

Diana's Updates
Assistant Town Coordinator
June 1, 2026

Finances

This week's meeting includes two transfer requests. Budget transfers within department budgets can be approved by the Selectboard during the last two months of the fiscal year. Inter-fund transfers also require approval of the Finance Committee (next meeting Thu 6/11). FinCom also has access to a Reserve Fund for unanticipated expenses, the current balance is \$38,661.

The Assessor's request is self-explanatory. Tracy anticipates funds left over in that account after the transfer and after predicted expenses for the rest of FY26.

The Highway request will likely eliminate the option of covering the Snow and Ice deficit from highway funds, unless the additional \$3,000 requested tonight is unused at the end of June. If Snow and Ice isn't covered by the end of the fiscal year the remaining amount will be added to the tax rate. I believe your options are:

1. Grant the transfer as requested and ask that the funds only be used if absolutely necessary. \$3000 is not a large hit to the tax burden.
2. Direct me to find another department with funds that won't be needed in FY26 (one source could be Assessors) and bring that request to you and to FinCom.
3. Decline the request and ask that unanticipated expenses be requested from the FinCom Reserve fund.

Kelli has reviewed the salary accounts and has asked me to do a little research to ensure all are sufficient for the rest of the year. It is likely that a transfer from WCS expenses to WCS custodial wages will be requested at the next meeting.

Candidate Feedback

Nine town staff and committee members weighted in on the finalists for Town Coordinator. I am impressed with the Selection Committee's thoughtful effort. Dawn Magi, Jeannette Fellows, Jill DeLisle and Keith Ross all deserve the town's gratitude. I am also grateful for the time and thought each of the community leaders put in. Their feedback represents decades of experience and insight from a variety of perspectives. I have left their names off the information you have, but at the bottom you can see if the respondent is staff and/or a committee member ("committee mbr"). The first page is an average of all numerical responses.

FY27 Town Coordinator Salary

I highly recommend leaving room for David to overlap with the incoming coordinator. He has expressed a willingness to work an average of 5 hours per week for about three months. This would require reserving about \$2,400.

I am willing to accept a schedule that is between 5 and 15 hours per week. An average schedule of 10 hours per week at a rate slightly less per hour than the current rate would need \$15,000 from the coordinator budget.

Surplus Auction

A contract with Auctions International is before you tonight for approval and signature. Their online auction will get wide attention and has had success with items as derelict as our old surplus vehicles. Of course the trick is to set the minimum price appropriately low. The service is provided at no cost to the seller/Warwick; there is a buyers premium assessed and a \$30 fee per vehicle to get photographs and condition reports is taken from the proceeds. Their representative can come as early as this week; I can ask him to delay the auction if the board anticipates surplusing the soon to be excess police vehicle.

Green Ribbon Award and WCS Earth Day

I heartily second David's write-up on the award. I will add Carole's note that it can be helpful to have direct communication with DESE staff. Brian can add some of the DESE representative's comments.

Playground and Pavilion

Recently Owen from Abound Design met with a small group to discuss how use of the Pavilion can fit in with the playground design. The group also discussed how to handle drainage in the early childhood play area. It was a very productive meeting; Owen went away with some thoughts on the types of events Warwick might hold at the Pavilion (with up to 100-120 attendees) and plans to include rainwater gardens as part of the drainage solution (less difficult and expensive than gutters). It was a delight to watch so many talented minds collaborating on a project we have been envisioning for years!

Carole will attend the next Selectboard meeting to give you more updates on the project.