigate the possibility of regionalizing Warwick and Wendell Police Department. Chief Shoemaker said that Wendell initiated the exploration of a regionalization solution after finding out that their Police Chief would be retiring at some point in the future. The Chief noted that other towns had been mentioned for regionalization as well. Chief Shoemaker said that there are many questions to be asked and answered, and that his feeling was this would not end up going anywhere even though it does look good on paper. There was a consensus of the Board that Chief Shoemaker to pursue this and investigate the possibility of regionalization.

9. Discussion of PVRSD Finances and Related Topics —Young said that a vote was taken at a previous 4-town meeting to establish a committee to study a possible merge with PVRSD and Gill/Montague School District. There was no need for the Selectboard to vote this again. Young noted that one member of the committee must be a PVRSD School Committee member.

10. Discuss Establishment of a Publicity and Advertising Budget —Pruyne said that he did not yet contact a professional to come before the Board to discuss this matter. Young said that he did not think this would be a good use of funds. Young said that either he or Pruyne could write well crafted press releases to be run in the local press. Pruyne said that towns in the Eastern part of the state do not even know Warwick exists and he wants to make people in that region aware of all Warwick has to offer.

11. Selectboard Reports—Pruyne said he attended the 4-town meeting in Bernardston on April 22nd and he felt the towns showed great coordination of intentions at the meeting. He said the consensus was that the PVRSD budget should be more controlled by the towns.

12. Coordinator Report—Young said that the Moore’s Pond Beach Committee is no longer able to use Rita McConville for water testing, and the rates for a new tester will be higher. Matthew Connelly has requested a one-day beer and wine license for Town Hall on Saturday, May 25, 2019 during the Night of Magic event. All proceeds from the sale of beer and wine will go to the Moore’s Pond Beach Committee.

Erviti MOVED to grant a one-day beer and wine license to Matthew Connelly on behalf of the Moore’s Pond Beach Committee for Saturday, May 25, 2019 at the Night of Magic event. Dexter SECONDED. Motion CARRIED 3-0-0.

13. New and Other Business Unanticipated at Time of Meeting Posting—None.

14. Public Comment—None.

Adjournment

Erviti MOVED to adjourn at 7:52 p.m. Dexter SECONDED. Motion CARRIED 3-0-0.

Crane MOVED to adjourn at 7:52 p.m. Noble SECONDED. Motion CARRIED 5-0-0.

Documents consulted at this meeting:

- *Draft Minutes of April 16, 2019 Selectboard meeting
- *Coordinator Report dated April 25, 2019
- *Draft warrant articles for May 6, 2019 Annual Town Meeting
- *Draft spreadsheet for May 6, 2019 Annual Town Meeting Omnibus budget
- * Memo to the Warwick Selectboard from Buildings and Energy Committee RE: Town Hall basement (agenda item at WBEC mtg. 11/21/2018)
- *Letter from DCR to Lawrence Pruyne dated April 17, 2019 RE: acquisition of one parcel of land of approximately 108 acres in Town of Warwick
- *Exhibit A map of property to be acquired by DCR
- *Certificate of Announcement Selectboard Town of Warwick
- *120-Day Waiver Form Selectboard Town of Warwick, Massachusetts