

**TOWN OF WARWICK**  
**In Person & Virtual Meeting of the Warwick Selectboard**  
**Warwick Community School**  
**April 24, 2023**  
**6:00 p.m.**  
**MEETING MINUTES**

**Selectboard Members Present:** Brian Snell, Chairman; Alan Genovese, Vice-Chairman; Keith Ross, Clerk

**Others Present:** David Young, Town Coordinator; Amanda Carey, Selectboard Secretary; David Shoemaker, Police Chief; Joe Larson, Fire Chief; Janice Kurkoski, Building and Energy Committee; Clyde Perkins Sr., Finance Committee; Sharon Matthews, Tree Warden; Domenic Poli, Greenfield Recorder; Zach Marti, Bruce Kilhart, Bill Lyman, Sue O'Reilly

**Present via Zoom:** Diana Noble, Finance Committee Chair; Jess Marshall, WCS Administrative Assistant; Tracy Styles, Assessor's Clerk; Claudia Lewis, Nadia Woodson, Barbara Noel, Jack Cadwell, Janice Starmer

**I. CALL TO ORDER**

Chairman Brian Snell called the meeting to order at 6:02 p.m.

**II. MINUTES**

**Snell MOVED to approve the minutes of the April 10, 2023 meeting as amended. Genovese SECONDED. Motion CARRIED. 3-0-0.**

**III. APPEARANCES**

**a. Finance Committee – Budget and Warrant**

Noble presents and reviews the proposed FY24 omnibus budget. The Town Coordinator salary has been paid out of three separate lines in the past: Broadband, Town Coordinator salary, and the school building manager. In the FY24 budget it has all been consolidated under the Town Coordinator salary and 4.5% increase was added on top. The Town Clerk salary line increased because it includes funding for a "web master" salary. The Patrol Officer salary increased \$1.00/hour plus 4.5% at the Police Chief's request. The Tree Warden salary increased 4.5%. The Fire Department salaries increased 4.5%. The Highway Department laborers' hourly rate increased with the intention of hiring less people than budgeted for in the past. The reflected Highway Superintendent's salary came at the request of Larry Delaney. The Highway Commission has not attended any Finance Committee meetings to offer their opinion. Under the school budget there is a Building Manager Salary. This is a new item for the purpose of hiring someone to monitor the online HVAC system for 1-2 hours per week. Noble explains the state aid for schools was taken off the top of our assessed amount owed to the Pioneer District. Now that Warwick is it's own district we will receive our own state aid. Our budgeted line item reflects the expenses before the state aid

comes in. This makes the school budget appear to have a large increase but it is actually not due to the state revenue not being taken into account in the formula yet. The total omnibus budget is \$2,695,480.00. Article 21 of the warrant was printed with the wrong dollar amount. It will have to be amended on Town Meeting floor. It was printed with \$163,115 to be appropriated to the Stabilization Fund and should have been \$177,000. Article 16 will also need to be amended on Town Meeting floor. The Tree Warden salary was posted without the 4.5% increase. It was posted at \$816 and should be \$853. A budget summary/explanation will be available at Town Meeting.

**b. Janice Kurkoski – Green Communities**

Kurkoski reports that Green Communities is applying for a grant in the amount of \$121,000. The planned projects to be funded through this grant include heat pumps in the rest of the school, a hydronic heat pump in the new fire station, winserts for the school, and the possible funding for a new police cruiser. They need the Board's signatures before they can file the grant application.

**Ross MOVED to authorize the Chair to sign the Green Communities grant application. Genovese SECONDED. Motion CARRIED. 3-0-0.**

**IV. ACTIONS**

**a. Vote to provide evidence that the Community School is pledged for use by Warwick school district**

**Ross MOVED to designate the Warwick Community School building and grounds to be under the supervision and control of the Warwick School Committee. Genovese SECONDED. Motion CARRIED. 3-0-0.**

**b. ARPA Appropriations and spending review**

Young presents a spread sheet of all ARPA expenses that have been appropriated. There are a few appropriations that Young suggests the Board rescind their votes on. The Board had previously voted to appropriate funds to purchase a used police cruiser and this is not an allowable ARPA expense.

**Ross MOVED to rescind the vote from the May 23, 2022 meeting that appropriated \$25,000 for a used police cruiser. Genovese SECONDED. Motion CARRIED. 3-0-0.**

At previous meetings, the Board voted to appropriate ARPA funds for the purchase of a scale for the Transfer Station. Young reports that this is going to take some more research.

**Snell MOVED to rescind the vote from the November 21, 2022 meeting that appropriated \$1,200 and to rescind the vote from the December 5, 2022 meeting that appropriated \$1,300 for the Transfer Station scale. Ross SECONDED. Motion CARRIED. 3-0-0.**

Young explains that the Board had voted to appropriate \$2,000 for the purchase of new sql server software. He was able to find one for only \$300 and did not end up needing all the funds that were appropriated.

**Ross MOVED to rescind the vote from the November 21, 2022 meeting that appropriated \$2,000 for the purchase of sql server software and to reduce that appropriation to \$300, returning \$1,700 back to ARPA funds. Snell SECONDED. Motion CARRIED. 3-0-0.**

Young will be requesting the appropriation of ARPA funds for expenses due to an injured firefighter. He will bring the dollar amount to the next meeting for the Board's review.

To date, the ARPA balance available for appropriation is \$97,000. Young met last week with the pavilion project team. They reviewed seven options and plan to bring three options forward, with the recommendation of one option. They plan to recommend committing to a pavilion for the purposes of engineering and the construction of a foundation. Once the foundation is complete, get footings, a patio and tie downs for a tent. ARPA funds can be expended on the pavilion foundation.

## **V. DISCUSSIONS AND REPORTS**

### **a. Selectboard Report**

Ross reports that he has heard from a lot of people in Town regarding the condition of the new fire station. He feels that we need an outside expert to come in and instruct us as to what needs to be done to bring the building up to code and get the job complete. Chief Larson would like to see the project move forward in the correct way. He had a licensed contractor come out once before that gave a quote, explained what needs to be done, and broke it out into phases. Genovese suggests seeking someone for a third party review.

Claudia Lewis has a binder of all information that has been publicly available regarding the fire station and will put it in the library for anyone to view.

**Snell MOVED to authorize Ross to work with the Fire Chief and David Young to identify a third party to assess the needs of the Fire Station project. Genovese SECONDED. Motion CARRIED. 3-0-0.**

### **b. Coordinator Report**

Youngs asks the Board to appoint Josh Curley as Town Arborist at a rate of \$32.00/hour and \$10.00/hour for machine time.

**Ross MOVED to appoint Josh Curley as Town Arborist as a Town employee at a rate of \$32.00/hour and \$10/hour for machine time. Snell SECONDED. Motion CARRIED. 3-0-0.**

## **VI. CITIZEN'S CONCERNS AND SUGGESTIONS**

- a.** Sharon Matthews requests a meeting to clarify what is allowable with her Tree Warden position.

- b. Bruce Kilhart informs the Board that he heard negative reports regarding the recent bicycle race that took place in Town. Complaints included the parking and planning with the scheduled brunch at the café and issues with bikers riding in the middle of the road. The Board will keep all of this in mind for future years if they request to hold the bicycle race again. The Board agrees that things could be done better next year.
- c. Jim McCrae offers to get his band together to put on a fundraising event to support the Pavilion and the Fire Station projects.
- d. Claudia Lewis suggests advertising available opportunities for volunteers.

**Genovese MOVED to adjourn at 8:14p.m. Ross SECONDED. Motion CARRIED. 3-0-0.**

Respectfully submitted,

Amanda Carey  
Selectboard Secretary

*Documents consulted at this meeting:*

\*Meeting agenda dated April 24, 2023

\*Coordinator Report dated April 20, 2023

\*Draft Selectboard meeting minutes April 10, 2023

\*ARPA Project Summary Warwick 3.21.2023

\*GC\_Grant\_Table\_DRAFT 2023 as of 4-20-2023

\*Warwick Efficiency Narrative 2023 GC Grant application DRAFT 4-20-23

\*ATM 5.1.2023 Scan of Posting