

**TOWN OF WARWICK**  
**In Person & Virtual Meeting of the Warwick Selectboard**  
**Warwick Community School**  
**June 20, 2023**  
**6:00 p.m.**  
**MEETING MINUTES**

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

**Others Present:** David Young, Town Coordinator; Amanda Carey, Selectboard Secretary; Bruce Kilhart, Highway Commissioner; Janice Starmer, Richard Field

**Present via Zoom:** Diana Noble, Finance Committee Chair; Claudia Lewis

**I. CALL TO ORDER**

Alan Genovese called the meeting to order at 6:04 p.m.

**II. MINUTES**

**Snell MOVED to APPROVE the minutes of the June 5, 2023 meeting as amended. Ross SECONDED. Motion CARRIED. 3-0-0.**

**III. APPEARANCES – none**

**IV. ACTIONS**

- a. Vote to appoint Nathan Swartz Warwick’s non-voting representative to PVRSDK12**

**Snell MOVED to appoint Nathan Swartz as a non-voting representative to the PVRSDK12 for a 3-year term. Ross SECONDED. Motion CARRIED. 3-0-0.**

- b. Vote ARPA funds for school projects and activities**

Young explained that he is looking for the appropriation of ARPA funds for the following school related projects: school summer program: \$5,000, twenty educational Chromebooks: \$4,654, video doorbell and front door electric locking: \$6,078, hosted PBX phone hardware/deployment: \$1,895.

**Ross MOVED to appropriate a total sum of \$17,627 of ARPA funds for the following projects: school summer program: \$5,000, twenty educational Chromebooks: \$4,654, video doorbell and front door electric locking: \$6,078, hosted PBX phone hardware/deployment: \$1,895. Genovese SECONDED. Motion CARRIED. 3-0-0.**

**V. DISCUSSIONS AND REPORTS**

- a. School Building Needs**

Young summarized the task list of facility needs before the opening of the school. Some of the needs include a metal curtain between the kitchen and cafeteria, a phone system upgrade, configuration of clocks and bells, the paging systems, power locks, data/internet, locks, computers, water system, exterior painting, carpentry repairs, sprinkler system, repair security (burglar) system, and reworking the entry doors to create a sally port.

Genovese reported that the transportation contract and tuition agreement for the 6<sup>th</sup> graders were approved at the last Pioneer Valley School District meeting.

**b. FY24 Insurance**

Young reported that the Town's FY24 insurance came within budget from Brailey Wellington. We have to insure up to \$5 million because of the Broadband tower.

**c. Summer Goals**

Ross gave an update on the progress of the Highway Department. They have not gotten the finalized Capital Plan list together yet but they have a rolling list of to do's that need to be completed and the Highway Commissioners have been holding Larry accountable for what jobs should be getting done.

Bruce Kilhart stated that the Highway Department was supposed to paint lines recently and it did not happen. Kilhart has concerns with the low staffing levels at the Highway Department. Currently they only have Larry and one laborer. This makes it very difficult for them to accomplish anything. They have advertised in an attempt to hire but the pay is low so it is hard to find anyone. There is discussion regarding advertising on the sign in the common and painting a sandwich sign to put up. Genovese brought up the idea of paying for someone to obtain their CDL and having them sign a contract to stay employed for X amount of time. Young stated that there is also the possibility to hire someone that could operate smaller equipment without a CDL. The Board wants the Highway Commissioners to bring a hiring recommendation back to them and they will approve/support it.

**d. Capital Planning**

Young reported on capital planning progress. We have the replacement values on our town buildings, the next step is rolling equipment replacement values and structures. Young will put the town building valuations paperwork in the next meeting packet.

**e. Selectboard Report**

Ross reported on the fire station progress. Chief Larson has been in contact with Brian Gale. Gale is meeting with the architect and he and Larson will meet next week to put together a plan to complete the building to meet everyone's needs.

The Building and Energy Committee will be invited to the next meeting about it. Ross would like Chief Larson and Gale invited to the Board's July 3<sup>rd</sup> meeting.

Amanda is not available on July 3<sup>rd</sup>, Young will record the meeting for Amanda to take minutes from later. Genovese is not available on July 31<sup>st</sup>. Ross is not available in person on August 28<sup>th</sup> and September 11<sup>th</sup>.

**f. Coordinator Report**

Young reported that permits are being pulled for the solar project at the highway barn so the project is currently on target.

Young reported that there is a hearing this week regarding the formula changes to the payment in lieu of taxes. Yohan and Elaine Sednik will attend. Young presented a letter to support the formula changes to the payment in lieu of tax program to host communities.

**Ross MOVED to approve the letter addressed to Representative Sterling regarding payment in lieu of taxes. Snell SECONDED. Motion CARRIED. 3-0-0.**

**VI. ITEMS UNANTICIPATED AT TIME OF POSTING**

- a. Claudia Lewis reported that she went to the Highway Commissioners to discuss knot weed. The Commission gave her permission to try experimental methods to attempt to prevent the growth and spread. They did that last weekend and will keep an eye on it.
  
- b. Richard Field (joined the meeting in person at 7:10p.m.) brought a complaint of a public employee to the Board. Young instructed him to put his complaint in writing and submit it to the Board of Selectmen.

**Snell MOVED to adjourn at 7:20 p.m. Ross SECONDED. Motion CARRIED. 3-0-0.**

Respectfully submitted,

Amanda Carey  
Selectboard Secretary

*Documents consulted at this meeting:*

\*Meeting agenda dated June 20, 2023

\*Coordinator Report dated June 14, 2023

\*Draft Selectboard meeting minutes June 5, 2023

\*Warwick SD – Interactive Camera for the front door – 101703

\*Statement of Real Property Values

\*Roadmap deliverables facility 2023 ver1

\*Closed0BW3-2023-05-09 MUN