

Minutes
CONWAY SELECTBOARD
Town Office, 32 Main Street
January 4, 2017 6:00 p.m.

Select Board members present: John O'Rourke, Robert Baker, Bob Armstrong

Others present: Tom Hutcheson, Town Administrator; Lisa Turowsky, Assistant to the TA; Dan Denton-Thompson, FCAT; Ron Sweet; Pixie Holbrook; Donna Crabtree

John O'Rourke called the meeting to order at 6PM and ascertained that no one other than FCAT was recording the meeting.

Minutes

- **On a motion from John O'Rourke to accept the minutes of 12/28/16, seconded by Robert Baker, the vote was unanimous in favor.**

Meetings Attended by Selectboard Members

None.

Citizens' Concerns

None.

Old Business

Housing Committee: sign Intent to Purchase for Sheehan property –

Pixie Holbrook and Donna Crabtree asked the Selectboard to bring forward intent to purchase the property at xx Maple Street. The Intent to Purchase includes seven (7) contingencies which sellers are aware of. Property has been taken off the market until April 2017. The most critical contingency is that the property be perc tested for 12 units. If perc testing is satisfactory the Housing Committee will need to get an appraisal and look at possible zoning changes. Town Counsel is guiding the Housing Committee through the process. Town Counsel's concerns relate primarily to whether the Town needs to put the project out for bid; it was stated that he believes that's not necessary because community preservation money will be used. Another contingency is that the CPA must approve this use of community preservation funds. Donna Crabtree is on CPA committee and has informed a couple of members that the Intent to Purchase might be coming forward. The Town will be able to give preference to Conway residents/people who work in Conway and possibly to those with family members in Conway (this is to be determined). Signature on Intent to Purchase can be John O'Rourke's. Pixie Holbrook will give Tom Hutcheson the paperwork showing the contingencies. A warrant for \$1000 for deposit will be needed.

Chapter 90 update on plans for work:

Approve requests:

Reclamation and paving on East Guinea Road – Ron Sweet proposed a 2½ inch coating on 660-foot-long, 22-foot-wide roadway, as well as drainage work, in the amount of \$158,197.60.

Milling and paving overlay on South Ashfield Road/Williamsburg Road – Ron Sweet proposes micromilling so a 1 ½ inch overlay can be applied to the roadway. Estimated cost for 8500 feet is \$143,260.73.

Discussion: Delabarre Avenue project –

Robert Baker asked that the Delabarre Avenue project be considered as part of the Chapter 90 discussion. The Chair agreed.

Ron Sweet gave a \$300,000 cost estimate for this project. The condition of the road is not dangerous per engineer; it's bank erosion that's the problem. Ch. 90 might not apply for fixing the bank. FEMA money has been applied for; if received, would cover 75% of the cost of repairing the slope. However, Tom Hutcheson thinks it's unlikely the Town would get the FEMA grant on this round. The grant must be

resubmitted next year. John O'Rourke summarizes the Town has done everything that can be done right now; there is no danger to public safety and necessary precautions have been taken to protect the bank.

- **On a motion from John O'Rourke to approve both Chapter 90 requests, seconded by Robert Baker, the vote was unanimous in favor.**

Approve Community Development Strategy for Community Development Block Grant application –

The Selectboard has reviewed the document and it seems comprehensive.

- **On a motion from John O'Rourke to approve Community Development Strategy, seconded by Robert Baker, the vote was unanimous in favor.**

FY 2018 budgets as available –

- Tom Hutcheson directed the Board's attention to a list of budgets proposed for level funding or for decreases in FY18. Tom Hutcheson reported that in light of changes in the public records law, the budget for Information Technology needs to be increased by \$1800 to cover concerns re: email accounts.
- Tom Hutcheson addressed public safety department budgets. Police Department budget is up somewhat because of radio fees; Fire Department budget is up \$700 due to county communication system requirements; Ambulance Department budget will go up because of paying license exams fees for new EMTs; Emergency Management is level funded.
- Tom Hutcheson discussed changes to Article 2 items. He has split out operations and salaries, has condensed some lines, e.g., Treasurer/Collector, lines 145 & 146. Registrars/Elections has been condensed as well because they perform similar functions with small amounts of money. Tom Hutcheson would like the opportunity to explain these changes at Town Meeting. This will be a more convenient way to present and vote the budget. John O'Rourke suggested making the budget reflect how Nick Filler votes the line items at town meeting. Tom Hutcheson will talk to Nick Filler about this.
- Numbers for health insurance and school budgets will be outstanding for some time.

New Business

None.

Items Not Anticipated

None.

Town Administrator update

Committees

Despite the lack of bids for the wastewater system engineering project, the Wastewater Committee still hopes that a bid is forthcoming from Tighe and Bond—apparently, there was a communications gap within the company as to who would be filing the bid.

The Capital Improvement Planning Committee is meeting Tuesday to consider three requests; one from Tom Hutcheson, to partially pave the back parking lot for the Town Office building, and two from the Highway Department, one for a hydraulic boom, and one for a grader.

Departments

The Lead and Copper Analysis Report for the drinking water samples collected on 12/1/2016 as part of the MassDEP – UMass Assistance Program for Lead in School Drinking Water for the Conway Grammar School had one sample result that exceeded the action level for lead in the school's drinking water at one location, a water bubbler in room B017 (6th grade classroom; a 1st draw). The second draw sample taken after flushing this fixture met the requirements. For now, the cold water valve to this sink has been closed and its handle removed. The bubbler has been labelled "do not use due to a lead test that exceeded DEP action levels." All of the other 50+ samples taken at the school were satisfactory. The final run of piping

to the faucet (that tested ok) and this bubbler is copper. Bob Lesko will have the bubbler and any attached fittings replaced, and will work with DEP to retest this location and comply with any associated requirements, which will include notifications to the school community and other interested stakeholders.

Tom Hutcheson is working on getting a handle on Town Facebook pages. We now have pages for Emergency Management; Fire; Highway; Parks, Recreation, and Trails; and the Town as a whole.

Concerns of the Selectmen –

Robert Baker says that the water hole is not being kept open due to the recent snow. Ron Sweet said he will address the issue.

Mail—

Board received the MMA newsletter The Beacon; information about the MMA Trade Show, **John O'Rourke** will be there and will be installed as a member of the Board for District One. Letter from Tallmadge municipal tax lien investment company will be passed along to the Treasurer; FRCOG advertised a program on 1/12/17 addressing issues related to legalization of marijuana, but this may not be happening considering the recently announced delay in implementation of legislation. "Quarterly Barker" newsletter from the Franklin County Dog Shelter has some useful information and a link to the newsletter will be put on the website.

Announcements

None.

Next Meeting

- *Scheduled for Monday, January 9th at 7:00 p.m. at the Town Hall, 5 Academy Hill Road*
- *Executive Session Monday, January 9th at 6:00 p.m. at the Town Office, 32 Main Street*

On a motion from John O'Rourke, seconded by Robert Baker, the meeting was adjourned at 7:05 PM.

Respectfully submitted,

Robert Baker, Clerk