

**TOWN OF WARWICK**  
**In Person Meeting of the Warwick Selectboard**  
**Warwick Community School**  
**December 16, 2024**  
**6:00 p.m.**  
**MEETING MINUTES**

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

**Others Present:** David Young, Town Coordinator; Amanda Carey, Selectboard Secretary; Kevin Alden, Highway Commission; Bruce Kilhart

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

**I. CALL TO ORDER**

Keith Ross called the meeting to order at 6:00p.m.

**II. ANNOUNCEMENTS AND INTRODUCTIONS**

Young indicated that he would like to change the policy regarding potential remote meeting disconnect/failure. Currently, if our virtual meeting is disrupted and streaming services cannot resume, we end the meeting and reschedule for another time. Young would like to continue the in-person meeting in the event the virtual meeting fails, as long as there is a quorum of Selectboard members in the room.

**III. MINUTES**

**Snell MOVED to approve the minutes of the November 4, 2024 meeting as presented. Ross SECONDED. Motion CARRIED. 2-0-0.**

**Snell MOVED to approve the minutes of the November 18, 2024 meeting as presented. Ross SECONDED. Motion CARRIED. 2-0-0.**

\*\*Alan Genovese joined the meeting at this time, 6:10p.m.

**IV. APPEARANCES**

- a. Kevin Alden provided an update on the Highway Commission. The permit with the Conservation Commission for the culvert at the Gale Road Bridge needs to be renewed before proceeding. The Board discussed repair options for the culvert. Ross will research logging bridges that could be temporarily utilized. Alden brought budget concerns to the Board. He believes the Highway Department may be overstaffed for what is available within the budget. Young will look at year-to-date figures of the Highway budget to see if they can afford to pay the staffing level they currently have.

- V. **CITIZEN’S CONCERNS AND SUGGESTIONS FOR FUTURE AGENDA ITEMS**  
Bruce Kilhart indicated that he would like to see Warwick purchase clickers for Town Meeting voting in an effort to allow people to vote how they choose without feeling intimidated in any way. Kilhart mentioned this idea to the Town Clerk and they researched what the cost would be. For 150 clickers, the cost would be about \$6,000. Ross suggested soliciting input from other citizens of the Town.

VI. **DISCUSSIONS AND REPORTS**

a. **Coordinator Report**

Young explained that because of opening the school, the Town’s payroll has increased by about a half-million dollars in the last few years. The workers’ compensation premium has increased because of this, and this extra expense was not budgeted for. Young approached the Finance Committee for a reserve fund transfer to cover the extra expense for this fiscal year, but it will need to be factored into the budget next year.

Young requested the Building Inspector attend the next meeting to discuss Wagon Wheel Campground as it is posted for sale.

VII. **ACTIONS**

a. **Rental Agreement on space at Warwick Inn**

Ross and the property owner are working on a month-to-month rental agreement so the Town can continue to utilize the space for elder engagement.

b. **Update FRCOG identification of Priority Projects for Town’s future**

The Board will discuss this at their next meeting.

c. **Renew Mutual Aid Agreement**

Young requested the Board’s approval to renew the existing mutual aid agreement.

**Snell MOVED to approve to renew the mutual aid agreement. Genovese SECONDED. Motion CARRIED. 3-0-0.**

d. **Approval of administrative actions taken – ARPA allocations by journal entry**

Young explained that ARPA funds must be expended by the end of this month. He requested the Board’s approval of the following ARPA funds transactions: restocking WCS improvement account and WCS building and operating account and also replenishing the Safer Schools Grant account that was over expended from installing new security cameras.

**Snell MOVED to ratify the administrative actions taken by the Town Coordinator to allocate \$29,100.96 from ARPA funds. Genovese SECONDED. Motion CARRIED. 3-0-0.**

**Snell MOVED to adjourn at 7:04p.m. Genovese SECONDED. Motion CARRIED. 3-0-0.**

Respectfully submitted,

Amanda Carey  
Selectboard Secretary

*Documents consulted at this meeting:*

\*Meeting agenda dated December 16, 2024

\*Draft Selectboard meeting minutes dated November 4, 2024

\*Draft Selectboard meeting minutes dated November 18, 2024

\*Coordinator Report dated December 12, 2024

\*Budget VS Actual Special Revenue Town & School – October 2024

\*Budget VS Actual General Fund Town & School – Oct 2024

\*Warwick Priority Projects List – December 2024

\*Westminister Western Star Bid Dec 12, 2024