

TOWN OF WARWICK
In Person & Virtual Meeting of the Warwick Selectboard
Warwick Community School
July 31, 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; Bruce Kilhart, Highway Commission

Present via Zoom: Diana Noble, Finance Committee Chair; Janice Kurkoski, Buildings and Energy Committee; Steve Kurkoski, Building and Energy Committee; Susan Hollins, Education Consultant; Julian Mendoza, Greenfield Recorder; Claudia Lewis, Gloria Varno

I. CALL TO ORDER

Alan Genovese called the meeting to order at 6:08p.m.

II. ETHICS EXEMPTIONS – none

III. MINUTES – none

IV. CITIZEN’S CONCERNS AND SUGGESTIONS FOR AGENDA ITEMS – none

V. DISCUSSIONS AND REPORTS

a. Coordinator Report Highlights – Young had nothing to add to his report dated July 27, 2023.

b. Selectboard Reports

Keith Ross brought forward a concern regarding conducting School Committee business at Selectboard meetings and running School Committee meetings in conjunction with Selectboard meetings. He feels the Selectboard should close their meeting, call the School Committee meeting to order, and then reopen the Selectboard when finished with school related items. Ross would like to keep it separate so we do not run into improper meeting notices. Genovese asked all Board members to be vigilant about it.

Ross reported on the construction at the Fire Station. Brian Gale and the Buildings and Energy Committee met recently at the Fire Station. The Buildings and Energy Committee wants to make the station as efficient as possible. They are looking for opportunities for more insulation and also an electrician to work with for mini splits. Janice Kurkoski has a viewing scheduled in August with John Hicks to look at the Fire Station. Hicks is installing the mini splits at the school. Steve Kurkoski discussed options for insulation in the ceiling at the Fire Station. It is about

\$1,400.00 for Gale's suggested insulation for the ceiling. It will cost about a \$1,000.00 more to use better insulation from the quotes that Kurkoski received from Hamshaws. Brian Gale is going on a trip for two months, he is hoping the electrician and plumber can come in while he is gone and then he will finish up when he gets back. His hope is to have the building done by the end of this year.

Ross reported on the Highway Department. At last Highway Commission meeting an issue came up where a couple of Delaney's licenses are not active. Delaney has things lined up to get them renewed. Bruce Kilhart pointed out that the Highway Department is still short staffed, they only have two laborers. Kilhart asked if we are planning to have a three or four man crew. He stated that Delaney has a lot of administrative paperwork to do on top of working on the road. The Board would like the Highway Commission to discuss this and put together a recommendation to bring back to the Board. It is the consensus of the Board to post for the job openings once they hear back from the Highway Commission. Claudia Lewis offered to post the job openings on Facebook immediately.

c. School Committee Matters

i. Status of AG review of bylaw increasing size of SC

Genovese explained that the Town already voted to have a five member School Committee so we can move forward with it. The School Committee would like the five members to be in effect as soon as possible.

Snell MOVED to notify the Town Clerk that there are two current vacancies on the School Committee and to place these interim positions on the ballot for a Special Election with terms to run until the May Town Election. Ross SECONDED. Motion CARRIED. 3-0-0.

ii. School off-site activities and liability related measures

Genovese explained that the School Committee had questions regarding what the Town has on their liability insurance policy for when students go on field trips. Young explained that we can get a certificate that adds it to the liability insurance for the day.

Snell MOVED to add Hettybell Farm properties to the Town's liability insurance. Ross SECONDED. Motion CARRIED.

iii. Non-school use of Community School

Genovese is looking to find a way to address the non-school use of the school building. Young reported that the senior exercise program has moved to Town Hall and the last senior meal is tomorrow. They do not have a cook to continue the program at this time anyways.

iv. Sound proofing the gym

The Board agrees to add this to list of infrastructure/capital requests with other departments.

- v. **August scope of work wrap up senior education consultant**
Young will work with Susan Hollins to see what is left to be done and if there are new items to start a new list and contract with Hollins. Hollins will send over a current working list of what is completed and still needs to be done.

Snell MOVED to authorize the Chair to draft and send a formal thank you letter to Education Consultant, Susan Hollins, as acknowledgment for all of her work. Ross SECONDED. Motion CARRIED. 3-0-0.

- d. **Complaint against public official follow up**
Genovese had a follow up conversation with the Town's attorney regarding the complaint. He drafted a letter to send to the complainant. He presented the letter to the Board and will send it out.

VI. APPEARANCES

- a. **Chief Shoemaker – Bullet Proof Vest Funding**
Chief Shoemaker could not attend the meeting but Young explained that he is looking for about \$5,000.00 towards replacing bullet proof vests.

Ross MOVED to appropriate \$5,000.00 of ARPA funds to go towards the purchase of bullet proof vests for the Police Department. Snell SECONDED. Motion CARRIED.

VII. ACTIONS

- a. **Transfer Station Contracts**
Young explained there are two annual contracts for the Transfer Station requiring signatures. It is a hauling contract and a third party inspection contract.

Ross MOVED to authorize David Young to sign the hauling and third party inspection contracts for the Transfer Station. Snell SECONDED. Motion CARRIED. 3-0-0.

Ross MOVED to authorize David Young to sign the Regional Hazardous Waste Collection (9/23/23) contract. Snell SECONDED. Motion CARRIED. 3-0-0.

- b. **Accept and authorize signatures on MBI \$200,000 grant contract amendment**

Ross MOVED to accept and authorize David Young to sign the MBI grant contract amendment in the amount of \$200,000. Snell SECONDED. Motion CARRIED. 3-0-0.

- c. **Northfield's 350th Celebration**
The celebration is September 30th. Snell will attend. Ross is not available. Young will coordinate with public safety about bringing vehicles to the parade. Snell will coordinate with the School Committee to bring a banner.

VIII. ITEMS UNANTICIPATED AT TIME OF POSTING

The Board's next meeting is scheduled for August 14, 2023.

Snell MOVED to approve the hire of Tony Streeter as the school custodian and building manager with a performance review in six months. Ross SECONDED. Motion CARRIED. 3-0-0.

Snell MOVED to adjourn at 7:38 p.m. Ross SECONDED. Motion CARRIED. 3-0-0.

Respectfully submitted,

Amanda Carey
Selectboard Secretary

***It should be noted that these minutes were produced from a recording of the meeting.*

Documents consulted at this meeting:

*Meeting agenda dated July 31, 2023

*Coordinator Report dated July 27, 2023

*AG on expanding SC to five

*Warwick Pavilion Contract Final 07272023

*Part 5.eml

*Coordinator report for August 2023 Warwick Community Newsletter