

**TOWN OF WARWICK
Selectboard
Warwick Community School
August 18, 2025 – 6:00 PM
MEETING MINUTES**

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

Others Present: David Young, Town Coordinator; Amanda Carey, Selectboard Secretary; Janice Starmer, School Committee; Joe Larson, Fire Chief; Tonia King, Brad Compton, Nancy Kilhart, Dawn Magi, Bruce Kilhart

Present via Zoom: Diana Noble, Finance Committee Chair; Justin Gale, Building Inspector

I. CALL TO ORDER

Brian Snell called the meeting to order at 6:05p.m.

II. APPEARANCES

a. Charter/Spectrum’s failure to serve all premises, review Ms. Clark’s letter/response

Ross received a letter from Nancy Clark indicating that Charter Spectrum is aware there are still three homes without service that want it and they have no obligation to complete those three homes until 2028. Senator Comerford wishes to hold an annual meeting with the Board, this meeting can be used to discuss potential actions regarding this delay with Spectrum. Ross will notify Senator Comerford’s office of the importance of this issue and attempt to schedule a meeting for October 6th, 7th, or 14th. Ross will also draft a response to Ms. Clark reiterating the town’s expectations for completion of service.

III. ETHICS EXEMPTIONS – none

IV. MINUTES

Draft minutes of the June 23, 2025 and July 10, 2025 meetings were submitted late today and the Board did not have a chance to review, will put on the next meeting’s agenda.

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

VI. DISCUSSIONS AND REPORTS

a. Coordinator Report

Young indicated that health insurance premiums are increasing; Snell attended school committee meetings regarding the impact. Young reported the FY24 audit was received, and requires his signature but listed him as “Town Administrator.” Another audit will follow the close of FY27.

Snell MOVED to authorize David Young to sign off on the FY24 audit as Town Administrator. Ross SECONDED. Motion CARRIED 3-0-0.

Young reported the gymnasium freezer, refrigerator, and three police cruisers have all been previously declared surplus property and are all listed on eBay. There are 10 original school clocks that need to be declared surplus.

Snell MOVED to declare 10 clocks from the school as surplus property. Ross SECONDED. Motion CARRIED. 3-0-0.

The Board discussed the Town Coordinator succession planning. Brian Snell left the room and recused himself from the discussion. Young indicated that Diana Noble could begin working 1.5 days/week after Columbus Day, allowing Young to reduce to 2.5 days/week. Noble will continue to work one day per week at UMass post-retirement. A long-term succession plan would include a third person to transition into Young's role. Job descriptions will be prepared.

Starmer reported that the school's pavilion frame is up and concrete forms will be poured tomorrow.

b. Selectboard Reports

Genovese indicated the Six Town Regional Planning Board is awaiting a regional agreement response from DESE. They have produced flyers with explanations and have been fielding public concerns. All six towns must unanimously approve the agreement via Special Town Meetings in November.

Snell and Genovese attended the recent Mahar School Committee meeting where they discussed a tuition agreement with Warwick. Now students will have the option to attend Mahar or Pioneer post Warwick Community School. However, this is the final year of the current contract with Pioneer.

VII. RICHMOND ROAD AUTO/JUNKYARD AND INCOMPLETE VEHICLE ZONING VIOLATIONS

Justin Gale, Building Inspector, joined via Zoom at 7:02p.m. Gale reported significant cleanup progress but more remains. Ross requested Gale to take photo documentation of any progress made going forward. Young will provide Gale with contact information for property owner Mr. Hillock and user Mr. Black so he can request approval to go on the property.

VIII. ACTIONS

a. Appointment to vacancies at Counsel on Aging: Mari Rovang, Bob Paquet

Snell MOVED to appoint Mari Rovang and Bob Paquet to the Council on Aging. Ross SECONDED. Motion CARRIED. 3-0-0.

b. Delegation of authority to make hiring decisions regarding After School coordination and staffing

Young is developing a job description for the Director of the After-School Program. Starmer is exploring internal candidates.

Ross MOVED to authorize Starmer to identify a suitable candidate for the After School Program Director position in collaboration with Young. Genovese SECONDED. Motion CARRIED. 3-0-0.

c. Old Home Day SB participation on Boston Cane Post; recognizing acquisition of Meeting House

Ross and Snell will attend Old Home Days on behalf of the Board.

d. Authorize signing Solid Waste Disposal Contract for FY26

Ross MOVED to authorize the Chair to sign the FY26 Solid Waste Disposal Contract. Genovese SECONDED. Motion CARRIED. 3-0-0.

e. Highway Commission requests if any

Dawn Magi inquired about reporting structure for the Highway Superintendent. Genovese attended the recent Highway Commission meeting and observed effective communication with Dorgan bringing a list of work to the Commission. The Commission also discussed that Highway employee, Kyle, will act as lead if Dorgan is unavailable or out sick.

f. Establish Fall Meeting Schedule

The next meeting scheduled for Tuesday, September 23, 2025. Any further meetings will be scheduled after hearing from Senator Comerford's office.

g. Approval of Administrative Actions

Young signed the following documents:

- MOU for Animal Control with the Sheriff's Department
- Green Communities Contract with project expeditor
- Solar Interconnect Agreement with Northeast Solar and National Grid (includes transformer upgrade)

Ross MOVED to approve the Town Coordinator's actions related to the above agreements. Genovese SECONDED. Motion CARRIED 3-0-0.

IX. ITEMS UNANTICIPATED AT TIME OF POSTING

Fire Chief Larson gave an update on some things at the Fire Department:

- Chief Larson is in the final phases paramedic school
- A dry hydrant location has been identified at Moore's Pond with landowner approval
- The Fire Department is experiencing high call volume and a volunteer shortage

- The new Fire station project is progressing
- The extremely dry weather conditions were discussed. Genovese recommended a newsletter article about fire safety and drought conditions.

X. ADJOURNMENT

Genovese MOVED to adjourn at 7:35 PM. Ross SECONDED. Motion CARRIED. 3-0-0.

Respectfully submitted,

Amanda Carey
Selectboard Secretary

Documents consulted at this meeting:

- *Meeting agenda dated August 18, 2025
- *Coordinator Report dated August 18, 2025
- *Draft meeting minutes June 23, 2025
- *Draft meeting minutes July 10, 2025
- *NGrid Interconnection Service Agreement FS Soloar 7.30.2025
- *NE Solar Warwick Fire Sta Contract Addm Transformer 7.30.2025
- *Regional Animal Control Services Warwick Fy26
- *Executive Summary Wendell Road TBA report RFA-22163
- *Warwick FY26 hauling prices
- *Warwick FY26 Tx Sta MOUs
- *Charter Reply Letter Warwick 07.21.25
- *Specification Requirements for Town of Warwick Highway Truck Aug 25