2026-06-15 Selectboard Minutes – DRAFT

Town of Warwick
Minutes of Hybrid Meeting of the Warwick Selectboard
Warwick Community School
Monday, June 15th, 2026, at 6:00 p.m.

Selectboard Members Present: Alan Genovese, Chair; Keith Ross, Vice-Clerk; Brian Snell, Clerk
Others Present: Diana Noble, Assistant to the Town Coordinator; Ivan Ussach, Town Librarian; Carole Learned-Miller, Warwick School Superintendent; Owen Wormser, Abound Design; Todd Dexter, Highway Commission; Bruce Kilhart (joined at end of playground discussion)
Others Present via Zoom: Jill DeLisle, Finance Committee; Joe Larson, Fire Chief

CALL TO ORDER – Genovese called the meeting to order at 6:00pm

I. Announcements, and introductions
II. Chapter 268 Section 20C and 20D Ethics disclosures or exemptions
III. **Appearances**
   A. **Update on the WCS Playground project from Superintendent Carole Learned-Miller**
      i. Carol Leonard Miller, Warwick Community School Superintendent, and Owen Wormser, landscape designer, presented plans for the first phase of the playground, which will be called "The David Young Outdoor Preschool Classroom." This outdoor preschool classroom will include native plants, pathways, a pavilion, a grass mound with climbing elements, a rock circle, an outdoor mudroom, shade areas, a mud kitchen, and a black locust fence made and donated by Larry Kilroy. A yew bush next to the school entrance will be removed. Snell asked and Wormser clarified that the family memorial by the flagpole will not be disturbed. The project has been designed collaboratively with input from the community, and funding is being secured through grants and fundraising. The team aims to begin construction on the first phase next week.
      ii. Wormser and Learned-Miller addressed concerns about plant removal and maintenance, with clarification that certain plants don't re-sprout while others require careful handling. The team also discussed water management challenges, deciding to create rain gardens with cobblestones and piping to handle roof runoff, and identified the need for additional safety barriers around the playground entrance to prevent children from migrating toward the porch area. The Board discussed community feedback on a playground project, with consistent concerns raised about a fence around the area. Snell reported that the trail committee and ComCom are on board with modifying the path to accommodate wheelchair access.
      iii. The Board wished Learned-Miller "bon voyage," as she and her family head to Paris for a sabatical year.
   B. **Todd Dexter – Request from Highway Commission regarding Fire Department diesel fuel use**
      i. Dexter reported that concerns had been raised regarding the cost of diesel fuel used by the Fire Department. The Highway Commission estimated the Fire Department's annual fuel consumption was approximately 450 gallons per year. At a fuel cost of roughly $4.50 per

gallon, the expense is significant, but relatively small compared to overall Highway Department fuel usage. Historically, the Highway Department has supplied and paid for the Fire Department's fuel, and this will continue. Given the Town's level-funded budget and broader financial constraints, the Highway Commission with revisit this during FY28 budget discussions.

ii. Dexter reported that Fire Chief Larson acknowledged the concern and indicated that fuel usage would be monitored and managed where possible, while ensuring that emergency response and training activities would not be compromised. No action was requested of the Selectboard, and the discussion was presented as an informational update.

C. **Request from Highway Commission to reconsider an additional transfer of $3,000 from Highway Salary to Highway Expenses**

i. Background: At a Highway Commission meeting in the spring, Croak and others raised concerns that operating funds were being depleted quickly due to higher than anticipated snow and ice expenditures. The Commision then voted to transfer $10,000 from the Highway salary account to the operating expense account to cover the remainder of the fiscal year. At a previous Selectboard meeting, the Board voted to grant $7,000 of this request, but did not approve the remaining $3,000 because they had not been made aware what this would be spent on.

ii. Dexter requested that the Selectboard grant permission for the remaining $3,000 transfer from Highway Salary to Expenses. Dexter explained that these funds would be used to purchase consumable supplies such as filters, oil, hydraulic hoses, and other maintenance items necessary to keep equipment operational. He noted that we have aging equipment, particularly the grader. Dexter also reported that the Town was not awarded a recently applied-for grant but plans to revise and resubmit its application during an upcoming funding round.

iii. Discussion followed by Delisle, Noble, and others regarding the town's overall financial position as the fiscal year comes to a close, noting that only a small amount remained under the levy limit, and that sufficient funds must be available to cover snow and ice expenditures. Delisle stated that FinCom had approved a reserve fund transfer for fuel costs but had not yet received requested documentation for additional transfers. Delisle requested that invoices and bank statements be provided. It was emphasized that any transfers during the final months of the fiscal year would require approval from both the Selectboard and Finance Committee.

iv. Fire Chief Larson joined the discussion and expressed support for the Highway Department's management of diesel fuel purchasing. He noted that the Highway Department has historically maintained responsibility for fuel purchasing and tracking. The Board discussed scheduling a joint meeting later in the year with the Highway Commission and Fire Department to review fuel purchasing and usage.

- **MOTION:** ***Ross moved that the Highway Commission collaborate with FinCom to fund up to $3,000 of anticipatory spending, via transfer within their budget or from other budgets, subject to documentation requested by FinCom. 2nd Snell. Unanimous.***

D. Fire Chief Larson – Fire Station Construction Updates

i. Snell and Larson highlighted updates to the new fire station, including new restroom facilities, meeting rooms, and a chief's office, with only minor items remaining like a shower installation and ADA compliance work. Chief reported that the project has used only $40,000 from town funds with potential assistance from the Highway Commission for outdoor grading. Chief Larson noted that while the building is functionally complete, they still need to address equipment needs such as washers and dryers for turnout gear cleaning, as well as a vent system for truck exhaust, which are planned for future phases.

IV. **Process and Decorum**

A. **For the benefit of the new Town Coordinator** – Genovese and the Board discussed meeting procedures, decorum, and expectations as the Town prepares for the arrival of its new Town Coordinator. Members emphasized the importance of maintaining productive, respectful, and efficient meetings and supporting the new coordinator during the transition into the role.

B. **Open Meeting Law** – The Chair acknowledged concerns regarding communication with the Town Secretary that occurred outside of a public meeting. The Board stated that draft minutes should remain unchanged until amendments are proposed and approved during a public meeting. The Board reviewed the requirements for approving minutes in a timely manner, ideally by the next meeting, or within 30 days. Concerns were raised about placing pressure on subordinate staff, and Board members agreed that established procedures must be followed when addressing feedback on the minutes and other matters.

C. **Civility and respect** – The Board concluded with a discussion of the importance of civility, professionalism, respect for differing viewpoints, and adherence to established procedures.

V. **Discussions and reports**

A. Coordinator Report – none

B. **Assistant Coordinator Report**

i. Explanation of diesel fuel bid – Noble explained that the town typically bids only a portion of its anticipated annual diesel fuel usage to maintain flexibility as fuel prices fluctuate. She noted that this year's higher costs were driven by market conditions, while future prices may be lower. Fuel usage and costs are difficult to predict due to many factors.

ii. Jared Kain-Woods has started his position as Buildings and Energy Manager, being paid $25 per hour.

- **MOTION:** ***Snell moved to approve $25 an hour for the Buildings and Energy Manager. 2nd Ross. Unanimous.***

iii. Noble asked for approval for various items. First, she asked to approve the insurance binder for next year, as it is within budget, $86,601 (last year $79,432 plus workers comp).

- **MOTION:** ***Ross moved to authorize Noble to pay the estimated insurance bill for next year. 2nd Genovese. Unanimous.***

iv. Second, Noble asked that the Vadar agreement be signed.

- **MOTION:** ***Snell moved to authorize the Chair to sign the Vadar contract. 2nd. Ross. Unanimous.***

v. Noble reported that tables for the reuse shed have arrived. There are two grants that she expects will pay for the shed costs. The new police cruiser is on its way to being fixed and registered, and Noble alerted Board members to expect a discussion about what to do with the old cruiser once the new one is on the road.

vi. Lastly, Noble shared that Town Clerk John Paganetti will set up both an electronic and a straw poll to vote on where to hold Town Meetings in the future. Noble asked if the Board objects to asking respondents to state their name in order to track responses and insure that respondents are residents. The Board gave consensus to permit that respondents are asked for their name.

C. Selectboard Reports

i. Snell requested permission, which was granted, for him and Noble to answer questions from a reporter about feedback on the power right of way.

D. 5 / 6 Town School Regionalization

E. Discussion of format for Six Town hearing meeting on Monday 6/29/26
    i. The Board reviewed the purpose and intent of the vote on May 18th to support the 6-Town Regionalization proposal, and discussed providing additional opportunities for residents to learn about the proposal and share their perspectives. It was agreed that the proposal should ultimately be considered by the voters following adequate public discussion and review.

VI. Actions
  A. Approval of administrative actions taken
  B. Approval of the Fiscal Year 2027 Vadar contract
  C. Annual appointments to Town positions

VII. Citizens' concerns and suggestions for future agenda items

VIII. Approval of Minutes June 1, 2026
  A. Concerns about the editing process, and Amendments (if any) Approval – The Board reviewed and approved amendments to prior meeting minutes. Corrections included clarifications regarding reorganization procedures, appointments, and a previously discussed Highway Department budget transfer. The amended minutes were approved.
    - **MOTION:** ***Ross moved to accept the amended minutes. 2nd Genovese. Snell abstained. Motion carried.***

IX. Items unanticipated at time of posting
  A. Members discussed agenda planning for upcoming meetings, public comment procedures, and the availability of public comment guidelines for meeting attendees. The Chair indicated that future discussions on the regionalization proposal would provide opportunities for public input. Genovese requested that Ross as Vice-Chair run the Regionalization meeting on 6/29.
  B. Before adjournment, the Board briefly discussed plans to recognize David Young for his service to the Town and agreed to continue coordinating that effort.

ADJOURNMENT: ***Ross MOVED to adjourn the meeting at 8:04pm. 2nd Snell. Voted unanimously.***

Meeting Schedule:

Monday 6/29/26 6pm focus on Six Town Regional Planning Board recommendations and Regional Agreement
Monday 7/27/26, 6pm to include plans to discuss town appointments and potentially hold a hearing-style discussion about 6-Town Regionalization

Respectfully submitted by Heather Berlin, Town Secretary.

Documents consulted at this meeting:

20260615 Selectboard meeting notice and agenda   Download

Warwick SB Public Comment Guidelines 2024   Download

2026-06-01 SB Minutes – DRAFT AG edits as of 6.4 2.15pm   Download

2026-06-01 Selectboard Minutes – DRAFT hb 6.2.26 Download

hwy comm signed 3134.50 Download

police dept reserve req Download

Vadar Contract_Warwick_Executed_Agreement Download

Selectboard Update Early Childhood Playground 6.15.26 Download

Warwick fundraiser Concept-24×36 June 2026 Download

June 15, 2026