

2026-06-01 Selectboard Minutes

Town of Warwick Minutes of Hybrid Meeting of the Warwick Selectboard Warwick Community School Monday, June 1st, 2026, at 6:00 p.m.

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

Others Present: David Young, Town Coordinator; Diana Noble, Assistant to the Town Coordinator; Bruce Kilhart; Joe Larson, Fire Chief; John Bradford; Laurette Crane, Finance Committee; Jill DeLisle, Finance Committee; Janice Starmer; Dawn Magi; Ivan Ussach, Town Librarian

Others Present via Zoom: Jeannette Fellows; Adam Holloway; Tracy Styles, Assessors and Highway Commission Clerk; Jessica Marshall

CALL TO ORDER – Snell called the meeting to order at 6:04pm

I. Reorganization

A. The Selectboard conducted reorganization, with Alan Genovese elected as Chair, Keith Ross elected as Vice Chair and Brian Snell elected as Clerk.

- *Snell nominated Ross as Chair. Ross declined the nomination.*
- *Ross nominated Genovese as Chair. Ross – aye; Genovese – aye; Snell no.*
- *Snell nominated Ross as Vice Chair. Unanimous.*
- *Ross nominated Snell as Clerk. Unanimous.*

II. Announcements

- Snell announced he would need to attend remotely for approximately three months following upcoming surgery on July 6th.
- Snell announced a voluntary recusal from the Town Coordinator hiring process out of an abundance of caution regarding a potential ethics concern. He stated that he had withheld scoring and input related to the candidate evaluation process and would not participate further in the selection decision.
- Snell also reminded Board members that concerns involving ethics or board conduct should be raised publicly or through appropriate channels rather than discussed privately before meetings.

III. Discussions

A. Highway Commission Meeting

- i. Snell reported about a recent Highway Commission meeting. Discussion focused on improving work zone safety, increasing the use of safety equipment and flaggers, providing additional training, and strengthening communication regarding road closures

and highway projects. Board members emphasized that existing safety policies must be followed and that safety remains a top priority.

- ii. Fire Chief Larson discussed concerns regarding the Highway Department's use of fire-related equipment, a truck, and designated fire ponds. Chief Larson opined that, while a recent Highway Commission meeting showed positive progress on safety equipment and communication protocols, several issues including fire truck usage and fire pond access remained unresolved. The Board recommended that the Chief attend a future Highway Commission meeting to follow up on these outstanding concerns, after emailing the Commission to request being added to their agenda. Genovese requested that future Highway Commission meeting minutes be shared with the Selectboard.
- iii. Snell also reported that the Highway Department will need a new vehicle and that they are investigating the possibility of using Chapter 90 funding, and some efforts to improve communication between town boards and departments.

B. Town Coordinator Hiring Committee

- i. Snell recused himself from the discussion and decision-making process due to a previously disclosed ethics concern.
- ii. Ross shared that both candidates for the Town Coordinator were excellent in their interviews. The qualifications of both finalists and interview scores were discussed. Discussion highlighted Lizzie Alwan's strong ties to rural communities, elder populations, experience with FRCOG, and demonstrated interest in issues affecting small towns.
 - **MOTION: Ross moved to offer the position of Town Coordinator to Lizzie Alwan. 2nd Genovese. Snell abstained.**
- iii. The Selectboard thanked members of the Town Coordinator Search Committee, Dawn Magi, Jill DeLisle, and Jeannette Fellows, for their work throughout the recruitment and interview process. Young and Ross will proceed with the hiring process, including a CORI check and negotiations about salary and start date.

C. Highway Transfer Request

- i. The Highway Department requested to transfer \$3,000 from its salary account to its operating expense account. This would be in addition to the \$7,000 approved at the last Selectboard meeting, reaching the \$10,000 total voted on by the Highway Commission.
 - **MOTION: Snell moved to permit the transfer of \$3,000 from salary to expenses in the Highway Department budget. 2nd Genovese.**
- ii. (continued) Discussion included clarification of previous budget transfer requests and the potential impact on the Town's snow and ice budget. A member of FinCom contributed concern about the need for a capital plan for all town departments. The Board asked Styles, Highway Commission Secretary, what the money was for, and Styles responded that the Highway Commission did not specify the purpose for the requested funds. Young and Noble were concerned that we are very close to the levy limit, and the possibility that this could trigger the need for an override. Noble recommended, and the Board agreed, that the request be declined, and that the Highway Commission be directed to request through FinCom for reserve funds, and the need to specify what the money is for.
 - **Snell withdrew his motion. Genovese withdrew his 2nd.**
- iii. **Board of Assessors Transfer Request** – Funds have run out to pay Ann Kendall to work part-time to organize paperwork.
 - **MOTION: Genovese moved to approve the transfer of \$1,000 from Assessors expenses to Assessors paid. 2nd Snell. Voted unanimously.**
 - **MOTION: Snell moved to authorize the chair to sign. 2nd Ross. Voted unanimously.**

IV. Minutes of previous meetings

- **MOTION: Snell moved to accept the minutes from April 27, May 4, May 18, and May 21, 2026. Genovese SECONDED. Voted unanimously.**

V. Citizens' concerns and suggestions for future agenda items

A. Location of future Town Meetings

- i. Dawn Magi asked about progress on discussion for location of future town meetings. Multiple community members in attendance shared that they liked having Town Meeting at Town Hall. Members reviewed previous discussions and agreed that additional outreach should be conducted to ensure all residents have an opportunity to provide feedback. Potential accommodations discussed included childcare options, accessibility considerations, parking, and transportation assistance for elderly and disabled residents. The question of using the basement of the Town Hall for childcare was asked, and Snell responded that there are reasons that this is not possible. The Board agreed to continue exploring options and place the matter on a future agenda.

B. Concern about the Selectboard's vote in support of 6-Town Regional on May 18

- i. Noble raised concern, as a citizen rather than in her role as Assistant Town Coordinator, regarding a Selectboard vote taken at the May 18 meeting expressing support for the Six Town Regional Planning Board initiative. Several residents mentioned that the vote was not on the agenda. Genovese responded that the motion was appropriate as a standing agenda item under "6-Town," and another Board member brought up a relevant concern. Noble clarified that this initiative would mean dissolving the Warwick School Committee and joining a new district, which Genovese confirmed. Ross clarified that, when he seconded and voted in favor of the motion, he did not mean to support the dissolution of our district. Ross meant to support that the regionalization proposal should reach and ultimately be decided by voters. There were strong opinions shared by those present. Snell announced that he would recuse himself in this discussion going forward because he works part-time for the school and was encouraged to do so by legal counsel. The Board agreed to hold a future meeting on the matter to allow for public comment and clarification.

- C. **Town Personnel Policy** – Dawn Magi asked about the Town's personnel policy's definition of full-time employment, which is written as "40 hours," and felt that there are inconsistencies. Board members agreed that the matter should be reviewed as part of a broader personnel policy update with the incoming Town Coordinator.

VI. Discussions

A. Assistant Coordinator Report

- i. Noble reported that the transfer station shed project is moving forward and is expected to be completed in time for grant reimbursement. She also noted that the library budget issue is being resolved and should be balanced by year-end.
- ii. Noble asked if there are any objections to posting Selectboard meeting videos on the Town website through a YouTube account. The Board expressed no objections. A detailed school liaison report was postponed to a future meeting.
- iii. The Board reiterated that community concerns should first be directed to department heads, and that highway-related complaints should be reported through the Shelburne Control non-emergency dispatch line for documentation.

B. Coordinator Report

- i. Young provided updates on facility repairs, the upcoming elevator inspection, insurance paperwork, annual appointments, and year-end grant receivables. Noble proposed an

agreement be made with Auctions International to auction surplus town vehicles and equipment.

- **MOTION: *Snell moved to authorize the chair to sign an agreement with Auctions International. 2nd Genovese. Voted unanimously.***

ADJOURNMENT: Snell MOVED to adjourn the meeting at 7:41pm. 2nd Ross. *Voted unanimously.*

The next meeting will be Monday, June 15th, 2025.

Documents consulted at this meeting:

[20260610 Selectboard meeting notice and agenda](#) Download

[coordinator report 5.28.26](#) Download

[Coordinator assistant report 6.1.26](#) Download

[2026-04-27 Selectboard Minutes – DRAFT](#) Download

[2026-05-04 Selectboard Minutes – DRAFT](#) Download

[2026-05-18 Selectboard Minutes – DRAFT](#) Download

[2026-05-21 Selectboard Minutes – DRAFT](#) Download

[Assessors Transfer request 6.1.26](#) Download

[Auction International MA Municipal Contract](#) Download

[Feedback missing last page Coordinator Finalist](#) Download

[Feedback on Coordinator Interviews](#) Download

[Highway expenses at 5.29.26](#) Download

[Highway Transfer request 6.1.26](#) Download