

TOWN OF WARWICK
In Person & Virtual Meeting of the Warwick Selectboard
Warwick Community School
December 18, 2023
6:00 p.m.
MEETING MINUTES

Selectboard Members Present: Alan Genovese, Chair; Keith Ross, Vice-Chair

Selectboard Members Present via Zoom: Brian Snell, Clerk

Others Present: David Young, Town Coordinator; Amanda Carey, Selectboard Secretary; Sharon Matthews, Tree Warden; Bruce Kilhart, Highway Commission; Kevin Alden, Highway Commission; Verne Bass, Highway Commission; Tracy Styles, Assessors/Highway Clerk

Present via Zoom: Diana Noble, Finance Committee Chair; Janice Kurkoski, Buildings and Energy Committee; Claudia Lewis, Sheryl (unknown last name)

I. CALL TO ORDER

Alan Genovese called the meeting to order at 6:05 p.m.

II. APPEARANCES

a. Tree Warden and Forest Committee – report on Gulf and Allen Lot

Ross reported that the Forest Committee recently met with Sharon Matthews, George Day (Open Space Committee), and others to discuss the Gulf project. They all agreed to hire someone to mark the trees along the gulf embankment to decide what needs to be removed. A separate timber sale will be done from the Allen Lot. The County Forester was in attendance at the meeting. They will be putting together a plan to cut on the state side and the Warwick side all together. The Forest Committee has about \$2,000 to put towards this project. They will put the project out to bid with specific qualifications.

b. Highway Commission – Superintendent and worker hiring, possible vote and or reconsideration

Kevin Alden called the Highway Commission meeting to order at 6:19 p.m. Alden reported on recent interviews.

Applicant Jeremy Pelletier does not hold any of the necessary licenses but the Highway Commission feels that he may be a good fit for a third laborer. He could do the road work and drive the small trucks. He currently makes \$22.00/hour at his current job and asked for \$24.00/hour if hired.

Applicant Damien Higgins lives at Moore's Pond. He currently does commercial roofing but has a very long commute. The Highway Commission feels that he

could potentially be an on-call employee and maybe something more permanent down the road. He also does not have any of the necessary licenses.

Applicant Mike Truehart has previously worked for the Town of Royalston DPW. He has applied for the Superintendent position.

Matthew Dorgan, a current Highway employee, has applied for the Superintendent's position. The Highway Commission recommended Dorgan for the Superintendent position. Currently Dorgan is doing the time sheets, working on the computers, and has stepped up to the plate since Delaney resigned. The Highway Commission feels that Dorgan has shown ambition for the job. Alden suggested a probationary period with a pay increase after the probationary period is over. Dorgan is currently making \$25.00/hour plus a \$150/week stipend. This brings him to about \$28.75/hour. Alden's suggestion is to leave him at the \$28.75/hour for the probationary period. After the probationary period is over, he could be reevaluated and a raise can be discussed.

Ross MOVED to offer Matthew Dorgan the Highway Superintendent position at \$28.75/hour for a six-month probationary period with the option to earn time and a half under snow and ice for up to \$10,000 per fiscal year. Snell SECONDED. Motion CARRIED by roll call vote. 3-0-0.

There is further discussion regarding establishing net 30 terms vendor accounts for the Highway Department. Currently they are doing a lot of purchasing themselves and putting in for reimbursement for supplies.

The Highway Commission adjourned at 7:04 p.m.

c. Building and Energy Committee – report

Janice Kurkoski reported that the Fire Station project is still moving forward. They are gathering prices to insulate the shared wall before the ceiling in the new office area is installed. John Hicks is working on the hydronic pump in the equipment bay. They will be meeting with an electric charging infrastructure representative to discuss a charging station. They have applied for a grant through the Municipal Vulnerability Preparedness for solar panels.

III. MINUTES

Ross MOVED to approve the minutes of the December 4, 2023 meeting as presented and the minutes of the December 8, 2023 meeting as amended. Snell SECONDED. Motion CARRIED by roll call vote. 3-0-0.

IV. CITIZEN'S CONCERNS AND SUGGESTIONS FOR FUTURE AGENDA ITEMS

- a. Claudia Lewis reported that another citizen had commented on Facebook regarding the trash left behind from the Spectrum line work that has been

happening in town. The Spectrum workers have been leaving zip ties, pieces of wire, etc. all over the ground. Sharon Matthews addressed this with them already.

- b. Sharon Matthews announced that the two weather stations that are being donated to us are coming on April 24th.

V. DISCUSSIONS AND REPORTS

a. Selectboard Reports

Ross reported on a recent discussion he had with the Fire Chief. Chief Larson would really like to see the Fire Department get a new truck. He feels it is a top priority because their current trucks are very old and hard to maintain. Diana Noble stressed that a Capital Planning Committee needs to be formed for reasons like this. The Finance Committee has been taking on the work load of a Capital Planning Committee but right now they are busy focusing on the FY25 budget. Ross asked for a help wanted advertisement go out to citizen's for a Capital Planning Committee to be formed.

Genovese reported on the Six Town Regional Planning Board. Communication went out to the six towns from the STRPB looking for input by December 28th as to whether they want to move forward with this. Montague has reached out and feels that the educational benefits seem to be good and they want to further discuss the assessments. Ross recommended writing a similar letter on behalf of the Town of Warwick.

Ross MOVED to draft a letter similar to the one STRPB received from Montague stating that Warwick would like to move forward in the process. Snell SECONDED. Motion CARRIED by roll call vote. 3-0-0.

VI. ACTIONS

- a. **Appropriate \$3,000 of ARPA funds to provide support for the Town's after school program**

Ross MOVED to appropriate \$3,000 of ARPA funds to provide additional support for the Town's after school program. Genovese SECONDED. Motion CARRIED by roll call vote. Snell – abstained; Genovese – aye; Ross – aye. 2-0-1.

- b. **Approve Project Expeditor Contract with Energy Source for Fire Station heat**

Ross MOVED to approve the Project Expeditor Contract with Energy Source for the Fire Station heat. Genovese SECONDED. Motion CARRIED by roll call vote. 3-0-0.

VII. ITEMS UNANTICIPATED AT TIME OF POSTING

There was discussion regarding the voted articles from the recent STM. Noble will find out if it has to be the Selectboard to sign a five-year agreement with the Kuzmeskus bus company.

Snell MOVED to authorize the Chair to sign the five-year bus contract with the winning bidder pending School Committee review and approval at their upcoming meeting. Ross SECONDED. Motion CARRIED by roll call vote. 3-0-0.

Snell MOVED to adjourn at 7:50p.m. Ross SECONDED. Motion CARRIED by roll call vote. 3-0-0.

Respectfully submitted,

Amanda Carey
Selectboard Secretary

Documents consulted at this meeting:

*Meeting agenda dated December 18, 2023

*Coordinator Report dated December 14, 2023

*Draft Selectboard meeting minutes dated December 4, 2023

*Draft Selectboard meeting minutes dated December 8, 2023

*Town of Warwick SCF FY24 1599-0026