



Town of Conway, Massachusetts
Office of the Town Administrator

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MEETING MINUTES

CAPITAL IMPROVEMENTS COMMITTEE

DATE: Thursday, April 13th
TIME: 11:00 AM
PLACE: Town Highway Facility Center

MEMBERS PRESENT: Robert Armstrong, Chris Waldo, Phyllis Craine
ALSO PRESENT: Véronique Blanchard (Town Administrator), Ron Sweet (Conway Highway Department)
ABSENT: Roy Cohen, Seth Capista

AGENDA:

Further discussion of warrant articles at June 3, 2023 town meeting and presentation for each warrant.

MEETING:

Meeting opened: 11:10 AM / Attendance Taken
Meeting closed: 12:10 PM

Motion, moved by Chris Waldo, seconded by Robert Armstrong.
Pass: Aye: Chris Waldo, Robert Armstrong, Phyllis Craine

NEW BUSINESS:

General Discussion

It was agreed that March 13 meeting minutes will be approved at the joint Select Board, Finance Committee and Capital Improvements scheduled for Tuesday, April 18.

Warrant Articles 10, 11, 12 and 13 (draft status) were discussed:

Article 10 - Boom Lift: Chris Waldo expressed the \$40,000 number was reasonable, however discussion ensued regarding presenting the Town that this equipment is currently rented for \$3,000 per month and the Highway Department must retrieve the equipment from the rental company prior to using it. Further discussion was agreed. The Highway Department has preference that the Town own this equipment.

Article 11 - Chipper/Chipper box: This equipment is currently rented for \$2,000 per month. The Committee agreed and requested that the Highway Department obtain a quote in order to present to the Town the financial up/down of renting versus buying. Veronique reminded the group that town counsel has advised the Town that Conway is not in compliance with the MA Shade Tree law.

Article 12 - Compact Loader: The Highway Department made the case that this equipment is at the end of its useful life, the engine has 1200 hours and this item is long out of warranty. The Compact Loader is a key piece of Highway Department equipment and is used for many different types of town projects.

Article 13 - Pickup Truck: The Highway Department is firm on its desire for a new truck. Discussion ensued regarding describing this equipment in a more accurate manner in Article 13. The Committee agreed that the Article will be revised to describe it as a "One ton, 4 door, short bed highway truck" to differentiate it from consumer trucks of a similar size.

Phyllis Craine presented a mock-up of proposed slides for the above articles. These slides will be made available to town residents in advance of Town Meeting. There will be a presentation of same at Town Meeting and paper copies will be distributed as well.

MEETING WRAP-UP:

Next Meetings:

- Tuesday, April 11th, joint meeting with Select Board, Finance Committee and Capital Improvements Committee
- Thursday, April 27th, Capital Improvements Committee

Respectfully submitted,

Phyllis Craine, Chair – Capital Improvements Committee