

Minutes
CONWAY SELECTBOARD
Town Office, 32 Main Street
February 6, 2017

Select Board members present: Robert Baker, Clerk; Bob Armstrong. Absent: John O'Rourke, Chair

Others present: Tom Hutcheson, Town Administrator; Lisa Turowsky, Assistant to the TA; Dan Denton-Thompson, FCAT; John Maggs & Jan Maggs, Residents

Meeting was called to order by Robert Baker at 6:00pm

Minutes

January 30, 2017

- **On a motion from Robert Baker to accept the minutes of January 30, 2017, seconded by Bob Armstrong, the vote was unanimous in favor.**

Warrants

Vendor warrant: \$43,369.65

Payroll warrant: \$102,745.88

Payroll deduction warrant: \$26,805.98

- **On a motion from Robert Baker to approve all three warrants, seconded by Bob Armstrong, the vote was unanimous in favor.**

Meetings Attended by Select Board members

Bob Armstrong attended CT Valley Superintendents Round Table. There was a presentation by someone from MA Taxpayers Foundation concerning state revenues especially as regards health care. Bob Armstrong will be attending meeting tomorrow with Comcast about broadband service. The extension of service will reach nearly all homes in Conway.

Citizens' Concerns *None.*

Old Business

Housing Committee: sign agreement with owner of Sheehan property for perc testing

The Sheehans added a new set of contingencies before agreeing to perc test, which has now been cancelled. Another meeting of the Housing Committee is scheduled for 2/7/17. They are asking that item be tabled.

- **On a motion from Robert Baker to table signing the agreement with the owner of Sheehan property, seconded by Bob Armstrong, the vote was unanimous in favor.**

FY 2018 budget – update

FY 2018 annual Town Meeting warrant – update

Almost all numbers are in except for schools. We do have a number for Franklin Regional Tech School (FRTS) but not for Smith Vocational. FRTS is \$12,000 less than last year. Final school numbers will be out by 2/17. Preliminary estimate is that grammar school budget is going up 5%.

The Wastewater Committee requested that a warrant article be added to fund an engineering study. Instead of being part of capital planning process the Committee is working with Tighe and Bond to refine the scope of services. Capital Improvement Planning Committee is meeting on 2/22. The Select Board is interested in moving the item forward.

Improvements for Town Office are being requested; no figure is available yet.

Capital Improvement Planning Committee recommends that \$3000 be budgeted for hardpack in Town Office back parking lot. Assessors need new computer system. Ambulance stabilization fund will need some money.

Article 17 notes: Municipal modernization act provides that overlay reserves can be placed in one account (for abatements and exemptions). Assessors can use this to pay for revaluation, for example. Every five years the funds that have been saved up are used for recertification. Library budget is now available.

Article 22 doesn't need to be in the budget, it's now Article 5.

Article 23 has an item for repurposing to rebuild tennis/basketball courts. Senior tax workoff program has been budgeted by Assessors. Possibilities include preservation of public records. Right to farm bylaw is being finalized; Ag Commission had a public hearing which was well attended. Planning Board will be looking at revisions to bylaws concerning set-back requirements; it will also conduct a hearing about adding a table of contents. They may also be looking at zoning changes to allow for senior housing in town. (this is Article 27)

Last-minute additions to any budget must be made very carefully to avoid passing a budget exceeding the levy limit. Robert Baker wants to add a non-binding question to the warrant to move Town Garage discussion forward. There had been a discussion of borrowing for the project but the Town didn't want to consider this before broadband went through. Once broadband is done, Town Garage can be revisited. If previous designer wanted to bid for it that could save the Town the most money possible.

New Business

Sign DEP contract for Sustainable Materials Recovery Program and related work

If Board votes to approve the contract, then John O'Rourke can come in to sign the contract and be signatory on all further related documents.

- **On a motion from Robert Baker to have Chairman John O'Rourke be the signatory on the DEP contract, seconded by Bob Armstrong, the vote was unanimous in favor.**

Sign warrant for annual Town Caucus, to be held March 6, 2017

A citizens' caucus to elect new Town Board members was considered.

- **On a motion from Robert Baker to approve the warrant, seconded by Bob Armstrong, the vote was unanimous in favor.**

Discussion: requiring a time frame for appointees to be sworn in

Clerk and Administrator's office are requesting this discussion. Those who aren't sworn in aren't members who are legally eligible to vote. The possibility was discussed of appointees being advised that they need to be sworn in by a certain date. For example, appointments could be contingent on appointee being sworn within a month. It might be helpful to ask what other towns do. Robert Baker says he's heard that there's no convenient time to come in to be sworn and asks for evening/Saturday time. Tom Hutcheson pointed out that the Town Clerk is absolutely open to making appointments. Tom Hutcheson will put this item on the agenda again for the next Select Board meeting.

Sign five-year work anniversary letter for Conan Pelc

- **On a motion from Robert Baker to sign letter of congratulations to Conan Pelc, seconded by Bob Armstrong, the vote was unanimous in favor.**

Items Not Anticipated 48 Hours in Advance of the Meeting None.

*Town Administrator update
Committees and Boards*

The Superintendent and Business Manager of Smith Technical and Vocational High School will be visiting at the next meeting, February 13, to introduce themselves.

The Finance Committee has proposed that the next joint meeting be February 21 or 27. I'll be releasing my draft budget February 21, so that could be a good day, at least for informational purposes (which I've proposed to them); or, they might want to take some time to digest it.

The Wastewater Committee has proposed a Town Meeting warrant item for \$100,000 for a wastewater engineering study. Although it came in after the deadline for capital articles, Joe Strzegowski made a good case based on the timeline (and not getting bids on their timely bid proposal). I've asked the chair if he would present it to the Capital Improvement Planning Committee; he has agreed. Their next meeting is tentatively scheduled for February 22.

Departments

I have gotten a suggestion to provide more information on the website. I am planning a website upgrade with Roy (using existing funds) that addresses some of the intent of the suggestion by providing notifications of changes to particular pages to anyone who "subscribes" to that page (an "RSS" feed or something similar to the "opt-in" e-mail list suggested). At this point, posting all meeting notices and minutes for all committees and boards seems to me to be beyond the resources we have available.

Concerns of the Selectmen

The recent Highway hire has resigned. Robert Baker suggests we advertise the position. Tom Hutcheson says temporary labor should be utilized in the near term; Highway Department supervisor is addressing the issue.

Mail

Announcements

Solar community challenge, Brice Hereford is looking at what it would take to apply. If Town wins competition we would win a prize.

Mass Municipal Association will be hosting a meeting; Bob Armstrong and Robert Baker will attend.

Documents and Other Exhibits Used at the Meeting

Next Meeting

- *Scheduled for February 13 at 6:00 p.m. at the Town Office, 32 Main Street*
- **On a motion from Robert Baker, seconded by Bob Armstrong, the meeting was adjourned at 6:59pm**

Respectfully submitted,

Robert Baker