

Minutes
CONWAY SELECTBOARD
Town Office, 32 Main Street
July 25, 2016, 7:00 p.m.

Select Board members present: Robert Baker, Clerk; Bob Armstrong

Select Board members absent: John O'Rourke

Others present: Tom Hutcheson, Town Administrator; Liz Jacobson-Carroll, Assistant to the TA; Dan Thompson, FCAT; Ron Sweet, Highway Superintendent

Minutes

After noting one amendment, review of the minutes of July 11, 2016, was tabled.

Warrants

On a motion from Robert Baker to sign the vendor warrant for \$252,374.43, the payroll warrant for \$80,770.44, and the payroll deduction warrant for \$20,593.34, seconded by Bob Armstrong, the vote was unanimous in favor.

Meetings Attended by Selectboard Members

None.

Old Business

Letter of support for the Town of Ashfield's grant proposal for improvements associated with the Ashfield Lake dam & spillway. On a motion from Robert Baker to approve the letter in support of Ashfield's grant proposal as written, seconded by Bob Armstrong, the vote was unanimous in favor.

New Business

- *Permission for Open Space Committee consultant to use herbicides on Town property to control invasive plants* Tom Hutcheson indicated property. **On a motion from Robert Baker to give permission for the OSC to use herbicides on Town property to control invasive plants, seconded by Bob Armstrong, the vote was unanimous in favor.**
- *Sign Chapter 90 reimbursement papers*
Ron Sweet indicated that the Highway Department finished two projects last fall for which he is submitting requests for reimbursement. While the Main Poland Road project was approved for \$139,942.37, his department completed it under budget and he is requesting only \$123,220.06. Similarly, the North Poland Road project was approved for \$80,267.92 and his reimbursement request is for only \$72,141.91. **On a motion from Robert Baker to sign the Chapter 90 reimbursement requests, seconded by Bob Armstrong, the vote was unanimous in favor.**

Citizens' Concerns

Robert Baker said that he has heard from three or four citizens concerned that recently purchased town trucks and pickups are lacking the Town seal. Ron Sweet indicating that plans are underway.

New Business, continued

- *Appoint to the Parks, Recreation & Trails Committee, for terms ending 6/30/19: Julie Petty, John Heffernan, Jason Hunter, Paul Charest, Harry Bovio. On a motion from Robert Baker to appoint Julie Petty, John Heffernan, Jason Hunter, Paul Charest, and Harry Bovio to the Parks, Recreation & Trails Committee for terms ending 6/30/16, seconded by Bob Armstrong, the vote was unanimous in favor.*
- *Appoint Melissa Patterson to the Open Space Committee to 6/30/17; re-appoint Donald Joralemon to 6/30/17*
The appointing of Melissa Patterson was tabled until next week when she plans to attend. **On a motion from Robert Baker to appoint Donald Joralemon for a term ending 6/30/16, the vote was unanimous in favor.**

Items Not Anticipated 48 Hours in Advance of the Meeting

None.

Town Administrator Update
Committees

- We have made a reservation on the Town calendar for the Town Hall General Purpose room from 6-10 p.m. on Monday, October 24 for the All Committee Meeting. This date is the only Monday in October that is not a Select Board meeting night or a legal holiday.
- The Parks, Recreation, and Trails Committee will be posting “please pick up after your dogs” signs in the Town Field.

Departments

- In Information Technology, we have switched over all Town computers, except the Assessors, to Windows 10, so they should all be running the same versions of programs. We’re waiting for state approval of some of the Assessor programs to be sure they will work with Windows 10.
- Our Assessor would like to have free cash certified and a tax rate set in the next few weeks, the earliest we will have done that. We also need part of that work done for our abbreviated audit for the school system.

Community Compact

- Pursuant to our signing the Community Compact, I have asked various town finance officials to hold the dates of Wednesday, September 7 and Thursday, September 15 open for meetings with Joe Markarian on long-range financial planning (including capital planning). Joe is formerly of the DOR and now working for the FRCOG on Community Compact assistance. Conway recently signed a Community Compact agreement, and this is one of the areas we’ll be working on. The plan is to first educate ourselves on the components of long-term financial planning through these sessions and then, over time, adopt policies (for debt levels, levels and uses of free cash, etc.) that will provide guidance and stability for the Town in making decisions in the future.

Regional

- The FRCOG is working with other Regional Planning Agencies in MA and NH to prepare a letter to our Federal legislators regarding the FERC process. The key recommendations are based on their discussions with the Regional Pipeline Advisory Committee and the RPA Working Group are in a handout.

Additional item

- The proclamation for Helen Reed is at The Greenfield Gallery for framing; it should be ready within three weeks. [Robert Baker said that he and John O’Rourke attended the event, which was very successful.]

Concerns of the Selectmen

None.

Mail

Request from Franklin Regional Transit Authority for a letter regarding an advisory Board member; Robert Baker will complete the paperwork to identify himself as the Conway representative.

Announcements

None.

Documents and Other Exhibits Used at the Meeting

Next Meeting

Scheduled for August 8, 2016 at 7:00 p.m. at the Town Office, 32 Main Street

Executive Session

- **At 7:18 p.m., on a motion from Robert Baker to open Executive Session, to be held under Reason #2 to conduct negotiation sessions with non-union personnel, Robert Baker voted in favor, and Bob Armstrong voted in favor.**
- **At 8:53 p.m., on a motion from Bob Armstrong to close Executive Session, Bob Armstrong voted in favor, and Robert Baker voted in favor.**

Adjournment

At 8:54 p.m., on a motion from Robert Baker to adjourn from open session, seconded by Bob Armstrong, the vote was unanimous in favor.

Respectfully submitted,

Robert Baker