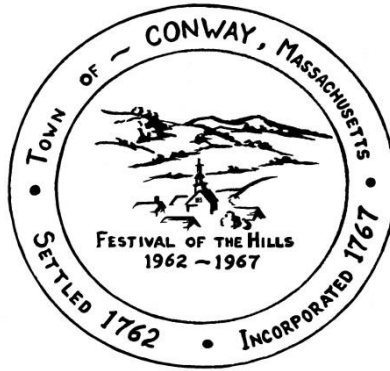


**Town of Conway**  
**Commonwealth of Massachusetts**  
**2023 Annual Report**



**Fiscal Year 2023**  
**July 1, 2022 – June 30, 2023**

## **Annual Report Dedication to Ronald D. Hawkes**

Ron was born in Greenfield, MA on March 8, 1947, the son of Donald and Phylis (Howes) Hawkes. He was a graduate of Greenfield High School, class of 1965. After graduating he enlisted in the US Army and was stationed in Germany during much of his enlistment.

Ron was employed as a fire alarm technician at the University of Massachusetts for several years.

Ron was dedicated to the Town of Conway. He had worked for the highway department, he was a police officer for the town for 46 years retiring last year, served as the Town Constable and served the Conway Fire Department since 1969 as well as Deputy Chief at the time of his passing. He was also a long-term member of the Conway Sportsman's club and Snowmobile Club.

Ron and his wife Ann were supporters of the annual Relay for Life event for more than 20 years. Once he "retired" from UMASS he had his own side business as a lawnmower/snowblower repair shop that kept him very busy.

He enjoyed camping and made many long-lasting friendships while doing so. He was a big fan of the Fryeburg Fair in Maine and looked forward to attending every year.

Survivors include his mother Phylis (Howes) (Hawkes) Dacey of Conway, his daughters Joy I. Holhut of Conway, Kim M. (Matthew) McKenzie also of Conway, and Liana (Hal) Jensen of Copake, NY. His grandchildren Courtney, Danelle and Kyle and Aiden.

Ron was predeceased by his father Donald in 1972, his wife Ann (Zipperling) Hawkes, his stepfather Richard Dacey, grandparents Mr. & Mrs. Freeman Hawkes and Mr. and Mrs. Earle Howes.

Ron was a pillar of the community and will be greatly missed for his service and dedication to all residents of The Town of Conway.

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### FAQs about Town Meeting

Frequently Asked at Town Meeting: What do the following terms mean?

The term...	Means....
dismiss an article	defeat it
postpone an article indefinitely	defeat it
take no action on an article	defeat it
lay the question on the table	kill or postpone a measure
table the question	kill or postpone a measure
move the previous question	cut off debate and vote on the issue at hand

## **MEETING SCHEDULES**

*Subject to change; please see postings at Town Hall or contact the Chair to confirm.*

### **BOARD OF ASSESSORS**

First and third Wednesdays– 5:15 p.m., Town Hall

Administrative Assessor: Natalie Whitcomb, [assessors@conwayma.gov](mailto:assessors@conwayma.gov), 369-4235 x5 Clerk hours:  
Monday 2-5, Tuesday & Thursday 8:30 – 4:30,  
Wednesday 9-2; Friday 8:30-1:00

### **BOARD OF HEALTH**

2<sup>nd</sup> and 4<sup>th</sup> Mondays – 5:00 p.m., Town Hall

Chair: Kathy Llamas, [bohchair@conwayma.gov](mailto:bohchair@conwayma.gov)

### **CONSERVATION COMMISSION**

2<sup>nd</sup> and 4<sup>th</sup> Tuesdays – 6:00 p.m., Town Hall

Chair: Bruton Strange, [concomm@conwayma.gov](mailto:concomm@conwayma.gov)

### **CONWAY GRAMMAR SCHOOL COMMITTEE:**

3<sup>rd</sup> Thursday – 7:00 p.m., CGS Library

Chair: Elaine Campbell, [drekiwi@gmail.com](mailto:drekiwi@gmail.com), 413-369-8089

### **COUNCIL ON AGING**

1<sup>st</sup> Wednesdays – 9:00 a.m., Town Hall

Chair: Patricia Lynch, [patricialynch@earthlink.net](mailto:patricialynch@earthlink.net), 369-4284

### **FRANKLIN COUNTY TECHNICAL SCHOOL COMMITTEE**

2<sup>nd</sup> Wednesday – 7:00 p.m., FCTS

### **FRONTIER REGIONAL SCHOOL COMMITTEE**

2<sup>nd</sup> Tuesday – 7:00 p.m., FRHS Media Center

### **PLANNING BOARD**

1<sup>st</sup> and 3<sup>rd</sup> Thursdays – 7:00 p.m., Town Office

Chair, Beth Girshman, [planning@conwayma.gov](mailto:planning@conwayma.gov)

### **SELECTBOARD**

Alternating Mondays – 6:00 p.m., Town Hall; December-May, every Monday.

Chair: Phil Kantor, [selectboard@conwayma.gov](mailto:selectboard@conwayma.gov) 369-4235 x3

**ANNUAL TOWN MEETING:** 1<sup>st</sup> Saturday in June at the Conway Grammar School

**ANNUAL TOWN ELECTION:** Thursday following Town Meeting, Town Hall

## **NATIONAL, STATE, AND REGIONAL OFFICIALS**

### **UNITED STATES SENATORS**

#### **Ed Markey (D)**

975 JFK Federal Building, 15 New Sudbury Street, Boston MA 02203, 617-565-8519  
1550 Main Street 4th Floor, Springfield, MA 01103, 413-785-4610  
215 Dirksen Senate Office Building, Washington, DC 20510, 202-224-2742  
[www.markey.senate.gov/contact](http://www.markey.senate.gov/contact)

#### **Elizabeth Warren (D)**

2400 JFK Federal Building, 15 New Sudbury Street, Boston, MA 02203, 617-565-3170  
1550 Main Street, Suite 406, Springfield MA 01103, 413-788-2690  
309 Hart Senate Office Building, Washington DC 20510, 202-224-4543  
[www.warren.senate.gov/contact](http://www.warren.senate.gov/contact)

### **UNITED STATES REPRESENTATIVE**

#### **Jim McGovern (D)**

78 Center Street, Pittsfield MA 01201, 413-442-0946  
300 State Street, Suite 200, Springfield, MA 01105, 413-785-0325  
372 Cannon House Office Building, Washington, DC 20515, 202-225-5601  
[https://forms.house.gov/neal/webforms/contact\\_Forms.shtml](https://forms.house.gov/neal/webforms/contact_Forms.shtml)

### **GOVERNOR**

#### **Maura Healey (D)**

State Office Building, 436 Dwight Street, Suite 300, Springfield MA 01103, 413-784-1200  
Massachusetts State House, Office of the Governor, 24 State Street, Room 280  
Boston MA 02133, 617-725-4005; Toll-free in MA 888-870-7770  
<http://www.mass.gov/governor/constituent-services/contact-governor-office>

### **REPRESENTATIVES IN THE GENERAL COURT**

#### **Senator Paul Mark (D)**

Berkshire, Hampshire, Franklin & Hampden District  
100 North St. Suite 4, Pittsfield, MA 01201, 413-464-5635  
24 Beacon St., Room 109-E, Boston, MA, 02133, 413-344-4561  
[Paul.Mark@mahouse.gov](mailto:Paul.Mark@mahouse.gov)

#### **Representative Natalie Blais (D)**

First Franklin District  
PO BOX 450, Sunderland, MA 01375, 413-362-9453  
24 Beacon St., Room 134, Boston, MA, 02133,  
[natalie.blais@mahouse.gov](mailto:natalie.blais@mahouse.gov)

**FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS**  
 Executive Committee, 12 Olive Street, Suite 2, Greenfield MA 0130  
[www.frcog.org](http://www.frcog.org), 413-774-3167

**REPORT OF ELECTED OFFICIALS 2023**

SELECTBOARD:	Erica Goleman	2026
	Philip Kantor chair	2024
	Christopher Waldo	2025
BOARD OF ASSESSORS:	George Forcier	2026
	Russell French	2024
	Natalie Whitcomb, chair	2025
BOARD OF HEALTH:	Jacqueline Choate	2024
	Kathy Llamas, chair	2025
	Emily Sweet	2025
	Vacancy	
	Vacancy	
BURIAL AGENT:	Laurie Lucier	2025
CONSTABLES:	Brian Blakeslee	2025
	Ronald Hawkes	2025
	James Recore	2025
FRS COMMITTEE:	Jared Campbell	2025
LOCAL SCHOOL COMM:	Elaine Campbell, chair	2025
	Jared Campbell	2025
	Philip Kantor	2026
	Michael Merritt	2026
	Denise Storm	2024
MODERATOR	James Recore	2024
PLANNING BOARD:	Cheryl Case	2025
	George Forcier	2024
	William Moebius	2025
	Jennifer Mullins	2024
	Vacancy	
TOWN CLERK:	Laurie Lucier	2025
TREE WARDEN	Walter Goodridge	2026

## CONWAY APPOINTED OFFICIALS

AGRICULTURAL COMM:		Vacancy x 5
ASST. TO ADMINISTRATOR:	Adam Reed	
BARN/ANIMAL INSPECTOR	Emily Sweet	2024
	John Wholey	2024
CABLE ADVISORY COMM:	Robert Armstrong	2024
	Jonathan Barkan	2025
	Ronald Hawkes	2024
	Vacancy x 2	
CAPITAL IMPROVEMENTS:	Robert Armstrong	2025
	Roy Cohen	2024
	Phyllis Craine	2025
	Christopher Waldo (SB)	2025
	Vacancy x 2	
CEMETERY COMMISSION:	Peter Freisem, chair	2026
	John Harrison	2024
	Stephen Jackson	2025
COMMUNITY PRESERVATION:	Aimee Anderson (open space)	2023
	Jocelyn Forbush	2025
	Henry Horstmann (hist comm)	2026
	William Moebius (planning board)	2024
	Brittany Nickerson (con comm)	2025
	Carolyn Thayer (coa)	2024
CONSERVATION COMM:	Louise Beckett	2025
	Mary Costello	2025
	Grace Larson, acting chair	2025
	Brittany Nickerson	2025
	Anthony Somers	2025
COUNCIL ON AGING:	Gail Connelly	2025
	Hank Hortsmann	2024
	Patricia Kocot	2024
	Patricia Lynch, chair	2026
	Carolyn Thayer	2025
	Margaret Tiley	2025
	Robin Yerkes	2024
CULTURAL COUNCIL:	Ruth Bowman	2025
	Theresa Carter	2025
	Stein Feick	2024
	Joan Haley	2024
	Christine Kenneally	2025



	Sophie Michaux	2024
	Gayle Sullivan	2025
EMERGENCY MGMT DEPT.	Amanda Herrmann Philip Kantor	
FCAT BOARD OF DIRECTORS:	Vacancy	
FINANCE COMMITTEE:	Roy Cohen	2025
	John Craine	2025
	Thomas Donovan	2024
	Rhyanna McLeester	2025
	Alan Singer	2026
FOREST and TRAILS COMM:	Suzanne Artemieff	2026
	Deb Donaldson, co-chair	2024
	Courtney Gilligan	2025
	Cynthia Lawton-Singer (assoc.)	2025
	Priscilla Lynch	2026
	Marilyn Webster	2024
FOREST WARDEN:	Robert Baker	
FR COMP ECONO DEV ADV:		Vacancy
FR TRANSIT AUTHORITY:		Vacancy
FR COUNTY ER DISPATCH:	Robert Baker	2024
	Kenneth Ouimette	2024
	Gemma Vanderheld	2024
FR CTY SOLID WASTE MGMT:	Vacancy	
FR CTY TECH SCHOOL COMM:	John Pelletier	2024
FR REG PLANNING BOARD:		Vacancy x 2
FRCOG		
FR REG ER PLANNING:	Robert Baker	2024
SIGN PROG. REP:	Ronald Sweet	2024
FCCIP REP:	Christopher Waldo	2024
PUBLIC HEALTH OVERSIGHT BOARD:	Jacqueline Choate	2024
	Kathy Llamas (alternate)	2024
FRED WELLS TRUST:	Kate French	2024
HIGHWAY FACILITIES COMM:	Walter Goodridge	2024
	Hank Horstmann	2024

	Peter Jeswald	2024
	Kenneth Ouimette	2024
	Ronald Sweet	2024
	Liv Wyatt	2024
HISTORICAL COMMISSION:	Bill Burnett	2025
	Carl Darrow	2024
	Denise Dwelley	2026
	Henry Horstmann	2024
	Jane Recore	2025
	Yulia Stone	2026
	Sarah Williams, chair	2024
HOUSING COMMITTEE:	Vacancy x 3	
NEWSLETTER COMM:	Louise Beckett, co-chair	2024
	Veronique Blanchard	2025
	Michael Haley (associate member)	2025
	Kathy Llamas	2026
	Patricia Lynch, editor	2026
OPEN SPACE COMM:	Aimee Anderson	2024
	Janet Chayes, chair	2024
	Mac McCoy	2026
	Michele Turre	2024
	Katherine Clark Waddell	2025
PARK, REC & TRAILS:	Jim Bosman	2025
	Harry Bovio	2025
	Tanya Campbell	2025
	Mark Gollehon	2026
	Michael Merritt	2026
	Julie Sweet	2024
	Janice Warner	2025
PERSONNEL COMM:		Vacancy x 2
SUSTAINABILITY COMMITTEE:	Beth Girshman, vice-chair	2026
	Josephine Lally, clerk	2024
	John Majercak, chair	2025
	Liv Wyatt	2026
UPPER PV VETERANS SVCS:	Roger Goshea	2024
VETERAN'S GRAVE OFFICER:	Donald Graham	2024
WASTEWATER COMMITTEE:	Joseph Strzegowski	2024
	Vacancy x 2	

ZONING BOARD OF APPEALS:	Phyllis Craine	2024
	Gary Fentin	2026
	Erica Goleman (associate member)	2024
	Peter Jeswald	2024
	Andrew Levchuk	2024
	Mark Silverman, chair	2024

## BOARDS, COMMITTEES AND COMMISSIONS

### **Agricultural Commission**

No report was submitted for FY2023 from this Committee.



### **Board of Assessors**

No report was submitted for FY2023 from this Committee.



### **Board of Health**

Annual Report July1, 2022-June 30, 2023

All Boards of Health in the Commonwealth have been charged with protecting the public health of its citizens in the following areas.

- Disease prevention and control
- Oversight of transfer stations
- Title V enforcement for septage and refuse
- Title X enforcement of food service establishments
- Sanitary conditions of camps, swimming pools and beaches
- Sanitary living conditions in dwellings
- Animal Health

#### **The Board of Health personnel:**

The Chair of the Conway Board of Health is Kathy Llamas (term through June 2025), the fellow members of the Board of Health are Jackie Choate (term through June 2024), Emily Sweet (term through 2025), Tilda Hunting (term completed June 2023) and Devon Whitney-Deal (term completed 2023). At the end of the fiscal year, both Devon and Tilda stepped down from their positions.

I will group information into several general areas:

**Title V:** Involves the approval and inspection of septic systems and water percolation test which tests the rate at which the water drains through the soil which is relevant for any property with access to a municipal sewer system.

All our Title V inspections and consultations are carried out by Carl Nelke, acting as an independent contractor. In this fiscal year, there were 49 events that Carl reviewed with our Board of Health.

#### **Health and Wellness:**

The COVID pandemic continued to be a significant part of the work of the Board of Health. There were many vaccine clinics in the area which our Board participated in. The largest clinic occurred at the end of October 2022 where 742 people were treated at a drive-through clinic.

Jackie Choate, while working with FRCOG's Nursing program, provided vaccinations for those Conway residents who were homebound throughout the year as new boosters were created.

The transmission rates fluctuated greatly throughout the year and thankfully by May 11<sup>th</sup>, 2023, Governor Maura Healey formally announced as end to the Covid-19 Public Health Emergency. It is difficult to determine the COVID transmission rates amongst the citizens of Conway because the criteria for reporting had changed and the daily and weekly monitoring were no longer collected.

**Food Services and Inspections:**

The Conway Board of Health has partnered with the Franklin Regional Council of Governments (FRCOG) to do all Food Service Inspections. Randy Crochier, who is the Health Agent from FRCOG worked with both Devon Whitney-Deal and Tilda Hunting to set up and carry out inspections.

**Animal and Barn Inspections:**

Joe Colucci retired from his position as Conway’s Animal Control Officer and our Animal and Barn Inspector. Beginning in November of 2022, John Wholey and Emily Sweet have shared the Barn Inspector duties.

**Education Undertaken:**

There were several opportunities to increase our Board of Health knowledge. These came in the form of online workshops and in-person seminars. Board Members attended the Massachusetts Association of Health Boards annual meeting. We attended in-person trainings on both Health and Racial Equities. Jackie Choate and Kat Llamas undertook the Train the Trainer course for Understanding Opioids and the Administration of Naloxone, commonly referred to as Narcan. The Board participated in a self-paced Foundation course for Board of Health members. Kat Llamas completed the course and others are continuing to work towards that goal. Emily Sweet attended the BE SMART firearms course as well as required training for Barn Inspectors. Jackie put a great deal of effort into trying to start a Neighbor Helping Neighbor program in Conway. Jackie Choate and Kat Llamas are Conway’s representatives to the Cooperative Public Health Service’s Oversight Board. In August of 2022, Kat Llamas assumed the position of Co-Chair of this Board. The Board participated in Roundtable discussions, and increased our knowledge of programs and statutes as they pertain to the Board of Health. We invited other Boards to share what they do to see how the BOH can support their missions.

Submitted by: Kathy Llamas, Chair and members Jackie Choate, Emily Sweet, and Laurie Lucier, Clerk of the Board of Health



**Board of Registrars**

{Registrars Report is based on Calendar Year  
January 1 through December 31, 2023}

The Board of Registrars consists of four members, of which one is the Town Clerk by virtue of the office. The remaining members are appointed by the Selectboard for alternate three-year terms. This Board can be compared to an Election Commission in a city and the Elections Division of the Office of the Secretary of the Commonwealth at the state level. The board must always contain, as nearly as possible, representatives of the two leading political parties, of no more than two members of each.

The Town Clerk carries out the functions of the Board of Registrars. These responsibilities include the conduct of elections and recounts, voter registration, compilation of the Annual Street List of Residents (the Annual Town Census), certification of signatures on nomination papers and petitions, and recording of Town Meeting attendance.

The Town of Conway Board of Registrars hereby reports that residents eligible to vote in Elections and Town Meetings in the year 2023 as of December 31, was 1,484. In the year 2023, there was one election, the Annual Town Election (6/8).

According to the Annual Town Census taken during the month of January, the Town's population was 1,789. Voter registration sessions were held as required by Massachusetts General Laws prior to Elections and Town Meeting.

The following Town Meeting(s) were held during the year 2023:

Annual Town Meeting – June 03, 2023

Special Town Meeting – December 9, 2023

As required by MGL, all election results and actions taken at Annual and Special Town Meetings were permanently recorded in the Office of the Town Clerk.

The Board would like to remind residents that election information including results, campaign finance reporting, and upcoming elections is available at the Town Clerk's office. The Board of Registrars works in conjunction with the Office of the Town Clerk to comply with Massachusetts General Laws related to elections and voter registrations.

If you have any interest in becoming a member of the Board of Registrars, please contact the Town Clerk.

Respectfully Submitted,

Town of Conway Board of Registrars



**Cable Advisory Committee**

No report was submitted for FY2023 from this Committee.



**Cemetery Commission**

In February 2020, the Town of Conway established a volunteer Cemetery Commission to oversee the management of the seven historic town-owned cemeteries within our borders. These cemeteries are: Boyden,

Cricket Hill, Maynard Farm (Poor Farm), Poland, Pumpkin Hollow, Shirkshire, and South Part. NOTE: Two of our largest local cemeteries, Howland and Pine Grove, are privately managed. The Cemetery Commission currently consists of three members: Peter Freisem – Chair, Stephen Jackson, John Harrison). Members usually meet on the first Tuesday of each month. Cemetery Commission email is: **[cemcomm@townofconway.com](mailto:cemcomm@townofconway.com)**

**In Fiscal Year 2023, the Cemetery Commission worked on the following:**

- By means of ground measurements and GPS assisted mapping, the commission has been developing a GIS data-oriented map for South Part Cemetery with the goal of capturing information about existing graves and defining locations for new burials.
- The Commission also performed ground measurements and GPS point mapping of Pumpkin Hollow with the similar goal of creating a GPS map that captures existing grave data and maps possible future cremation burial sites.
- Commission members handled inquiries from several individuals who were interested in possibly being interred in a Conway cemetery.
- Fielded inquiry and advised a town resident who volunteered to fix some badly leaning gravestones.

**No town funds were expended during FY23 for Cemetery Commission projects.**



**Capital Improvements Planning Committee**

No report was submitted for FY2023 from this Committee.



**Community Preservation Committee**

No report was submitted for FY2023 from this Committee.



**Conservation Commission**

The Conservation Commission works with the community to protect wetlands, buffer zones, rivers and streams, and to assume the role of steward for conservation restrictions on behalf of the Town. The Commission’s responsibility is to bring an environmental perspective to the ongoing interaction between the environment and projects being undertaken within the Town. As a local representative of the Commonwealth Department of the Environmental Protection, the Commission is charged with the primary enforcement of the Wetlands Protection Act and the Rivers Protection Act, two statewide laws. Our goal as a Commission is to approach our responsibilities from an educational perspective and to assist citizens with understanding the Wetlands Protection Act and Rivers Act, and the benefits derived from these laws.

It is the responsibility of the Commission to make formal determinations for landowners and homeowners as to whether the requirements of the Wetlands Protection Act and Rivers Act apply to their projects. It is an important goal of the Commission to work with landowners to balance their needs and rights with the requirements of these Acts. The process is done by the Commission interpreting the regulations that have been promulgated by Massachusetts upon inquiry by citizens and landowners by means of information inquiry, and formal Requests for Determination of Applicability of the Acts (RDA), or a Notice of Intent (NOI) to do work within a designated area of jurisdiction.

The Commission ideally consists of five volunteer members who meet generally twice a month (the second and fourth Tuesday of each month at 6:00pm at the Town Hall) to review projects and assist landowners. Currently the members include: Louise Beckett, Mary Kay Costello, Brittany Nickerson, Tony Somers and Grace Larson, Chair.

The Commission has obtained and attached to the Town's web page a helpful summary as to landowners' rights and responsibilities (see Con Com Helpful links: Wetland Protection Act Brochure). The proposed budget for Fiscal Year 2023 was \$807.00

In the past fiscal year (July 1, 2022 – June 3, 2023), the Commission has acted on Five Requests for Determination of Applicability, Three Notices of Intent, reviewed or made site visits for Twenty building permits, reviewed Six Forest Cutting Requests, issued One Enforcement Order, Issued Two Emergency Certificates and Three Certificates of Compliance.

Respectfully submitted,

Grace Larson

Chair, Conway Conservation Commission



### **Council on Aging**

As in past years, the COA continues to advocate for elders in the community. The COA's goals for the coming year are to continue to support ongoing programs and to develop new programs to meet future needs. In the works for the fall is a collaboration with the South County Senior Center to apply for an Executive Office of Elder Affairs Hybrid Programing for Councils on Aging Grant to allow COAs to offer older adults hybrid programs available both in person and virtually. The grant will also pay for equipment and technical training. Two Council on Aging members joined with a group of Conway residents to form an Age-Friendly Conway Working Group as part of the state's Mass in Motion program to promote age-friendly communities.

Chief among the council's concerns is the health of elders. A monthly foot screening is held at Town Hall. The nursing service that conducts the screening also provides foot care in the home for persons who are housebound. A grant for FY2023 from the Fred W. Wells Trust contributed greatly toward our efforts to keep this program affordable. The council maintains a collection of durable medical equipment, which residents are welcome to borrow. .

Two weekly yoga classes are offered: one a mat class, the other chair yoga for those less able. These have been conducted both in person at the library and on Zoom. A twice-weekly Healthy Bones and Balance class is held on Zoom (the participants' choice).. Each Monday from April through November a walking group takes easy walks around town. Conway seniors who live alone and/or have special needs are visited each month by a Triad officer. Van transportation for medical appointments and shopping trips is provided to Conway elders by the Shelburne Falls Senior Center.



Nutritious community meals are offered twice a month at Town Hall, which also affords elders an opportunity for socializing. In warmer weather we have held ice cream socials and picnic lunches in Memorial Park. Meals on Wheels delivers prepared meals seven days a week to seniors who need this service, at the same time serving as a wellness check.

Information on COA programs and on senior issues, concerns, and events is published each month in *Conway Currents*. The Senior Calendar provides a quick review of each month's activities.

The Conway COA is grateful to the townspeople and the town for the support given to all seniors and for the use of Town Hall.

Respectfully submitted,  
Patricia Ann Lynch, Chair; Carolyn Thayer, Treasurer; Gail Connelly, Hank Horstmann, Patricia Kocot, Margaret Tiley, Robin Yerkes



### **Cultural Council**

The Conway Cultural Council is a group of volunteers who oversee and administer a grant program funded by the Massachusetts Cultural Council (MCC). Grant funds are intended to benefit our community by supporting programs and events in the arts, humanities, and natural sciences. The Council meets in November/December to review grant applications and make funding decisions. Our goal is to fund programs and events that provide citizens of Conway with affordable entertainment, education, and opportunities for creative growth. Our priority is programming that includes local artists, individuals, and groups and that directly benefit our town. We also strive to serve a wide range of age groups, from preschoolers to senior citizens. For fiscal year 2023, we reviewed 35 proposals and awarded \$6,365 to 23 grantees. We were pleased to support several quality Conway-centered proposals as well as programs outside of Conway that will benefit our citizens. We welcomed Theresa Carter and Christine Kenneally to the committee for FY23 so that the council members were Ruth Bowman, Theresa Carter, Stein Feick, Joan Haley, Christine Kenneally, Sophie Michaux, Michelle Sanger and Gayle Sullivan. The Cultural Council is currently seeking new members to join us since the members only serve for three years. If you are interested, please contact [conwayculturalcouncil@gmail.com](mailto:conwayculturalcouncil@gmail.com)

Respectfully submitted,  
Stein Feick/Joan Haley: Co-chairs



### **Finance Committee**

Alan Singer, **Chair**  
John Craine - **Recording Secretary**  
Roy Cohen – Member At Large  
Tom Donovan – Member At Large

Rhyanna McLeester – Member At Large

The FY '24 saw some extraordinary events that lead to the Town of Conway (“Town”) having an unexpected free cash level of almost \$700,000 – over \$400,000 higher than the approximate \$236,000 figure presented to the ATM during June 2023. This left the Town in good stead financially in preparing the FY '25 municipal budget. Our Town, as with the Frontier Regional School (Union 38 School District), has always placed investing in our schools as being a high priority. This reflected during FY '24 by both the Conway Grammar School and Frontier Regional School having lowered out of school choice placements. Hence, for FY '25 we have been able to present Town, Conway Grammar School and Frontier Regional School level services budgets and to do so with an overall, proposed spending increase of slightly under 3%. Furthermore, due to the resurrected Personnel Committee the FY '25 budget includes needed pay increases for key town positions in order to improve employee retention rates by being more competitive with our neighboring towns. Quick shout out as well to our revitalized Capital Improvements Committee for keeping us on track by making more focused, needed capital infrastructure investment recommendations.

That being said, the Finance Committee shares concerns for our Town going into FY '26 on several fronts: 1) Municipal Aid to Rural Schools is to slightly decline for both Conway Grammar School and Frontier Regional School (on a consolidated basis) due to the DESE funding formula; 2) the Conway Grammar will also see its ESSER Grant go way and therefore leave the Town with the choice of either potentially having to cut services and/or further increase enrollment of students through school choice; 3) when adjusted for inflation, our Chapter 90 funds have not net increased in well over 15 years; and 4) service contracts and materials provided to the Town are being increasingly done so by monopolistic providers leaving us little choice but to except price increases that well exceed our new growth percentage increases. And on that topic, the lack of new growth continues to negatively affect our Town – as with our entire western MA region. Oh, and do we need mention the continued, negative impact of our changing climate on our Town infrastructure?

Respectfully Submitted,  
Alan Singer, Chair



## **Forest and Trails**

This year we completed the Fournier Interpretive Trail behind the Conway Grammar School. Nineteen signs marking highlights of the trail were installed by the 6<sup>th</sup> grade. The students researched and wrote descriptions for each marker that were then linked to the town website by a QR code on the signs. Over the summer a kiosk was installed at the trail head with a map, land acknowledgement, and other information regarding plants on the trail. We have also made significant headway clearing invasive plants in the wood lot directly behind the playground. This is an ongoing project and several more work parties are planned throughout the year as well as possibly planting some native understory plants along the trail.

The trails in the Conway Town Forest suffered severe damage this past winter from ice and heavy, late snowfall. We have been working with our neighbors on Cricket Hill, the biking community, and the snowmobile club to keep the trails passable. In addition to the severe weather, we had a beaver family decide to expand their pond by

felling several large trees across trail 3A and flooding the trail. With the invaluable help of Ned Spencer, the trees were cut and removed. We then installed a drainage pipe with a beaver baffle to lower the water level of the new pond. The beavers are still busy cutting and sculpting, but the drain is working well and the trail is passable. This fall we applied for and were awarded a Conway and Massachusetts Cultural Council grant to bring a nature journaling workshop for town residents. This will be a series of 3 classes and will be announced in The Currents and town website. Watch for the announcement this spring.

Respectfully submitted,  
Deb Donaldson, Co-chair  
Suzanne Artemieff, Co-chair  
Priscilla Lynch, Secretary  
Marilyn Webster  
Courtney Gilligan  
Cynthia Lawton-Singer



## **Historical Commission**

On August 24, 2023, following a routine inspection, the state DOT's Highway Division closed the historic Bardwells Ferry Bridge over the Deerfield River to vehicular traffic. The 1882 bridge - originally built in four months' time on the site of a covered bridge, which was blown down that January - was thoroughly renovated and painted in 1995. However, weathering-steel beams installed in 1995 for the short 31-foot approach span on the Conway side of the truss bridge have apparently suddenly deteriorated. In February, 2024, the Historical Commission wrote to the state asking that repairs on that approach span be made the priority, to speed re-opening, in lieu of waiting years and spending up to six-million dollars to also repaint and redeck the historic bridge, as was being contemplated by the state before the bridge was closed.

The Historical Commission continues its time-consuming research into the early (and rapid) settlement of town, site visits included, and its documentation of the town's historical assets, as time permits between administrative matters. In 2024, we're also resuming our informal research sessions (the fourth Friday of each month, beginning in the spring) with interested town residents, after receiving confirmation from the Town Counsel in October, 2023, that such sessions are permissible under the Open Meeting Law even if a quorum of our members is present.

A key asset for research into the town's early settlement is the valuation information created annually since Conway was founded by the town Boards of Assessors. Those permanent records occupy a significant amount of space in the Town Hall vault - the largest one the town has. In late February, 2024, we learned by chance that, presumably due at least in part to 2023's record rainfall, moisture is now seeping through the section of the exterior brick wall of that vault closest to the floor (perhaps from beneath ground level of the slope outside), where it dampened some permanent, boxed records of the Town Clerk shelved there. (For a couple of years now, the Commission has had no independent access to the Town Hall office, limiting our ability to monitor conditions in the vault; for the time being, at least, we have space for research, scanning, and storage in a section of the upstairs gym, beside the pickleball court.)

Perhaps in combination with the removal of the furnace from the boiler room behind it, the vault's humidity level (which has generally been very stable) now seems to be elevated. The interior painted brick of the vault appears to

be the same (now-powdery) paint that was applied when the vault was constructed in 1951 (much of the paint is behind the very useful and expensive-to-replicate metal shelving and drawers that still furnish the vault).

More than a decade ago, we submitted a detailed proposal to the Community Preservation Committee (which went no further than the CPC), asking that the town consider funding a \$17,000 architectural design - to be followed by a subsequent application for an estimated \$150,000 in CPA construction funding - for a proposed standalone climate-controlled vault for the storage and occasional research of permanent, historic town records. In addition to more and better storage for permanent historic, electronic and other records, we hoped to free space for actively-used records in the Town Hall vault and the smaller vaults in the Town Office Building. (We developed the proposal over a period of months one winter, while the CPC was transitioning from the *ad hoc* committee it had been to a bylaw-governed committee. We suggested an 850-square-foot building, of which 420 square feet would be the climate-controlled vault. The interior dimensions of the proposed vault were 14-by-30, which is the same width of 14 feet, left-to-right, but about three times as deep as the Town Hall vault.) We also suggested that such a vault might be something worth including, during an early round of planning for a new highway garage. Those and other unsuccessful efforts that we made were intended to increase secure storage for the town's public records - which are governed, for all town departments maintaining custody of such records, by the state-mandated Municipal Records Retention Schedule. The need for more vault space has only continued to increase since our CPA application (often leading to the impulse to destroy records that should or must be preserved, under the law, to make room for present needs). The disturbing new evidence of water seeping into the main vault is something that seems to indicate that more than a dehumidifier is now needed for the long-term preservation of the town's important and historic records.

After serving 12 years on the Historical Commission, Laura Nicholls-Shaw declined re-appointment when her latest three-year term concluded on June 30, 2023. We thank Laura for her years of representing the southwest part of town, where she has multi-generational roots, and for her continuing interest in our region's history and its 'old-timer' traditions.

We were fortunate to soon find a volunteer willing to fill Laura's seat. The Commission unanimously voted on August 11, 2023, to recommend that Manning Road resident Denise Dwelley be appointed to the town Commission. Following her October, 2023 appointment by the Selectmen, we formally welcomed Denise in early 2024, upon the completion of necessary formalities in the intervening months. Denise is a descendant of Samuel Dwelley, a Deerfield Proprietor who owned several original lots in what became Conway, including, as Denise learned by happenstance, the lot (O.P. Lot 136) abutting the land on which Denise and her family then lived on Roaring Brook Road. Denise has a wide acquaintance in town (and a deep knowledge of Conway's backwoods and old roads, which she regularly hikes and skis), and is beginning her service by helping to resume our oral-history interviews.

As Denise can attest, and as we've mentioned, the many old roads connecting early homesites in every corner of town still remain accessible for recreational purposes, both because of their solid early construction by neighborhood residents, and - long after their discontinuance as public roads - because of the volunteer members of the Conway Snowmobile Club. Among the members of the Club most active in the routine removal of fallen trees and branches and repair of water damage on those roads was Ron Hawkes, a steady, often-unsung volunteer in many town capacities for decades. The untimely loss of Ron, among too many other pillars of the community in 2023, will be felt by many in ways large and small, and Commission members will long remember Ron's dedication, as we research far-flung sites still reachable by snowmobiler-maintained roadways.

Respectfully submitted,

Burnett, Willis ("Bill")  
Darrow, Carl

Dwellely, Denise (Appointed 10/2023)  
Horstmann, Henry ("Hank") (HC member on CPC, FY24-FY26)  
Recore, Jane  
Stone, Yulia  
Williams, Sarah



## Newsletter Committee

Conway Currents, the town-supported newsletter, was created in February of 2020. The monthly publication has a continuing mission:

- Give a creative voice to those who live in, work in, or have a familial connection to the Town of Conway
- Connect the readers of Conway Currents to programs, services and social groups in the community
- Provide a vehicle for the town administration to communicate essential information to the residents of Conway
- Give readers of Conway Currents an awareness of local businesses and services through articles of interest or when said businesses purchase advertising space.

Each month, residents of Conway are mailed copies of the newsletter. The newsletter, which can also be accessed on the Town of Conway's webpage. This now expands its reach far beyond its physical 37.9 sq. mile borders.

The content of Conway Currents is ever-growing and diverse. This year, in addition to submissions from town departments and our Town Administrator, there are regular columns that highlight town history and reflections of Conway's history as remembered from fellow community members, biographical pieces, a column that alerts the community to services and events for the older adult members of Conway and other town event notices. Additional features include poetry, fiction, hobby news and opportunities to give service to the community which are found in nearly every issue. Our advertisers have increased this year to 37, which reflects an increase of about 30%. Conway Currents continues to experience both growth and interest.

There were some flux in the staffing of the Newsletter Committee. In July of 2022, Carol Jean Baldwin resigned from the committee. In January 2023, we expanded our committee to five and welcomed Susan Fentin on-board. We also had one of our regular contributors, Mike Haley as a non-voting addition. Due to other commitments, Susan left the committee in April of 2023. In June of 2023, Julia Carroll, who is relatively new to town, joined our committee.

Although we have about six regular contributors, our committee is always on the search for new writers with ideas for content and look forward to their contributions in growing the newsletter. To reach out to Conway Currents, please e-mail us at: [newsletter@conwayma.gov](mailto:newsletter@conwayma.gov).

The staff of the newsletter includes Kathy Llamas, Chair; Louise Beckett, Vice-Chair; Véronique Blanchard, Treasurer; Patricia Ann Lynch, Secretary and Julia Carroll.



## Open Space Committee

Progress continued protecting our natural resources and raising awareness that everyone can contribute to healthier ecosystems in our town and region.

We presented *The Outlook for Birds of Prey* with Conway's own Tom Ricardi on March 19, 2023. He's been rescuing and rehabilitating injured birds of prey, mostly at his non-profit Birds of Prey Rehabilitation Center for nearly 60 years. He's saved hundreds of these magnificent avians, earning appreciation and awards throughout the region. It was time to honor our home-town hero and learn how we might help. Fittingly, the upstairs of Conway Town Hall was filled. The audience was treated to an up-close look at several owls, a Peregrine falcon, a turkey vulture, and a golden eagle. The event was recorded by Bob Armstrong for our Frontier Community Access TV <https://www.youtube.com/watch?v=os9Cz1qA56g>

Key takeaways:

- Don't use rat or mouse poison, because birds of prey eat poisoned rodents and then die.
- Keep cats inside; they're responsible for about a billion bird deaths a year nationwide.
- Licensed wildlife rehabilitators committed to and skilled in caring for birds of prey are needed.

Oversight and maintenance of the popular **South River Meadow** continued. Torrential rains in July filled the re-created floodplain – just as intended, allowing some velocity of the river to be dissipated. But washed-up debris caused temporary damage to some of the 70+ trees and shrubs planted the prior year in a major grant funded project through the Mohawk Trail Woodlands Partnership to enhance climate resiliency. Fortunately, volunteers Michele Turre and Valdemar Anderson were able to tend them just before inspection by the US Forest Service overseer. The overpopulation of deer necessitates protection of all young trees with cages or tubes – which accumulate debris in severe storms, causing us more work!

An updated **South River Meadow Maintenance and Operations Plan** (WPA Form 2 aka RDA) was submitted on 8/30/22 and approved by the Conservation Commission on 9/18/22. It covers mowing, planting, invasive plant treatment, signage and benches. Approval extends for three years.

Paved pickleball courts at the Meadow were proposed by the Recreation Committee and considered by the OSC among other groups. The courts would have interfered with previously documented wetlands. Subsequently, the pickleball proposal was withdrawn from that location.

The **Bigelow Meadow** is a Town-owned preserved 2.3-acre property on Cemetery Hill, across from the South River Meadow. It was gifted to the Town in 1990 by Margaret Barr Bigelow as permanent open space. The Conservation Commission oversees its deed restriction. OSC worked with them to clarify responsibilities. A key goal is to restore the land as healthy habitat for native plants and animals, while respecting the privacy of abutters.

Our support for *Pollinate Conway!*'s new native plant garden in Christmas tree island in front of the Library helped it flourish under the care of Cayte McDonough, Cynthia Lawton-Singer and Kendall Clark. An August 12<sup>th</sup> celebration with the Garden Club featured pollinators savoring new blooms. This garden helps beautify our town center and demonstrates that native plants are attractive in local gardens while providing critical habitat and food for bees and butterflies. See <https://conwayma.gov/p/160/Pollinate-Conway> and several links on that page for detailed plan and plant information to inspire enhancements in your own gardens.

Expenses in FY23: \$885 mowing South River Meadow; \$195 supplies; \$67 advertising and \$350 for program speakers. Total \$1,497.

Respectfully submitted, Janet Chayes, Chair



**Parks & Recreation Committee**

No report was submitted for FY2023 from this Committee.



**Personnel Committee**

No report was submitted for FY2023 from this Committee.



**Planning Board**

Proposals to modify the town’s Zoning Bylaw regulations concerning cell towers and cannabis cooperatives were written by the Planning Board and approved by the Annual Town Meeting during the fiscal year that ended June 30, 2023. The board also granted a Special Permit for a new cell tower near the Ashfield town line off Route 116.

The Planning Board is responsible for drafting, amending and modifying zoning bylaws, and granting Special Permits for certain types of development in town. It is charged with creating a Master Plan that forecasts the long-term needs of the town with respect to housing, land use, economic development, environmental concerns, services and facilities, conservation, and recreation.

Membership from July 2022 through June 2023: Beth Girshman, Chair; Susan Fentin, George Forcier; Bill Moebius; Jennifer Mullins; Joe Strzegowski, associate member.

This was Girshman’s final year on the board, having served 7 years, with 3 of those as chair. Also, Fentin did not seek re-election, having served 3 years. Cheryl Case was elected to the board in the June annual town election. There was one vacant seat at this writing.

The board meets most first and third Thursdays in Town Hall at 7 p.m. Some meetings in winter are held virtually via Zoom. All meetings are posted on the town website calendar.

**Telecommunications:** To keep pace with evolving telecommunications technology, the Planning Board proposed to update the town’s cell phone bylaws, last updated in 2005, because the cellular communications industry has grown and changed since that time

The original telecommunication bylaw was written broadly and relied on separate site plan review and special permitting rules to help regulate cell towers and similar installations. After considering and approving three cell phone facilities in Conway, the Planning Board used that experience to enhance the rules under which wireless facilities may be built.

The bylaw is intended to better protect the scenic, historic and natural resources of the town while accommodating the wireless telecommunications needs of town residents and businesses.

The amended bylaw, for the first time, contains some basic provisions governing so-called “small cell” 5G telecommunications facilities that – not unlike streetlights – may some day be proposed along public road rights-of-way.

**Cannabis:** The town’s bylaw regulating marijuana businesses was changed to allow craft marijuana cultivation cooperatives to change owner-members without seeking a new Special Permit, as other cannabis related business must when ownership changes.

**Cell Tower approval:** The Planning Board issued a new Special Permit to Vertex Tower Assets, LLC for a wireless communication facility at 1352 and 1356 Ashfield Road, subject to a variety of conditions.

**No Stipends:** After considering a suggestion that the town budget money for annual stipends for Planning Board members, as is done in some area towns, the board’s members decided they didn’t want to be paid for their volunteer work.

**River Corridor protections:** The board revived deliberations about how to regulate use of land, mostly along the South River corridor, that is prone to erosion as rivers and brooks shift course over time. The long-dormant project was revived in light of threats of major rain events associated with climate change. That work is ongoing in consultation with Franklin Regional Council of Governments land use planners.



### **Public Buildings Committee**

The purpose of the Public Buildings Committee is to identify and prioritize current and future needs for existing and proposed town-owned buildings, and to oversee the design, maintenance and construction of building rehabilitation and new construction.

The Public Buildings Committee had a very busy year, specifically focused on how the town might create office spaces for the Fire, Police and Ambulance Departments in a building adjoining the current garage. The first step was to install a well on the property and hook it up to the existing building. Next was to have a survey done of the existing property at 15 Ashfield Road, delineating the boundaries of the property, and that survey was done by Eaton & Associates. The committee then met with the Conservation Commission with a Notice of Intent, and reviewed the conditions set forth by the Commission.

The committee recommended using Vreeland Deisgn Associates for the design, engineering and prepration of bid documents, which the selectboard then approved.

In order to fund the design and construction of the new office addition, Town Meeting was asked to approve moving \$311,000 of the \$450,000 in funds saved from the construction of the Highway Facility to a new Public Safety Building Addition fund. Also requested was approval of moving \$84,695.07 in funds from the Sale of Public Lands special revenue fund. These funds, combined with the \$390,635.59 leftover in ARPA funds which the Selectboard has reserved for this purpose, amount to **\$786,330.66**. A key component of keeping construction costs low is the ability and willingness of the committee members, especially Ken Ouimette, to work with students from the Franklin County Technical School to complete all plumbing, heating and electrical work. A public forum was held on May 25<sup>th</sup> to outline the project to residents and address any concerns.

Respectfully submitted,  
Véronique Blanchard  
clerk



### **Select Board**

On behalf of the Town of Conway this is the fiscal year 2023 report of the Selectboard. As you read this, please know that you are soon being asked to vote on the fiscal year 2025 budget. This report regarding highlights of prior expenditures therefore discusses results from two fiscal years ago.

Fiscal year 2023 was in retrospect the calm before the storms, as regards the July 2024 floods and all that has taken place since then. The highlight of this 2023 fiscal year was most certainly the ribbon-cutting for the new Conway highway facility, which represented the peak performance of your Conway



town government and its ability to achieve great things at very reasonable cost. The records of town meetings prior show that the first attempt to obtain consent for a new highway facility was 45 years before the construction of the new highway facility. No fewer than six additional attempts were made between that time and when Town Meeting approved its construction. In square footage, our facility is comparable to the Deerfield town garage built a few years earlier. And Conway accomplished the same task at a savings of over \$5 million compared to the cost of the Deerfield facility. This was done through the amazing competence, knowledge and skill of the individuals on the Building Committee and their willingness to leverage professional and personal relationships for the benefit of the Town, as well as doing the hard work of spending countless hours on the project itself. From developing plans to supervising the Franklin Tech School plumbing and electrician student volunteers to being present every step of the way, their selfless sacrifices of time and effort had fantastic results. Thank you Building Committee!

Another FY2023 event that must be mentioned was the retirement of former police chief Ken Ouimette after a lifetime of excellent service to the Town and the subsequent hiring of Don Bates as the new Chief of Police. For a small community such as ours this is a very important position, and we are grateful to Chief Bates for “hitting the ground running“ in what will hopefully be a long additional tenure of service to the Town.

FY2023 was also the year we received the federal ARPA money – over \$550,000 – and also many subsequent requests from many town committees for some of these proceeds. Ultimately the Selectboard decided to allot the vast majority of these funds to the future improvements for the public safety building – police fire, and EMS – so this project can hopefully be accomplished at no cost to the taxpayers of Conway.

This year also included the completion of the new track facility and tennis/pickleball courts at the Frontier Regional School. These facilities are available to the residents of Conway for their recreational use at no cost, with parking close by, whenever students are not using them. They are important additions to our recreational opportunities which we can all take advantage of.

In closing the Selectboard would like to remind you that we are primarily a government of volunteers and that much of what we all love about our community is actually a result of the hard work of generations of volunteers. If you can, please volunteer to serve on a Town committee and help us all to “pay it forward” for the future. Thank you.

Respectfully,  
Philip Kantor Chair, Conway Selectboard



#### **Wastewater Committee**

No report was submitted for FY2023 from this Committee.



### **Zoning Board of Appeals**

No report was submitted for FY2023 from this Committee.



## **DEPARTMENTS – ADMINISTRATION**

### **Town Administrator**

#### **Administration**

Assistant to the town administrator Louise Becket resigned at the end of fiscal year 2022. I cannot thank her enough for her acumen, talent and professionalism. Adam Reed was then hired on July 18, 2022 as the new assistant to the town administrator. Adam is a wonderful fit in the position and I am grateful to have him on board.

### **Boards and Committees**

#### **Sustainability Committee**

I requested of the Selectboard the creation of this new committee, which they approved and on June 20<sup>th</sup> of 2023 appointed the first three members. My goal was to revive interest in energy issues in town, as the Energy Committee had not met in years and was effectively defunct, as well as to have a group of residents working together on issues of climate change and resilience. There are several grants which fall under this category, including the Municipal Vulnerability Preparedness and Green Communities grant programs, which the committee take on as part of their mission.

#### **Conway Aggregation**

Conway is part of a multi-town electricity aggregation, whereby the towns get together through a consultant and solicit bids for the supply of electricity to our residents. The distribution side is run by Eversource. Bob Armstrong has been the lead on this project for years, and was instrumental in obtaining the last three year quote for services under which we now operate. This contract will end as of January, 2024, so the towns got together again to solicit bids, and decided to again stay with the vendor Dynegy for our electric supply. Three options are given to residents, a base rate, one with 25% renewable energy and one with 100% renewable energy, each option having a different rate.

### **Departments**

#### **Information Technology**

Continuing with updating the town's cyber presence and security, I updated the town's domain from townofconway.com to conwayma.gov. A .gov site, being run by the federal government, is a much more secure platform and better represents Conway as a municipality. I then asked several employees and residents to join in a website working group to look into updating the town's website. The three choices were to stay with our WordPress website, or move to CivicPlus or Montague WebWorks. After demonstrations from each, it was decided to work with Montague WebWorks. The new website was launched in October 2022. Cyber security

training for employees also continues, as the majority of incidents come through phishing attacks. In addition, I applied for and received a MIIA Risk Management grant of \$8,046.51 to obtain tokens for multi factor authentication on our computers along with a cyber security assessment of our network infrastructure and practices. The assessment was completed by NorthEast IT in January and then reported to the Selectboard. I am pleased to say that we were given high marks, especially for a town of our size.

### **Police Department**

After 34 years of service to Conway, our beloved Police Chief Ken Ouimette retired as of June 30<sup>th</sup>, 2023. Chief Ouimette gave us plenty of time to conduct a search for his replacement, so I put together a team of employees and residents to act as a screening committee for the Selectboard. The selection committee, created in January of 2023, included Howard Boyden, Mary Irwin, Jan Warner, myself and Phil Kantor. After reviewing the applicants, it was unanimously decided to recommend Don Bates for the position, and the Selectboard approved his hiring. Chief Bates was already working for Conway and came to us with years of experience in Whately and Ashfield, and we welcome him aboard in his new position.

### **Highway Department**

The new Highway Facility was finished this year, and we held an Open House celebration and ribbon cutting October 23<sup>rd</sup>. I want to express profound thanks and gratitude to the Highway Facility Committee members, Ken Ouimette, Oilivia Wyatt, Henry Hortsman, Peter Jeswald Ron Sweet and Walter Goodridge for their dedication and expertise to this project.

The Massachusetts Department of Transportation closed the second bridge from 116 on North Poland road on November 4<sup>th</sup> directly after an inspection found the structure to be unsafe. Chief Baker immediately expressed his concern about the number of households which were then made vulnerable by such limited access to emergency services. We sent a letter to MassDOT, signed by all our town Highway, Fire, Police and Ambulance departments, Frontier and Conway Grammar school superintendents, myself and the Selectboard, requesting a temporary bridge be installed as soon as possible. MassDOT acted swiftly, and the new temporary bridge was installed by February 16<sup>th</sup>. We held a ribbon cutting celebration at the new temporary bridge in March to thank everyone involved in taking care of Conway so quickly.

### **Finance**

The American Rescue Plan Act (ARPA) final tranche of \$225,669.68 was received in September. The total ARPA amount received was \$559,852. The Selectboard first obligated over \$100,000 to cover sick time pay outs for the Conway Grammar School, and also approved some public building expenses in preparing for a new public safety office building addition.

We submitted the requisite paperwork in order to receive Conway's share of opioid settlement funds (the other three). These funds will come in annually over the next few decades.

### **Grants**

The town applied for and was granted a Municipal Vulnerability Preparedness (MVP) grant focused on finding solutions to the flooding which occurs in Conway's center at the confluence of the South River and Pumpkin Hollow Brook. The intention is to provide community education, along with several options for mitigation.

Respectfully submitted,  
Véronique Blanchard  
Conway Town Administrator & Resident



## **Town Clerk**

{Town Clerk's Report is based on Calendar Year –  
January 1 through December 31, 2023 }

Historically, the position of Town Clerk dates to biblical times when clerks were often considered scribes or scholars. Their writings became the official records of the period. Today the Town Clerk continues as the official record keeper for the town and records all official business conducted at Town Meetings and elections and provides a wide variety of services to the public as well as local, state, and federal governments. The Town Clerk is also the Records Access Officer under the Public Records Law effective January 1, 2017. The major functions of the Town Clerk's Office are spelled out over 73 chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Other responsibilities include records management, Burial Agent, registration and certification of vital statistics, voter registration licensing, compilation of the Annual Census and Street/Voting Lists, Board of Appeals and Planning Board decisions, and the most complex – those relating to elections and Town Meeting. The State Ethics Commission's enabling act of 2009 which required city and town clerks to provide municipal employees, including elected and appointed officials, with an annual summary of the Conflict-of-Interest Law, instructions on how to complete the mandatory online training requirements biannually, and dissemination of the Open Meeting Law. Part of this legislation, the revision of the Open Meeting Law, requires municipal clerks to post meeting notices and agendas of all committees and boards at least 48 hours prior to the meeting exclusive of Saturdays, Sundays, and holidays.

The Town Clerk is often considered the core of local government, serving as the central information point for residents. The Town Clerk's Office serves as Commissioners to Qualify Oath of Office for the Commissions Division of the Office of the Secretary of the Commonwealth and, until January 1, 2012, as licensing agents for the Division of Fish & Wildlife. From July 2000 until May 2011 the Town Clerk's Office served as the local Passport Agency for the U.S. Department of State.

The number of Town Meetings and elections varies from one year to the next ranging from one Town Meeting and one Election to multiple Town Meetings and Elections (not including any specials called by the Commonwealth of Massachusetts or the Selectboard). The Annual Town Election is held on the first Thursday following the Annual Town Meeting. 2023 had only one election opposed to three in 2022; and two Town Meetings, the Annual Town Meeting in June, and a Special Town Meeting in December.

The population for the Town of Conway according to the 2023 Annual Town Censes was 1,789.

As required by Massachusetts General Laws, minutes of the Annual Town Meeting, Special Town Meetings, and all election results are certified by the Town Clerk and are permanently recorded in the Town record books.

## VITAL RECORDS

### Number of Recent Births Recorded in Conway

For reasons of privacy, names of children are no longer published in the town report.

MALE – 0 / FEMALE – 5

### 2023 Marriages Recorded in Conway

- June 3            Adrew F. Gianino, Jr. of Greenfield and Danielle S. Mulvey of Conway  
Married in Conway, MA
- June 21           John T. Clark of Conway and Jennifer D. Bartak of Conway  
Married in Conway, MA
- July 15            Harry Smith Burson of Brooklyn, NY and Kaitlin C. Forcier of Brooklyn, NY  
Married in Conway, MA
- September 2      Christopher R. Waldo of Conway and Jennifer L. Smith of Conway  
Married in Colrain, MA
- September 9      Andrew J. Smith of Conway and Rachel R. Cialek of South Deerfield  
Married in Greenfield, MA
- September 23     Dakota T. Deane of Conway and Brooke L. Romanovicz of Conway  
Married in Heath, MA

### 2023 Deaths Recorded in Conway

- January 7           William Allan Regan, Age 85  
Disposition at Springfield Crematory, Springfield, MA
- January 11          James Garfield Costigan, Sr., Age 76  
Disposition at Saint Michael Crematory, Boston, MA
- January 14          Russell S. Williams, Age 82  
Disposition at Plain Cemetery, Ashfield, MA
- January 28          Anne M. Lacoë, Age 78  
Disposition at Springfield Crematory, Springfield, MA
- April 8 Mark Davis, Age 52  
Disposition at Springfield Crematory, Springfield, MA

### **2023 Deaths Recorded in Conway (continued)**

April 13	Roger Lewis West, Age 76 Disposition at Springfield Crematory, Springfield, MA
April 26	Ruth Herzig Disposition at Springfield Crematory, Springfield, MA
June 20	Edith M. Airoidi, Age 66 Disposition at Springfield Crematory, Springfield, MA
July 25	Frederick Kreitner, Age 94 Disposition at Springfield Crematory, Springfield, MA
September 25	Leland K. Totman, Age 92 Disposition at Pine Grove Cemetery, Conway, MA
October 8	Thomas Louis Henyey, Age 82 Disposition at Saint Michael Crematory, Boston, MA
October 9	Myra W. Warren, Age 87 Disposition at Hillcrest Park Cemetery, Springfield, MA
October 14	Mildred C. Darrow, Age 94 Disposition at Springfield Crematory, Springfield, MA
October 18	Ann Knox Jendry, Age 68 Cheshire Family Crematory, Troy, NH
December 3, 2023	Muriel A. Antes, Age 85 Springfield Crematory, Springfield, MA
December 14, 2023	Constance Potter, Age 96 Springfield Crematory, Springfield, MA
December 24, 2023	Ronald D. Hawkes, Age 76 Springfield Crematory, Springfield, MA

### **2023 Town Meetings and Elections**

There were many voting law changes implemented by the Commonwealth in 2022. This has increased the workload for the Town Clerk's office regarding elections. Vote-by-Mail and Early Voting hours have been made law for State Elections going forward, and also will be available for our local elections.

I would like to thank my Election Warden and Election Clerk, Katherine Whitcomb, and Margaret Kennedy, along with all our poll workers for their dedication and hard work. I also wish to thank our elections workers and constables for their help in making sure all the elections and Town Meetings run smoothly.

As the Chief Election office of the Town of Conway, the Town Clerk serves as the liaison office of the Board of Registrars and maintains voter registrations and all materials related to elections. The Town Clerk is responsible for coordinating and administrating all local and State elections.

The following town meetings and elections were held and the total number of registered voters in the Town of Conway reported per election in 2023 is as follows:

Annual Town Caucus – March 16, 2023  
Registered Voters: 1444 / Voter Turnout: 2%

Annual Town Meeting – June 3, 2023  
Registered Voters: 1447 / Voter Turnout: 12.5%

Annual Town Election – June 8, 2023  
Registered Voters: 1447 / Voter Turnout: 18.7%

Special Town Meeting – December 9, 2023  
Registered Voters: 1484; Voter Turnout: 9%

**For the calendar year of 2023:**

Dogs Licensed – 406

Business Certificates held – 66

The Office of the Town Clerk offers many services on a walk-in basis to residents, such as, issuing marriage licenses; dog licenses; certified copies of birth, marriage, and death certificates; notary public services; voter registration; absentee ballot applications; and raffle and bazaar permits. In addition, the Office of the Town Clerk serves as the filing/clerical office for the Zoning Board of Appeals, and the filing office for the Planning Board. Residents can also obtain Town Meeting warrants, sample ballots for elections, annual reports, and the annual street list (\$10) in our office.

Under normal circumstances, the Town Clerk’s Office, which is oriented to serving the public, is open Monday and Wednesday 2:00 pm to 5:00 pm, Tuesday and Thursday 8:30 am to 4:30 pm, or by appointment, or by chance.

Respectfully submitted,  
*Laurie L. Lucier*  
Conway Town Clerk



**Transfer Station**

Report for Fiscal Year 2023; July 1, 2022 through June 30, 2023

**Administration**

The transfer station is the second largest budget within the general fund, second only to the highway department budget. Daily operations are best handled by someone who works at the transfer station and therefore knows when calls need to be made to haul materials away, ensuring containers are empty and ready for open days, as well as someone to communicate any needs of the attendants to the town administrator. I therefore asked the selectboard to approve the creation of a new position, that of transfer station manager. That position was approved

September 12, 2022 and transfer station attendant Jeffrey Clairemont was promoted internally to this position on December 18<sup>th</sup>, 2022.

Although municipalities do not have to follow federal OSHA laws, municipalities still have to abide by Massachusetts safety regulations which can be no less than the federal OSHA regulations. The Franklin County Solid Waste Management District has provided OSHA standard training for all district transfer station attendants, including town administrators, in order to comply with these regulations. Because of the nature of the job includes handling waste, all attendants were also offered the opportunity for Hepatitis B shots to help protect themselves.

**Tonnages**

The way towns pay for recycling under the latest Springfield Materials Recycling Facility (MRF) contract is with a base fee of \$98.93 per ton of recyclables processed. Towns also receive a percentage of any revenues for recyclables, which is deducted off the base cost, which means there’s the potential for net revenue if the markets are up. Markets have fluctuate over time, so revenues also fluctuate. In the beginning of the fiscal year Conway was making money but then markets took a downturn and the town ended up having to pay for processing our recyclables.

Conway’s FY23 tonnage numbers were as follows:

- Trash – 383 tons
- Bulky – 66 tons
- Metal – 42 tons
- Recycling – 74 tons containers; 85 tons paper
- Electronics – 2.3 tons

The cost for trash disposal is rising, mostly due to the lack of available disposal alternatives within the state. The selectboard held a couple of public forums in the spring of 2023 to explore ways of reducing the amount of waste coming in to the transfer station, with the goal of reducing the amount of money the town pays for trash disposal. The current proposal is to create a modified pay-as-you-throw (PAYT) program.

**Budget**

Below is a comparison of the first and second years’ budgets for the transfer station.

<b>433 - Transfer Station</b>		<b>FY 2022*</b>	<b>FY 2023</b>
		Budget	Budget
001-433-5100-000-111-0	Hrly Emp TSA	\$42,000	\$43,260
<b>TOTAL SALARIES</b>		<b>\$42,000</b>	<b>\$43,260</b>
001-433-5400-000-290-0	Inspections		\$1,000
001-433-5400-000-322-0	FCSWMD Admin	\$7,859	\$7,982
001-433-5400-000-340-0	Telephone	\$300	\$300
001-433-5400-000-380-0	Contracted Services	\$22,700	\$18,000
001-433-5400-000-400-0	Trash Hauling	\$45,000	\$12,251
001-433-5400-000-401-0	Bulky Waste hauling and tip fee		\$20,368
001-433-5400-000-402-0	Recycling Hauling		\$16,254
001-433-5400-000-403-0	Trash Tipping	\$40,000	\$41,078
001-433-5400-000-404-0	Haz Waste Coll	\$7,500	\$7,500
001-433-5400-000-405-0	Springfield MRF Fee	\$15,000	
001-433-5400-000-406-0	Compost		\$5,000
001-433-5400-000-408-0	Scrap Metal Hauling		\$3,816
001-433-5400-000-502-0	Uniforms	\$0	\$1,500
<b>TOTAL EXPENSES</b>		<b>\$138,359</b>	<b>\$135,048</b>



<b>TOTAL</b>		<b>\$180,359</b>	<b>\$178,308</b>
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\*department moved from BOH to SB in FY22

Respectfully submitted,  
Véronique Blanchard  
Town Administrator



**Treasurer**

Treasurer office hours by phone and email are Monday, Wednesday and Thursday 9am to 3pm.

**Banking**

Prudent investing in the US treasuries and CDs offered an increase in General Fund interest this year. We use Rich Rogers as a long-term investment manager. Rich is currently using Pershing/Cetera and has helped us protect our long-term investments while capitalizing on return for almost 20 years. Our investments are limited by the approved state list which can keep us from higher returns that the public may experience, but also keeps losses at a minimum. The market experienced a moderate increase and we were able to improve our returns.

<b>Long Term Investments</b>							
<b>Fund Name</b>	<b>Balance 7/1/2022</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Interest Earned</b>	<b>Realized Gains/Losses</b>	<b>Balance 6/30/2023</b>	<b>market Value 6/30/2023</b>
Ambulance Stabilization	162,540	60,000	-	2,374	(76)	224,838	236,595
Capital Stabilization	188,125	150,000	(50,000)	2,931	(98)	290,958	311,853
G Schl Stabilization	249,473	-	(30,000)	2,910	(75)	222,308	229,015
General Stabilization	264,187	-	(37,000)	3,051	(78)	230,160	248,390
Fire Truck Stabilization	-	100,000	-	600	(34)	100,566	104,058
<b>Subtotal</b>	<b>864,325</b>	<b>210,000</b>	<b>(117,000)</b>	<b>11,266</b>	<b>(326)</b>	<b>968,264</b>	<b>1,129,911</b>

A & E Boice							
Germain	18,447	0	0	229	-6	18,669	\$19,639
C & F Field	11,875	0	0	147	-4	12,018	\$12,708
C S Boyden	71,168	0	-1,600	866	-24	70,410	\$76,583
D O Paul	16,161	0	0	200	-6	16,356	\$17,302
E C Glazier	490	0	0	6	0	496	\$547

E.M. Chase Fund	788	0	0	10	0	797	\$808
Emory Field	979	0	0	12	0	991	\$1,095
G. Howland	9,258	0	0	115	-3	9,369	\$10,778
Guilford Fund	860,431	0	0	10,654	-294	870,791	\$931,457
J. Boyden	9,298	0	0	115	-3	9,410	\$9,947
M & M							
Germain	478,259	0	-11,125	5,879	-160	472,852	\$520,752
M B Germain	25,319	0	0	314	-9	25,624	\$27,851
M H Germain	26,265	0	0	325	-9	26,581	\$35,222
S Bradford	490	0	0	6	0	496	\$547
S.F. Howland	11,611	0	-350	143	-4	11,400	\$12,171
Sale Of Lots	11,711	0	0	145	-4	11,852	\$12,532
Tanner	490	0	0	6	0	496	\$547
W E Tucker	979	0	0	12	0	991	\$1,094
Whiting Street Fund	21,158	0	0	262	-7	21,413	\$22,657
	1,575,17						
Subtotal	5	0	-13,075	19,446	-534	1,581,012	1,714,236

Fund	Balance 7/1/2022	Deposit s	With- drawals	Interest Earned	Realized Gains /Losses	Bal;ance 6/30/2023	Market Value 6/30/2023
Comm Pres Fund	1,129,617	112,508	0	14,496	-423	1,256,198	1,307,116
OPEB	86,697	20,000	0	1,194	-36	107,854	109,220
<b>Grand Total</b>	<b>3,655,814</b>	<b>342,508</b>	<b>-</b>	<b>46,402</b>	<b>-1,320</b>	<b>3,913,329</b>	<b>4,260,483</b>

<b>Allocation of Funds by Bank Accounts Fiscal Year Ending June 30, 2023</b>					
*Please note that these are bank balances only and do not include 4th quarter transfers to/from the general fund. See accountant report for current figures					
<b>General Fund</b>					
<b>INTEREST BEARING CHECKING</b>	<b>Description</b>	<b>Balance 7/1/2022</b>	<b>Transfers</b>	<b>Interest Earned</b>	<b>Balance 6/30/2023</b>
Unibank	Payables	11,530	244,290	83	255,903
Unibank	School Payables	9,463	30,244	14	39,721
Unibank	Payroll	10,665	0	11	10,676
<b>Subtotal</b>		<b>31,658</b>	<b>274,534</b>	<b>108</b>	<b>306,300</b>
<b>General Fund</b>					
<b>LIQUID INVESTMENTS</b>	<b>Description</b>	<b>Balance 7/1/2022</b>	<b>Transfers</b>	<b>Interest Earned &amp; Net Gain</b>	<b>Balance 6/30/2023</b>

Adams Community Bank	Money Market	2,286,985	2,216,182	5,084	75,886
Easthampton Savings Bank	Money Market	352,289	-250,158	2,568	104,699
Greenfield Savings Bank	General	46,125	-45,625	21	522
Salem Five	Money Market	250,086	293,433	23,574	567,093
Unibank	Money Market	117,188	8,854	1,240	127,281
Unibank	Ambulance Rct	3,607	29,849	144	33,600
Unibank	Tax Collections	1,590	19,641	148	21,379
Unibank	Deputy Tax Collections	13,689	-4,921	12	8,780
Unibank	Bond Proceeds	235,682	-218,249	209	17,642
Unibank	Unipay School	22,174	20,724	38	42,935
Unibank	Remote Deposit	100,117	485,588	94	585,799
Unibank	Treas Receipts	1,207	32,935	28	34,170
Unibank	School Lunch	998	0	0	999
<b>Subtotal</b>		<b>3,431,734</b>	<b>1,844,112</b>	<b>33,161</b>	<b>1,620,783</b>

<b>TERM INVESTMENTS</b>	<b>description</b>	<b>Balance 7/1/2022</b>	<b>Transfers</b>	<b>Interest Earned</b>	<b>Balance 6/30/2023</b>
Greenfield Savings Bank	CD Flex	143,767	-142,000	56	1,823
Salem Five	CD Flex	250,000	-253,250	3,250	0
UniBank	7 day CD	0	1,750,000	14,850	1,764,850
Bartholomew	investment fund	0	500,000	21	500,021
<b>Subtotal</b>		<b>393,767</b>	<b>1,854,750</b>	<b>18,177</b>	<b>2,266,694</b>

**Special Revenue Accounts**

<b>LIQUID INVESTMENTS</b>	<b>Description</b>	<b>Balance 7/1/2022</b>	<b>Transfers</b>	<b>Interest Earned &amp; Net Gain</b>	<b>Balance 6/30/2023</b>
Unibank	Cultural Council	2,714	730	13	3,458
Greenfield Savings Bank	Student Activity	57	705	0	761
Peoples United Bank	Septic Repair	54,024	0	63	54,086
Unibank	Planning Board	13,671	-7	108	13,771
<b>Subtotal</b>		<b>70,465</b>	<b>1,427</b>	<b>184</b>	<b>72,076</b>

<b>Grand Total</b>		<b>3,927,624</b>	<b>286,599</b>	<b>51,630</b>	<b>4,265,853</b>

**General Fund interest earnings**

2023	2022	2021	2020	2019	2018	2017	2016
\$51,466	\$10,179	\$15,493	\$27,377	\$16,646	\$8,614	\$6,329	\$5,732

**Long term investment return**

2023	2022	2021	2020	2019	2018	2017	2016
2.01%	-1.89%	6.57%	3.39%	2.82%	-0.55%	1.77%	3.91%

**Debt**

Debt Schedule								
Description	Initial Loan Amt	Term	Remaining Term	July 1, 2022 Balance	FY2023 New Debt	FY2023 Retirement	FY2023 Interest PD	6/30/2023
Highway Garage	988,000	15 yr	12	856,000		66,000	19,119	790,000
Paving	170,000	3 yr	2	170,000		60,000	5,270	110,000
<b>Total</b>	<b>1,158,000</b>			<b>1,026,000</b>		<b>\$0</b>	<b>126,000</b>	<b>900,000</b>

**Tax Liens and Possessions**

Tax Liens are being addressed regularly. There was one land of low value affidavit to foreclose granted by the Massachusetts Commissioner of Revenue on an abandoned property in the name of Florence Burnett. The property was posted for public auction two times with no bidders. The property was then transferred to the Town of Conway to dispose of at a later date

Tax Title Balance				
Description	Balance 7/1/2022	Additions	Payments and Adjustments	6/30/2023
Real Estate	147,242	31,560.90	118,810.70	59,992
Community Preservation fund	1,925	668	1,986.70	606
<b>Total</b>	<b>149,166</b>	<b>32,229</b>	<b>120,797</b>	<b>60,598</b>

Tax Possessions				
Description	Balance 7/1/2022	FY 2023 Foreclosures	FY2023 Sales	6/30/2023
Bardwells Ferry Rd; Map 405, lot 8 and 9	7,798			7,797.67
Main Poland Rd; Map 415 Lot 28 off Ashfield Rd; Map 409 Lot 18.1, LLV foreclosure	3,834			3,833.94
		20,985		20,984.52
<b>Total</b>	<b>11,632</b>			<b>32,616.13</b>

**Health Insurance**

We are members of the Hampshire County Group Insurance Trust. The trust rates are compared annually to the Massachusetts Group Insurance Commission benchmark and remain to be the better option for the town and employees. There was a 6% rate increase in 2023.

**Town Health insurance Expenditures**

year	2023	2022	2021	2020	2019	2018	2017
expense	\$428,346	\$419,555	\$433,118	\$420,858	\$409,674	\$412,220	\$390,315
expense change	2.10%	-3.13%	2.91%	2.73%	-0.61%	5.61%	12.27%
rate change	6.00%	0.00%	-2.00%	0.00%	0.00%	4.70%	9.40%

Respectfully Submitted,  
 Janice Warner  
 Treasurer/Tax Collector



**Tax Collector’s Report**

Tax Collector hours by phone and email are Monday, Wednesday and Thursday 9am to 3pm. Taxpayers can make their payments online, by mail or in person. Our collection software offers many online options for paying or viewing bills. You can retrieve a report for all taxes paid in a prior year for filing your income taxes at [www.conwayMA.gov](http://www.conwayMA.gov). Feel free to contact our office for any questions or concerns you may have.

Collections are in line with prior years and all efforts (per Mass General Law) are being made to collect on delinquent accounts.

FY2023 Tax Balance 07/01/22 to 06/30/2023

year/type	Beginning Balance	Additions	Payments and Adjustments	Ending Balance
<b>2023 MVE TAX</b>		- 250,652.87	(237,565.91)	13,086.96
<b>2023 Pers TAX</b>		- 442,450.38	(442,336.15)	114.23
<b>2023 Real CPA</b>		- 104,082.68	(103,545.94)	536.74
<b>2023 Real TAX</b>		- 5,064,674.97	(5,021,396.12)	43,278.85
<b>2022 MVE TAX</b>	12,973.64	22,947.49	(31,377.26)	4,543.87
<b>2022 Pers TAX</b>	445.35	-	(445.35)	-
<b>2022 Real CPA</b>	1,410.41	-	(1,410.41)	-
<b>2022 Real TAX</b>	55,282.59	10.77	(45,378.95)	9,914.41
<b>2021 MVE TAX</b>	4,795.39	-	(2,912.46)	1,882.93
<b>2021 Real CPA</b>	188.47	-	(188.47)	-

<b>2021 Real TAX</b>	4,955.10	11.24	(4,966.34)	-
<b>2020 and prior MVE TAX</b>	878.18	-	(310.71)	567.47
<b>2020 and prior Pers TAX</b>	304.19	-	-	304.19
<b>2020 and prior Real CPA</b>	-	-	-	-
<b>2020 and prior Real TAX</b>	-	11.26	(11.26)	-
<b>Grand Total</b>	81,233.32	5,884,841.66	(5,891,845.33)	74,229.65

Respectfully submitted by Janice Warner, Treasurer & Tax Collector



Accountant

**TOWN OF CONWAY  
SPECIAL REVENUE FUND BALANCE REPORT  
FISCAL YEAR 2022**

<b>Fund</b>	<b>Fund Description</b>	<b>Fund Balance July 1, 2021</b>	<b>Revenue</b>	<b>Expense</b>	<b>Fund Balance June 30, 2022</b>
215	Mass. Highway Chapter 90	(334,816)	532,876	(293,824)	(95,764)
231	Ambulance Reserve for Rcpts	108,575	31,236	(24,841)	114,970
232	Dog Revolving Fund	10,573	6,262	(2,047)	14,789
233	Recreation Revolving	1,828	0	0	1,828
234	Tax Title Revolving	(401)	4,170	(7,015)	(3,247)
237	Conservation Wetlands Fund	7,711	959	(264)	8,406
238	Sports Revolving	6,852	7,795	(8,495)	6,152
240	Medicaid Revolving Fund	59,631	(53,514)	(1,118)	5,000
245	Conway Currents Newsletter	393	483	0	876
252	Insurance proceeds	1,262	14,382	(15,522)	122
255	MIIA Risk Management Grant	(2,000)	0	0	(2,000)
265	Council on Aging Grants & Gifts	25	1,800	(1,800)	25
271	Conservation Donations	2,088	0	0	2,088
272	Fire Donations	4,437	1,275	0	5,712
273	Police Donations Fund	5,503	1,050	0	6,553
275	Planning Board Consulting C.44 S.53g	13,093	6,802	(5,888)	14,008
277	Ambulance Donations	11,124	3,835	(200)	14,759
278	Cricket Hill Rd-ATM Apr '05 A11	20,450	0	0	20,450
282	Sale of Real Estate C.44, S.63	84,695	0	0	84,695
283	U. S. Flag Fund	517	50	0	567
284	Historical Commission	534	150	0	684
285	Holiday Tree Fund	1,300	0	0	1,300
286	Fitzgerald Bridge-STM 8/15/83	931	0	0	931
287	Covered Bridge	401	0	0	401
288	Youth Fund	844	0	0	844

289	Delabarre	800	0	0	800
290	Highlands Initiative	883	0	0	883
291	USDA/NRCS Grant	4,001	0	0	4,001
292	Septic Loan Paybacks	75,110	5	0	75,115
293	Peg Access/Broadband	63,977	27,740	(16,579)	75,139
294	Extended Polling Hours	4,290	0	0	4,290
296	Forest & Trails Gift Fund	223	500	(55)	668
297	Public Utility Surcharge	4	0	0	4
380	Community Preservation Act	1,349,496	166,181	(323,400)	1,192,276
403	Dare Grant-Police	3,814	0	0	3,814
404	Comm Policing Grant	2,216	0	(437)	1,778
405	Bulletproof Vest Grant	825	0	0	825
406	Watch your Car Grant	700	0	0	700
412	Council on Aging Grant	1,786	6,000	(4,889)	2,897
414	Library State Aid	15,355	3,817	(6,000)	13,173
415	Cultural Council	4,214	5,001	(7,150)	2,064
416	Small Cities Grant	43,848	0	0	43,848
419	COVID19 Emergency Expenses	(6,844)	26,935	(8,353)	11,738
421	Master Plan Grant	595	0	0	595
422	DCR Fire Grant	179	0	(2,000)	(1,821)
425	Transfer Station Revenue	6,185	957	0	7,142
426	Recycling Dividend Program FCSWMD	7,877	2,800	(1,355)	9,323
428	FRCOG Multi town	13,750	0	0	13,750
431	Municipal ADA Improvement Grant	2,688	0	0	2,688
432	Community Compact Grant w/FRCOG	100,000	0	(4,696)	95,304
435	Bridge Academy Police Training	0	2,400	0	2,400
439	ARPA COVID-19 Fund	98,022	181,904	(24,492)	255,435
502	School Choice	434,087	310,365	(190,733)	553,720
503	REAP Grants	0	33,625	(33,586)	38
504	ESSER III GRANT	0	6,000	(6,000)	0
505	SPED Assist	(540)	23,626	(23,086)	0
506	Wings Program	274,447	275,744	(327,843)	222,348
507	Grant Funded Teachers Stipends	0	32,384	(32,384)	0
509	Erate Reimb School	196	0	0	196
511	Child/Adult FDC	2,123	0	0	2,123
512	Rural School Aid	0	8,151	(4,366)	3,785
514	Summer Wings program	10,027	8,831	(6,710)	12,148
519	School Coronavirus Prevention	1,365	0	(1,365)	0
525	Esser II Grant	0	61,877	(61,877)	0
551	After School Program	37,436	36,070	(45,192)	28,314
552	Early Childhood Tuition	34,309	68,770	(48,661)	54,418
553	School Lunch	17,193	141,775	(47,614)	111,354
555	Student Activities Fund	3,292	4,228	(6,973)	547
556	Wellness Grant	244	0	0	244
557	Moves and Grooves	1,505	1,175	(765)	1,915

558	Fournier School Fund	2,822	0	0	2,822
730	Highway Garage STM 12/9/2019 Art. 14	559,880	0	(496,340)	63,540
735	Shelburne Falls Rd Paving 6/5/21 A6	0	170,000	(39,188)	130,812
811	Sumner Boyden Trust	82,818	(1,432)	(6,400)	74,986
812	Cemetery Perpetual Care	25,917	0	0	25,917
813	Guilford Trust	929,277	(17,986)	416	911,706
814	G. Howland Trust	19,850	(3)	(9,282)	10,565
815	A & E Boice/Germain Fund	19,601	(386)	0	19,215
816	Whiting Street Fund	22,613	(442)	0	22,171
817	S.F. Howland Trust	13,080	(235)	(587)	12,257
818	Sale of Lots	12,508	(245)	0	12,263
819	M & M Germain	570,696	(9,213)	(42,260)	519,224
820	M. B. Germain	27,799	(529)	0	27,270
821	M. H. Germain	103,141	877	(69,398)	34,619
822	Joshua Boyden	9,927	(194)	0	9,733
823	Arabelle Turner	546	(10)	0	536
824	D O Paul	17,269	(338)	0	16,931
825	C & F Field	12,683	(248)	0	12,435
826	W E Tucker	1,092	(20)	0	1,072
827	E C Glazier	546	(10)	0	536
828	S Bradford	546	(10)	0	536
829	Emery Field	1,093	(20)	0	1,072
830	General Stabilization Fund	286,348	(5,521)	0	280,827
831	Ambulance Stabilization	173,826	(3,397)	0	170,430
832	Capital Stabilization	275,970	147,507	(220,000)	203,477
834	Grammar School Stabilization	295,959	29,547	(71,000)	254,506
838	Edith Moore Chase	806	(16)	0	790
840	OPEB	68,641	17,777	0	86,419
891	Off Duty Police Detail	5,570	27,579	(30,119)	3,030
892	Firearm ID Cards	900	2,188	(2,550)	538
894	Fire Dept Fees	350	2,280	(2,230)	400
896	Town Clerk Fees	636	0	0	636
897	BOH Consulting Fees	4,190	5,095	(5,105)	4,180
898	Deputy Collector	457	2,384	(2,426)	415
<b>Total Fund Balances</b>		<b>6,162,584</b>	<b>2,361,451</b>	<b>(2,594,044)</b>	<b>5,929,991</b>



**TOWN OF CONWAY  
GENERAL FUND APPROPRIATIONS  
FISCAL YEAR 2022**

**General Fund Revenue Budget to Actual Summary:**

	Budget	Revenue	Balance
Personal Property Taxes	391,502	395,299	(3,797)
Real Estate Taxes	4,880,477	4,886,318	(5,841)
Tax Title/Liens Redeemed	0	58,153	(58,153)
Motor Vehicle Excise	190,000	256,489	(66,489)
Penalties & Interest on Taxes	9,650	16,579	(6,929)
Fees	25,000	113,560	(88,560)
Licenses & Permits	1,000	2,493	(1,493)
Intergovernmental	877,167	880,948	(3,781)
Earnings on Investments	7,700	10,179	(2,479)
Miscellaneous Revenue	0	1,558	(1,558)
Transfers From Other Funds	315,841	315,841	0
<b>Total Revenue</b>	<b>6,698,337</b>	<b>6,937,416</b>	<b>(239,079)</b>

**General Fund Expenditure Budget to Actual Summary:**

	Budget	Expenditures	Encumbrances	Balance
General Government	691,386	534,398	57,830	99,158
Public Safety	306,005	260,732	16,040	29,233
Education	3,899,877	3,806,726	91,691	1,460
Public Works	1,589,796	726,719	848,540	14,537
Health & Human Services	259,292	213,679		45,613
Culture & Recreation	25,226	15,208	7,789	2,229
Debt Service	118,722	118,213		509
State & County Assessments	95,036	98,528		(3,492)
Pension & Fringe Benefits	715,857	683,026		32,831
Transfer to Other Funds	204,000	204,000		0
<b>Total Expenses</b>	<b>7,905,197</b>	<b>6,661,230</b>	<b>1,021,890</b>	<b>222,077</b>



**DEPARTMENTS – PUBLIC SAFTEY**

## Ambulance

In the months since we have moved from the covid pandemic stage, into the endemic stage, Conway ambulance still has the covid situation high on our radar, we are continually faced with the risks and challenges that are ever present to first responders.

There continues to be a nationwide staffing shortage in many fields, and Western Mass EMS has not been spared. Small departments like ours have and will continue to provide the best care possible.

We typically respond to around 120 calls for help annually, due to the nature and confidentiality of our work we cannot disclose the types of calls, but rest assured, we will do our duty to the best of our ability, regardless of the type of call. The pandemic has certainly been an added stress to us all, but with the support of each other we have persevered.

As with the last few years, this year the ambulance has received a large number of donations from our towns people, this year we have used some of those donations to purchase a large number of "File of Life" packets for disbursement in town, if you do not currently have a File of Life, please contact myself, the fire chief or police chief and we will get one to you. We will also be purchasing additional uniform clothing and outerwear for our EMT's in the new year.

Conway Ambulance continues to work and train closely with the Fire and Police Departments, and as group size restrictions lessened, we have resumed regular training and classes. We recently completed our yearly session of First Responder training for the Fire Department, as in past years. several EMT's assisted with that training.

As EMT's we are required to complete several hours of continuing education training to maintain our certification, as well as our state ambulance licensing.

The ambulance remains at a critical low for EMT's, and we are actively seeking anyone interested in becoming certified, or already certified. Please contact me at 413-369-4235 or [ambulance@conwayma.gov](mailto:ambulance@conwayma.gov) for more information.

To be trusted with the care of another person is a truly humble and rewarding responsibility, and I urge anyone able, to dedicate some portion of your time, in any capacity, to helping your fellow citizens and neighbors.

On behalf of myself and my fellow EMT's, I thank you for trusting us with your emergency medical needs and we look forward to serving you for another year.

Gemma VanderHeld

Director-Conway Ambulance



**Animal Control**

In 2019, the Franklin County Sheriff’s Office in partnership with the Towns of Buckland, Colrain, Gill, Heath, Monroe, Northfield, and Shelburne join to create the Franklin County Regional Animal Control program to provide full-time services to these towns. Since its inception, the Franklin County Regional Animal Control program has expanded to provide these services to (12) towns in Franklin County. The program has also expanded its staff to include a part-time Animal Officer.

During 2023, Franklin County Regional Animal logged 880 calls for service between January 1<sup>st</sup> December 31<sup>st</sup> 2023 which resulting in 1455 corresponding action(s).

<u>Breakdown of calls by Town:</u>	
🐾 <b>Bernardston:</b>	<u>47</u>
🐾 <b>Buckland:</b>	<u>67</u>
🐾 <b>Charlemont:</b>	<u>52</u>
🐾 <b>Colrain:</b>	<u>49</u>
🐾 <b>Conway:</b>	<u>44</u>
🐾 <b>Gill:</b>	<u>55</u>
🐾 <b>Heath:</b>	<u>18</u>
🐾 <b>Leyden:</b>	<u>26</u>
🐾 <b>Monroe:</b>	<u>12</u>
🐾 <b>New Salem:</b>	<u>44</u>
🐾 <b>Northfield:</b>	<u>75</u>
🐾 <b>Shelburne:</b>	<u>77</u>
🐾 <b>Turners Falls:</b>	<u>100</u>

spring of with the

Calls for Service:

- 🐾 **22 – Animal bite reports.**
- 🐾 **179 – Animal complaints or concerns.**
- 🐾 **134 – Investigations.**
- 🐾 **83 – Found or lost animals.**
- 🐾 **23 – Inspections.**
- 🐾 **33 – Sick or injured animals.**
- 🐾 **74 – Assistance to other agencies.**
- 🐾 **51 – Hearings, Meetings or Trainings.**

*\*Note: The above does not represent all the calls that where received.*

Other Statistics:

- 🐾 **24 – Animal surrenders.**
- 🐾 **47 – Canines picked up.**
- 🐾 **33 – Cat(s) picked up.**
- 🐾 **13 – Wildlife picked up.**
- 🐾 **1 – Other animals picked up.**
- 🐾 **20 – Warnings issued.**
- 🐾 **9 – Dog hearings.**
- 🐾 **7 – Citations issued.**

Control  
Control  
and

In the  
2023,

Shelter

assistat 🐾 of the Franklin County Regional Dog and local veterinarians Amy Rubin and Jaime Remillard we were able to host rabies vaccination clinics in Turners Falls and Heath, through which a total of 96 pets where vaccinated.

Anyone with Animal Control questions or issues can contact us by email at [animalcontrol@fcsso-ma.us](mailto:animalcontrol@fcsso-ma.us) or by phone at **413-774-7340**. If you have an urgent or immediate situation, please contact the Shelburne Falls Regional Communications Center at **413-625-8200**.

Respectfully Submitted,  
*Kyle Dragon, Lead Regional Animal Control Officer*  
*Judie Garceau, Part-Time Regional Animal Control Officer*



**Emergency Management**

No report was submitted for FY2023 from this Committee.



## **Fire Department**

FY-23 Annual report of the Fire Department

To the citizens of Conway. I hereby submit my forty-fourth annual report of the Fire Department. This past year our department responded to 66 calls consisting of the following.

- 2 Motorcycle accidents
- 13 Mutual aid calls to assist other towns
- 7 Brush fires
- 25 Tree/wire down calls
- 5 Car accidents
- 7 Smoke/co calls
- 2 Ambulance assist calls
- 3 Chimney fires
- 2 Miscellaneous calls

The past year we had no calls to rescue people on the rivers.

The past year most of our calls consisted of trees and wires down.

At this time, I would like to thank the Selectboard and Building Committee for approving funds to start the renovations of the public safety building including an addition for office space for fire, police, ambulance and emergency management departments.

Our longest time and mileage call this past year was for a tanker mutual aid call to Ashby Ma.

At the time of this report, I would like to announce the passing of 54 year member of our department Deputy Chief/Deputy Forest Warden Ronald Hawkes. Our department will sadly miss Ron for everything he did for our department and the town. The family will announce at a later date when there will be a remembrance of life for Deputy Hawkes.

Yours first in Fire Safety, Robert Baker, Fire Chief



## **Police**

### **Community:**

As this is my last Town Report that I will be responsible for, I would like to take this opportunity to thank the residents of Conway for graciously having me as their Chief of Police for the last 33 years. It has been an honor serving this community to the best of my ability, year in and year out. I would like to acknowledge the many Selectboard members I have had the privilege of serving under and the tireless work they have done with the police department to keep Conway a safe community. I would be remised if I did not acknowledge the

officers that have worked under me during my tenure as their police chief. It has been a long journey, a journey I will truly miss.

Finding a new Chief of Police brought on a long process of trying to find the best candidate for Conway. After a wide search that encompassed Massachusetts, a search committee was put together which consisted of elected and appointed individuals, town residents, and me. We narrowed the candidates down to two deserving individuals. Interviews were conducted and the search committee forwarded their recommendation on to the Selectboard where a second interview was conducted. Ultimately the position of Chief of Police was offered to Donald Bates, who was a Sergeant for the Whately Police Department.

Other changes within the police department saw the retirement of 13-year veteran Police Officer David Johnson. Officer Johnson was an integral part of establishing and developing the Crisis Negotiation Team attached to the Franklin County Regional Special Response Team. He started as the sole crisis negotiator and was able to expand the team to seven members over the last two years!

Conway continues to be member town of the Clinical Support Option (CSO) Program. The Department of Mental Health awarded a grant to Regional Partners which include the Towns of Ashfield, Buckland, Colrain, Conway, Goshen, Heath, Plainfield, Rowe, and Shelburne. This grant is intended to fund a Co-responder Jail Diversion Program which is a police-based, pre-arrest diversion program that prevents individuals with a mental illness from being arrested when community based mental health treatment is more appropriate. The Clinical Support Options Jail Diversion Program provides clinicians for coverage to the regional partners with five days a week, eight hours a day. In addition, CSO clinicians shall be available to provide consultation and back up for the regional partners by phone and in person 24 hours a day, 7 days a week. Through this program, CSO will provide formal training to members of the Regional Partners to help them recognize signs that an individual may be dealing with behavioral health, substance abuse, or developmental disabilities issues.

**Statistics:**

Fiscal Year 2023 saw an increase in call volume from the previous fiscal year. The following listed items required Conway Police and or Massachusetts State Police involvement. Statistics based on calls entered by either a Conway Police Officer or our dispatch, Shelburne Control.

Motor Vehicle Accidents	107	
Disabled Motor Vehicle	45	
911 Calls	161	
Alarms	111	
Animal Complaints	73	
Larceny		7
Disturbances	11	
Arrests	1	
Public Safety Hazards	203	
Welfare Checks	124	
License to Carry Firearms	72	
Firearms I.D. Card	5	
Clinical Support Options		7
Investigations	14	
Medicals	44	
Soliciting	17	
Assorted Calls & Complaints	764	

The Conway Police Department invites and welcomes community input. I would like to thank my officers who are part of the essential workforce for their dedication and support to the community. They include Randall Williams, Christina Conklin, Michael Habel, and Donald Bates. On behalf of the entire Conway Police

Department, I would like to say THANK YOU to the people of the Town Office, the Massachusetts State Police, the Franklin County Sheriff's Department, Shelburne Control Dispatch, the staff at the Conway Grammar School, the Conway Sportsman's Club, and the numerous volunteers who continue to give so much of themselves.

Respectfully Submitted,  
Kenneth Ouimette  
Chief of Police (Ret)

## **DEPARTMENTS – PUBLIC WORKS**

### **Highway**

No report was submitted for FY2023 from this Committee.



### **Tree Warden**

No report was submitted for FY2023 from this Committee.

## **DEPARTMENTS – SCHOOLS**

### **Conway Grammar School**

#### **SUPERINTENDENT'S REPORT CONWAY GRAMMAR SCHOOL**

##### **District Mission Statement**

*Building dynamic learning communities, one student, one teacher, one family at a time.*

##### **District Vision Statement**

*Vibrant, collaborative, engaging, and inclusive learning communities promoting the growth of every student.*

##### **Opening Statement:**

I am pleased to present our annual town report; this serves as our "community report card" for our graduates and includes their post-graduation plans, as well as initiatives and changes in our schools.

Our school system continues to move towards pre-pandemic stability. The dedication of our faculty and staff, the leadership of our administrators and school committees, and support from our parents and caregivers are key components in our ongoing progress. Challenges persist in academic performance and the mental health of our students.

I am pleased with our progress in updates to our curriculum and teacher professional development initiatives. This year, we have a new equity plan that supports our guiding documents: Curriculum Management, Professional Development, and Assessment management. This ensures that our anti-racism and equity work is woven into future planning and ongoing initiatives.

Conway Grammar School completed several capital improvements, including the final installation of 2 classroom heat pump mini splits. These two rooms are the last two classrooms to receive mini splits, providing all learning spaces air conditioning and electric heat. The elementary school also has capital improvements in the building, including the replacement of new stage curtains, bathroom stall partitions, and a new range for the kitchen.

The continued improvement of our facilities can not be done without the support of our towns. Thank you for your continued support as we strive to provide our students with the best possible education.

In Service,

Darius E. Modestow,  
Superintendent of Schools

Enrollment & School Choice: The October 1, 2023 enrollment for Conway Grammar School totaled 146 (PreK-6) students. This is an increase of 14 students from the October 1, 2022 (PreK-6) enrollment figures of 132 students. Of those 146 (PreK-6) students, 55 were School Choice students. This is an increase of 2 students from the October 2022 (PreK-6) School Choice enrollment figures of 53 students.

**Curriculum and Professional Development:**

Members of the Union 38 educational community have participated in professional development and committee work in order to align curriculum materials and classroom instruction with current educational research.

**English Language Arts (ELA)**

Teachers in all K-6 classrooms began implementing the EL Language Arts curriculum in September. In preparation for this implementation, all teachers received a two-hour training on the EL Language Arts digital platform, a 1-day training on the Foundations of EL Language Arts, and a 1-day training on Strategic Module Planning. A total of nine Early Release Fridays dedicated time to vertical and horizontal collaboration around ELA lesson planning. All teachers were offered the opportunity to work with an EL Language Arts coach.

The goals for year one, set out by the Implementation Committee, were

- 1) to use the curriculum's daily learning objectives
- 2) to use the texts provided by the curriculum
- 3) to use the anchor charts as outlined in the curriculum
- 4) to use the assessments provided by the curriculum.

By creating accountability for these four elements of the curriculum, we were able to ensure a basic level of consistency within and across schools. Year I implementation has been monitored and evaluated through student assessment, teacher observation, teacher survey, and standardized testing.

In addition to implementing EL Language Arts as the Language Comprehension strand of our ELA program, we implemented UFLI in all classrooms K-2 as the Foundational Skills strand. We monitored the effectiveness of UFLI through the interleaved progress monitoring that is part of the curriculum as well as DIBELS 8, our Early Literacy Screener (administered in all grades K-6 3x/year).

In response to research on the importance of implementing regular screenings for dyslexia and providing explicit, systematic instruction in foundational skills in grades K-3, we have adopted DIBELS 8 as our dyslexia screener

and will make a final selection regarding a foundational reading skills program in April. Additionally, research tells us that students with more core knowledge have stronger reading comprehension, so we are in the final stages of selecting language arts curriculum materials that emphasize the acquisition of core knowledge. Ten teachers have participated in LETRS, a curriculum-agnostic training about the science of reading. We are setting up more LETRS training opportunities for the fall of 2023.

### **Math**

The district is uniting around several projects. This fall, we began implementing a universal screener for number sense in grades K-2, which we will expand to all grades in 2023-24. The district purchased Bridges Intervention materials for K-6 mathematics in all schools. For 6th grade, to align with grades 7 and 8, the district purchased ALEKS, a digital platform for independent math practice that provides acceleration and enrichment at individualized levels and pacing. Finally, the district is in the process of selecting core curriculum materials that are updated and aligned with standards of math practice.

### **Health**

With support from a grant for Comprehensive School Health Services, the district acquired up-to-date curriculum resources for 5th and 6th grade health classes. We are in the process of documenting the scope and sequence of health topics that are taught K-6 by a combination of classroom teachers, PE teachers, counselors, and nurses.

### **Social Studies**

With support from a Civics grant, the district acquired curriculum resources from Cornerstones for Civic Education. This is an engaging curriculum that draws on primary sources and puts students in the position of “thinking like historians”. Teachers are working together to pilot lessons from this program and to create a scope and sequence of lessons for 3rd and 4th grade.

### **Nature’s Classroom**

The district is sending all 6th graders to Nature’s Classroom in Ivoryton, CT for a three day/two night outdoor education experience. In addition to participating in hands-on science and social studies classes, students will explore ecosystems and work through team building challenges; a goal for the experience is to provide positive social and academic connections among members of the class of 2029.

**Staff:Resignation:** Cara Chandler, Nurse Leader; Marijo Sherrill, Strings Teacher

**Retired Staff:** None

**New Staff:** Mia Friedman, Strings Teacher

**Special Thanks:** We are pleased to acknowledge the dedication of Conway School Committee members Chair Elaine Campbell, Vice Chair Michael Merritt, Secretary Denise Storm, and Members Philip Kantor and Jared Campbell. The members of the Committee work tirelessly on behalf of the children in Conway. Together, I look forward to working with this group to continue to strive for the best educational experience for our students.

Respectfully submitted,

Darius E. Modestow  
Superintendent of Schools



**CONWAY SCHOOL COMMITTEE**

	<b><u>TERM EXPIRES</u></b>
Elaine Campbell, Chair	2025
<i>Michael Merritt, Vice Chair</i>	<i>2026</i>
Denise Storm, Secretary	2024
*Philip Kantor, Member	2026
<i>Jared Campbell, Member</i>	<i>2025</i>

\*Representative to Frontier Regional School Committee

**ADMINISTRATION**

Superintendent of Schools	Darius Modestow
Director of Business Administration	Shelley Poreda
Director of Student Services	Karen Ferrandino
Director of Education, Elementary Focus	Lara Ramsey
Director of Early Childhood	Kimberly McCarthy
Director of Instructional Technology	Scott Paul
Director of School Facilities	William Hildreth
Director of Food Services	Patrick McCarthy
Principal	Kristen Gordon

**SUPPORT STAFF**

<i>Executive Assistant to Superintendent</i>	<i>Jennifer Shumway</i>
<i>Administrative Assistant (Student Services)</i>	<i>Penny Smiarowski</i>
<i>Administrative Assistant/Facilities</i>	<i>Mary Jane Whitcomb</i>
Receptionist/Early Childhood Assistant	Sarah Butler
Payroll Specialist, FRS/Union #38	Brenda Antes
Accounts Payable/Bookkeeper	Michelle Melnik
Grants Accountant	Stephan Shepherd
Secretary to Principal	Lora Hanas

**CONWAY GRAMMAR SCHOOL**

ENROLLMENT - OCTOBER 1, 2023

Grade	Resident students	Tuition-In students	School Choice students	Total
PreK	13	4	0	17
K	9	0	6	15
1	9	0	4	13
2	7	1	10	18
3	10	1	8	19
4	14	3	9	26
5	10	1	7	18
6	6	3	11	20
PreK-6 Total	78	13	55	146

**Union #38 Teacher Salary Schedule**  
**Union #38 Teachers**  
**Effective July 1, 2022-June 30, 2023**

	<b><u>STEP</u></b>	<b><u>B</u></b>	<b><u>B+15</u></b>	<b><u>M</u></b>	<b><u>M+15</u></b>	<b><u>M+30</u></b>	<b><u>M+45</u></b>
<b><u>3</u></b>	<b><u>\$47,348</u></b>	<b><u>\$48,826</u></b>	<b><u>\$50,351</u></b>	<b><u>\$51,927</u></b>	<b><u>\$53,550</u></b>	<b><u>\$55,141</u></b>	
<b><u>4</u></b>	<b><u>\$48,826</u></b>	<b><u>\$50,351</u></b>	<b><u>\$51,927</u></b>	<b><u>\$53,550</u></b>	<b><u>\$55,224</u></b>	<b><u>\$56,817</u></b>	
<b><u>5</u></b>	<b><u>\$50,351</u></b>	<b><u>\$51,927</u></b>	<b><u>\$53,550</u></b>	<b><u>\$55,224</u></b>	<b><u>\$56,950</u></b>	<b><u>\$58,542</u></b>	
<b><u>6</u></b>	<b><u>\$51,927</u></b>	<b><u>\$53,550</u></b>	<b><u>\$55,224</u></b>	<b><u>\$56,950</u></b>	<b><u>\$58,725</u></b>	<b><u>\$60,317</u></b>	
<b><u>7</u></b>	<b><u>\$53,550</u></b>	<b><u>\$55,224</u></b>	<b><u>\$56,950</u></b>	<b><u>\$58,725</u></b>	<b><u>\$60,560</u></b>	<b><u>\$62,151</u></b>	
<b><u>8</u></b>	<b><u>\$55,224</u></b>	<b><u>\$56,950</u></b>	<b><u>\$58,725</u></b>	<b><u>\$60,560</u></b>	<b><u>\$62,454</u></b>	<b><u>\$64,046</u></b>	
<b><u>9</u></b>	<b><u>\$56,950</u></b>	<b><u>\$58,725</u></b>	<b><u>\$60,560</u></b>	<b><u>\$62,454</u></b>	<b><u>\$64,405</u></b>	<b><u>\$65,997</u></b>	
<b><u>10</u></b>	<b><u>\$58,725</u></b>	<b><u>\$60,560</u></b>	<b><u>\$62,454</u></b>	<b><u>\$64,405</u></b>	<b><u>\$66,416</u></b>	<b><u>\$68,008</u></b>	
<b><u>11</u></b>	<b><u>\$60,560</u></b>	<b><u>\$62,454</u></b>	<b><u>\$64,405</u></b>	<b><u>\$66,416</u></b>	<b><u>\$68,491</u></b>	<b><u>\$70,083</u></b>	
<b><u>12</u></b>	<b><u>\$62,454</u></b>	<b><u>\$64,405</u></b>	<b><u>\$66,416</u></b>	<b><u>\$68,491</u></b>	<b><u>\$70,633</u></b>	<b><u>\$72,225</u></b>	
<b><u>13</u></b>	<b><u>\$64,405</u></b>	<b><u>\$66,416</u></b>	<b><u>\$68,491</u></b>	<b><u>\$70,633</u></b>	<b><u>\$72,845</u></b>	<b><u>\$74,437</u></b>	
<b><u>14</u></b>	<b><u>\$70,500</u></b>	<b><u>\$72,631</u></b>	<b><u>\$75,248</u></b>	<b><u>\$77,511</u></b>	<b><u>\$80,580</u></b>	<b><u>\$82,187</u></b>	
<b><u>20</u></b>	<b><u>\$72,689</u></b>	<b><u>\$74,860</u></b>	<b><u>\$77,530</u></b>	<b><u>\$79,839</u></b>	<b><u>\$82,971</u></b>	<b><u>\$84,579</u></b>	

Nature’s Classroom Teacher: One hundred dollars (\$100) per day of attendance by a teacher. Workshop Presenters: \$30 per hour of presentation and reimbursement for reasonable expenses. Tutoring Rate: \$33.00 per hour. Head Teachers: \$1,500. Placement on Step 20 occurs when a teacher has completed 19 years as a teacher in Union #38. Mentors: \$500 per new teacher, \$250 for second-/third-year teacher, \$250 for each additional teacher being mentored, to a maximum of three (3) in any year. The Town of Conway currently pays 70% of the health insurance premium contribution, with the eligible employees who elect to participate in the Town offered health insurance paying the remaining 30% of the health insurance premium contribution.

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**District Vision Statement**

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**Opening Statement:**

I am pleased to present our annual town report; this serves as our "community report card" for our graduates and includes their post-graduation plans, as well as initiatives and changes in our schools.

Our school system continues to move towards pre-pandemic stability. The dedication of our faculty and staff, the leadership of our administrators and school committees, and support from our parents and caregivers are key components in our ongoing progress. Challenges persist in academic performance and the mental health of our students.

I am pleased with our progress in updates to our curriculum and teacher professional development initiatives. This year, we have a new equity plan that supports our guiding documents: Curriculum Management, Professional Development, and Assessment management. This ensures that our anti-racism and equity work is woven into future planning and ongoing initiatives.

Frontier Regional School made capital improvements to modernize our facilities. In September, the school finished the renovation of the tennis courts, which now have new asphalt surfacing, fencing, and lining for pickleball. The project was partially funded by \$100,000 from each of the four communities through the Community Preservation Act, with the remaining \$230,000 covered by the school. The school replaced two boilers, which were over 30 years old, with three high-efficiency condensing boilers. The total cost of the project was \$494,000, which was under budget. The school is currently seeking bids for the first phase of roof replacement, which will cost approximately \$400,000. Additionally, the school recently completed the replacement of the kitchen's walk-in cooler.

Conway Grammar School completed several capital improvements, including the final installation of 2 classroom heat pump mini splits. These two rooms are the last two classrooms to receive mini splits, providing all learning spaces air conditioning and electric heat. The elementary school also has capital improvements in the building, including the replacement of new stage curtains, bathroom stall partitions, and a new range for the kitchen.

Deerfield Elementary completed several capital improvements, including the installation of 11 heat pump mini splits to provide secondary heat and air conditioning in the classrooms. This project was split over three years, and we hope to complete installation in all classrooms by the end of this year. In cooperation with the state's Municipal Vulnerability Preparedness (MVP), the elementary school will undertake the reconstruction of the front entrance walkway and landscaping. The entryway's expected completion date is September 2024.

Sunderland Elementary completed several capital improvements, including the replacement of the underground oil tank. The oil tank installation was completed in February and was funded by the town's American Rescue Plan Act (ARPA) funds. We were fortunate that there were no leaks found during the

removal of the 33-year-old tank. The elementary school also received funding from ARPA to replace the windows on the south side of the building. The expected completion is September 2024.

Whately Elementary completed a number of capital improvements, including replacement of the cafeteria tables and installing new flooring in the employee and Pre-K bathrooms.

The continued improvement of our facilities can not be done without the support of our towns. Thank you for your continued support as we strive to provide our students with the best possible education.

Darius E. Modestow,  
Superintendent of Schools

**Overview:** Frontier Regional School opened in 1954 in the town of South Deerfield, Massachusetts. The school includes students in grades 7 through 12 with an enrollment of 616 students. This is an increase of 6 students from the October 1, 2022 enrollment figures of 610 students.

The class of 2023 had 87 graduates; 62% planned to attend a four-year college, 14% a two-year college, 1% plan to attend vocational schools, 0% planned on a post-grad year, 5% will enter military service, 0% will take a gap year, 16% plan to enter the labor market, and 2% plans are unknown. This is different from previous years. There were 92 graduates in the class of 2022: 62% planned to attend a four-year college, 15% a two-year college, 1% vocational schools, 0% military, 4% will take a gap year, 9% planned to enter the labor market and 9% plans were unknown.

### **Curriculum and Professional Development**

This year members of the Frontier Regional school community continue to be involved in initiatives and professional development experiences to expand the support and opportunities available to students. Programs and initiatives that began last year were expanded this year to include more students.

### **Innovation Pathways**

Frontier was designated an Innovation Pathways School in the fall of 2022 by the Department of Elementary and Secondary Education. Innovation Pathways are programs within Massachusetts high schools that are designed to connect students to industry sectors that are in demand in the regional and state economy. Grant funding support allowed for the implementation of the IP program, with funding available to purchase equipment for the hands on training components. In our second year of implementation students continue to enroll in classes to fulfill the requirements of the Advanced Manufacturing and Engineering and the Health Care and Social Assistance programs. Classes provide students with hands-on experiences in these career paths including work in our modern fabrication lab and certification to administer CPR & First Aid. At the conclusion of their coursework students participate in internship experiences at local businesses and health care facilities.

A student interest survey, administered in the spring of 2022 provided information about student interest in additional pathways. Planning is underway to add a Criminal Justice Pathway and Global Studies Pathway beginning in the fall of 2024. In the Fall of 2025 plans include the addition of a Business pathway and Computer Science Pathway.

### **My Career and Academic Plan (MYCAP)**

Students began work on their MYCAP portfolio this year. *My Career and Academic Plan* prepares students for college, career and civic readiness. The MyCAP process engages students in authentic postsecondary planning through a continuum of learning focused on individual student's interests, skills and talents. Frontier students are collecting representative work samples in a portfolio from their courses at Frontier. The portfolio allows students

to collect important information for later presentation to colleges or employers as they transition from Frontier to post graduation education or work environments. Beginning in the fall of 2024 students will include a goal component in their portfolio based on school-wide learning goals. During their senior year each student creates a website where they display their accomplishments.

### **Restorative Practices**

Social emotional well being and academic success for all students continue to be a focus. Towards that end faculty and support staff participated in workshops and the implementation of a restorative practice model of student support. Restorative practices is a whole school teaching and learning approach that encourages positive relationships and repair to others and the community when an individual's actions cause harm. The model uses restorative circles to allow students to be seen and heard as a member of a classroom community.

In addition, faculty are learning about Micro- aggressions, categorized as insensitive statements, questions, or assumptions aimed at traditionally marginalized identity groups. As well as workshops on creating inclusive classroom environments.

### **Culturally responsive teaching and learning**

Recognizing and valuing all learners in our school community continues to be a focus of professional development. Faculty participated in workshops focused on Universal Design for Learning described as a framework to improve and optimize teaching and learning by designing classroom learning activities in a way that increases the “on ramps” for student learning.

### **Professional learning**

In addition to the district wide initiatives faculty participated in a number of relevant PD topics impacting education including: workshops on Artificial Intelligence writing tools such as Chap GPT; the new IEP process; and other technology advances.

**Staff: Resignation:** Cara Chandler, Nurse Leader

**Retired Faculty:** Steven Blinder, Mathematics Teacher; Laura Sojka, Reading Specialist; Janet Pompilli, Library Assistant

**Faculty Resignations:** Zachary Rom, Chemistry Teacher; Martha Pomputius, School Psychologist

**New Faculty:** Stephanie Stokes, Mathematics Teacher; Amanda Sharron, Mathematics Teacher; Raina Kittilstved, Chemistry Teacher

### **Special Thanks**

We are pleased to acknowledge the dedication and hard work of Frontier Regional School Committee Members: Chair Melissa Novak, Vice Chair Olivia Leone, Secretary Christopher White, Members Bob Halla, Bill Smith, Mary Ramon, Joe Elias, Philip Kantor, Keith McFarland, Damien Fosnot, and Jared Campbell. I look forward to continuing our work together.

Thank you to the citizens of our four towns for being supportive of public education and our wonderful schools.

Respectfully submitted,

Darius E. Modestow  
Superintendent of Schools

**FRONTIER SCHOOL REPORT**

FRONTIER REGIONAL SCHOOL COMMITTEE

	<u>TERM EXPIRES</u>
Melissa Novak, Chair, Deerfield	2026
Olivia Leone, V. Chair, Deerfield	2024
Christopher White, Secretary, Sunderland	2025
* Robert Halla, Member, Whately	2024
William Smith, Member, Whately	2025
* Philip Kantor, Member, Conway	2024
* Mary Ramon, Member, Deerfield	2024
Keith McFarland, Member, Sunderland	2026
* Joseph Elias, Member, Sunderland	2024
Damien Fosnot, Member, Deerfield	2025
Jared Campbell, Member, Conway	2025

\*Representing the local Elementary School Committees for a one-year term.

**ADMINISTRATION**

*Superintendent of Schools*

*Darius Modestow*

*Director of Business Administration*

*Shelley Poreda*

Director of Student Services

Karen Ferrandino

Director of Secondary Education

Sarah Mitchell

*Director of School Facilities*

*William Hildreth*

Director of Instructional Technology

Scott Paul

Director of Food Services

Patrick McCarthy

**SUPPORT STAFF**

*Executive Assistant to Superintendent*

*Jennifer Shumway*

*Administrative Assistant (Student Services)*

*Penny Smiarowski*

*Administrative Assistant/Facilities*

*Mary Jane Whitcomb*

Receptionist/Substitute Coordinator

Sarah Butler

Payroll Specialist, FRS/Union #38

Brenda Antes

Accounts Payable/Bookkeeper, FRS

Donna Lloyd

Treasurer

Michael DeBarge

Grants Accountant

Stephan Shepherd

SIS Data Specialist

Megan Donovan

Network Administrator

Stuart Dusenberry

Information Technology Specialist

Keith VanBuren

Education Technologist

Maureen Beeltje

**FRONTIER REGIONAL SCHOOL**

George Lanides  
Scott Dredge  
Roberta Reiter  
Deb Mason  
Kelly Blanchette  
Michelle Russell  
Mary Lapinski

Principal  
Assistant Principal  
Principal's Secretary  
School Secretary  
Special Education Secretary  
Attendance Secretary  
Guidance Secretary

**FRONTIER REGIONAL SCHOOL**  
**ENROLLMENT - OCTOBER 1, 2023**

<b>Grade</b>	<b>Conway</b>	<b>Deerfield</b>	<b>Sunderland</b>	<b>Whately</b>	<b>School Choice</b>	<b>Tuitioned In</b>	<b>Total</b>
<b>7</b>	11	44	20	13	30	1	119
<b>8</b>	14	34	27	5	33	0	113
<b>9</b>	13	24	9	8	19	1	74
<b>10</b>	10	30	24	6	29	1	100
<b>11</b>	14	34	13	10	29	0	100
<b>12</b>	12	28	15	6	38	0	99
<b>SP</b>	0	3	1	0	3	1	8
<b>Total</b>	74	197	109	48	181	4	613

**Frontier Regional Teachers Association  
Salary Schedule 2022 – 2023**

<b>Step</b>	<b>Bachelors</b>	<b>Masters</b>	<b>M+30</b>	<b>CAGS/Doc</b>
0	\$46,244	\$48,472	\$51,203	\$53,764
1	\$48,627	\$50,579	\$53,141	\$55,797
2	\$50,645	\$52,740	\$55,145	\$57,903
3	\$51,892	\$54,976	\$57,221	\$60,081
4	\$53,709	\$56,735	\$59,321	\$62,288
5	\$55,115	\$58,595	\$61,549	\$64,626
6	\$57,488	\$60,465	\$63,581	\$66,758
7	\$59,004	\$62,384	\$65,630	\$68,909
8	\$60,566	\$63,957	\$68,592	\$72,021
9	\$63,580	\$67,591	\$71,641	\$75,223
10	\$66,914	\$71,506	\$74,784	\$78,525
11	\$68,023	\$74,143	\$78,236	\$82,148
12	\$70,667	\$76,883	\$81,041	\$85,093
13	\$72,429	\$78,800	\$83,063	\$87,215
*20L	\$73,429	\$79,800	\$84,063	\$88,215
**25L	\$74,429	\$80,800	\$85,063	\$89,215

Steps 0-12 COLA is 2%; Step 13 COLA is 3%

**\*Placement on Step 20L occurs when an individual has completed 19 years of service as a Frontier Regional School faculty member.**

**\*\*Placement on Step 25L occurs when an individual has completed 24 years of service as a Frontier Regional School faculty member.**

**FRONTIER REGIONAL**

**UNIT C INSTRUCTIONAL ASSISTANTS SALARY SCHEDULE**  
**2022-2023**



**Unit C Instructional Assistants**

FY23	Instructional Assistants					
STEP	IA	IA with Bachelors	IA Special Programs	IA Special Programs with Bachelors	IA ALPS	IA ALPS with Bachelors
4	\$ 16.52	\$ 17.02	\$19.28	\$19.78	\$20.28	\$20.78
5	\$ 17.09	\$ 17.59	\$19.93	\$20.43	\$20.93	\$21.43
6	\$ 17.61	\$ 18.11	\$20.54	\$21.04	\$21.54	\$22.04
7	\$ 18.19	\$ 18.69	\$21.22	\$21.72	\$22.22	\$22.72
8	\$ 18.70	\$ 19.20	\$21.81	\$22.31	\$22.81	\$23.31
9	\$ 19.26	\$ 19.76	\$22.47	\$22.97	\$23.47	\$23.97
10	\$ 19.82	\$ 20.32	\$23.12	\$23.62	\$24.12	\$24.62
11	\$ 20.38	\$ 20.88	\$23.78	\$24.28	\$24.78	\$25.28
12	\$ 20.99	\$ 21.49	\$24.49	\$24.99	\$25.49	\$25.99

\*Steps 2 & 3 on the previous salary schedule have been eliminated in the 2022-23 school year. IA's previously on step 2 or 3 will move to step 4. Step 12 has been added as a new step in the 2022-23 school year.

**Unit C Educational Support Nurses**

Educational Support Nurse			
STEP	FY23	FY24	FY25
1	\$ 24.91	\$ 25.35	\$ 25.79
2	\$ 25.98	\$ 26.44	\$ 26.90
3	\$ 27.04	\$ 27.52	\$ 28.00
4	\$ 28.10	\$ 28.59	\$ 29.10
5	\$ 29.16	\$ 29.67	\$ 30.19
6	\$ 30.23	\$ 30.75	\$ 31.29
7	\$ 31.30	\$ 31.84	\$ 32.40
8	\$ 32.37	\$ 32.94	\$ 33.51
9	\$ 33.44	\$ 34.03	\$ 34.62
10	\$ 34.48	\$ 35.08	\$ 35.70

**FRANKLIN REGIONAL COUNCIL OF GOVERNMENT**

The FRCOG provides planning services, programming, and advocacy to all Franklin County municipalities. Our municipal service programs – Collective Purchasing, the Cooperative Public Health District, Cooperative Building, Plumbing, and Electrical Inspection, and Town Accounting – are available to any municipality. The

Community Health Department gathers data and works to improve the factors that impact health in the region; the Planning Department assists with local planning and larger regional projects; and the Emergency Preparedness and Homeland Security Programs prepare and train first responders and local officials.

The following pages list services specific to Conway.

### **Climate Resilience, Land Use, and Housing**

- Submitted a South River Watershed Assessment to the MA office of the Natural Resources Conservation Services (NRCS) under the National Water Quality Initiative program. The assessment identifies potential NRCS conservation practices that would pay for improvements to farm businesses and protect clean water. The plan assessment is now under federal review. An approved plan should help direct NRCS funds toward South River watershed farmers.
- Identified South River as a priority watershed for the creation of a watershed-based plan and for outreach by the region's nonpoint source pollution agricultural coordinator. Work to begin in early 2024.
- Held a conversation/info session for communities involved in the Regional Pollinator Action Plan, including Conway, to share stories and lessons learned about expanding town pollinator habitat.
- Helped the Conway Town Administrator and Sustainability Committee to complete the FY23 MA Green Communities Annual Report and to analyze town energy use.
- Began work on Conway's Municipal Vulnerability Preparedness Grant, to identify projects to mitigate flooding in Conway Center. FRCOG staff assisted with public outreach and education by organizing two events that drew 130 residents.
- Continued work with the Conway Planning Board to draft a river corridor overlay district.
- Prepared a memo summarizing known short-term rental numbers in Franklin County, revenues for towns that have opted in to the lodging tax, and existing bylaws across the state related to short-term rentals. Towns can use that info to develop policies and bylaws, if desired.
- Organized and facilitated the Small Town Housing Working Group, which met 6 times in 2023. At least one representative from Conway attended at least one meeting, along with reps from 15 other Franklin County towns, 3 other municipalities, and several organizations.

### **Community Health**

- Conducted the annual student health survey to assess teen attitudes and behavior among middle and high school students. Staff reported to Frontier Regional School District (FRSD) administrators on results from 223 students, representing 76% of the 8th, 10th, and 12th grade classes. Survey data meets federal requirements for the school and is valuable for grant writing and program planning.
- Provided resources and direct technical assistance to student groups for advancing racial justice in schools to the FRSD.
- Worked with FRSD administration and staff to implement Restorative Practices school climate improvements.
- Supported town officials with information and technical assistance on spending opioid settlement funds.
- Worked with town officials to recruit residents to fill out the MA Community Health Survey, to better understand local needs and encourage state investment in improving health outcomes.
- Provided funding and facilitation support to the Mary Lyon Foundation for the creation of the West County People Supporting People Network, which hosted a resource fair to bring the county's healthcare and human service agencies to West County.
- Supported Conway Mass in Motion Age-friendly workgroup on age- and dementia-friendly municipal planning initiative. With Mass in Motion funding, the workgroup purchased 28 meeting chairs for town hall, 2 Natural Roots farm shares for older adults, and a refrigerator for senior meals. The group also did a survey at the 2023 Festival of the Hills resulting in more than 60 responses.

## Shared Municipal Services

- Conway contracted with the FRCOG to receive collective bid pricing for highway products and services, including rental equipment; and dog tags and licenses. Staff assisted Conway with a request for quotes on reclamation work and an IFB for Poland Road Bridge Repair.
- The FRCOG Cooperative Inspections program issued 113 building permits, 65 electrical permits, 44 plumbing/gas permits, and 5 Certificates of Inspection for Conway in 2023.
- The FRCOG Town Accounting program produced biweekly vendor warrants, and provided monthly budget reports to all officials and department heads. Accountants assisted in completing the tax-rate recap; completed free cash certification and schedule A submission at year-end; and customized, developed, and distributed reports for committees and departments. They assisted with the annual audit, if necessary. All accounting data was accessible over a secure internet connection to a server at the FRCOG office, and backed-up daily.
- FRCOG staff organized and facilitated educational meetings for members of town energy committees, including presenting information on various topics and conducting follow-up communication.
- Conway is a member of the Cooperative Public Health Service (CPHS), a regional health district based at the FRCOG, which accomplishes all of the town's public health work, except septic system oversight, carried out by the board of health. CPHS staff:
  - Facilitated COVID-19 and flu vaccine clinics between state mobile vendors, local schools, and senior centers. Clinics served over 385 individuals in West County, including many from Conway.
  - Hosted drop-in nursing hours at the town hall, serving 77 different people in 125 separate contacts.
  - Gave 259 Flu and 257 COVID vaccinations at drop-in nursing hours and home visits. Conway residents received 96 vaccines, including 37 during home visits.
  - Completed state-mandated infectious disease surveillance and reporting for communicable disease cases in district member towns, checking state infectious disease system daily and following up as required, including for 87 Conway cases.
  - Offered sharps collection and box exchange in collaboration with Franklin County Solid Waste Management District at all drop-in nursing hours: 69 boxes exchanged.
  - Supported Franklin County Age- and Dementia- Friendly Communities initiative by working with the steering committee, subcommittees, and community partners to write and publish a five-year action plan in response to local priorities identified from the needs survey data.
  - Trained to be Medicare insurance "SHINE" counselor and assisted 2 Conway resident this year.

Offered tick-bite prevention outreach by collaborating with the board of health to provide prevention materials and 5 "shoe spraying" events in West County, including one at Conway Town Hall. Through a district program and MA Department of Public Health subsidy, Conway residents sought 9 low-cost tick tests, a savings value of \$315. Of the tested ticks, 45% were positive for the Lyme disease pathogen, and 12% for the Anaplasmosis disease pathogen.

- Collaborated with local libraries to present a West County community training on how to identify and respond to an opioid overdose.

Provided guidance to the board of health members, and attended meetings as needed

Assisted businesses, organizations, and individuals with the CPHS on-line public health permitting system; evaluated and made determinations on a total of 18 applications for Conway, and on an additional 14 applications for regional permits; inspected 6 food establishments and 8 temporary food establishments.

## Training and Education

The following list represents the FRCOG workshops, roundtables and training sessions that Conway public officials, staff, and residents attended, and the number in attendance.

**Public Health & Community Awareness**

Age and Dementia-Friendly Community  
Conversation — 2  
Beaver Trapping Permitting — 1  
Food Safety — 2  
Health Workforce Performance  
Standards/Credentials — 1  
NARCAN Trainer Certification — 2  
Opioid Overdose Response — 2  
Understanding Alzheimer's & Dementia — 1

**Emergency Prep & Homeland Security**

Response to Active Threat Trainer Certification — 1  
Assault and Battery Response — 1

**Municipal Officials' Continuing Education**

Selectboard 101 — 1

**Planning, Conservation, & Development**

Short Term Residential Rentals — 1

**Transportation**

- Conducted a drainage and stormwater management assessment for the Upper Baptist Hill Road area to understand recent flooding issues. Created a summary report with recommendations.
- Administered a MassTrails grant for trail improvements and information kiosks on the Mohican-Mohawk Trail. Facilitated the design of kiosk panels at trailheads.
- Engaged in contract to install Franklin County Bikeway wayfinding signs in spring 2024.

**FCAT**

**FCAT 2023 ANNUAL REPORT FOR THE TOWN OF CONWAY**

Submitted by Jonathan A. Boschen

2023 was a productive and exciting year for Frontier Community Access Television. Along with its usual duties, the station was involved with documenting Deerfield's 350th celebration and also focused on turning the station and studio into a community space.

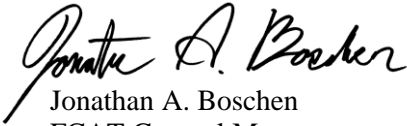
The usual duties of FCAT for the town of Conway consisted of covering Conway Selectboard meetings, recording Conway's Annual and Special Town meetings, archiving the town's Selectboard and Assessor meetings on FCAT's YouTube page, and also recording Frontier Regional School events. Along with this, FCAT also managed two cable channels for Conway consisting of channel 12 and channel 23, that all featured local programming and a number of community bulletin board postings. The coverage of the Selectboard meetings consisted of running a camera documenting the meetings. These were then produced by FCAT and archived on FCAT's YouTube channel and also broadcasted on Channel 23. Coverage of Conway's 2023 Annual Town Meeting and the Special Town Meeting, were both covered and live streamed to FCAT's YouTube channel.

The coverage of school functions for 2023 was overseen by Youth Outreach Coordinator Kevin Murphy, and consisted of sporting events, concerts, and graduation exercises. Coverage of these events utilized at least one Frontier student, thus giving students hands-on experience working on a video set. Kevin also offered several educational programs to Frontier Students consisting of "Crowdsourcing Cinema" and also a three evening workshop series that covered video production and video editing. The Crowdsourcing Cinema project (which is hosted by Northampton Open Media) is a workshop in which Frontier Students recreate a scene from a popular narrative movie. This project gives students experience working on a narrative video set and introduces them into what is involved in producing a feature film.

Along with its usual duties FCAT was also involved with several other projects consisting of documenting Deerfield's 350th celebration and also working to upgrade FCAT's studio and station. The 350th events consisted of numerous historical lectures, the Deerfield 350th parade, a fire works display, chicken

barbecue, a special 350th softball game against the town of Northfield, dances, performances, and open houses. Along with this celebration, FCAT was also focused on upgrading the station and studio. The studio now has two different sets which can be used for recording talk shows, and also has the capability of now hosting podcasts. The Community/Editing Room has also been extensively upgraded to where FCAT can now hold editing and video production classes, which will help grow FCAT's volunteer base in 2024.

Overall 2023 was a productive year, and this coming year will be an even more exciting year for FCAT. Along with covering events and using our three channels to serve Conway, and our other three communities, FCAT will be focused on recruiting more volunteers and media producers. This important goal will allow FCAT to grow as an important utility in our community. In addition FCAT will also be upgrading its server this 2024 year to broadcast the Town of Conway's new HD channel.

A handwritten signature in black ink that reads "Jonathan A. Boschen". The signature is written in a cursive style with a large initial 'J'.

Jonathan A. Boschen  
FCAT General Manager