

**TOWN OF WARWICK**  
**In Person & Virtual Meeting of the Warwick Selectboard**  
**Warwick Community School**  
**March 11, 2024**  
**6:00 p.m.**  
**MEETING MINUTES**

**Selectboard Members Present:** Alan Genovese, Chair; Keith Ross, Vice Chair; Brian Snell, Clerk (Snell was present via Zoom from 6:00pm-6:33pm, he joined the meeting in person at 6:33pm)

**Others Present:** David Young, Town Coordinator, Amanda Carey, Selectboard Secretary; Bruce Kilhart, Highway Commission; Sharon Matthews, Tree Warden, Gerry Whitney, Transfer Station Attendant; Todd Dexter, Transfer Station Commission (joined the meeting at 6:18pm); Janice Starmer (joined the meeting in person at 6:48pm)

**Others Present via Zoom:** Diana Noble, Finance Committee Chair; Janice Kurkoski, Buildings and Energy Committee; Claudia Lewis

**I. CALL TO ORDER**

Alan Genovese called the meeting to order at 6:08pm by roll call.

**II. APPEARANCES**

**a. Bruce Kilhart**

Kilhart reported that the guard rail project is believed to be complete. Kilhart explained that a recent grant for Route 78 to the Winchester line in the amount of \$1,000,000 never included the number of miles. The funds received are not going to be enough to do the entire stretch of road as planned. They plan to try to do the worst part of the road which is from Robbins Road to the Winchester town line. This is about 1 ¼ mile. Highway Superintendent, Matthew Dorgan, is working on obtaining three quotes for the project. Kilhart feels Dorgan has been doing good and the Highway Commission is happy with his work so far. Kilhart reported to the Board that the Highway Commission received a complaint from Mary Wall about a guardrail that was installed near her driveway. She is unable to park her horse trailer there since the guardrail was installed. They moved the guardrail down the road a little and she is still not happy. The Highway Commission and Department have discussed the issue and they want to leave it where it is. The referenced guard rail is on town land. The Selectboard suggests the Highway Commission send a letter or email to her explaining this and copy the Selectboard on it.

\*\*Todd Dexter joined the meeting in person at 6:18pm.

**b. Janice Kurkoski – Building and Energy Committee opt in specialized building code and becoming a climate leader**

Kurkoski explained that she sent in an article for Town Meeting a few weeks ago. This article was submitted ahead of a BEC meeting. She submitted the article as a place holder on the warrant. Since she submitted the article, the BEC have held a meeting and discussed the specialized building code. The BEC decided that they are not prepared to discuss and vote the article at Town Meeting. She explained that there is a new code going into effect July 1<sup>st</sup> anyways. The BEC will pursue this building code with public meetings and assistance from Green Communities. Green Communities is offering advantages to communities that will agree to opt into this specialized building code but the benefits are not clearly defined right now.

**c. Todd Dexter**

Dexter reported that the Transfer Station Commission voted at their last meeting to accept a quote from Keene Fence Company LLC for the installation of a new chain link fence at the Transfer Station as long as the Selectboard approves. This project was discussed last fall and the Board had offered ARPA funds to fund the project. Dexter explained that there is a section of the chain link fence to left of the gate that has been destroyed by a tree that fell on it and the fence to the right of the gate is actually on private property. The proposed new fence will run down the edge of the driveway connecting to the existing fence. Don Matthews assisted with locating property lines. This project would get the fence off of private property and onto Town property. The Transfer Station Commission is requesting funding to cover the \$7,880 quote that was obtained. The dangerous/dead trees in that area have been assessed and will be taken care of so the new fence does not get ruined by falling trees as well.

\*\*Brian Snell joined the meeting in person at 6:33pm.

**Ross MOVED to appropriate \$7,880 of ARPA funds to fund the quote from Keene Fence Company LLC for the chain link fence replacement at the Transfer Station. Snell SECONDED. Motion CARRIED. 3-0-0.**

Dexter requested an increase in Transfer Station Attendant, Gerry Whitney's hourly rate. Whitney currently makes \$17.00/hour. Dexter explained that his work ethic has been fantastic, he has kept the Transfer Station very clean and organized. The Transfer Station Commission voted unanimously to support this. It would end up being about a \$1,500/year increase. Young feels it is money well spent and recommends the increase.

**Snell MOVED to increase Transfer Station Attendant, Gerry Whitney's, hourly rate from \$17.00/hour to \$20.00/hour effective next pay period. Ross SECONDED. Motion CARRIED. 3-0-0.**

Dexter has received a lot of input from citizens regarding the Transfer Station's operating hours. The Transfer Station has proposed the addition of Wednesday evening hours starting in April, twice a month until Memorial Day. Then after Memorial Day every Wednesday like normal. They discussed the hours of 3:00pm-7:00pm but the hours can be adjusted after they see how busy they are. It would be the first and third Wednesday of the month. If approved, they would like to put something in the newsletter stating that we are making those changes to accommodate the citizens that have been asking. The increase in cost would be about \$1,280 (8 hours/month for 8 months/year at \$20/hour). Dexter explained that the Transfer Station Commission is evaluating the budget all around including receivables and expenses. They hope to purchase a scale for bulky waste to assist with proper costs.

The Board requests a traffic tally to be taken so they can study what hours are busiest at the Transfer Station.

**Snell MOVED to approve piloting the Transfer Station Commission's recommended additional Transfer Station operating hours to include the first and third Wednesday evenings beginning April 2024. Genovese SECONDED. Motion CARRIED. 3-0-0.**

**d. Sharon Matthews, Tree Warden**

Matthews reported that the tree cutting Gulf project was completed and everyone seems to be happy with the work that was done.

**III. ACTIONS**

**a. Approve signing and submission of Cultural Council Pavilion reimbursement**

Young explained that the Selectboard has already approved \$43,000 with the vendor that cut the pavilion frame. The grant was for \$20,000 and the Town's match was another \$20,000. Young requested a vote from the Board to authorize the Chair to sign the grant and contract extension.

**Ross MOVED to authorize the Chair to sign the Cultural Facilities grant when presented. Snell SECONDED. Motion CARRIED. 3-0-0.**

**Snell MOVED to approve the Chair to sign the Cultural Facilities contract extension to April 30, 2024. Ross SECONDED. Motion CARRIED. 3-0-0.**

**b. Vote to increase Town Secretary hourly pay rate to \$20.00/hour**

Young requested the Board increase the Town Secretary's hourly rate from \$17.00/hour to \$20.00/hour.

**Snell MOVED to increase the Town Secretary, Amanda Carey's hourly rate from \$17.00/hour to \$20.00/hour effective the next pay period. Ross SECONDED. Motion CARRIED. 3-0-0.**

**c. Vote ARPA support for Summer Program at WCS**

**Ross MOVED to appropriate \$7,000 of ARPA funds to support the Summer Program at WCS. Genovese SECONDED. Motion CARRIED. Genovese – aye; Ross – aye; Snell – abstained. 2-0-1.**

Snell and Janice Starmer will meet with the Finance Committee soon to include funding into the FY25 budget for the rec program and after school program.

**d. Six Town Regional Planning Board District Agreement Warwick Representative**

It is the consensus of the Board to discuss this at the next meeting. Genovese has a call out to Jessica Foote to gauge her interest in this.

**IV. ITEMS UNANTICIPATED AT THE TIME OF POSTING**

Genovese requested snow and ice spending to be on the next agenda to explore allowable expenses.

Genovese explained that the Board needs to decide the terms of the School Committee seats that are coming up at the Town election. Young suggested a 1-year and a 2-year term to be added as the new member positions. This will keep all of the positions staggered correctly. There will also be a 3-year term on the ballot for Alan Genovese's current 1-year term that will be up at the upcoming election.

**Ross MOVED to recommend that the 4<sup>th</sup> and 5<sup>th</sup> seats on the School Committee for the first full terms be a 1-year term and a 2-year term at the upcoming Town Election. Snell SECONDED. Motion CARRIED. 3-0-0.**

Snell requested discussion regarding applying for a waiver for Police Chief Shoemaker to continue working after he turns 65 years old to be on the next agenda.

Genovese explained that the Town Moderator requested a pre-town meeting (informational session) to discuss and explain the warrant articles. The Finance Committee will put together warrant article explanations.

Young has had a lot of citizens request Town Meeting be moved back to Town Hall instead of the gymnasium at WCS. The Selectboard supports this.

Diana Noble reported that the School Committee will hold a public hearing for the School budget on March 27<sup>th</sup> at 7:00pm.

**Snell MOVED to nominate Rosa Frantangelo as the Inspector of Animals. Ross SECONDED. Motion CARRIED. 3-0-0.**

Young reported that Warwick's FY25 Chapter 90 award is \$219,805.

Young reported on follow up on involvement with LifePath and the Age Friendly Action Plan. They have discussed the possibility of utilizing the tavern for a senior drop in center. He feels it would be great to be able to offer digital equity/technology assistance to senior citizens. Young will seek potential grant funding for this. The Board agrees that this is a need for senior citizens in town and would be great to be able to offer it.

Young reminded the Board of the Annual MA Selectboard Association Conference. It will be held on April 27<sup>th</sup> in Northampton. Selectboard members are invited. Claudia Lewis asked if anyone can go to this conference.

**Ross MOVED to appoint Claudia Lewis as Community Liaison. Snell SECONDED. Motion CARRIED. 3-0-0.**

**Snell MOVED to adjourn at 7:55pm. Genovese SECONDED. Motion CARRIED. 3-0-0.**

Respectfully submitted,

Amanda Carey  
Selectboard Secretary

*Documents consulted at this meeting:*

\*Meeting agenda dated March 11, 2024

\*Coordinator Report dated March 7, 2024

\*WBS 2.26.2024 Attrition to Spectrum

\*April 27 Sat Rural Conference Noho

\*Todd Dexter Warwick 1

\*FY25 Chapter 90 Allocation almost 220k

\*WBEC minutes 03 04 2024 DRAFT

\*2024-03-06 Rural Check-in

\*Community Center Collaboratives

\*Age-friendly-regional-plan-final-for-web-11.13.23

\*DRAFT Warwick Cultural Facilities Invoice Submission

\*Mass DPU Road Show notice

\*Age Friendly Certificate and cover letter