

TOWN OF WARWICK
In Person Meeting of the Warwick Selectboard
Warwick Community School
May 28, 2024
6:00 p.m.
MEETING MINUTES

Selectboard Members Present: Alan Genovese, Keith Ross, Brian Snell

Others Present: David Young, Town Coordinator; Diana Noble, Finance Committee Chair

Present via Zoom: Kelli Pontbriand

I. CALL TO ORDER

Alan Genovese called the meeting to order at 6:00 p.m.

II. ANNUAL REORGANIZATION OF SELECTBOARD TO ELECT CHAIR, VICE-CHAIR AND CLERK

Snell MOVED to nominate Keith Ross as Selectboard Chair. Genovese SECONDED. Motion CARRIED. 3-0-0.

Ross MOVED to nominate Brian Snell as Selectboard Vice-Chair. Genovese SECONDED. Motion CARRIED. 3-0-0.

Ross MOVED to nominate Alan Genovese as Selectboard Clerk. Snell SECONDED. Motion CARRIED. 3-0-0.

III. APPEARANCE – Kelli Pontbriand, Town Accountant Candidate

Young recommended hiring Kelli Pontbriand as Town Accountant rather than renewing for another year with Marcum. This would be a cost savings to the Town. Marcum charges about \$58,000/year. Pontbriand has requested \$30,000/year as a salary. Pontbriand has 10 years of experience as a Town Accountant for the towns of Leverett, Templeton, Phillipston, Hubbardston, and Boxborough. Pontbriand currently lives in Florida so she would be working remotely if hired. Because of the various retirement systems that she works under, Pontbriand requested to be hired as a consultant rather than a Town employee. Young believes that would be allowable with procurement laws. Pontbriand has separate laptops for each town that she works for. This helps keep things separate and organized as it is all public records. There is further discussion regarding a possible overlap of Pontbriand and Marcum to make for a smooth transition.

Genovese MOVED to appoint Kelli Pontriand as Town Accountant Consultant effective July 1, 2024 for a one year term. Snell SECONDED. Motion CARRIED. 3-0-0.

IV. ACTIONS

a. Contract / vote on FY25 Accounting Services

Snell MOVED to sign the contract with Kelli Pontbriand for FY25 Accounting Services. Genovese SECONDED. Motion CARRIED. 3-0-0.

b. Discussion on whether to have and how to handle Public Comment

The Board would like to see Town Departments and Committees utilizing their liaisons more often.

The Board agreed on the following liaison assignments:

- Highway Department – Alan Genovese
- Fire Department – Keith Ross
- Transfer Station – Keith Ross
- Schools – Brian Snell

There is further discussion regarding public comment at meetings. Snell suggested using a time limit per person to keep the meetings moving along.

The next regularly scheduled meetings will be June 10, 2024 and June 24, 2024.

Snell MOVED to adjourn at 7:07 p.m. Genovese SECONDED. Motion CARRIED. 3-0-0.

Respectfully submitted,

Amanda Carey
Selectboard Secretary