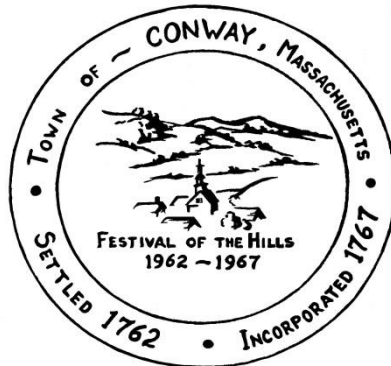


**Town of Conway**  
Commonwealth of Massachusetts  
2019 Annual Report



Fiscal Year 2019  
July 1, 2018 – June 30, 2019

In Memory of  
Peter Zale

1951-2019



Peter Zale lived in Conway for over 40 years, beginning in 1978 when he and his wife Ellen MacLeish Zale moved to the town. Over time the Zale family grew to include Peter and Ellen's three children, Alexander, Nora and William. Peter was a man of many interests which included golf, old foreign cars, and exploring the verdant hills of his beloved western Massachusetts. During Peter's time in Conway, he generously volunteered his time and expertise to some key town committees and commissions. He served as the Chair of the Community Preservation Committee and as a representative of the CPC to the Conservation Commission.

Peter passed away on June 24, 2019.

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## MEETING SCHEDULES (as of date of printing)

(Subject to change; please see postings at Town Office/Town Hall or contact chair to confirm.)

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

Chair: John O'Rourke, [Selectboard@townofconway.com](mailto:Selectboard@townofconway.com), 369-4235 x3

AGRICULTURAL COMMISSION: As scheduled by Committee

Chair: Hope Crolius

BOARD OF ASSESSORS: Wednesdays– 5:00 p.m., Town Hall

Administrative Assessor: Natalie Whitcomb,

[assessors@townofconway.com](mailto:assessors@townofconway.com), 369-4235 x5

Clerk hours: Monday, Tuesday, Wednesday 9-2; Thurs 10-2

BOARD OF HEALTH: 2<sup>nd</sup> and 4<sup>th</sup> Mondays – 7:00 p.m., Town Hall

Chair: Carl Nelke, [boardofhealth@townofconway.com](mailto:boardofhealth@townofconway.com), 369-4235 x8

Clerk hours: Thursday 2-4; Sat. 9-noon

CONSERVATION COMMISSION: 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays – 7:30 p.m., Town Hall

Chair: Bruton Strange, [concomm@townofconway.com](mailto:concomm@townofconway.com)

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 – 9:30 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

Chair: Robert Halla, Chair, Whately

PLANNING BOARD: 1<sup>st</sup> and 3<sup>rd</sup> Thursdays – 6:00 p.m., Town Office

Chair: Beth Girshman, [planningboard@townofconway.com](mailto:planningboard@townofconway.com)

Co-Chair: Joe Strzegowski, [planningboard@townofconway.com](mailto:planningboard@townofconway.com)

WASTEWATER COMMITTEE: As scheduled by Committee

Chair: Joe Strzegowski, [planningboard@townofconway.com](mailto:planningboard@townofconway.com)

**ANNUAL TOWN MEETING:** 2<sup>nd</sup> Monday in May except during emergencies,  
Conway Grammar School

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

## NATIONAL, STATE, AND REGIONAL OFFICIALS

### UNITED STATES SENATORS

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

10 Causeway Street, Suite 55, Boston MA 02222  
218 Russell Senate Office Building, Washington, DC 20510  
[www.markey.senate.gov/contact](http://www.markey.senate.gov/contact), 202-224-2742

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

1550 Main Street, Suite 406, Springfield MA 01103  
317 Hart Senate Office Building, Washington DC 20510  
[www.warren.senate.gov/contact](http://www.warren.senate.gov/contact), 202-224-2742

### UNITED STATES REPRESENTATIVE

#### **Richard Neal (D)**

78 Center Street, Pittsfield MA 01201  
2208 Rayburn House Office Building, Washington DC 20515  
[https://forms.house.gov/neal/webforms/contact\\_Forms.shtml](https://forms.house.gov/neal/webforms/contact_Forms.shtml)

### GOVERNOR

#### **Charlie Baker (R)**

State Office Building, 436 Dwight Street, Suite 300, Springfield MA 01103,  
Massachusetts State House, Office of the Governor, Room 280, Boston MA 02133  
<http://www.mass.gov/governor/constituent-services/contact-governor-office>, 617-725-4005

### REPRESENTATIVES IN THE GENERAL COURT

#### **Senator Adam Hinds (D)**

Berkshire, Hampshire, Franklin & Hampden District  
100 North St. Suite 4, Pittsfield, Ma 01201  
adam.hinds@masenate.gov, 413-344-4561; 617- 722-1625

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

First Franklin District  
PO BOX 450, Sunderland, MA 01375  
natalie.blais@mahouse.gov, 413-362-9453; 617-722-2425

### 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

**CONWAY OFFICIALS – ELECTED**

**TERM EXPIRATION**

**BOARD OF ASSESSORS**

Malcolm Corse .....	2020
Russell French .....	2021
Natalie Whitcomb, Chair .....	2019

**BOARD OF HEALTH**

Carl Nelke, Chair .....	2022
Veronique Blanchard.....	2021
Devon Whitney-Deal .....	2020
Mathilde M. Hunting (appointed 9/17/18).....	2020
Marie Jose Iken .....	2021
Virginia Knowlton (appointed 7/23/18).....	2020

**CONSTABLES**

Brian Blakeslee .....	2020
Ronald Hawkes.....	2020
James Recore .....	2020

**CONWAY GRAMMAR SCHOOL COMMITTEE**

Elaine Campbell, Chair .....	2020
Denise Storm.....	2020
Ashley Dion.....	2021
Philip Kantor.....	2020
Michael Merritt, Vice-Chair .....	2020
Vacancy.....	2021

**FRONTIER REGIONAL SCHOOL COMMITTEE**

Ashley Dion.....	2022
Philip Kantor.....	2020

**MODERATOR**

J. Nicholas Filler .....	2020
--------------------------	------

**PLANNING BOARD**

Beth Girshman, Chair.....	2021
Joseph Strzegowski, Co-Chair.....	2020
Mary McClintock.....	2020
William Moebius (appointed 7/9/18).....	2022
Jennifer Mullins.....	2021

**SELECT BOARD**

Robert Armstrong.....	2020
Phil Kantor.....	2021
John O'Rourke .....	2020

**TOWN CLERK**

Laurie Lucier .....	2020
---------------------	------

**TREE WARDEN**

Walter Goodridge .....	2020
------------------------	------

**CONWAY OFFICIALS – appointed through 12/31/2019**

**TERM EXPIRATION**

*These are the officials serving as of April 15, 2020. Unless otherwise noted, officials are appointed by the Select Board; there is no requirement related to the number of members.*

**AGRICULTURAL COMMISSION**

Elizabeth Pawlikowski.....	2022
Mary Parker .....	2019
Susan Schroder.....	2020
Vacant	
Vacant	

**AMBULANCE DEPARTMENT**

Gemma Vanderheld, EMT, Director .....	2020
Robert Armstrong, EMT.....	2020
Robert Baker, First Responder.....	2020
Adam Baker, First Responder.....	2020
Robert Benson, EMT.....	2020
James Bernier, EMT.....	2020
Dakota Deane, First Responder.....	2020
Douglas Deane, First Responder.....	2020
Christopher Herrmann, EMT, Assistant Director.....	2020
Conan Pelc, EMT.....	2020
Jesse Sobek-Rosnick, EMT, Clerk.....	2020
Alexandra Williams, EMT .....	2020
Randall Williams, EMT .....	2020

**ANIMAL CONTROL OFFICER**

Joseph Colucci.....	2020
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**ANIMAL INSPECTORS (Appointed by the State upon the recommendation of the Board of Health)**

Joseph Colucci, Barn Inspector.....	2020
Joseph Colucci, Quarantine Officer .....	2020

**BOARD OF HEALTH STAFF (Board of Health-appointed)**

Virginia Knowlton, Clerk .....	2020
--------------------------------	------

**BOARD OF REGISTRARS (4 members including 2 Democrats and 2 Republicans, 3-year terms)**

Aina Barten (D).....	2020
Laurie Lucier (R).....	2022
Sarah Newman (D).....	2021
Hope Crolius (R).....	2023

**CABLE ADVISORY COMMITTEE (FORMERLY BROADBAND COMMITTEE)**

Robert Armstrong, Chair.....	2020
Bill Arduser.....	2022
Jonathan Barkan.....	2022
Jose Cruz.....	2021
Ronald Hawkes.....	2021

**BURIAL AGENT (Board of Health-appointed)**

Laurie Lucier, Burial Agent.....	2020
----------------------------------	------

**CAPITAL IMPROVEMENTS PLANNING COMMITTEE (5 members, representatives from Selectboard & Finance Committee, 3 at-large)**

Robert Armstrong, Chair, Select Board representative.....	2020
Roy Cohen, Finance Committee representative.....	2020
Russell French .....	2021
Brian Kuzmeskus. ....	2020
Patricia Vinchesi.....	2022

**COMMUNITY PRESERVATION COMMITTEE (7 members, appointed by Conservation Commission, Historical Commission, Planning Board, Parks, Recreation & Trails Committee, Housing Committee, and Select Board)**

Malcolm Corse, Historical Commission Rep; Chair.....	2020
Robert Anderson, Parks, Recreation & Trails Committee Rep; Secretary.....	2022
Dusty King, Representative at Large.....	2022
Aimee Anderson, Representative at Large .....	2020



Mary McClintock, Planning Board Representative.....	2021
Robert Nowak, Conservation Commission Representative .....	2022
Vacancy (Housing Committee Representative).....	2020
<b>CONSERVATION COMMISSION (3-year terms, 5-member board)</b>	
Bruton Strange, Chair .....	2021
Bob Armstrong.....	2021
Tony Cappabianca (resigned Feb. 2020).....	2020
Robert Nowak .....	2022
Grace Larson.....	2022
<b>COUNCIL ON AGING (3-year terms)</b>	
Patricia Lynch, Chair.....	2022
Gail Connelly .....	2022
Hank Horstmann .....	2021
Carolyn Thayer.....	2020
Margaret Tiley.....	2021
<b>CULTURAL COUNCIL (3-year terms, 2 consecutive term limits)</b>	
Michelle Sanger, Chair.....	2020
Suzanne Artemieff.....	2022
Ruth Bowman.....	2022
Joanne Clapp.....	2020
Stein Feick.....	2021
Gayle Sullivan .....	2022
Danielle Thompson.....	2020
<b>ELECTION WORKERS (regular &amp; alternates)</b>	
Joanne Clapp—Teller – I.....	2020
Debra Craven, Teller – R.....	2020
Winona Corse, Warden - D .....	2020
Phylis Dacey, Clerk - R.....	2020
Lora Hanas, Extra Teller.....	2020
Dorothie Harris, Teller - D.....	2020
Marie Iken, Extra Teller.....	2020
Evelyn Kaweck, Teller – R.....	2020
Danielle Lochhead, Teller – D.....	2020
John Lochhead, Teller – D .....	2020
Sydney Ramey, Teller – D .....	2020
Katherine Whitcomb, Teller – R. ....	2020
Natalie Whitcomb, Assistant Clerk – R. ....	2020
<b>EMERGENCY MANAGEMENT</b>	
George Murphy, Director.....	2020
Philip Snow, Assistant Director (resigned 1/13/20).....	2020
<b>ENERGY COMMITTEE</b>	
Peter Martin, Chair.....	2021
Susan Bridge .....	2022
Vacancy	
Vacancy	
<b>ENHANCED 911 COORDINATOR</b>	
Robert Baker .....	2020
<b>FINANCE COMMITTEE (Moderator-appointed, 6 members, 3-year terms)</b>	
Alan Singer, Chair.....	2022
Rhyanna McLeester.....	2020
Roy Cohen.....	2020
Thomas Donovan .....	2021
Vacancy	
Vacancy	

FIRE DEPARTMENT

Robert Baker, Chief/Forest Warden.....2020  
Robert Armstrong, Jr..... 2020  
Adam Baker, Deputy Chief..... 2020  
Helen Baker.....2020  
Kyle Baker, Junior Firefighter.....2020  
Daniel Blakeslee.....2020  
Howard Boyden.....2020  
Matthew Boyden, Captain..... 2020  
Willis Burnett.....2020  
John Conant II.....2020  
Claire Conklin.....2020  
Debra Craven.....2020  
Dakota Deane.....2020  
Douglas Deane ..... 2020  
Amanda Dunnell.....2020  
Ronald Hawkes, Deputy Chief, Deputy Town Forest Warden ..... 2020  
Christopher Herrmann, Captain ..... 2020  
Laura (Dove) Hutt, Clerk.....2020  
Christina Lankarge.....2020  
Bradley Loncar, Junior Firefighter.....2020  
Tim Loncar..... 2020  
Gabriel Lyons-Sosa.....2020  
Michael O’Connell, Jr, Junior Firefighter ..... 2020  
Joseph Peramba, Lieutenant..... 2020  
Amanda Romanovicz, Junior Firefighter.....2020  
Brooke Romanovicz, ..... 2020  
Stephen Scala.....2020  
David Shaw.....2020  
Kyle Stosz.....2020  
Gemma VanderHeld.....2020  
Nikolaus VanderHeld, Lieutenant.....2020

HIGHWAY DEPARTMENT

Ronald Sweet, Superintendent ..... 2020  
Adam Baker, Truck Driver/Laborer..... 2020  
Deb Craven, Custodian.....2020  
Terry Walker, Clerk.....2020  
Jeremy Purinton.....2020  
Jason Stone, Truck Driver/Laborer ..... 2020  
Nicholas Sweet, Truck Driver/Laborer ..... 2020  
Terry Walker, Clerk.....2020

HIGHWAY FACILITIES COMMITTEE

Walter Goodridge, Chair.....2020  
Hank Horstmann.....2020  
Peter Jeswald.....2020  
Ken Ouimette.....2020  
Ron Sweet.....2020  
Olivia Wyatt.....2020

HISTORICAL COMMISSION (3-year terms)

Sarah Williams, Chair..... 2021  
Cynthia Bluh..... 2022  
Willis Burnett.....2022  
Malcolm Corse ..... 2020  
Carl Darrow ..... 2021  
Laura Nicholls-Shaw ..... 2020  
Yulia Stone ..... 2020

<b>OPEN SPACE COMMITTEE (5-7 members, 3-year terms)</b>	
Janet Chayes, Chair.....	2021
Jack Farrell .....	2022
Stephen Jackson.....	2023
Andrew Levchuk.....	2021
Vacancy	
<b>PARKS, RECREATION &amp; TRAILS COMMITTEE (3-year terms)</b>	
Robert Anderson .....	2019
Harry Bovio.....	2022
Tanya Campbell.....	2022
Paul Charest.....	2022
Michael Merritt.....	2023
Jaclin Prusak.....	2021
<b>PERSONNEL COMMITTEE (Moderator, Select Board, Finance Committee appointed, 3 members, 3-year terms)</b>	
David Barten (Select Board-appointed) .....	2021
Susan Fentin (Moderator-appointed).....	2020
Vacancy	
<b>POLICE DEPARTMENT</b>	
Kenneth Ouimette, Chief.....	2020
Donald Bates, Reserve Officer.....	2020
James Bernier, Reserve Officer .....	2020
Christina Conklin, Reserve Officer .....	2020
Ronald Hawkes, Reserve Officer .....	2022
Nathan Jackman, Reserve Officer.....	2020
David Johnson, Reserve Officer.....	2020
Randall Williams, Reserve Officer .....	2020
<b>TOWN ADMINISTRATOR</b>	
Alexis Fedorjaczenko, Assistant to Boards/Committees.....	2020
Thomas Hutcheson, Town Administrator .....	2020
Lisa Turowsky, Assistant to the Town Administrator.....	2020
<b>TOWN COUNSEL</b>	
John H. Fitz-Gibbon .....	2020
<b>TRANSFER STATION ATTENDANTS (Select Board-appointed)</b>	
James Allyn .....	2020
Roger Goshea.....	2020
Leland Gray .....	2020
Paul Lloyd.....	2020
Leroy Rose .....	2020
James Wakefield .....	2020
<b>TREASURER/TAX COLLECTOR</b>	
Janice Warner, Treasurer/Tax Collector .....	2020
Lynn Kane, Assistant Treasurer/Tax Collector.....	2020
<b>WASTEWATER COMMITTEE (Inactive FY19)</b>	
Marie Iken.....	2019
Carl Nelke.....	2019
Michele Novak .....	2019
Joseph Strzegowski.....	2019
<b>ZONING BOARD OF APPEALS (3-year terms)</b>	
Gary Fentin.....	2020
John O'Rourke.....	2020
Mark Silverman .....	2021

**CONWAY REPRESENTATIVES – APPOINTED TO REGIONAL ORGANIZATIONS TERM EXPIRATION**

FRANKLIN COUNTY TECHNICAL SCHOOL DISTRICT ( <i>Moderator-appointed, 3-year term</i> )	
Brian Kuzmeskus (resigned March 2020).....	2021
FRED WELLS TRUST	
Kate French.....	2020
FRANKLIN COMMUNITY ACCESS TELEVISION	
Robert Armstrong, Delegate.....	2020
FRANKLIN COUNTY COOPERATIVE INSPECTION PROGRAM ADVISORY COMMITTEE	
Thomas Hutcheson, Representative.....	2019
FRANKLIN COUNTY EMERGENCY DISPATCH	
Robert Baker, Representative.....	2020
Kenneth Ouimette, Representative.....	2020
Gemma VanderHeld, Representative.....	2020
FRANKLIN COUNTY SOLID WASTE MANAGEMENT DISTRICT	
Lynn Rubinstein, Representative.....	2020
FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS	
Marie Iken, Representative, Cooperative Public Health Service Oversight Board; Alternates Veronique Blanchard, Tilda Hunting.....	2019
James Cerone, Inspector-Local.....	NA
Andrew French, Inspector-Plumbing and Gas.....	NA
James Hawkins, Inspector-Building.....	NA
Thomas MacDonald, Inspector-Wiring.....	NA
John O'Rourke, Council Member.....	2020
FRANKLIN REGIONAL PLANNING BOARD	
Thomas Hutcheson, Select Board representative.....	2020
Joe Strzegowski, Planning Board representative.....	2020
FRANKLIN REGIONAL TRANSPORTATION AUTHORITY	
Bob Armstrong.....	2020
FRANKLIN REGIONAL SIGN-MAKING PROGRAM ADVISORY COUNCIL	
Ronald Sweet, Representative.....	2020
GREATER FRANKLIN REGIONAL COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY ADVISORY COMMITTEE	
Robert Armstrong.....	2020
UPPER PIONEER VALLEY VETERANS' SERVICES DISTRICT	
John O'Rourke.....	2020
Timothy Niejadlik, Director.....	2020
WIRED WEST	
Robert Armstrong, Delegate.....	2020

## REPORTS

### BOARDS, COMMITTEES, AND COMMISSIONS

#### Agricultural Commission

No report was submitted for FY2019 from this Commission. Jason Silverman, Chair



#### Board of Assessors

Although we are now almost at the end of FY2020, this report is for the most recent **completed** fiscal year, FY2019 (July 1, 2018 to June 30, 2019).

Fiscal Year 2019's tax levy to be raised from all sources to cover the town's expenses was \$6,744,456.76. However, the revenues from other sources totaled \$1,828,376.90, leaving the amount to be raised by taxes at \$4,916,079.86. Our total taxable base (real estate and personal), was \$263,596,775.00, for a FY19 tax rate of \$18.65.

	<u>FY2018</u>	<u>FY2019</u>	
Total town expenses	\$6,599,663	\$6,744,457	up 2.19%
Other revenues	- <u>1,819,934</u>	- <u>1,828,377</u>	up 0.46%
To raise from taxes	\$4,779,729	\$4,916,080	up 2.85%
Town tax base	\$258,363,740	\$263,596,775	up 2.03%
Tax rate	\$18.50	\$18.65	up 0.81%

Tax rate = amount to be raised / tax base / 1,000

Conway's real estate market showed some slowing in FY2019. Real estate values have stabilized. While several new houses are under construction, our overall increase in housing units is low, and has been for the past ten years.

New house starts:

2019	0	2010	4
2018	3	2000	7
2017	3	1995	11
2016	0	1990	16
2015	2		

Conway's conversion from the old state-supported CSC valuation program to the new Tyler Technologies iasWorld program started training in July 2019 and data review in September 2019, using the FY2020 figures. We hope to be able to generate the FY2021 taxes from the new system but will still have the old system working and current, just in case. This process had been funded by putting funds aside for the past several years each year at Annual Town Meeting. This year's provision for conversion will be the last for this program.

Our second article is the annual request to set aside the usual \$5,000 toward our next revaluation/recertification. Instead of having to pay for it all in one year, it has been our practice to partially fund it annually, in anticipation of the final cost. We will have to hire professional appraisals of the hydroelectric plant, the large solar array on Main Poland Road (if it is constructed before Jan. 1, 2021) and possibly of one residential property that will be outside the regular bounds of anything in this region. Our annual reserve of \$5,000 should give us sufficient funds for the entire revaluation project.

Cyclical site visits will continue in the warmer months, focusing on the village. These visits are both necessary and helpful, in maintaining current records and in catching any data errors that might exist. Accurate and complete data is the basis of and fair valuations.

The Board continues its regular schedule of weekly evening meetings (usually on Thursdays at 5:00 p.m.) and the office is open Mon-Thurs mornings, plus some Thurs afternoons. We are also glad to meet with you by appointment and can be available afternoons, evenings or weekends.

The Assessors' section on the town website at [townofconway.com](http://townofconway.com) has some general information, downloadable forms, and directions for access to our GIS website and property maps. As always, you are welcome to stop by our office in the Town Hall or contact us with questions or concerns regarding the assessing process, your valuations on real estate, personal property, motor vehicles, personal exemptions, abatements or any other assessing matters.

<u>Fiscal Year</u>	<u>Number of Single-Family Parcels</u>	<u>Average Single-Family Value</u>	<u>Average Single-Family Tax Bill</u>	<u>Rank in State (of 351)</u>	<u>Conway's Tax Rate</u>	<u>Overlay Reserve</u>
2010	592	300939	3948	148	13.12	65334
2011	595	300525	3901	165	12.98	36256
2012	597	295141	4194	152	14.21	36336
2013	597	289600	3968	179	13.70	30375
2014	596	281368	4412	156	15.68	27100
2015	599	283593	4586	156	16.17	27562
2016	609	282937	4719	160	16.68	56959
2017	610	290899	5163	137	17.75	43867
2018	612	283050	5236	146	18.50	19475
2019	611	285200	5319	156	18.65	19048
2020	610	287613	5396	NA	18.76	29332

Sales of single-family houses in Conway	7/1/2017 – 6/30/2018	18
	7/1/2018 – 6/30/2019	15
Price range single-family sales in Conway	7/1/2017 – 6/30/2018	\$173,000 - \$590,000
	7/1/2018 – 6/30/2019	\$ 86,900 - \$542,000



## Board of Health (This report is based on Calendar Year 01 January – 31 December 2019)

Boards of Health are charged with protecting public health in the following areas:

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

### DISEASE CONTROL AND PREVENTION

LISA WHITE, our town nurse, monitors infectious diseases (including investigations and the filing of required reports with the state), provides community education on a variety of health matters, helps residents connect with health and social services and develops special clinics to respond to important health needs. She regularly provides a walk-in wellness clinic serving Conway residents on the first Friday of each month at the Town Hall. The clinic provides basic health screenings, information and assistance with other health needs. Home visits are available for those in need. Feedback continues to suggest that this is a very valuable resource for many residents. (See Cooperative Public Health Services to Conway for additional details.

Tick testing through the Laboratory of Medical Zoology (LMZ) at UMass continued to be available for Conway residents in 2018. Sixty-three ticks were tested during the last round. Conway has entered an agreement with LMZ to pay a \$15 portion of each test fee (the remaining cost to be paid by the resident submitter) in order to continue the testing program. Each testing package included 1) identification of tick species; 2) high resolution photomicrographs of the tick; 3) assessment of the tick's feeding status; 4) tests for presence of pathogens common to the determined tick species; and 5) secure, private report delivered to the resident's email. Twenty-seven of the Conway ticks carried the Lyme pathogen. Seven ticks tested positive for Babesiosis and five for Anaplasmosis.

### TRANSFER STATION

THIS YEAR was the second year requiring the purchase of annual stickers. Considering the cost of the stickers, the additional time required to monitor the complying households and the additional bookkeeping, the rate had been established at \$10.00 per sticker each year. This rate, while fairly new to Conway, is still considerably lower than most towns in Western Massachusetts, many of which have some form of Pay-As-You-Throw for trash, on top of which permit stickers range from \$10 to \$150 annually. Please understand the reason the stickers are placed where they are is so that the gate attendants can quickly and easily identify which cars are properly permitted.

Thank you to all of the residents that have complied with the sticker regulations. After receiving comments from the public, the board has updated the sticker regulations:

#### Transfer Station: Annual Sticker Regulation

1. Dated Annual Transfer Station Stickers will be available at the Transfer Station during regular facility hours. The fee will be \$10 per vehicle - payment by check is preferred.
2. Proof of residence is required – the transfer station is for residential use only with the exception of monthly Super Site Hazardous Waste Collections.
3. Stickers will be displayed on the upper portion of the windshield of the vehicle, behind the rear-view mirror as recommended by the police chief. Stickers must be affixed in the presence of a Transfer Station attendant or a member of the Board of Health.
4. Business Stickers for use on more than one vehicle may be purchased by approved businesses upon written application to the Board of Health. Annual permit fee will be \$35.00. (effective 01 Jan 2020)
5. Stickers not affixed in accordance with # 3 above will be in violation of this regulation:

- a. Vehicles with non-compliant stickers may be turned away;
- b. Trash disposal with a non-compliant sticker will be considered illegal dumping and will be subject to a ticket and fine as described in the Town of Conway Non-Criminal Disposition Bylaw;
- c. Repeat offenders may be banned from using the facility.

New stickers will be available in July and all residents will be expected to comply with the regulation.

The BOH sincerely appreciates the dedication and commitment of all individuals that were part of the 2019 Transfer Station team - Lee Gray, Jim Wakefield, Jim Allyn, Roger Goshea and Paul Lloyd. These individuals have had to put up with more than their share of abuse since the new stickers were issued. Please remember that the Board sets the policies, not the attendants. Transfer station attendants deserve considerable credit for their efforts to encourage recycling and monitoring the disposal of various materials. The Board has begun a regular column in the Visitor entitled 'Talkin' Trash', through which residents are encouraged to ask questions related to trash and recycling, and through which the Board will relay information on proper recycling and disposal of trash.

The Board also recognizes the efforts of volunteers who spend many hours organizing the items that move through the swap shop (a.k.a. the "Conway Mall"). The project has been very successful through the years, benefitting many town residents. This community project can continue to succeed only through the commitment of everyone using the facility. We owe a huge thank you to the Highway Department for plowing, assistance with the bulky waste container, and other related tasks.

**TITLE V INSPECTIONS and PERMITS ISSUED**

Multi-talented Board members have been able to reduce operational costs by providing a large portion of the expertise required for many aspects of the regular duties that would otherwise need to be hired out, including soil evaluations, septic system (Title V) inspections, food service inspections, and camp inspections.

**Calendar year 2019 - Board of Health  
Licenses & Permits Issued**

Permit Type	# Issued
New Well Installation Permits	03
Septic Disposal System Construction Permits	04
Septic Installers Permits	09
Waste Haulers Permits	06
Recreational Camp or Conference Center Licenses	02
Annual Food Service Establishment Permits	03
Short Term Rental (Annual B & B Permits)	06
Temporary Food Establishment Permits	14
Residential Kitchen Permits	05
Wholesale Food Permit	01
Sale of Tobacco Products	02
Outdoor Hydronic Heater Permits	0
Swimming Pool Permit	01
Beaver Remediation Permit	0

Type of Inspection	# performed
Percolation Tests – New Lots	03
Percolation Tests – Septic System Replacement	04
Septic System Installation Compliance Inspection	11
Property (Title 5) Septic Inspection	9
Other Septic Inspection	0
New Well Siting and Inspection Visits	0
Food Service/Establishment Inspection	32
Inspections and Follow-ups of Various type	not recorded
Camp or Conference Center Inspection	02



Animal Inspector site visits	not recorded

## ANIMAL HEALTH

Each year, the Board of Health is required by state law to submit the name of a nominee to the Department of Agriculture for the State appointed position of a town Animal Inspector. For the past five years, the position in Conway has been held by Joseph Colucci. He acts as both Barn Inspector and Quarantine Officer and makes more than 100 site visits per year. As Barn Inspector, he is responsible for ensuring that animals housed on a property are in good health, free from disease and that water, food and shelter are adequate. He must also create a census of the domestic animal population of the town. In recent years, an important aspect of the Animal Inspector duties has been to act as Quarantine Officer in rabies control among the domestic animal population. The Board appreciates Mr. Colucci's efforts on behalf of the town as both Animal Inspector and Animal Control Officer.

Members of the Board are grateful to the residents of Conway for their continued support and invite people to attend BOH meetings held every second and fourth Monday at 7:00 p.m. in the Town Hall.

### Appointments by the Board

Animal Inspector	Joseph Colucci
Burial Agent	Laurie Lucier
Clerk	Virginia Knowlton
Transfer Station Attendants	Leland Gray
	James Wakefield
	James Allyn
	Roger Goshea
	Paul Lloyd

Respectfully submitted, Carl Nelke, Chair; Tilda Hunting, Marie José Iken, Véronique Blanchard, Devon Whitney-Deal; Virginia Knowlton, Clerk



## Board of Registrars (This report is based on Calendar Year 01 January – 31 December 2019)

ODD NUMBERED years have traditionally been quiet for members of the Board of Registrars, but 2019 was an unusually busy odd year with the annual meeting, the annual town election, a special town meeting, a special town election and hundreds of signatures to certify on a variety of initiative petitions. Extended voter registration sessions were held for each event for a total of 30 special registration hours. An estimated 50 hours were required for petition and nomination paper drop-offs, monitoring check-in at town meetings, absentee ballot preparations and voter certifications.

This Board has continued to hold full last-day registration sessions before all meetings and elections for the convenience of residents who would prefer to register or make party changes in person. A total of 45 new voters registered in 2019.

Nineteen voters were removed from the list due to relocation or death and another 19 voters were moved to the inactive list bringing our total of active registered voters to 1,455 as of 31 December 2019.

- ◆ The count of active voters includes 556 Democrats, 136 Republicans, 736 voters with no party affiliation, 5 Libertarians, 6 Green Rainbows, and 16 voters of other political designations.
- ◆ Twenty-one changes including names, addresses and political parties were recorded among active voters.
- ◆ Forty-nine voters submitted duplicate registrations through the RMV.

A total of 62 voters remained on the inactive list at the end of the year. Inactive voters may be removed from the voter list only in specific, clearly identified circumstances as described in Massachusetts General Laws chapter 51, section 38. The name of a voter cannot be deleted from the voter list unless:

- [1] the registrars have received a death certificate or death notice; or
- [2] the registrars have received a duplicate copy of an affidavit of registration from another community; or
- [3] the registrars have received a change of address notification from the registry of motor vehicles; or
- [4] the registrars have received a written request from the voter; or

[5] the voter has not responded to a written notice and has not voted in the next two biennial state elections following that written notice and has been notified in writing of the pending removal.

Since 1997, information for all town residents has been maintained through the Voter Registration Information System (VRIS) with the actual duties and responsibilities for maintaining the system falling to the Town Clerk.

Respectfully submitted, Laurie Lucier, Chair; Aina Barten, Hope Crolius, Sarah Newman



### **Cable Advisory Committee**

No report was submitted for FY2019 from this committee. Robert Armstrong, Chair



### **Capital Improvements Planning Committee**

The role of the Capital Improvements Planning Committee is to review departmental requests for annual capital needs and position the Town to anticipate and adequately plan for capital improvements for the immediate and long-term future. The 2019 annual town meeting approved the Committee's recommended capital items for a new dump truck, excavator, and tractor for the Highway Department, totaling \$251,000. Next, funding was approved for the first phase of a two-year purchase plan for replacing Scott air packs for Fire Department personnel and a \$22,000 compactor for the Transfer Station. Last, an appropriation was made to the Stabilization Fund towards future capital items or to guard against unforeseen emergency expenditures.

This year the Committee continued building a full capital asset inventory for the Town that anticipates capital needs for the next two decades. Hand-in-hand with this work is the necessity to financially plan for larger expense capital needs in future years by identifying capital needs and beginning to reserve funds for them now. The Town has traditionally taken a pay-as-you-go approach to financing capital needs using available funds from Free Cash each year. The overwhelming majority of these expenditures have been for Highway Department vehicle and equipment needs necessitated by overdue replacement schedules. However, with new facilities coming on-line and increasing concerns about building and infrastructure needs, the Committee has discussed the likely necessity of exploring other forms of financing that will help address these eventualities. In addition, the Committee also reviewed using an objective-based rating criterion for all capital requests to fairly assess competing requests relative to each other. Our work and duties would be greatly enhanced by a full Committee complement, and we encourage individuals to consider joining the committee in 2020.

Respectfully submitted, Bob Armstrong, Chair; Roy Cohen, Russel French, Brian Kuzmeskus, Tricia Vinchesi



### **Community Preservation Committee**

The Community Preservation Act (CPA) is a Massachusetts state law (M.G.L. Chapter 44B) passed in 2000. It enables adopting communities to raise funds to create a local dedicated fund for open space preservation, preservation of historic resources, development of affordable housing, and the acquisition and development of outdoor recreational facilities.

Conway is one of 176 towns in the Commonwealth that have adopted the CPA. Funding is acquired annually through a surcharge on property tax bills and a small charge on each sale of property in the Commonwealth.

The act requires the structure of the Community Preservation Committee (CPC) to consist of representation from a variety of town boards. Our Town's CPC is comprised of the following members:

Representative-at-Large: Aimee Anderson

Representative-at-Large: Dusty King  
Parks, Recreation & Trails Rep: Robert Anderson, Secretary  
Planning Board Rep: Mary McClintock  
Conservation Commission Rep: Robert Nowak  
Historical Commission Rep: Malcolm Corse, Chair

The CPC has been dormant the past two years due to a lack of proposals and a Chair for the committee. The committee was reactivated this year with the submission of proposals. Malcolm Corse reluctantly agreed to chair the committee.

Proposals put forth this year included the repair and restoration of the cupola on the Town Hall and the creation of a pollinator garden. Malcolm Corse proposed the cupola project as a taxpayer and lifelong resident. Friends of Conway proposed the garden project.

The CPC met on October 7, 2019 to discuss the two proposals. It met again on November 13, 2019. At the November meeting it was decided to fund the pollinator garden in the amount of \$10,000 and the cupola restoration project in the amount of \$45,000.

As of June 30, 2019, a total of 19 projects have been funded since 2006 with expenditures totaling \$577, 717.11. This total does not include the repairs to the United Congregational Church as those funds have been returned.

New revenue received during Fiscal Year 2019 totaled \$202,478.30 with total expenditures of \$1,200.00. The Unreserved Fund Balance of the Community Preservation Fund totaled \$72, 321.03 as of June 30, 2019.

Respectfully submitted, Malcolm J. Corse, Chair



### **Conservation Commission**

No report was submitted for FY2019 from this committee. Bruton Strange, Chair



### **Council on Aging**

Every community throughout the Commonwealth of Massachusetts has a Council on Aging (COA), created by the Executive Office of Elder Affairs under Ch. 40, s.8B of the Massachusetts General Laws. The Conway COA is a group of volunteers who meet monthly to assess the needs of Conway's senior population and to plan programs to meet those needs. The council meets at 9:00 a.m. at Town Hall on the first Wednesday of each month. Persons who are interested in or have concerns related to elder affairs are welcome to attend these open meetings.

As in past years, the COA continues to advocate for elders in the community. Chief among the council's concerns is the health of elders. A monthly foot screening is held at Town Hall, for which preregistration is required. The town nurse holds open hours from 9:00 to 11:00 a.m. on the first Friday of each month and conducts two flu clinics annually. In addition to the health screenings, the council maintains a collection of durable medical equipment, which residents are welcome to borrow.

In October of 2018 the COA began offering free minor home repairs to seniors, funded by a Church Street Home Grant from LifePath. During the one-year grant period, which ended September 30, 2019, we served sixteen homeowners. Because of the program's success, the grant was renewed for a second year. The COA views this program as providing a much-needed service in this community. Two weekly yoga classes are offered—one a mat class, the other chair yoga for those less able. These facilitate attendees' flexibility and balance. Each Monday from April through November a walking group takes easy walks around town. An exercise class titled "Healthy Bones and Balance" is planned to begin in early 2020.

Conway seniors who live alone and/or have special needs are visited each month by a Triad Officer. Meals on Wheels delivers meals to seniors who need this service, at the same time serving as a welfare check. Van transportation for medical appointments and shopping trips is provided to Conway elders by the Shelburne Falls Senior Center.

Social events have included spring and fall senior luncheons, held on the fourth Thursday of the month at Town Hall. Seniors have also enjoyed the annual summer picnic, held at the Conway Sportsmen's Club, and the Thanksgiving and holiday dinners, which were held at the Whately Inn this year. In the fall, we will offer monthly brunches, provided by LifePath.

Notes on COA programs and on senior issues, concerns, and events have been published each month in the UCC *Visitor*. The Senior Calendar provides a quick review of each month's activities. (Note: the UCC Visitor will no longer be published; there are discussions ongoing about a Town-sponsored newsletter.)

Monies from a Formula Grant from the Executive Office of Elder Affairs and a town appropriation underwrite the council's programs. Each fiscal year, the COA creates a budget that is sent to Elder Affairs as part of an application for the Formula Grant. At the end of the fiscal year, the COA files an annual report with Elder Affairs that includes statistics on the population served, the number of volunteers and volunteer hours, and specifics of the services provided to Conway elders.

The COA's goals for the coming year are to continue to support ongoing programs and to develop new programs to meet future needs. 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; Winona Corse; Hank Horstmann; Carolyn Thayer, Treasurer; Margaret Tiley



### **Cultural Council**

No report was submitted for FY2019 from this committee. Gisele Litalien, Michelle Sanger, Co-chairs



### **Energy Committee**

No report was submitted for FY2019 from this Committee. Peter Martin, Chair; Sue Bridge



### **Finance Committee**

The Town of Conway Finance Committee is pleased to welcome our newest member, Rhyanna McLeester. Rhyanna is a key addition to the Finance Committee as she is a legal resident of the Town of Conway, a recent graduate of Conway's first Town Academy class, and is taking a course of studies at Hampshire College focusing on small government and economic decisions. The Town of Conway Finance Committee continues to have an open position; persons potentially interested in filling this position should contact either me or Lisa Turowsky, Town of Conway Assistant to the Town Administrator.

Key notes to the Town of Conway FY 19 finally adopted budget: 1) the overall Town portion of the budget continues to experience a nominal increase in the year-on-year raise and appropriate portion of the annual budget; 2) the school portion of the FY 19 annual budget (Conway Grammar School, Frontier Regional School and Franklin Technical High School) saw the largest increase primarily due to a re-assessment of our Frontier Regional School enrollment – ahead of budgeted student enrollment – an anomaly not expected again for the foreseeable future; 3) key asset sales resulted in a nominal increase in our tax rate with a significant amount of money going to free cash, resulting in one of our highest free cash positions in five fiscal years; 4) we appropriated funds to start the construction of our new cold storage highway garage facility with the subsequent, Special Town Meeting vote to borrow funds in a manner that should have minimal impact on our tax rate due to our Garage Stabilization Fund.

For FY 20 and beyond, the Town of Conway continues to maintain healthy fund balances in our four remaining special funds: 1) the General Town Stabilization Fund, 2) the Conway Grammar School Stabilization Fund, 3) the Ambulance Stabilization Fund and 4) the Capital Stabilization Fund. The Town of Conway continues to allocate \$20k/annum to further capitalize our Other Post-Employment Benefits Fund (OPEB).

Of final note, though our Town remains well within our levy limits for the near future, the new growth rate of our Town real property/personal property tax levy base continues to grow at an annual rate lower than the raise and appropriate portion of our annual budget.

Respectfully Submitted, Alan Singer, Chair; Roy Cohen; Tom Donovan; Rhyanna McLeester



### Highway Facilities Committee

2019 was a busy year for the Highway Facilities Committee. The Committee met 20 times during the year. Minutes of these meetings are available on the Town Website.

In January we studied the 2014 plans and debated if and how they might help with our renewed effort. Phil Kantor, Tom Hutcheson, and Joe Strzegowski contributed helpful suggestions.

Ron Sweet put forth his idea to pursue two different projects rather than one, in order to save time and money. Meeting with us, Andrea Woods, procurement specialist at the FRCOG, gave advice on the feasibility of having two projects. She outlined the strict requirements for municipal procurement in Massachusetts.

We began looking into building systems and discussed the pros and cons of steel buildings. Ken Ouimette and Ron visited the Building Inspector and Plumbing inspector to clarify design requirements. We discussed hiring an Owner's Project Manager, construction cost inflation, the Town Meeting Warrant(s), and saving money by using town labor.

In February, Joe Strzegowski and Phil Kantor continued to help as we reviewed the 2014 design and began to focus on financing and Town Meeting issues. We researched metal, concrete, fabric, and other building systems, and visited existing town garages.

Walter Goodridge spoke with an assistant Massachusetts Attorney General to learn about requirements for hiring a designer and Project Manager. He also found out that specifying a modular building, using a design/build contractor, and leasing from an investment group would not be allowed.

Respectfully submitted, Walter Goodridge, Chair; Hank Horstmann, Peter Jeswald, Ken Ouimette, Ron Sweet, Liv Wyatt



### Historical Commission

In 2019 the Historical Commission narrowed its focus to a few areas of deed and field research. Part of that research included site visits to find the still-visible track of abandoned sections of the 1754 County or Country Road to north Ashfield (then Huntstown). 1754's east-west road evidently followed the route of an earlier Deerfield Town Road much of the way, as it became the first County Road to cross the Southwest Division of Deerfield's Additional Grant in the decade before the Southwest Division was settled in 1762 and then set off as the District of Conway in June, 1767.

Based on our findings, the following account describes the 1754 County Road's location in general terms today. After crossing the eastern boundary of the town (known in that era as the "seven-mile line," west of which was the Additional Grant), the road made its way on and/or near Mathews Road, westerly down to the Lisewski property at the four-way intersection with Graves Road, where it then wound up the hill behind the Lisewski barn to and through the field behind the Grammar School. It turned west again through a

stone wall there onto the town's property, passing by the one-room schoolhouse and the salt shed, parallel but mostly to the north of Route 116, until it turned north, perpendicular to Route 116, just past the driveway of the gambrel-roofed Baker home beside the old Allis farm/Audubon Society beaver pond. It then wound through the hills in a northwesterly direction toward and through the Lochhead property north of downtown, where it turned west to cross Reeds Bridge Road, before fording South River at one of two fording sites still visible today near Shelburne Falls Road, north and south of the Harris family's Poverty Pocket sugarhouse. At this point we believe that the old road made its way along the route of Emerson Hollow Road up onto Baptist Hill, before switch-backing higher up the hill, toward the former MacLeish property, a bit north of the steep beginning stretch of Pine Hill Road. It then made its way along parts of Pine Hill Road, with some sections located a bit south of the present road, and Sabans Road, to reach the western boundary of Conway (then the "nine-mile line" or western boundary of Deerfield), before continuing on into what was then the center of settlement in Huntstown (north Ashfield).

By February, 1771, after the District of Conway had been formed, the inhabitants of the new district were petitioning "ye Honourable his Majesty's Justices of ye Peace in their Court of Quarter Sessions holden at Northampton" about the 1754 road, with Josiah Boyden's signature heading the list of subscribers. The Conway petitioners - some of whom were personally responsible for maintaining the 1754 road for the use of the public - wrote to "humbly sheweth" the Court that "the County Road in said Conway leading from Deerfield to Ashfield is not so good a Road to accommodate ye Public as may be found through said Conway neither as to ye length of ye way nor for goodness of ye ground and we would suggest" significant modifications to its original route, which they proceeded to describe in general terms, adding that the modifications would be "shorter and ye Ground much better than in ye County Road more especially from [Ives Road in Burkeville-to-be] to Ashfield."

With the invaluable assistance of a local archaeologist and historian, in 2019 the Historical Commission made several important discoveries that seem to be further evidence of Native American mortar-and-pestle use in the area, and thus of their residency in and around town before Conway's incorporation, including on high ground.

Late in 2019, Ann D. Watson of Vermont, a descendant of Conway woolen mill worker and Civil War veteran William Watson, a long-time Orchard Street resident, completed a book about her great-great-grandfather, which we highly recommend. Ann contributed a chapter about William to us for the 250th-inspired proposed history book and has now expanded that into a wonderful memorial of William for her family and the public. The book, which can be purchased online at [lulu.com](https://www.lulu.com), is entitled "*Duty, Family, Perseverance: The Story of William Watson.*" We congratulate Ann on successfully bringing to print an important family history.

Our oral-history interviewing has slowed due to time constraints, but the Historical Commission did purchase a high-quality external AKG microphone and digital Zoom recorder in 2019, to improve the audio quality of interviews we conduct in future, and to ensure the preservation of those interviews. We again invite any residents with the time and interest to assist with such interviews to get in touch with us, and we're very grateful for the generosity of those who've participated to date. Some of us, with a small group of historically minded residents, still meet at least once a month on Thursday afternoons at the Town Hall for informal work sessions.

Respectfully submitted, Sarah Williams, Chair; Cynthia Bluh; Willis Burnett; Malcolm Corse (Historical Commission member on Community Preservation Committee), FY18-FY20; Carl Darrow, Laura Nicholls-Shaw, Yulia Stone



## Open Space Committee

Have you visited the Town's South River Meadow just off Shelburne Falls Road? The 11-acre property has been steadily cleaned up over the last few years. Residents of downtown regularly enjoy it; others should as well. Look for activity around the four boxes for bluebirds and tree swallows or the large kestrel house. Around the center hayfield are mowed walking paths with views and access to the river -- and a native stone Memorial Bench generously donated by the Hatch Family last year. The perimeter vegetation is becoming a showcase of native plants and their pollinators. Interpretative signage is one of our next projects. *The level area close to the road is for public parking (not a building)!* Abutting the river is the restored floodplain which functions well to contain excess water during deluges. Committee members prepared and submitted applications to the Conservation Commission for this recent cleanup work, as well as for a maintenance plan for ongoing upkeep of walking trails and vegetation restoration at the Meadow.

At the Meadow on June 15, 2019 we were excited to host Dr. Robert Gegear, the state's foremost native bee expert, for a workshop. Twenty participants got an introduction to bumblebee identification and the plants they need. All need different native plants for nectar and pollen. Check our website, <https://townofconway.com/open-space-committee/> for helpful lists. And don't cut the brambles around your yard -- native blackberries, for instance, are desirable plants for bees. Folks are encouraged to learn from the

citizen science Beecology Project, <https://beecology.wpi.edu/website/home#page-title>. No danger of getting stung! Just take a photo and upload it to the site for identification. Bumblebee species are distinguished by varying amounts of black.

On Sept. 8, 2020, naturalists Laurie Sanders and Fred Morrison returned to present Plants, Insects & Conservation at the South River Meadow for nearly 30 participants. She marveled at the success from the years' long invasive plant clearing project, noting lovely views and access to the South River, as well as the return of native plants. Both the bee and plants programs were supported by a grant from the Conway Cultural Council, a local agency which is supported by the Mass Cultural Council, a state agency.

Last May, the Open Space Committee hosted two garlic mustard pulls -- on May 11 and 25 -- at the South River Meadow and at the Bigelow lot, the town-owned parcel on Cemetery Road off Shelburne Falls Road, near the Meadow. These events offered Conway residents a chance to contribute to the town's restoration efforts at the two sites, which have been inundated by invasive species over the years. Participants learned to identify and control garlic mustard, one of the more insidious invasives on the town's landscape (along with knotweed, bittersweet, and stiltgrass). Now we're offering Neighborhood Walks to help folks learn about the native and invasive vegetation growing in their neighborhoods -- and specific suggestions to improve pollinator habitat. *Just contact us if you're interested!*

And this past year, we won approval from the state Department of Conservation and Recreation (DCR) competitive FY19 Partnerships Matching Funds Program. This is an ambitious and long needed invasive plant control project on the two DCR properties in town: the South River State Forest and the Conway State Forest. Part of our contribution was shepherding permits for the project through several agencies, including the Conservation Commission.

Other committee activities have included scouting for trails to connect public and land-trust property in town, overseeing the stiltgrass control project and addressing the concept of boosting resilience in natural features, such as the South River and its floodplain, in this era of climate change. Expected upcoming committee activities include representing Conway in implementing the Franklin Regional Council of Governments' climate resilience plan for the Deerfield Watershed, participating in the update of Conway's Open Space and Recreation Plan (also through the FRCOG), and continued educational events and volunteer opportunities at the South River Meadow. New ideas welcome!

And lastly, since one goal of the Open Space Committee is encouraging people to enhance habitats on their property for native species (often, this means removing invasive plants to make room for the natives), we're offering free consultations to help identify opportunities at your place. Contact Janet Chayes ([janet@chayes.org](mailto:janet@chayes.org); 413 768-7416) or Michele Turre ([mturre@gmail.com](mailto:mturre@gmail.com); 413 374-3561)

Respectfully submitted, Janet Chayes, chair, [janet@chayes.org](mailto:janet@chayes.org); Michele Turre, [mturre@gmail.com](mailto:mturre@gmail.com); Jack Farrell, [jfarrell24@gmail.com](mailto:jfarrell24@gmail.com); Andrew Levchuk



### **Parks, Recreation & Trails Committee**

This past year the Parks, Recreation and Trails Committee continued oversight of Conway Youth Sports. Administrators/coaches Michael Merritt and Tanya Campbell successfully "carried the ball" for that program. Subsidy of Senior Yoga continued, and a new baseball equipment shed was purchased and installed.

In years past the Committee created winter sports parties and summer swim parties, but recently lack of leadership and volunteer support has precluded such fun. Hopefully a new cadre of volunteers will emerge to help keep the struggling committee vital.

Respectfully submitted, Robert Anderson, Secretary; Harry Bovio, Paul Charest, John Heffernan, Julie Petty, Jaclin Prusak



### **Personnel Committee**

The Personnel Committee is composed of three persons: one chosen by the Moderator, one by the Select Board, and the third by the Finance Committee from its members. The Finance Committee representative has been unable to participate in committee business

due to poor health during the period of this report. The Personnel Committee has had to pursue its obligations with only two members, Susan Fentin and David Barten.

As will be noted shortly, with the hiring of a Town Administrator, the original role of the Personnel Committee, as defined in the Bylaws establishing it, began to change. The original Bylaws called for a five-member committee having direct relation to the Select Board, acting as both an advisory body and an adjudicating one, should there be a problem with a full-time or part-time salaried employee. That Committee created the first handbook in 2013. This critical document presented the rights and obligations of the Employer – the Town of Conway – and those full-time and part-time salaried employees who work for the Town. A copy was given to each employee, and each was to show that he or she had read it.

Enter Tom Hutcheson as Town Administrator in 2013. His responsibility placed him directly between the Select Board and the Personnel Committee. No Bylaws were established at that time, which took notice of the change in relationship of Committee to Select Board. But, at a Special Town Meeting on September 24, 2018, the number of committee members was reduced from five to three. When the Committee met, it did so with the new Administrator and, in time, his assistant. The Town Administrator set the Committee's agenda and the Assistant recorded the minutes. This is the current practice; only the Committee members vote.

The Town Administrator requested that the Handbook be revised, the first notable happening with the Committees' activity this past year was the revision of Conway's Personnel Handbook, which had not been updated since it was first created in 2013. The revision of this handbook was necessitated because rights and obligations, as determined by State and Federal law, had been changing. The process of revising took six drafts, the effort being to express law and obligations exactly, and also to make sure what would be printed was very clear and readable – no unnecessary "legalese."

The revised Handbook was presented to the Select Board for their approval at their December 26, 2018 meeting. Susan Fentin, a member of the original Personnel Committee, presented twelve change of one kind or another – all intended to make the Handbook reflect exactly the present obligations and benefits of Conway as Employer and those of the Town's employees. The Select Board accepted the revised the document and a copy was given to all employees. It was decided that Tom Hutcheson would talk with individual employees or groups of employees to be certain that all understood what was presented in the revised Handbook.

Another happening of note was the clarification of the Committee's relationship to the Conway Grammar School's employees and staff. The clarification process took place during January and February of 2019. The question to be resolved was: since employees and staff of the Grammar School are paid by the Town, did the Personnel Committee's revised handbook, with its statement of Rights and Obligations as these related to the Town's salaried employees, take precedence over that of the handbook created by Union 38, which is directed to all employees and staff in the grammar schools in Conway, Deerfield, Sunderland and Whatley? In other words, did Conway's Personnel Committee have primary responsibility for updating the Conway Grammar Schools handbook listing the rights and obligations of the of the Grammar School's teachers and staff, and should these not be accord with the Personnel Committee's revised Handbook?

At issue was the matter of liability – if a teacher or staff person of Conway Grammar School felt he or she had reason to sue the Town of Conway, the Town being his/her employer, the Personnel Committee believed that the Grammar School's employee handbook should be in accord with Conway's own revised handbook.

The matter was resolved by the school district's attorney and Conway's own Town Counsel giving their opinions. They agreed that under state law the Town of Conway is the employer, and the Grammar School's staff and teachers, are its employees. Any concerns about employer/employee relations, such as a discrepancy between employee handbooks, must be addressed by the Conway Grammar School Committee.

Finally, in this past year the Personnel Committee updated the Bylaws governing the Committee's existence and activities. Tom Hutcheson proposed, and the Committee agreed with, these changes, which took into account the changed relationship between the Committee and the Select Board. The Bylaw changes were Article 27 on the warrant for the May 13, 2018 Annual Town Meeting. Changes were passed unanimously.

Respectfully submitted, David Barten, Chair; Susan Fentin





## Planning Board

No report was submitted for FY2019 from this Committee. Beth Girshman, Chair



## Select Board

Selectmen are elected for staggered three-year terms by the citizens of the Town. The Board of Selectmen acts in accordance with the will of the citizens and is responsible for providing executive leadership to:

- protect the welfare and safety of residents;
- ensure the effectiveness of essential municipal services;
- maintain long-term financial stability;
- plan strategically for economically and environmentally sustainable growth; and
- maximize the value of property tax dollars.

The Board meets at least weekly during budget season from November to May and at least biweekly from June to October to discuss, review and approve Town policies and financial decisions and operations. Some of the highlights of the actions of the Board of Selectmen during FY 2019 are as follows:

Reviewed and discussed the draft Conway Electricity Aggregation Plan to provide an alternative to electricity supplied by Eversource. Conway would join an electricity aggregation with about 12 other towns in Franklin County to secure a competitive bid for electricity supply with the goals of providing longer term price stability, reduced electricity rates and more renewable energy options.

Discussed emerging best practices in social media policy and implementing town email accounts for municipal officials. The Highway and Fire Departments have very good Facebook pages. Discussed the development of uniform policies for the many Facebook pages and other means of social media that are being used.

Reviewed and approved Ambulance Department requests for abatement of seven (7) non-collectable bills from Coastal Medical Billing. These bills are from non-residents for emergency calls over a 19-month period. Six collection letters were mailed, and these people had been contacted by phone by hospitals and insurance companies. These bills represent a relatively small percentage of ambulance bills.

Reviewed, approved and executed the Municipal Vulnerability Preparedness (MVP) program certificate of adoption with the Town of Ashfield. This is part of a plan and funding of \$600,000 in the state budget for repairs to the Ashfield dam. This is very important for the Town because we are down river of the Ashfield Lake.

Reviewed, approved and executed a second letter to Lane Construction regarding the amended Corrective Action Plan for Mathews Road. The Board was not satisfied by the initial response of Lane Construction. Additional items were included in the amended Corrective Action Plan for paving mistakes and restitution of materials.

Reviewed an update for the Mathews Road Corrective Action Plan showing the status of the negotiations between the Town and Lane Construction. The Highway Superintendent reported that he is satisfied with the outcome of the dispute. Lane credited the Town with over \$8,000 and did corrective paving where needed. The Board voted to cancel the remainder of the paving contract with Lane Construction.

Reviewed and approved the Wastewater Committee application to Mass Works for a community septic in the Town center. This project would allow for more commercial development in the Town center and was expected to involve using some portion of the Meadow property for a leach field.

Conducted a public hearing in accordance with Department of Public Utilities (DPU) requirements for the municipal electricity aggregation plan to receive and review comments from residents and vote on the municipal electricity aggregation plan. No written comments were received and there were no members of the public present to comment. The Board approved the municipal electricity aggregation plan.

Reviewed and approved the request of the Festival of the Hills Committee for financial support for the Festival. Funds were taken from funds that the 250th Committee returned to the Town to support the Festival. The Town did everything it could within the law to support the Festival.

Signed and sent a letter to Comcast requesting a cost estimate for serving unserved addresses as part of negotiating the renewal of the franchise agreement. At the time, between four and six houses were affected. The Board hosted Lt. Governor Polito when she visited Conway for a public meeting about Comcast extending service to residents.

Reviewed and approved the request from the Highway Superintendent for Chapter 90 projects on Main Poland Road and North Poland Roads. The Highway Superintendent also applied for a grant for repairs to Shelburne Falls Road.

Conducted a property tax classification hearing. The Administrative Assessor presented the levy limit calculations and the tax allocation pages of the FY2019 tax recap as information to assist in the determination of the tax rates for the various categories. It was reported that 88% of our valuation is in the residential sector. After review and deliberation, the Board voted to maintain the ratio of 1:1 for Residential/Open Space (R/O) properties to Commercial/Industrial/Personal (C/I/P) property.

Discussed the Department of Energy Resources (DOER) consultation conference call with the 13 towns involved in the municipal electricity aggregation plan. It was expected that Conway would receive a consultation letter from DOER within two weeks that would allow the Town to submit the municipal electricity aggregation plan to the Department of Public Utilities (DPU) for their approval.

Reviewed and approved the Citizens' Academy project submitted by the Town Administrator to introduce the functions of the Town to people in a structured way. The Citizens' Academy would feature department heads presenting what their departments do on a weekly basis for about 8 to 10 weeks for residents to learn about departments, how people work together and encourage volunteerism for committees.

Conducted the annual all committee meeting to encourage information flow and interaction among boards, commissions, committees and departments to insure more effective and efficient Town operations.

Reviewed the Federal Communications (FCC) rulemaking concerning public access television stations. This ruling would affect the funding Comcast and other companies get from cable franchise fees. This ruling would affect the cost of public channels that could be deducted from the franchise fees and would be very harmful to the operations of Frontier Community Access Television (FCAT). The Board will continue to monitor this ruling and its effects on public access television.

Reviewed and approved two requests for conservation restrictions for two parcels located in the Pumpkin Hollow area of Town. The Franklin Land Trust representative indicated that this was a unique project with the Pumpkin Hollow Brook crossing through the land which has turtle habitat and agricultural land. The parcels provide a wildlife corridor to the Conway State Forest and some agricultural use will continue (haying, gardening).

Considered a draft marijuana host agreement policy under which the Board would work with applicants for marijuana businesses in Town. The draft policy describes the community outreach meeting, the process of filing an application with Cannabis Control Commission and the provision that the applicant must provide \$5,000 in escrow to cover application costs.

The Board held a joint meeting with the Personnel Committee to consider the revised Employee Handbook that comes five years after the first handbook was done. There were four different revisions including harassment training for Town employees, a random drug testing policy and a section on retiree insurance benefits that was clarified and additional citations provided.

Considered a Community Compact best practice grant application to support the FRCOG accounting function requested by the FRCOG Director of Regional Services. FRCOG would like to create a training program and is asking the state for funding. DLS is interested in this effort and the Lt. Governor has initiated a task force to address the statewide skills gap in the accounting area.

Considered Town scholarship for Festival of the Hills donations to be awarded by a committee. Funds would be managed by the Treasurer and distributed to recipients by the Select Board.

Reviewed and executed an agreement with Tighe and Bond to review the Nexamp proposal for a solar installation. Nexamp paid for the review by Tighe & Bond. Town needed only to technically review the proposal for an engineering peer review of the project. All costs associated with meetings are paid by Nexamp.

Reviewed Direct Local Technical Assistance (DLTA) priorities for the Franklin Regional Council of Governments (FRCOG) identified by the Planning Board and the Select Board. These included a housing needs assessment, a culvert assessment, flood risk management, river corridor planning, zoning bylaw development, continuing education workshops, shared (regional) HR and OSHA compliance services, abandoned properties task force, municipal engagement including succession planning and Town Academy, regional opioid task force, accountant training program, pollinator habitat corridor management training, and digital literacy for seniors.

Approved an increased rate for police details at the request of the Police Chief to the rate of surrounding towns which was \$50 per hour. This increase in the detail rate had an impact on the town operating budget.

Reviewed the status of the Mohawk Trail Woodlands Partnership activity. This is a totally voluntary program from which private landowners can benefit. It would give them a mechanism for conservation restrictions on their land and no requirement that the landowners manage their forests. It also supports carbon sequestration in forested woodlands and economic development from forest products.

Reviewed the business and implementation plan for Tornado Mountain to cultivate marijuana. The type of business contemplated was organic, low-impact cultivation and manufacturing of marijuana products for adult recreational use. The intended audience was people who are interested in sourcing local organic boutique marijuana products. No retail component was considered.

Reviewed the proposal of Roaring Glen Farms LLC for a proposed marijuana establishment to create a craft marijuana cooperative cultivation site which will be surrounded by forest. The wholesale business would sell its product to licensed marijuana establishments only; no retail sales are proposed, nor is any manufacturing activity. Approximately three acres would be used for cultivation and would be out of view of neighbors, thus creating the least impact.

Settled a lawsuit brought against the Town by a former employee, thereby eliminating the need for court action.

Approved an outside counsel for review of the 32B process (health care plan change). This process had complex deadlines and was very involved and the Town needed an outside review to ensure compliance and meeting deadlines.

Reviewed and approved staying with MIIA as property, liability, and workers compensation insurer for FY 2020. MIIA reduced the premium for the Town due to good credit/loss history.

Approved a request for relief through trust funds for a resident who suffered a loss from a fire. Funds were for restoration of electrical system and service.

Approved a Chapter 90 request for Hoosac Road repaving and widening to a consistent 20 feet width which involved widening some sections and some tree cutting and removal.

Approved and executed an agreement with Nexamp based on the recommendation of the Administrative Assessor who retained a consultant for valuation and taxation purposes. The goal of the agreement is to make payment of taxes predictable, just and fair, and consistent with other agreements in western MA.

Reviewed and approved the regional human resources study contract as the lead Town with the approved consultant. This study was done under the best practices section of the Community Compact grant. Various options for staffing the human resources function among the four Frontier district towns were studied.

Reviewed and approved the request of the Highway Superintendent to declare as surplus/authorize to scrap various pieces of old highway equipment that may result in the recovery of money for the Town.

Discussed the possibility for a new road by the sheep barn to approach the salt shed as proposed by the Highway Superintendent due to concerns that the new owner of the adjacent property had rerouted his driveway to exit near the sheep barn.

Respectfully submitted, John O'Rourke, Select Board Chair



## Wastewater Committee

No report was submitted for FY2019 from this Committee. Joe Strzegowski, Chair; Marie Iken, Carl Nelke, Michele Nowak



## Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) received two applications for Variances during 2019, a typical number for most years. Also, there were various inquiries about building and land projects which did not directly involve the Zoning Board of Appeals, but we were able to steer these residents in the correct directions.

The applications for Special Permits for clearances and for Variances underwent some revisions to make them clearer and more user friendly. (Applications may be found on the Town website on the Zoning Board of Appeals page.) The ZBA must follow certain requirements when it conducts hearings, including notification of residents who live near the subject property. Notification involves placing a legal advertisement in local newspapers. Because the cost for these ads has increased, the fee for Special Permit or Variance applications has increased and must now be paid in advance as part of the application process.

Respectfully submitted, Mark Silverman



## DEPARTMENTS – ADMINISTRATIVE

### Town Administrator (Report for Fiscal Year 2019)

The period between July 2018 and the end of June 2019 set the stage for a number of structural changes in the way Conway works. First, to get the bad news out of the way, some committees did not receive sufficient interest from residents to maintain their work, and others barely kept functioning.

The members of the Housing Committee resigned *en masse* after their plan for a private developer-led building on Town land met funding realities that seemed impossible to overcome. This leaves the Town without a functioning Committee that was set in motion through a Town Meeting vote. With no expressed interest in continuing the Committee, I plan to propose an article for the May, 2020 annual Town Meeting rescinding the vote to form that Committee. If no one steps forward, the Town should acknowledge the lack of interest and not leave the mandate in place.

Similarly, the Energy Committee has lost a number of members and no longer remains viable. Without new interest, I plan to recommend that this committee not be re-appointed for FY 2021. Since this Committee was not established by a Town Meeting vote, the Select Board can simply not re-appoint the remaining two members.

FY 2019 also found the Conservation Commission and the Finance Committee suffering for a lack of members. (This has eased up somewhat in FY 2020.) A Select Board member had to join the Conservation Commission to keep it functional. It is sobering to see how close the Town can come to substantially reduced functionality. People interested in contributing their time are strongly urged to contact this office to see what opportunities there are to help keep the Town running properly.

Other changes were quite welcome. Great strides were made by the Personnel Committee, which made a comprehensive review of the personnel policies (employee handbook) and recommended changes to the Select Board, which approved the revised handbook for distribution. They discussed succession planning and volunteerism; anti-harassment training; and supported a successful grant proposal for studying the possibility of a regional HR coordinator for the Frontier towns, which was begun (to be finished in FY 2020). As a result of the May 2018 annual Town Meeting vote, a Highway Facility committee convened and began meeting. Work began on the unheated Highway shed in FY 2019 and a special Town Meeting was planned to vote on a new Maintenance Building as well.

In personnel news, the Town also changed its health care plan, which included the unusually involved process that is required to be undertaken with the Town's unions—the teachers' union and the instructional assistants' union. With both sides working in good faith, the proposal was readily accepted and was adopted before the deadline.

In FY 2019, I proposed a community education effort known as a "Town Academy" and began planning for a series of workshops on how the Town works in the fall of FY 2020. I briefed department heads, provided draft PowerPoint presentations, and began to plan the series.

Also as a result of the May 2018 annual Town meeting, a new administrative assistant position was created to help Town Boards, Commissions, and Committees with the administration of their work, including posting meeting notices, taking minutes, and preparing mailings. One of the least-liked parts of volunteerism is the administrative aspect and having a staff person has made a great difference for the Planning Board and Conservation Commission

FY 2019 saw the election of a new Town Clerk, the first in forty years. The outgoing Town Clerk, Virginia Allis Knowlton, provided a smooth and professional transition, which saved the incoming Town Clerk a great deal of work.

New ground was broken for the Town as FY 2019 found Conway negotiating its first Host Community Agreements for marijuana operations. Two operations indicated sufficient interest to work with the Town to ensure the agreements were mutually beneficial. Maintaining our favorable position for FEMA grants, the Town's five-year Multi-Hazard Mitigation Plan update was begun in FY 2019 (and was completed in FY 2020). Having such a plan in place is necessary for the Town to be eligible for grants from the Federal Emergency management Administration. The Town re-submitted just such an application, for "Pre-Disaster Management," for a project to improve the drainage of Delabarre Avenue (which as of early 2020 has progressed farther than it has in previous submissions).

The Town's human resources function took a step forward by offering a staff-wide anti-harassment training.

Town finances remained strong, but it was clearly evident that the Town's budget is highly dependent on factors such as health care and education costs, which are difficult to control at the Town level. State aid is also relatively flat, which means that over time it actually decreases. Our Chapter 90 funds for roads may be similar in number from year to year, but the buying power of those funds decreases as prices rise. The Town picks up the slack through higher taxes in order to maintain simply a constant level of service, and any increase in service raises taxes even above that.

Respectfully submitted, Thomas Hutcheson, Town Administrator



### **Town Clerk (This report is based on Calendar Year 01 January – 31 December 2019)**

THE TOWN CLERK'S POSTED PUBLIC HOURS represent only a tiny fraction of the time required to fulfill the duties and obligations of the position. For every hour spent dealing directly with the public, there are additional hours needed for tasks that cannot be effectively accomplished with public interruption. Ballot preparation, voter list preparation, town meeting minutes, bylaw certifications for the Attorney General, vital records registrations and certifications, data entry updates, reports, and records research are just a few of the unseen tasks on the clerk's schedule. More people, more voters, more dogs, changing laws and new ways of collecting and recording data... each category adds its own set of rules to the clerk's catalogue of duties.

Before looking at the regular day to day tasks, we are talking about an average of more than 20 hours per week for the unseen duties. The result of these hidden hours is that many of the Clerk's tasks are invisible to the public and often to other office personnel. Fluctuating state laws and obligations that govern the requirements placed upon the Office have a dramatic impact on the amount of time required of the town clerk. And because the Clerk does not handle fiscal matters, the tendency has been to discount the importance of the position, right down to the number of hours required to get the work done.

Maintaining annual lists, coordinating meetings and elections, and preparing certifications for acceptance by the Attorney General and Secretary of State represent only a small portion of the Clerk's duties, but they are some of the most time consuming.

Among the less visible activities in the Conway clerk's office for 2019 were the following:

- ❑ More than 50 copies of the State "Open Meeting Law" were distributed and a large number of reminders of the importance of filing meeting notices with the clerk were issued;

- ❑ Local boards and committees filed more than 1,000 public meeting notices that were recorded and posted by the clerk in accordance with the Open Meeting Law;
- ❑ More than 50 copies of the “Conflict of Interest Law” and the certification requirements were distributed and 100 certificates from the mandatory on-line training were received and recorded prior to the end of the year;
- ❑ A total of 66 elected and appointed officials received the oath of office (any person elected, appointed or reappointed to any town board of committee must be sworn to their duties by the town clerk);
- ❑ Eight resignations were received, recorded and forwarded as required by law;
- ❑ Six new business certificates were issued;
- ❑ More than 200 letters were written and mailed to individual voters to confirm registrations or to advise of changes in voting status, etc.
- ❑ An undetermined number of forms, certifications and letters were written on behalf of the town and dozens of certified copies from town records were issued;
- ❑ Ballots for two town elections and the town caucus were designed, formatted, copied, counted and folded;
- ❑ Assistance was provided to applicants in a variety of different cases associated with records maintained through the Clerk’s Office and the Town Offices in general.

The town population has not yet exceeded the 2029 souls recorded in the 1790 census, but from time to time we appear to be closing in on that number. Data collected during 2019 indicated that the town’s total population declined over the past year and stood at 1917.

- 692 residents were over the age of 60 years;
- 53 residents were 18 years of age and younger.

The trend over the past 10 years indicates that our total population has not changed significantly, but it has become an older population.

Number of Recent Births Recorded in Conway  
For reasons of privacy, names of children are no longer published.

YEAR	MALE	FEMALE	TOTAL
2017	3	6	9
2018	3	8	11
2019	4	7	11

2019 Deaths Recorded in Conway

DATE	NAME AND PLACE OF DISPOSITION	AGE
January		
06	Robert A. Bargmann Disposition at Springfield Crematory, Springfield	81 yrs
February		
09	Joseph J. Manzer Disposition at St. Michael Crematory, Boston	77 yrs
March		
31	Leigh M. Bernard Disposition at Cheshire Family Crematory, Troy, NH	66 yrs
June		
24	Peter B. Zale Disposition at Springfield Crematory, Springfield	67 yrs
September		
04	Janice Kreitner	82 yrs

	Disposition at Howland Cemetery, Conway	
November		
23	Keith Austin Connly Disposition at Springfield Crematory, Springfield	51 yrs

2019 Marriages Recorded in Conway

DATE	PARTIES and RESIDENCE	MARRIED IN
	NONE RECORDED	

2019 Dog Licenses Issued in Conway

State law requires that all dogs in the state be registered annually. In addition to requiring registration, the state law requires veterinarians to forward lists of all dogs receiving rabies vaccinations to appropriate town clerks. The Conway dog list is current and fairly accurate with 517 listed animals. At the close of the year, 233 licenses had been issued.

CLASS	PRICE	# ISSUED	TOTAL VALUE
Male	\$ 3.00	94	\$282.00
Female	\$ 6.00	7	\$42.00
Spayed Female	\$ 3.00	126	\$378.00
Kennel [4 dog maximum]	\$ 10.00	6	\$60.00
Kennel [10 dog maximum]	\$ 25.00	0	\$0.00
Kennel [more than 10 dogs]	\$ 50.00	0	\$0.00
		33	\$762.00

TOTAL NUMBER OF LICENSES ISSUED	233
TOTAL VALUE OF LICENSES ISSUED	\$ 762.00
FEEs RETAINED BY TOWN CLERK	\$ 0.00
AMOUNT RETURNED TO TREASURER	\$ 762.00

Respectfully submitted,

Laurie Lucier

Town Clerk, Board of Registrars Chair, Burial Agent, Records Access Officer (May - December 31, 2019)





Commonwealth of Massachusetts  
**Town of Conway, Massachusetts**

AT A LEGAL TOWN MEETING of the inhabitants of the Town of Conway qualified to vote in town checked at the door and issued yellow cards for the purpose of voting. Lorraine Boyden, Marie Iken, and affairs, convened at the time and place and for the purpose specified in the warrant, 173 voters were

Laurie Lucier served as checkers. John O'Rourke, chairman of the Board of Selectmen, presented the Town Clerk with a plaque acknowledging appreciation of her 40 years of service to the town. The meeting was called to order by Moderator J. Nicholas Filler, and unanimously voted to dispense with the formality of having the warrant read by the Town Clerk. The following action was taken by those persons in attendance:

**ARTICLE 1:** Unanimously voted that the Town dispense with hearing the reports of Town officers and committees and to accept the reports as printed in the Town Report and as amended to include the Tax Balance for FY 2018.

**ARTICLE 2:** Voted to hear the report of the Finance Committee and **raise and appropriate only, by taxation, such sums of money as may be deemed necessary to defray the Town charges for the year ensuing.**

(continued on next page)



A.

DEPT #	DEPARTMENT NAME	FY 2020 REC.*	VOTE
114	MODERATOR	350	Unanimously voted
122	SELECTMEN	6,500	Unanimously voted
131	FINANCE COMMITTEE	300	Unanimously voted
132	RESERVE FUND	40,000	Unanimously voted
135	TOWN AUDITS	1	Unanimously voted
141	ASSESSORS	8,155	Unanimously voted
141	ASSESSORS SALARY, WAGES	58,606	Unanimously voted
145-146	TREASURER-COLLECTOR	16,878	Unanimously voted
145-146	TREASURER-COLLEC. SALARY, WAGES	60,337	Unanimously voted
150	TOWN ADMIN	18,700	Unanimously voted
150	TOWN ADMIN SALARY, WAGES	88,787	Unanimously voted
151	LEGAL	11,000	Unanimously voted
159	INFORMATION TECHNOLOGY	29,980	Unanimously voted
161	TOWN CLERK	13,850	Unanimously voted
161	TOWN CLERK SALARY, WAGES	34,513	Unanimously voted
162-163	REGISTRARS AND ELECTIONS	8,950	Unanimously voted
170 SERIES	ConCom, Pl. Brd., ZBA, Ag. Com, Open Space	9,056	Unanimously voted
190	PERSONNEL COMMITTEE	200	Unanimously voted
192	BUILDING MAINTENANCE	56,100	Unanimously voted
192	BUILDING MAINTENANCE WAGES	17,833	Unanimously voted
193	TOWN INSURANCE	73,000	Unanimously voted
210	POLICE	18,150	Unanimously voted
210	POLICE SALARY, WAGES	110,922	Unanimously voted
220	FIRE	36,945	Unanimously voted
220	FIRE SALARY, WAGES	30,693	Unanimously voted
231	AMBULANCE	25,000	Unanimously voted
290 SERIES	DOG & TREE WARDENS, EMERG. MAN.	7,535	Unanimously voted
422	HIGHWAY	256,000	Unanimously voted
422	HIGHWAY SALARY, WAGES	260,781	Unanimously voted
423	WINTER ROADS	105,000	Unanimously voted
423	WINTER ROADS WAGES	19,830	Unanimously voted
512	BOARD OF HEALTH (BOH)	139,968	Unanimously voted
512	BOH SALARY, WAGES	60,469	Unanimously voted
540 SERIES	HUMAN SERVICES (COA, VETERANS)	13,718	Unanimously voted
630	PARKS, RECREATION, TRAILS	8,000	Unanimously voted
691	HISTORICAL COMMISSION	400	Unanimously voted
751	DEBT SERVICE	33,441	Unanimously voted
752	SHORT TERM INTEREST	1	Unanimously voted
830	FRCOG (town nurse under Board of Health)	51,992	Unanimously voted
900	EMPLOYEE COSTS	668,468	Unanimously voted

B.	300A	GRAM SCH OPERATING	1,868,752	Unanimously voted
	300B	GRAM SCH TRANSPORT	83,520	Unanimously voted

C.	892A	FRONTIER REG OPERATING	1,478,594	Voted
	892B	FRONTIER TRANSPORTATION	54,729	Voted

D.	320	TECHNICAL SCHOOLS	151,468	Unanimously voted
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		<b>GRAND TOTALS:</b>	<b>6,037,472</b>	
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*\*recommended by the Select Board and Finance Committee*

**3:** Unanimously voted that the Town **approve capital borrowing** by the Frontier Regional School District as voted by the Frontier Regional School District Committee, for \$1,826,664 to pay the costs of the District’s capital improvements program, including (i) the payment of \$630,000 to pay costs of designing, and constructing a new track, including all related oversight, and (ii) \$1,196,664 to pay costs of various other capital improvements, including HVAC upgrades, upgrades in the LMC, carpet replacement, parking lot repaving and repairs of related parking structures, roof repairs and costs of oversight associated with each of the foregoing projects.

**ARTICLE 4:** Voted that the Town transfer \$200,000 from the Capital Stabilization account to the General Fund for the **purchase of a replacement truck** for the Town’s 1998 Volvo Autocar, said Volvo to be used as trade in. *(Two-thirds vote declared by Moderator on a hand count.)*

**ARTICLE 5:** Voted that the Town transfer \$650,000 from the Highway Garage Stabilization Account to the General Fund to **design and build a cold-storage (unheated) Highway building**, including developing bid documents as necessary, preparing the site, and constructing the building. *(Two-thirds vote declared by Moderator.)*

**ARTICLE 6:** Voted that the Town transfer \$60,000 from the Highway Garage Stabilization account to the General Fund to **design a Highway maintenance facility and partially prepare the site**, including obtaining a formal estimated construction cost and developing bid documents. *(Two-thirds vote declared by Moderator.)*

**ARTICLE 7:** Voted that the Town transfer \$150,000 to the **Capital Stabilization Account**, \$120,000 of that from the General Stabilization Account, and \$30,000 of that from free cash. *(Two-thirds vote declared by Moderator.)*

**ARTICLE 8:** Voted that the Town transfer \$100,000 from free cash to the **Highway Garage Stabilization Account**. *(Two-thirds vote declared by Moderator.)*

**ARTICLE 9:** Voted that the Town transfer \$55,710 from the Capital Stabilization account to the General Fund for the purchase of **six new self-contained breathing apparatuses**. *(Two-thirds vote declared by Moderator.)*

**ARTICLE 10:** Voted that the Town transfer \$45,000 from free cash to the General Fund for a **new miniexcavator**.

**ARTICLE 11:** Unanimously voted that the Town transfer \$22,664 from the Ambulance Department Receipts Reserved account to the Fiscal Year 2020 **operating budget of the Ambulance Department**.

**ARTICLE 12:** Unanimously voted that the Town transfer \$22,000 from free cash to the General Fund to **replace a compactor at the Transfer Station**.

**ARTICLE 13:** Unanimously voted that the Town transfer \$20,000 from free cash to the **Other PostEmployment Benefits Fund**.

**ARTICLE 14:** Voted that the Town transfer \$20,000 from free cash to the General Fund for a **new grant match account**.

**ARTICLE 15:** Passed over the article replace a one-ton pickup truck.

**ARTICLE 16:** Passed over the article to replace a compact loader.

**ARTICLE 17:** Voted that the Town transfer \$15,000 from free cash to the General Fund for the **design of a lift for the Town Hall**.

**ARTICLE 18:** Voted that the Town transfer \$12,000 from free cash to the General Fund for a **new account to pay expenses for audits** of Town finances, Conway Grammar School finances, and any other audit.

**ARTICLE 19:** Voted that the Town amend Article 13 of the May 14, 2018 annual Town Meeting by transferring from free cash to the General Fund **an additional \$6,000 for the replacement of the 2012 Kubota tractor**.

**ARTICLE 20:** Unanimously voted that the Town transfer \$5,000 from the Assessors' Overlay Surplus account to the General Fund for the next **recertification of Town property values**.

**ARTICLE 21:** Unanimously voted that the Town transfer \$5,000 from the Assessor's Overlay Surplus account to the General Fund for the **conversion of the Assessors' Computer software system**, \$4,200 of that to the Assessors' Fiscal Year 2020 Salary and Wages line and \$800 of that to the Assessors' Fiscal Year 2020 operating expenses.

**ARTICLE 22:** Unanimously voted that the Town transfer \$2,576 from free cash to the General Fund for **library expenses**.

**23:** Unanimously voted that the Town authorize the Treasurer to spend \$15,000 from the **Medicaid Revolving Fund**.

**ARTICLE 24:** Voted that the Town appropriate or to reserve for later appropriation monies from the **Community Preservation Fund** as recommended by the Community Preservation Committee as set forth herein, the following amounts for community preservation purposes, with each item considered a separate appropriation:

- A.** To appropriate \$4,332.93 from FY 2020 Annual Revenues for Administration of the Community Preservation Committee; and
- B.** To provide Reserves from FY 2020 Annual Reserves
  - \$8,665.87 to the Community Preservation Historical Resources Reserve;
  - \$8,665.87 to the Community Preservation Community Housing Reserve; \$8,665.87 to the Community Preservation Open Space Reserve; and \$56,328.16 to the Community Preservation Budgeted Reserve.

**ARTICLE 25:** Unanimously voted that the Town adopt M.G.L. Chapter 44, Sections 53G for **obtaining funds from applicants for the hiring of consultants**; and chapter 44, section 53G1/2 for **the deposit of payments** of cash, bonds, negotiable securities, sureties, or other financial guarantees to secure the performance of any obligation by an applicant as a condition of a license, permit or other approval or authorization for the Planning Board, Zoning Board of Appeals, Board of Selectmen, etc.

**ARTICLE 26:** Voted that the Town will amend its vote on Article 4 of the September 24, 2018 special Town Meeting to **set its short-term rentals tax at 6%**, as follows:

ARTICLE 4: The Town voted to adopt M.G.L. Part I, Title IX, Chapter 64G, Section 3A and 830 CMR 64G.3A.1, **Local Option Room Occupancy Excise**, as amended, for short-term (under 90 days annually) rentals, and an Occupancy Excise on short-term rentals in excess of 90 days annually of 6%, but that no excise shall be imposed if the total amount of the rent is less than fifteen dollars (\$15.00).

**ARTICLE 27:** Unanimously voted that the Town will **amend its General Bylaws** under “Town Officers, Boards, and Committees” to include a new Section 9, as follows:

**Section 9: Personnel Bylaw** - There shall be a three (3) member Personnel Committee pursuant to authority contained in M.G.L. Chapter 41, Section 108. The purpose of the Personnel Committee Bylaw is to establish a permanent Personnel Committee (Committee) to serve in an advisory capacity to the Selectboard (Board) and other appropriate Town committees and personnel.

- 1) The committee shall be composed of the following persons:
  - a) one (1) Conway residents appointed by the Town Moderator as voting members for a term of three (3) years; (*Amended- Annual Meeting - 11 May 2015*)

- b) one (1) Conway resident, appointed by the Selectboard as a voting member for a term of three (3) years;
  - c) one (1) Conway resident, serving on or appointed by the Finance Committee as a voting member for a term of three (3) years;
  - d) A majority of the voting members of the committee shall constitute a quorum;
  - e) Members shall serve without compensation and shall serve until their successors are appointed and sworn in;
  - f) All voting members appointed must not be a current employee or elected official for a period of three (3) years prior to serving on the personnel committee.
- 2) The roles and responsibilities of the Personnel Committee will be in the areas of personnel matters and personnel policy for the Town of Conway, which will include the following for all Town employees:
- a) revision of Conway personnel handbook outlining policies including, but not limited to, hiring and firing, attendance, benefits, classification, compensation, discrimination, employee discipline, employee safety, grievances, harassment, privacy policies, substance abuse, termination, worker compensation, working hours, workplace civility;
  - b) assist in administering and interpretation of the personnel handbook;
  - c) assist in administering and interpreting various personnel requests from Town department heads, including but not limited to sections a) and b) above;
  - d) serve as a resource to the Selectboard for the resolution of complaints and grievances, with the exception of school personnel as per M.G.L. Chapter 40, Section 21B;
- 3) Hiring and firing decisions, as well as updates to any policy changes will be made by the Conway Selectboard, after reviewing any recommendations that may be made by the Personnel Committee, when requested by the Select Board.
- 4) The Committee shall act in an advisory capacity to the Town Meeting and shall prepare a written report on all warrant articles involving personnel matters as requested by the Board.
- 5) The Committee shall make an annual report, in writing, to the Board on or before January 15 of each year to be included in the town report.

**28:** Voted that the Town accept the provisions of M.G.L. Ch. 32B, Section 20, as amended, establishing an Other Post-Employment Benefits Trust Fund, and **designates the Treasurer, Town Administrator, and representative of the Board of Selectmen custodians of the Fund as its Trustees.**

**ARTICLE 29:** Voted that the Town **authorize the Selectboard to enter into a ten (10) year contract** with the option for a five (5) year extension, commencing on July 1, 2020 with the qualified vendor selected by Mass DEP through a competitive bid process for recycling processing services for the Town, subject to the Select Board's determination that the contract is in the best interests of the Town and subject to Town Meeting approval in the Spring of 2020 for funding for these services.

**ARTICLE 30:** Voted that the Town will **adopt the following resolution:**

Be it resolved that the Town of Conway, hereby adopt this resolution in support of HD.2968 and SD. 1495 "Providing for the creation of a Special Commission to the Seal and Motto of the Commonwealth" and request

that Representative Natalie Blais and Senator Jo Comerford continue their advocacy and support for this Resolve in the General Court.

**ARTICLE 31:** Voted that the Town will **adopt the following resolution:**

### **A RESOLUTION**

#### **Calling for the US to Join the Treaty on the Prohibition of Nuclear Weapons**

WHEREAS, nuclear weapons cannot be used without catastrophic humanitarian consequences that violate every principle of international law and human morality; and

WHEREAS, the continued existence of these weapons poses an intolerable risk to human survival, since they can be detonated by accident as well as by design; and

WHEREAS, the United States, together with Britain, France, Russia and China, signed and ratified a legally binding commitment more than 50 years ago to negotiate “in good faith” and “at an early date” the total elimination of their nuclear arsenals; and

WHEREAS, the International Court of Justice ruled, in their 1996 Advisory Opinion on the Legality of Nuclear Weapons, that the legally binding commitment to negotiate means “bringing those negotiations to a successful conclusion;” and

WHEREAS, in the year 2000 the United States, together with Britain, France, Russia and China gave an “unequivocal undertaking” to 187 other nations that they would fulfill their commitment to accomplish the total elimination of their nuclear arsenals; and

WHEREAS, in July 2017, 122 nations adopted the Treaty on the Prohibition of Nuclear Weapons, making it illegal under international law to develop, test, produce, possess, stockpile, transfer, use, or threaten to use nuclear weapons<sup>1</sup>; and

WHEREAS, once this Treaty enters in force, it will be illegal in all countries who are party to this Treaty to assist, encourage or induce, in any way, anyone to engage in any activity prohibited by the Treaty; and

WHEREAS, more and more countries will continue to sign and ratify this Treaty, including sooner or later many key allies of the United States; and

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<sup>1</sup> <http://www.icanw.org/treaty-on-the-prohibition-of-nuclear-weapons/>

WHEREAS, this means that the United States will find it increasingly difficult to develop, manufacture, deploy or justify its continued dependence on nuclear weapons.

NOW THEREFORE BE IT RESOLVED that we the residents of Conway, Massachusetts call on the Select Board to take all necessary steps to align Conway with the U.N. Treaty on the Prohibition of Nuclear Weapons.

NOW THEREFORE BE IT RESOLVED that the town of Conway, Massachusetts calls upon our federal leaders to sign the Treaty on the Prohibition of Nuclear Weapons and to invite the other nuclear armed nations to do likewise, leading to an agreed multilateral pathway for the elimination of all nuclear weapons worldwide.

BE IT FURTHER RESOLVED that the town of Conway calls upon the Commonwealth of Massachusetts to align with the Treaty on the Prohibition of Nuclear Weapons by setting up, as a first step, a Citizens Commission to look into the implications of doing so, as per bills HD.3477 and SD.1688, currently before the State Legislature.

BE IT FURTHER RESOLVED that the Select Board of Conway, Massachusetts calls upon our federal leaders and our nation to take immediate steps in the meantime to reduce the threat posed by the continued existence of these weapons and to prevent the possibility of nuclear war taking place by accident, miscalculation or design, by:

- renouncing the option of using nuclear weapons first;
- ending the president's sole, unchecked authority to launch a nuclear attack;
- taking US nuclear weapons off hair-trigger alert;
- cancelling the plan to replace its entire arsenal with enhanced weapons; and
- leading a global effort to reduce tensions, particularly with Russia, through dialogue, diplomacy and other confidence-building measures.

BE IT FURTHER RESOLVED that the town clerk shall cause a copy of this resolution to be sent to State Representative Natalie Blais, State Senator Adam Hinds, U.S. Congressperson Richard Neal, U.S. Senator Elizabeth Warren, U.S. Senator Ed Markey, and President Donald J. Trump.

**ARTICLE 32:** Voted that the Town will **adopt the following resolution:**

*Whereas* the Town of Conway and its residents are vulnerable to increasingly destructive weather patterns including hurricanes, tornados, floods and drought, as well as the increased likelihood of wildfires and new pests and diseases which will threaten the health of residents, our domestic animals, crops, wildlife including pollinators and the integrity of the land itself,

*Whereas* Conway residents are vulnerable to medical emergencies because the Town lacks funds to fully accredit our ambulance and our EMTs so that certain kinds of common emergency treatments such as epipens can be administered as needed; and

Whereas the Town of Conway does not have and is unlikely ever to have sufficient revenues from real estate taxes alone to meet such emergencies;

Now be it resolved that we, the residents of Conway, will encourage the establishment of a Friends of Conway Trust, run by residents, whose mission will be to seek funds and other resources to allow the Town and its residents to prepare for these sorts of foreseeable emergencies in a timely and pragmatic way.

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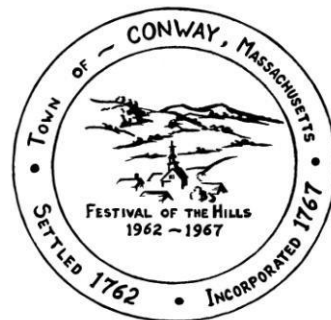
At 10:50 p.m., the meeting adjourned until Thursday, 16 May 2019, to the Town Hall between the hours of 11:00 a.m. and 7:00 p.m., to bring in their votes for:

- One Selectman for three years;
- One Assessor for three years;
- One member of the Board of Health for three years;
- One member of the Board of Health for two years;
- One member of the Board of Health for one year;
- One member of the local School Committee for three years;
- One member of the local School Committee for two years;
- One member of the Frontier Regional School District School Committee for three years;
- One member of the Planning Board for three years;
- One member of the Planning Board for two years;
- One Town Clerk for three years;
- Three Constables, each for three years; and One Moderator for one year.

A true record of the Meeting, Attest:

\_\_\_\_\_

Laurie L. Lucier, Town Clerk



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Commonwealth of Massachusetts  
Town of Conway, Massachusetts

Special Town Meeting  
09 December 2019

**A**T A LEGAL TOWN MEETING of the inhabitants of the Town of Conway qualified to vote in town affairs, convened at the time and place and for the purpose specified in the warrant, 90 voters were checked at the door and issued yellow cards for the purpose of voting. Lorraine Boyden, Aina Barten, and Sarah Newman served as checkers. The meeting was called to order by Town Clerk Laurie Lucier. James Recore was nominated to moderate, and it was unanimously voted to dispense with the formality of having the warrant read by the Town Clerk. The following action was taken by those persons in attendance:

**ARTICLE 1:** Voted that the Town make the following amendments to the schedule of Town Clerk Fees as authorized by M.G.L. Chapter 262, Section 34, clauses 1-79:

CLAUSE	DESCRIPTION	FEE
(11)	For entering amendment of a record of the birth of a child born out of wedlock, subsequently legitimized.....	<del>\$5.00</del> <u>\$10.00</u>
	birth.....	<del>\$5.00</del> <u>\$10.00</u>
(13A)	For furnishing abstract copy of a record of birth.....	<del>\$2.00</del> <u>\$5.00</u>
(20)	For filing certificate of a person conducting business under any title other than his/her real name.....	<del>\$10.00</del> <u>\$15.00</u>
(21)	For filing by a person conducting business under any title other than his/her real name of a statement of change of residence, or of discontinuance, retirement or withdrawal from, or change of location of such business.....	<del>\$5.00</del> <u>\$10.00</u>
(22)	For furnishing a certified copy of a certificate of a person conducting business under any title other than his/her real name or a statement by such person of his/her discontinuance, retirement or withdrawal from such business.....	<del>\$5.00</del> <u>\$10.00</u>
(24)	For recording the name and address, the date and number of the certificate issued to a person registered for the practice of podiatry in the Commonwealth	<del>\$10.00</del> <u>\$15.00</u>

(30)	For furnishing a certificate of death.....	<del>\$5.00</del> <u>\$10.00</u>
(30A)	For furnishing an abstract copy of the record of death.....	<del>\$2.00</del> <u>\$5.00</u>
(43)	For entering certificate of marriage filed by persons married out of the Commonwealth.....	<del>\$5.00</del> <u>\$10.00</u>
(44)	For issuing a certificate of marriage	<del>\$5.00</del> <u>\$10.00</u>
(44A)	For furnishing an abstract copy of a record of marriage.....	<del>\$2.00</del> <u>\$5.00</u>
(54)	For recording power of attorney	<del>\$5.00</del> <u>\$10.00</u>
(57)	For recording certificate of registration granted to a person to engage in the practice of optometry, or issuing a certified copy thereof.....	<del>\$10.00</del> <u>\$15.00</u>
(58)	For recording the name of the owner of a certificate of registration as a physician or osteopath in the Commonwealth.	<del>\$10.00</del> <u>\$15.00</u>
(66)	For examining records or papers relating to birth, marriage, or death upon the application of any person, the actual expense thereof, but not less than.....	<del>\$5.00</del> <u>\$10.00</u>

**ARTICLE 2:** Voted that the Town amend dog license fees as follows, effective beginning with 2020 licenses:

Male / Spay / Neuter:	<del>\$3.00</del>	<u>\$5.00</u>
		<u>\$10.00</u>
Male / Female:	<del>\$6.00</del>	
Kennel, 4 or fewer:	<del>\$10.00</del>	<u>\$15.00</u>
Kennel, up to 10:	<del>\$25.00</del>	<u>\$35.00</u>
Kennel, over 10:	\$50.00	

**ARTICLE 3:** Voted that the Town amend the bylaws relating to dogs as follows:

**DOG LEASH LAW**

~~This bylaw requires the restraint of a~~ Any dog within the Town of Conway shall be restrained by a chain or leash not exceeding eight feet in length, unless such dog is on the premises of the owner or keeper, or upon the premises of another person with permission of such other person. (Adopted – May 1974) If any dog owner or keeper is found to be out of compliance with the dog leash law, a fine ~~of no more than \$20.00~~ shall be assessed in accordance the “Non-Criminal Disposition” section of the General Bylaws ~~shall be assessed in accordance with this Bylaw for the first offense, and \$50.00 per offense thereafter.~~

**DOG LICENSING DEADLINE AND FINES**

All dogs ~~four (4)~~ six (6) months of age and older owned or kept in the Town of Conway must be licensed ~~by July 1 each year.~~ Licenses expire on March 31<sup>st</sup> of each year. A fine of ~~ten dollars (\$10.00)~~ fifteen dollars (\$15.00), in addition to the regular licensing fee, shall be assessed for every dog a dog-owner fails to properly license, in accordance with M.G.L. Chapter 140, by July 1 of any year. Such fine shall be increased ~~to twenty-five dollars (\$25.00)~~, in addition to the regular licensing fee, for every dog a dog-owner fails to properly license, in accordance with the "Non-Criminal Disposition" section of the General Bylaws and in accordance with M.G.L. Chapter 140, ~~and whose for any dog that~~ is still unlicensed at the time that a complaint is filed in Greenfield District Court against the dog-owner for keeping an unlicensed dog.

**ARTICLE 4:** Voted that the Town adopt M.G.L. Chapter 59, §2A(a) and **change the effective date of assessment from January 1 to July 1, beginning July 1, 2020.**

**ARTICLE 5:** Voted that the Town adopt M.G.L. Chapter 114, Section 27 to authorize the Board of Selectmen to **appoint a Board of Cemetery Commissioners for the Town of Conway.**

**ARTICLE 6:** Tabled the article to see if the Town adopt M.G.L. Chapter 48, Sec. 42, **establishing the position of Fire Chief as a "strong chief."**

**ARTICLE 7:** Voted that the Town appropriate or to reserve for later appropriation monies from the **Community Preservation Fund** as recommended by the Community Preservation Committee as set forth herein, the following amounts for community preservation purposes with each item considered a separate appropriation:

**Appropriations**

- A.** To appropriate \$12,000 from the Community Preservation Open Space Fund to **create a pollinator field** on .57 acres of the Audubon meadow on the south side of State Route 116; and
- B.** To appropriate \$45,000 from the Historic Preservation Reserve Fund for **repair of the Town Hall cupola and other Town Hall repairs.**

**ARTICLE 8:** Tabled the motion that the Town transfer \$5,200 from free cash to the general fund to increase the hours of the Assistant to the Town Administrator.

**ARTICLE 9:** Tabled the motion that the Town transfer \$1,500 from free cash to the general fund for additional administrative assistant services for boards, committees, and commissions.

**ARTICLE 10:** Tabled the motion that the Town transfer \$50,000 from free cash to the general fund to provide a 40% match for a state grant to construct a lift for the Town Hall.

**ARTICLE 11:** Voted that the Town transfer \$4,000 from free cash to the general fund for **legal assistance in negotiating a long-term contract** with Comcast for the provision of cable services.

**ARTICLE 12:** Voted that the Town transfer \$25,000 from free cash to the general fund for **title examinations, surveys, and related work for one or more MassDOT bridge replacement projects** on North Poland Road.

**ARTICLE 13:** Voted that the Town transfer \$1,374.38 from free cash for **paying two bills from a prior year** (one for \$1,326, for reverse 911 capability; one for \$48.38, for ambulance supplies).

**ARTICLE 14:** Voted that the Town appropriate \$988,000 for **a new Highway Department Maintenance Facility**, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(1) of the General Laws or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, provided, however, that any bonds issued pursuant to this vote shall mature in not more than 20 years from their date of issue, excluding the term of any notes that may be issued in anticipation of the issuance of any such bonds, such borrowing to be contingent on the passage of a Proposition 2½ debt exclusion ballot question.

**ARTICLE 15:** Voted that the Town transfer \$50,000 from free cash to the general fund, and the remainder of the Highway Garage Stabilization account, \$433,243.51, to the general fund, to partially fund **a new Highway Department Maintenance Facility**.

A true record of the Meeting, Attest:



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Laurie L. Lucier, Town Clerk

AT A LEGAL TOWN MEETING of the inhabitants of the Town of Conway qualified to vote in town affairs, convened at the time and place and for the purpose specified in the warrant, voters were checked at the door and issued yellow cards for the purpose of voting. Aina Barten, Lorraine Boyden, and Sarah Newman served as checkers. The meeting was called to order by the Town Clerk in

the absence of the Moderator. Nominations for meeting Moderator were received from the floor and James Recore was unanimously voted to serve and was duly sworn to his duties by the Town Clerk. The call and return of service having been examined and found to be in order, it was unanimously voted to dispense with the formality of reading the warrant. The following action was taken by those persons in attendance:

*AT      p.m., MOTION WAS MADE and seconded and vote was taken to adjourn the meeting.*

A True Record of the Meeting,

Attest:

Laurie Lucier, Town Clerk



## Treasurer

Treasurer office hours are Monday, Wednesday and Thursday 9am to 3pm. Feel free to contact our office for any questions or concerns you may have.

### Debt

Debt Schedule							
Description	Initial Loan amt	Term	Remaining Term	July 1, 2018 beginning balance	FY19 Retirement	FY19 interest pd	June 30, 2019 Balance
Septic Repair Program	38,306.26	20 yr	2 yr	6,015.87	2,018.13	0.00	3,997.74
Fire Truck	151,000.00	5 yr	3 yr	120,000.00	30,000.00	3,588.00	90,000.00
<b>Total</b>	<b>189,306.26</b>			<b>126,015.87</b>	<b>32,018.13</b>	<b>3,588.00</b>	<b>93,997.74</b>

### Tax Liens and Possessions

Tax Liens are being addressed regularly. There were no new foreclosures in FY2019 and no sales of any tax possessions.

Tax Possessions				
Description	Balance 7/1/2018	FY 2019 foreclosures	FY19 sales	Balance 6/30/2020
Bardwells Ferry Rd; Map 405, lot 8 and 9	7,798			7,798
Main Poland Rd; Map 415 Lot 28	3,834			3,834
<b>Total</b>	<b>11,632</b>	<b>0</b>	<b>0</b>	<b>11,632</b>

Tax Title Balance				
Description	Balance 7/1/2018	Additions	Payments and Adjustments	Balance 6/30/2020
Real Estate	54,333	44,394	24,692	74,035
Community Preservation fund	456	565	273	748
<b>Total</b>	<b>54,790</b>	<b>44,959</b>	<b>24,965</b>	<b>74,784</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. The Trust reports a multiyear loss of reserve funds due to increasing claims and would need to increase premiums significantly to maintain current funds. In October of 2018 the Trust members voted to change plan benefits beginning in

FY2019 by increasing the co-pays and adding a pharmacy deductible in order to keep from changing to an overall deductible plan. The FY19 insurance premium was not increased and our town expense went down slightly due to a small decrease in enrollment.

year	2019	2018	2017	2016	2015
expense	409,674	412,220	390,315	347,656	322,810
Increase over prior year	-0.61%	5.61%	12.27%	7.70%	-2.70%

### Banking

Please note the increase in interest earnings for 2019. The increase is due to a temporary transfer of liquid funds to Adams Community bank. They offer a higher rate Money Market that is FDIC and DIF insured.

General Fund interest earnings					
2019	2018	2017	2016	2015	2014
16,646	8,614	6,329	5,732	5,387	7,951

Long term investment return					
2019	2018	2017	2016	2015	2014
2.82%	-0.55%	1.77%	3.91%	1.90%	3.90%

<b>Allocation of Funds by Bank Accounts Fiscal Year Ending June 30, 2019</b>
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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
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<b>INTEREST BEARING CHECKING</b>	<b>description</b>	<b>Balance 7/1/2018</b>	<b>revenue &amp; expense</b>	<b>interest earned</b>	<b>Balance 6/30/2019</b>
Unibank	Payables	95,475	111,590	749	207,814
Unibank	School Payables	(25,897)	36,448	88	10,639
Unibank	Payroll	10,121	4	96	10,221
<b>Subtotal</b>		<b>79,698</b>	<b>148,043</b>	<b>933</b>	<b>228,674</b>

<b>LIQUID INVESTMENTS</b>	<b>description</b>	<b>Balance 7/1/2018</b>	<b>revenue &amp; expense</b>	<b>interest earned &amp; net gain</b>	<b>Balance 6/30/19</b>
Adams Community Bank	Money Market	1,418,023	390,939	14,310	1,823,271
Easthampton Savings Bank	Money Market	51,417	0	309	51,726
Greenfield Savings Bank	General	17,193	(12,501)	5	4,696
Unibank	Money Market	79,655	140,555	311	220,521
Unibank	Ambulance Rct	216	5,972	33	6,221
Unibank	Tax Collections	128	5,401	56	5,585
Unibank	Deputy Tax Collections	5,502	(3,416)	18	2,104
Unibank	Bond Proceeds	31	0	0	31
Unibank	Unipay School	206	3,821	20	4,048
Unibank	Remote Deposit	51,580	35,182	378	87,140
Unibank	Youth Sports	2,110	(1,733)	6	383
Unibank	School Lunch	0	7,324	8	7,332
<b>Subtotal</b>		<b>1,626,061</b>	<b>571,544</b>	<b>15,452</b>	<b>2,213,058</b>

<b>Special Revenue Accounts</b>					
<b>LIQUID INVESTMENTS</b>	<b>description</b>	<b>Balance 7/1/2018</b>	<b>revenue &amp; expense</b>	<b>interest earned &amp; net gain</b>	<b>Balance 6/30/19</b>
Greenfield Savings Bank	Celebration 250	31,918	(31,921)	3	0
Unibank	Cultural Council	4,020	1,988	27	6,034
Greenfield Savings Bank	Student Activity	3,054	(2,630)	0	423
Peoples United Bank	Septic Repair	41,019	1,940	21	42,980
Unibank	Planning Board	0	22,439	54	22,492

<b>TERM INVESTMENTS</b>	<b>description</b>	<b>Balance 7/1/2018</b>	<b>revenue &amp; expense</b>	<b>interest earned</b>	<b>Balance 6/30/19</b>
Greenfield Savings Bank	CD Flex	49,368	29,851	83	79,301
<b>Subtotal</b>		<b>49,368</b>	<b>29,851</b>	<b>83</b>	<b>79,301</b>



<b>LONG TERM INVESTMENTS</b>	<b>Beginning Balance 7/1/2018</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Interest Earned</b>	<b>Realized Gains/Losses</b>	<b>Interest Plus Gains/Loss Net of Fees</b>	<b>Ending Balance 6/30/2019</b>	<b>Market Value 6/30/19</b>
Ambulance Stabilization	147,231	0	0	2,286	1,852	4,137	151,368	157,015
Capital Stabilization	521,357	65,000	(125,000)	6,847	5,546	12,393	473,750	481,268
G Schl Stabilization	258,635	1,000	0	4,023	3,259	7,282	266,917	266,327
Stabilization	400,767	400,000	(444,677)	5,178	4,194	9,372	365,462	377,320
Town Garage Stabilization	938,032	50,000	0	14,972	12,128	27,100	1,015,132	1,033,347
<b>Subtotal</b>	<b>2,266,021</b>	<b>516,000</b>	<b>(569,677)</b>	<b>33,305</b>	<b>26,979</b>	<b>60,284</b>	<b>2,272,628</b>	<b>2,315,278</b>
A & E Boice Germain	16,708	0	0	259	210	469	17,177	17,694
C & F Field	10,754	0	0	167	135	302	11,057	11,455
C S Boyden	83,761	0	(1,600)	1,286	1,041	2,327	84,488	88,393
D O Paul	14,637	0	0	227	184	411	15,049	15,597
E C Glazier	444	0	0	7	6	12	456	496
E.M. Chase Fund	714	0	0	11	9	20	734	725
Emory Field	887	0	0	14	11	25	912	991
G. Howland	16,823	0	0	261	212	473	17,296	17,929
Guilford Fund	864,140	31,416	(99,956)*	12,672	10,265	22,937	818,537	857,604
J. Boyden	8,420	0	0	131	106	237	8,657	8,966
M & M Germain	487,728	0	(5,500)	7,542	6,110	13,652	495,880	529,515
M B Germain	18,514	5,002	(2,667)	308	250	558	21,407	23,050
M H Germain	86,891	0	0	1,349	1,093	2,442	89,333	93,219
S Bradford	444	0	0	7	6	12	456	496
S.F. Howland	11,464	0	(204)	177	143	320	11,580	12,042
Sale Of Lots	10,606	0	0	165	133	298	10,904	11,297
Tanner	444	0	0	7	6	12	456	496
W E Tucker	887	0	0	14	11	25	912	991
Whiting Street Fund	19,163	0	0	298	241	539	19,702	20,425
<b>Subtotal</b>	<b>1,653,429</b>	<b>36,418</b>	<b>(109,927)</b>	<b>24,901</b>	<b>20,172</b>	<b>45,073</b>	<b>1,624,993</b>	<b>1,711,380</b>

\*includes a prior year accounting transfer

Com Pres Fund	784,857	167,583	(985)	13,403	10,858	24,261	975,716	992,573
OPEB	21,834	10,000	0	421	341	761	32,595	32,536
<b>Grand Total</b>	<b>4,726,141</b>	<b>730,001</b>	<b>(680,589)</b>	<b>72,030</b>	<b>58,350</b>	<b>130,379</b>	<b>4,905,932</b>	<b>5,051,766</b>

Respectfully Submitted, Janice Warner, Treasurer/Tax Collector



## Tax Collector's Report

Tax Collector office hours are Monday, Wednesday and Thursday 9am to 3pm. Taxpayers can make their payments online, by mail or in person. Online payments can be made for current tax bills only using the tax bill payment option on the town's website, [www.townofconway.com](http://www.townofconway.com). Feel free to contact our office for any questions or concerns you may have.

### FY2019 Tax Balance Report

07/01/2018 to 06/30/2019

next year, split out tax title from payments and adj

Year/Type	Beginning Balance	Additions	Payments and Adjustments	Balance
<b>2019 Com Pres Fund</b>	0	88,462	87,374	1,088
<b>2019 Excise</b>	0	221,027	212,179	8,848
<b>2019 Personal Property</b>	0	259,062	258,108	954
<b>2019 Real Estate</b>	0	4,657,585	4,587,424	70,161
<b>2019 Total</b>	0	5,226,137	5,145,085	81,052
<b>2018 Com Pres Fund</b>	695	0	695	0
<b>2018 Excise</b>	13,867	22,432	34,529	1,769
<b>2018 Real Estate</b>	54,606	0	54,606	0
<b>2018 Total</b>	69,169	22,432	89,831	1,769
<b>2017 Excise</b>	2,792	0	1,612	1,180
<b>2017 Personal Property</b>	382	0	0	382
<b>2017 Total</b>	3,173	0	1,612	1,561
<b>2016 and prior Excise</b>	9,915	1,831	2,275	9,471
<b>2016 and prior Personal Property</b>	601	0	0	601
<b>2016 and prior total</b>	10,516	1,831	2,275	10,072
<b>GRAND TOTALS</b>	82,858	5,250,400	5,238,803	94,454



**TOWN OF CONWAY  
GENERAL FUND APPROPRIATIONS  
FISCAL YEAR 2019**

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

	<u>Budget</u>	<u>Revenue</u>	<u>Variance</u>
Personal Property Taxes	257,474.07	255,650.12	1,823.95
Real Estate Taxes	4,639,130.93	4,575,077.28	64,053.65
Tax Liens/Foreclosure	0.00	24,692.02	(24,692.02)
Motor Vehicle Excise	215,000.00	239,457.95	(24,457.95)
Penalties & Interest on Taxes	15,000.00	11,377.59	3,622.41
Fees	22,000.00	48,131.47	(26,131.47)
Licenses & Permits	1,000.00	3,110.00	(2,110.00)
Intergovernmental	865,151.00	965,594.04	(100,443.04)
Fines & Forfeitures	0.00	100.00	(100.00)
Earnings on Investments	5,000.00	16,475.60	(11,475.60)
Miscellaneous Revenue	1,102.00	71,654.24	(70,552.24)
Transfer from Other Funds	125,205.00	125,205.00	0.00
<b><u>Total Revenue</u></b>	<b>6,146,063.00</b>	<b>6,336,525.31</b>	<b>(190,462.31)</b>

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

	<u>Budget</u>	<u>Expenditures</u>	<u>Variance</u>
General Government	636,411.00	489,715.26	146,695.74
Public Safety	316,986.25	279,889.67	37,096.58
Education	3,587,713.23	3,495,453.90	92,259.33
Public Works	651,636.52	620,750.46	30,886.06
Health and Human Services	218,900.52	168,195.60	50,704.92
Culture and Recreation	18,803.52	6,065.50	12,738.02
Debt Service	34,139.00	33,588.00	551.00
State and County Tax Assessments	157,473.75	147,435.00	10,038.75
Pension & Fringe Benefits	671,965.71	637,992.99	33,972.72
Transfer to Other Funds	205,023.81	205,023.81	0.00
<b><u>Total Expenditures</u></b>	<b>6,499,053.31</b>	<b>6,084,110.19</b>	<b>414,943.12</b>

**TOWN OF CONWAY  
SPECIAL REVENUE FUNDS  
FISCAL YEAR 2019**

<b>Fund</b>	<b>Description</b>	<b>Fund Balance July 1, 2018</b>	<b>Revenue</b>	<b>Expenses</b>	<b>Fund Balance June 30, 2019</b>
215	MA Highway A/R-C291 FY05	0.45	464,911.72	(482,716.11)	(17,803.94)
231	Ambulance Reserve for Rcpts	43,415.28	40,104.57	(21,528.00)	61,991.85
232	Dog Revolving Fund	5,600.71	602.75	(222.88)	5,980.58
233	Recreation Revolving	1,877.71	40.00	0.00	1,917.71
234	Tax Title Revolving	9,424.52	1,263.33	(5,270.84)	5,417.01
237	Conservation Wetlands Fund	7,750.51	2,661.14	(2,095.25)	8,316.40
238	Sports Revolving	4,056.17	6,261.50	(5,318.50)	4,999.17
240	Medicaid Revolving Fund	0.00	30,752.19	(2,113.01)	28,639.18
310	Host Agreement Escrow-Roaring Glen Farm (RGF)	0.00	2,500.00	(2,500.00)	0.00
311	Host Agreement Escrow-Tornado Mt Farm (TMF)	0.00	2,500.00	(2,500.00)	0.00
252	Insurance proceeds	1,261.56	0.00	0.00	1,261.56
260	ZBA Notification Fees	84.28	0.00	(84.28)	0.00
265	LifePath COA Church St Grant	0.00	380.00	(380.00)	0.00
270	250 Yr Celebration Donations	34,143.87	0.00	(34,143.87)	0.00
271	Conservation Donations	2,087.86	0.00	0.00	2,087.86
272	Fire Donations	3,906.82	80.00	0.00	3,986.82
273	Police Donations Fund	5,222.88	180.00	0.00	5,402.88
275	Planning Board Consulting C.44 S.53g	0.00	22,492.43	(7,210.20)	15,282.23
276	Festival Donations	8,920.72	0.00	(8,920.72)	0.00
277	Ambulance Donations	7,226.40	250.00	(876.20)	6,600.20
278	Cricket Hill Road	20,450.35	0.00	0.00	20,450.35
279	Road Machinery Earnings	0.17	(0.17)	0.00	0.00
282	Sale of Real Estate	84,695.07	0.00	0.00	84,695.07
283	U. S. Flag Fund	244.85	500.00	0.00	744.85
284	Historical Commission	458.78	0.00	0.00	458.78
285	Holiday Tree Fund	300.43	1,000.00	0.00	1,300.43
286	Fitzgerald Bridge	930.55	0.00	0.00	930.55
287	Covered Bridge	400.54	0.00	0.00	400.54
288	Youth Fund	844.04	0.00	0.00	844.04
289	Delabarre	800.00	0.00	0.00	800.00
290	Highlands Initiative	882.50	0.00	0.00	882.50
291	USDA/NRCS Grant	4,001.00	0.00	0.00	4,001.00
292	Septic Loan Paybacks	68,122.30	1,965.40	(2,018.13)	68,069.57
293	Peg Access/Broadband	26,228.18	16,085.80	(7,500.00)	34,813.98
294	Extended Polling Hours	3,159.00	875.60	0.00	4,034.60
296	Conway Trails	223.19	0.00	0.00	223.19
297	Public Utility Surcharge	1.30	8.80	0.00	10.10
380	Community Preservation Act	832,247.11	202,478.30	(1,200.00)	1,033,525.41
298	Green Energy Grant	(34,646.36)	34,912.50	(266.14)	0.00
403	Dare Grant-Police	2,813.51	0.00	0.00	2,813.51
404	Comm Policing Grant	4,598.99	0.00	(1,210.88)	3,388.11
405	Bulletproof Vest Grant	824.50	0.00	0.00	824.50
406	Watch your Car Grant	700.00	0.00	0.00	700.00
409	FEMA-All Hazards Grant	9.00	(9.00)	0.00	0.00

411	MEMA Grant	(10,675.00)	10,675.00	0.00	0.00
412	Council on Aging Grant	0.00	6,000.00	(6,000.00)	0.00
414	Library State Aid	6,578.31	2,599.66	0.00	9,177.97
415	Cultural Council	5,009.68	4,525.36	(3,751.00)	5,784.04
416	Small Cities Grant	49,013.08	0.00	(5,000.00)	44,013.08
418	Alternative Energy Grant	670.23	0.00	(670.23)	0.00
421	Master Plan Grant	595.00	0.00	0.00	595.00
422	DCR Fire Grant	179.16	0.00	0.00	179.16
424	EMPG	(197.00)	0.00	(2,078.00)	(2,275.00)
425	DEP Grant Recycling RF	10,354.02	(1,052.62)	0.00	9,301.40
426	Recycling Dividend Program FCSWMD	0.00	3,852.62	(545.00)	3,307.62
428	FRCOG Multi town	13,750.00	0.00	0.00	13,750.00
430	META Grant	(5,885.50)	5,855.50	30.00	0.00
431	Municipal ADA Improvement Grant	(6,312.00)	9,000.00	0.00	2,688.00
432	Community Compact Grant-Town Accountant Training	0.00	100,000.00	0.00	100,000.00
433	Community Compact Grant- Regional HR Dept	0.00	4,500.00	0.00	4,500.00
502	School Choice	168,385.32	273,896.00	(167,519.19)	274,762.13
503	REAP Grants	(1,594.68)	22,951.18	(21,656.50)	(300.00)
505	SPED Assist	(4,530.55)	24,583.77	(20,053.22)	0.00
506	Wings Program	146,234.07	296,304.68	(244,233.34)	198,305.41
507	Grant Funded Teachers Stipends	0.00	10,260.00	(10,260.00)	0.00
509	Erate Reimb School	195.59	0.00	0.00	195.59
511	Child/Adult FDC	2,122.78	0.00	0.00	2,122.78
514	Summer Wings program	9,693.42	10,523.25	(12,724.09)	7,492.58
515	Title I	0.00	10,000.00	(10,000.00)	0.00
551	After School Program	65,205.89	55,294.79	(53,536.25)	66,964.43
552	Early Childhood Tuition	74,146.26	65,975.24	(48,135.12)	91,986.38
553	School Lunch	(5,743.39)	56,608.65	(54,214.90)	(3,349.64)
555	Student Activities Fund	3,662.66	10,186.05	(12,966.31)	882.40
556	Wellness Grant	85.92	800.00	(739.74)	146.18
557	Moves and Grooves	536.77	1,569.00	(1,259.46)	846.31
558	Fournier School Fund	2,822.36	0.00	0.00	2,822.36
559	Big Yellow School Bus	0.00	250.00	0.00	250.00
710	School Roof	2,952.54	0.00	(2,952.54)	0.00
720	Fire Truck	600.00	0.00	(600.00)	0.00
811	Sumner Boyden Trust	86,634.58	2,856.90	(3,038.13)	86,453.35
812	Cemetery Perpetual Care	25,916.61	0.00	0.00	25,916.61
813	Guilford Trust	799,536.90	58,704.66	(850.00)	857,391.56
814	G. Howland Trust	17,350.55	583.02	0.00	17,933.57
815	A & E Boice/Germain Fund	17,119.04	579.02	0.00	17,698.06
816	Whiting Street Fund	19,766.04	664.13	0.00	20,430.17
817	S.F. Howland Trust	11,859.25	391.36	(204.35)	12,046.26
818	Sale of Lots	10,931.96	367.55	0.00	11,299.51
819	M & M Germain	517,932.23	16,799.19	(6,250.00)	528,481.42
820	M. B. Germain	19,331.62	8,521.48	(2,666.64)	25,186.46
821	M. H. Germain	90,231.32	3,011.31	0.00	93,242.63
822	Joshua Boyden	8,676.26	291.83	0.00	8,968.09
823	Arabelle Turner	480.38	15.37	0.00	495.75
824	D O Paul	15,093.83	507.27	0.00	15,601.10
825	C & F Field	11,085.59	372.71	0.00	11,458.30
826	W E Tucker	960.66	30.76	0.00	991.42

827	E C Glazier	480.39	15.37	0.00	495.76
828	S Bradford	480.39	15.37	0.00	495.76
829	Emery Field	960.72	30.76	0.00	991.48
830	General Stabilization Fund	409,752.31	12,828.96	(44,677.00)	377,904.27
831	Ambulance Stabilization	151,952.40	5,102.46	0.00	157,054.86
832	Capital Stabilization	400,403.12	140,199.76	(60,000.00)	480,602.88
833	Garage Stabilization	949,370.88	83,631.07	0.00	1,033,001.95
834	Grammar School Stabilization	256,399.07	33,985.73	(24,000.00)	266,384.80
838	Edith Moore Chase	700.06	24.73	0.00	724.79
840	OPEB	21,441.02	10,981.19	0.00	32,422.21
891	Off Duty Police Detail	12,476.63	131,711.25	(143,418.25)	769.63
892	Firearm ID Cards	376.25	4,662.50	(5,350.00)	(311.25)
894	Fire Dept Fees	255.00	2,250.00	(2,205.00)	300.00
896	Town Clerk Fees	290.00	487.25	(477.25)	300.00
897	BOH Fees	2,211.14	4,674.16	(3,315.00)	3,570.30
898	Deputy Collector	0.00	3,896.00	(3,506.00)	390.00
<b>TOTALS</b>		<b>5,541,579.88</b>	<b>2,346,148.11</b>	<b>(1,566,897.52)</b>	<b>6,320,830.47</b>



## DEPARTMENTS - PUBLIC SAFETY

### Ambulance

Conway ambulance has continued to serve the residents of Conway for another year. We respond to approximately 80-100 emergency calls for help each year. Due to the confidential nature of our business we cannot share many details of the types of calls that we respond to, but rest assured, the EMT's of Conway will always answer your calls for help, no matter what the need may be.

Over the last year the ambulance has had a few upgrades, we have updated our reporting software to meet with state reporting regulations, and we have also significantly updated our stretcher locking system in the back of the ambulance, this could act as a stepping stone for installing a completely automatic loading system in the future. This update ensures a safe and secure trip to the hospital for our patients, and also meets with current state regulations and standards.

As a department, we continue to work and train closely with Conway Fire and Police departments on several levels, we have recently established a yearly First Responder training to ensure that all personnel are up to date on their certifications, as well as making the scheduling process more manageable for all.

To be sure that we meet current federal regulations for continuing education, we all continue to attend classes and conferences with other EMT's in the Franklin county area.

Currently the ambulance is still at a critical low for EMT's and we are actively seeking NEW EMT's, so if you or anyone you know is interested in becoming an EMT, or already has a certification, please contact me at 413-369-4235 or [ambulance@townofconway.com](mailto:ambulance@townofconway.com). There are multiple class options if you wish to become an EMT, please visit <https://www.gcc.mass.edu/ems/emt/> for more information in regards to the class offered thru GCC.

To be trusted with the care of another person is a truly humble and rewarding responsibility, and I urge everyone 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 Care needs and we look forward to serving you for another year.

Respectfully submitted, Gemma VanderHeld, Director-Conway Ambulance

## Animal Control

In 2019 I received 80 complaints involving animals in Conway. *Fifty* percent of the calls involved loose dogs. The remaining calls were farm animals and wild animals. In 2019 three dogs were transported to the Franklin County Regional Dog Shelter. None had 2019 licenses and only one had its rabies vaccine.

Conway has a bylaw requiring dogs to be leashed while walking in public areas. State law requires dogs and cats to be vaccinated against rabies. Dogs must be licensed with the Town Clerk every year. These laws are enforceable with non-criminal summonses. Wild animals continue to test positive for rabies in Franklin County. Vaccinate your pets to protect them and the public.

Incidents of animal calls:

Loose dogs	40
Loose horses	7
Raccoons	3
Dog bites	2
Barking dogs	6
Loose cows	4
Deer	3
Geese	2
Bear	3
Sheep	2
Other	8 (Includes: woodchucks, skunks, cats, birds, beaver)

Respectfully submitted, Joe Colucci, Animal Control Officer



## Emergency Management

No report was submitted for FY2019 from this Committee; George Murphy, Director; Philip Snow, Assistant Director



## Fire Department

This past year our department responded to 54 calls consisting of:

- 4 structure fires
- 4 Chimney fires
- 1 Vehicle fire
- 1 Unpermitted fire
- 3 Brush fires
- 1 Medical assist call
- 12 Motor vehicle accidents
- 9 Smoke/CO2 alarm sounding calls
- 7 Wires down calls
- 5 Misc. calls
- 7 Mutual calls to other towns

This past year we started mutual training with the town of Ashfield Fire Department, as their firefighter numbers are very low. It is our intention to assist them at their fires until their numbers increase. So far, this arrangement is working out very well.

This past year we started and will continue Cancer Awareness training to help firefighters prevent cancer while fighting fires.

As you can see, we had (4) Major Structure fires this year which is up from an average of (1) every year. This type of fire keeps us well trained in that type of call.

As of 01-01-20 we have 25 firefighters and 7 Junior firefighters, both men and women.

I would like to thank all our firefighters and junior firefighters for their time and dedication throughout the year. This is what makes our town great.

Yours First in Fire Safety, Chief Robert Baker



## Police

### Community:

In 2019 the Massachusetts Department of Public Safety appropriated funding for improving the Records Management System for a large number of the communities in Franklin County. This upgraded RMS greatly improves data sharing with our neighbor communities which directly enhances public safety.

We continue to offer a variety of community oriented, and personal safety programs. These programs include RAD for women, a personal safety class that empowers the individual through physical defense, awareness and avoidance techniques.

We continue to offer Firearms Training Classes. This is a state mandated safety training class for any new applicant wishing to obtain a License to Carry Firearms or a Firearms Identification Card.

Through a strong collaboration with the Conway Sportsman's Club we successfully sponsored The Youth Summer Program. Twenty-four youth participated in activities such as archery, firearms safety, fly-tying, fly fishing, target and skeet shooting, snorkeling and hiking.

### Statistics:

The following listed items required Conway Police involvement:

Motor Vehicle Accidents	32
Disabled Motor Vehicle	19
Breaking and Entering	7
Vandalism	6
911 Calls	46
Burglar Alarms	37
Animal Complaints	34
Motor Vehicle Citations	87
Larceny	5
Disturbances	31
Arrests	6
Public Safety Hazards	98
Summons/Restraining Orders	27
License to Carry Firearms	99
Firearms I.D. Card	3
Assorted Calls & Complaints	631

The Conway Police Department invites and welcomes community input. We are open to all that may be interested in attending or volunteering at the many community projects that we engage in annually. I would like to thank my officers for their dedication and support to the community. They include Ron Hawkes, Randall Williams, Christina Conklin, Nathan Jackman, James Bernier, David Johnson 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, Massachusetts State Police, the Franklin County Sheriff's Department, Shelburne Control, 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 D. Ouimette, Chief of Police





## DEPARTMENTS - PUBLIC WORKS

### Highway

No report was submitted for SY2019 from this Department. Ron Sweet, Highway Superintendent



## OTHER DEPARTMENTS

### Tree Warden

The Tree Warden's work for 2019 did not call for any expenditure beyond salary. During the year the tree warden consulted with residents, the Superintendent of the Highway Department and with Eversource regarding tree removal issues. Though Eversource contractors felled many trees, most residents have seen the need for this work.

Respectfully submitted, Walter Goodridge, Tree Warden



## DEPARTMENTS – SCHOOLS

### Conway Grammar School Committee

#### CONWAY SCHOOL COMMITTEE

	<u>TERM EXPIRES</u>
Elaine Campbell, Chair	2022
Michael Merritt, Vice Chair	2020
Ashley Dion, Secretary	2021
*Philip Kantor, Member	2020
Denise Storm, Member	2022

\*Representative to Frontier Regional School Committee

#### ADMINISTRATION

Superintendent of Schools	Darius Modestow
Director of Business Administration	Shelley Poreda
Director of Special Education	Karen Ferrandino
Director of Elementary Education	Kimberly McCarthy
Director of Early Childhood	Aimee Smith-Zeoli
Director of School Facilities	William Hildreth
Principal	Kristen Gordon

#### SUPPORT STAFF

Executive Assistant to Superintendent	Donna Hathaway
Administrative Assistant (SPED)	Penny Smiarowski
Administrative Assistant	Mary Jane Whitcomb
Receptionist	Rhonda Lutenegger
Payroll Specialist, FRS/Union #38	Brenda Antes
Accounts Payable/Bookkeeper, FRS	Donna Lloyd
Accounts Payable/Bookkeeper, Union #38	Michelle Melnik

**CONWAY GRAMMAR SCHOOL**  
**ENROLLMENT - OCTOBER 1, 2019**

Grade	Boys	Girls	School Choice	Tuitioned In	Total
Pre-K12	4	0	0	16	
K	5	2	6	1	14
1	2	7	6	0	15
2	2	3	8	3	16
3	7	3	6	0	16
4	5	7	8	2	22
5	9	4	4	1	18
6	8	4	3	1	16
<b>TOTAL</b>	<b>50</b>	<b>34</b>	<b>41</b>	<b>8</b>	<b>133</b>

**UNION #38 TEACHERS' SALARY SCHEDULE**  
**CONWAY, DEERFIELD, SUNDERLAND, WHATELY**

July 1, 2018 - June 30, 2019

<u>STEP</u>	<u>B</u>	<u>B+15</u>	<u>M</u>	<u>M+15</u>	<u>M+30</u>	<u>M+45 CAGS</u>
3	43,747.00	45,112.00	46,521.00	47,977.00	49,476.00	50,947.00
4	45,112.00	46,521.00	47,977.00	49,476.00	51,024.00	52,495.00
5	46,521.00	47,977.00	49,476.00	51,024.00	52,618.00	54,089.00
6	47,977.00	49,476.00	51,024.00	52,618.00	54,258.00	55,729.00
7	49,476.00	51,024.00	52,618.00	54,258.00	55,953.00	57,424.00
8	51,024.00	52,618.00	54,258.00	55,953.00	57,703.00	59,174.00
9	52,618.00	54,258.00	55,953.00	57,703.00	59,506.00	60,977.00
10	54,258.00	55,953.00	57,703.00	59,506.00	61,364.00	62,835.00
11	55,953.00	57,703.00	59,506.00	61,364.00	63,281.00	64,752.00
12	57,703.00	59,506.00	61,364.00	63,281.00	65,260.00	66,731.00
13	59,506.00	61,364.00	63,281.00	65,260.00	67,304.00	68,775.00
14	64,499.00	66,448.00	68,842.00	70,913.00	73,721.00	75,191.00
20	66,501.00	68,487.00	70,930.00	73,043.00	75,908.00	77,379.00

Nature's Classroom Teacher: \$100 per day of attendance by a teacher.

Workshop Presenters: \$30 per hour of presentation and reimbursement for reasonable expenses.

Head Teachers: \$1,500

Placement on 20 occurs when a teacher has completed 19 years of service as a teacher in the District.

Mentors: \$500 per each new teacher, \$250 for second/third-year teacher, \$250 for each additional teacher being mentored, to a maximum of three (3) in any year.

**UNION #38 INSTRUCTIONAL ASSISTANTS' SALARY SCHEDULE**  
**CONWAY, DEERFIELD, SUNDERLAND, WHATELY**

July 1, 2018 - June 30, 2019

**Instructional Assistants**

<b>2018-2019</b>	
Step 1	\$13.53
Step 2	\$13.63
Step 3	\$14.13
Step 4	\$14.62
Step 5	\$15.10
Step 6	\$15.60
Step 7	\$16.08
Step 8	\$16.57
Step 9	\$17.07
Step 10	\$17.56
Step 11	\$18.05

Revised salary schedule with increases to Step 1, Step 10, and Step 11. Steps for those who are eligible, with no double steps.

**Educational Support Nurses, LPN, COTA, SLPA & PTA**

<b>2018-2019</b>	
<b>Step</b>	<b>2.5%</b>
1	\$23.24
2	\$24.24
3	\$25.23
4	\$26.22
5	\$27.21
6	\$28.20
7	\$29.20
8	\$30.20
9	\$31.20
10	\$32.17

## Conway Grammar School Superintendent

### 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.*

As Superintendent of the Frontier Regional and Union #38 Schools, I am proud to submit the 2019 Superintendent's Report on behalf of the dedicated teachers and administrators of this district.

Frontier Regional and Union #38 schools continue to serve our communities by providing excellent public education with an ongoing focus on meeting the individual needs of each student.

This year, with a continuing focus on development, the district has committed to the professional development of teachers and staff in the areas of trauma-informed instruction and academic rigor/student engagement. This has been built into our existing professional development plan and has been well received. Teachers also continued to work on alignment and calibration of assessments as well as a variety of other subject-specific professional development to enrich and refine their teaching.

I am extremely proud of our schools and there is no question that they are the heart of our community. Our hard-working, committed staff is reflective of our hard-working committed community—the ongoing, mutual support is impactful, infectious, and has been integral to creating something very special.

Enrollment & School Choice: The October 1, 2019 enrollment for Conway Grammar School totaled 133 (PreK-6) students. This is a decrease of two students from the October 1, 2018 (PreK-6) enrollment figure of 135 students. Of those 133 (PreK-6) students, 41 were School Choice students. This is an increase of six students from the October 2018 (PreK-6) School Choice enrollment figures of 35 students.

### Curriculum and Professional Development

Professional Development: Early release Fridays continued to provide valuable professional development designed to increase student learning outcomes in the classroom. Teachers focused on academic rigor and student engagement across curricular content while exploring instructional design, the power of academic language, assessment, social/ emotional development, and behavioral support. Inter-district grade level meetings, collaborative building-based opportunities, and teacher choice continued to be important aspects of our early release professional development design.

Literacy: Students developed word reading and comprehension strategies using high quality developmentally appropriate reading materials in both print and digital formats. Foundational instruction for students in the reading acquisition stage emphasized multimodal strategies to sound out words, increase sight word knowledge, and understand and think critically with narrative and expository texts. Upper grade students had ample opportunities to apply learned strategies to deepen their vocabulary, content knowledge, and critical thinking skills by reading and responding to current news stories with online educational resources that allowed teachers to match stories/content with students' interests and reading levels

Writing instruction in narrative, opinion/argument, and informational genres occurred through a process writing approach. Strategy instruction focused on organization, clarifying, defending, refuting, analyzing, dissecting, connecting, and expanding on ideas and concepts. Guiding students to communicate important ideas, to clarify interrelationships among concepts, and to use writing as a tool for learning were instructional targets. A variety of texts and formats, including print, digital, and web-based resources, were used to integrate and promote higher order reading and writing skills.

Mathematics: Students increased their computational and conceptual mathematical skills using hands-on manipulatives, games, interactive web-based programs, and core curricular resources. The math workshop model advanced mathematical rigor and relevance by targeting increasingly complex skill development in number sense, identifying patterns, and strategic problem-solving. Teacher-guided small group instruction along with opportunities for independent work, collaborative application through dynamic project-based activities, and interactive student reflection are core components of the math workshop model.

**Science:** Continued teacher collaboration with the Hitchcock Center promoted students' scientific thinking and problem-solving skills within a hands-on iterative engineering design. Using a wide range of life, earth, physical, and environmental science topics, students asked questions about situational problems, imagined and brainstormed solutions, decided on a plan, tested it out, analyzed what worked/what didn't, and modified/improved the design. Promoting collaborative thinking/reasoning, discovery, and problem-solving skills were foundational to scientific instruction and learning.

**History and Social Science:** Instruction based on the Massachusetts's new History and Social Science standards (2018), helped to increase students' understanding of citizens' rights and responsibilities within a democratic society. Learning why and how past events connect to the present and how they have the potential to shape the future were explored through a variety of sources, literature, and learning activities. Depending on grade levels, students gained foundational knowledge in history and government, the American Revolution, Civil War, Reconstruction, and the 20th century Civil Rights movement.

**Technology:** Digital literacy instruction was provided to students during focused technology instructional time with the school library/media specialist. Classroom teachers embedded a range of technology tools and provided application guidance across learning activities and curricular goals. Helping students recognize how to use technology to achieve, demonstrate, and expand learning is core to this instruction. Teachers also accessed our district's Tech Center for training and personalized support to promote integrative technology use in the classroom. Teachers have access to over 40 web-based platforms to support core learning objectives in reading, writing, math, and science at the Tech Center. There are also over 600 apps to meet the diverse needs and interests of our students housed there.

**Assessment:** Union#38 schools continue to use standards-based report cards that align with state curriculum standards. Teams of teachers from the four elementary schools met with grade level colleagues throughout the year to collaborate on ways to measure and promote student growth. Frequent and informal assessments are used for students and teachers to monitor learning progression. Whole class assessment such as using confidence ratings, response boards, and/or voting techniques were used to guide day-to-day instruction and student growth. A variety of inter-district common assessments in core content areas provided valuable information on student achievement and next steps for instruction and learning.

**Staff:** Louise Law, Director of Elementary Education, retired this year. Ms. Law was replaced by Kimberly McCarthy (Director of Early Childhood). Aimee Smith Zeoli replaced Ms. McCarthy as Director of Early Childhood. Robert Lesko, Director of School Facilities, retired this year. Mr. Lesko was replaced by William Hildreth. Karen Green, CFCE Coordinator, retired this year. She was replaced by Amy Battisti.

**New Faculty:** Sarah Waskiewicz, part time School Nurse.

**Special Thanks:** We are pleased to acknowledge the dedication of Conway School Committee members Chair Elaine Campbell, Vice Chair Michael Merritt, Secretary Ashley Dion, and Members Philip Kantor and Denise Storm. 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.



## Frontier Regional School Committee

### TERM EXPIRES

* Robert Halla, Chair, Whately	2020
William Smith, V. Chair, Whately	2021
Judy Pierce, Secretary, Sunderland	2022
Olivia Leone, Member, Deerfield	2021
* Philip Kantor, Member, Conway	2020
* Mary Ramon, Member, Deerfield	2020
* Keith McFarland, Member, Sunderland	2020
Robert Decker, Member, Deerfield	2020
Ashley Dion, Member, Conway	2022
Lyn Roberts, Member, Sunderland	2020
Damien Fosnot, Member, Deerfield	2022

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

Regular meetings are held on the second Tuesday of each month, in the Media Center, Frontier Regional School, South Deerfield, Massachusetts at 6:00 p.m.

**ADMINISTRATION**

Darius Modestow	Superintendent of Schools
Shelley Poreda	Director of Business Administration
Karen Ferrandino	Director of Special Education
Sarah Mitchell	Director of Secondary Education
William Hildreth	Director of School Facilities
Scott Paul	Director of Technology

**SUPPORT STAFF**

Executive Assistant to Superintendent	Donna Hathaway
Administrative Assistant (SPED)	Penny Smiarowski
Administrative Assistant	Mary Jane Whitcomb
Receptionist	Rhonda Lutenegeger
Payroll Specialist, FRS/Union #38	Brenda Antes
Accounts Payable/Bookkeeper, FRS	Donna Lloyd
Accounts Payable/Bookkeeper, Union #38	Michelle Melnik
Grants Accountant	Stephan Shepherd
Deborah Coons	SIS Data Specialist
Stuart Dusenberry	Network Administrator
Keith Van Buren	Information Technology Specialist

**FRONTIER REGIONAL SCHOOL**

George Lanides	Principal
Scott Dredge	Assistant Principal
Roberta Reiter	Principal's Secretary
Kelly Blanchette	Special Education Secretary
Michelle Russell	Attendance Secretary
Mary Lapinski	Guidance Secretary

**FRONTIER REGIONAL SCHOOL**  
**ENROLLMENT - OCTOBER 1, 2019**

Grade	Conway	Deerfield	Sunderland	Whately	School Choice	Tuitioned In	Total
7	15	47	12	14	34	0	122
8	15	43	17	13	35	0	123
9	10	38	17	6	25	0	96
10	13	33	21	9	26	0	102
11	16	44	20	4	25	0	109
12	12	37	8	9	29	1	96
SP	0	2	1	1	2	1	7
Total	81	244	96	56	176	2	655

**FRONTIER REGIONAL  
SALARY SCHEDULE**

**July 1, 2018 – June 30, 2019**

<u>STEP</u>	<u>Bachelors</u>	<u>Masters</u>	<u>M+30</u>	<u>CAGS/Doctorate</u>
0	\$43,145	\$45,224	\$47,772	\$50,161
1	\$45,369	\$47,190	\$49,580	\$52,058
2	\$47,251	\$49,206	\$51,450	\$54,023
3	\$48,415	\$51,292	\$53,387	\$56,055
4	\$50,110	\$52,933	\$55,346	\$58,114
5	\$51,422	\$54,669	\$57,425	\$60,296
6	\$53,636	\$56,413	\$59,321	\$62,285
7	\$55,050	\$58,204	\$61,232	\$64,292
8	\$56,508	\$59,671	\$63,996	\$67,195
9	\$59,320	\$63,062	\$66,841	\$70,182
10	\$62,430	\$66,715	\$69,773	\$73,263
11	\$63,465	\$69,175	\$72,994	\$76,644
12	\$65,932	\$71,731	\$75,611	\$79,391
13	\$66,920	\$72,806	\$76,745	\$80,581
20L	\$67,420	\$73,306	\$77,245	\$81,081
25L	\$67,920	\$73,806	\$77,745	\$81,581

**APPENDIX A  
2016-2019 SALARY SCHEDULES**

**Unit C Instructional Assistants**

Step	HOURLY RATES		
	2016-2017	2017-2018	2018-2019
	Top Step increase only*	2.5%	2.5%
1	\$13.25	\$13.58	\$13.92
2	\$13.73	\$14.07	\$14.43
3	\$14.22	\$14.58	\$14.94
4	\$14.68	\$15.05	\$15.42
5	\$15.17	\$15.55	\$15.94
6	\$15.64	\$16.03	\$16.43
7	\$16.15	\$16.55	\$16.97
8	\$16.60	\$17.02	\$17.44
9	\$17.10	\$17.53	\$17.97
10	\$17.60	\$18.04	\$18.49

**Unit C Educational Support Nurses**

Step	HOURLY RATES		
	2016-2017	2017-2018	2018-2019
	1%	2.5%	2.5%
1	\$22.12	\$22.67	\$23.24
2	\$23.07	\$23.65	\$24.24
3	\$24.02	\$24.62	\$25.23
4	\$24.96	\$25.58	\$26.22
5	\$25.90	\$26.54	\$27.21
6	\$26.85	\$27.52	\$28.20

7	\$27.80	\$28.49	\$29.20
8	\$28.74	\$29.46	\$30.20
9	\$29.69	\$30.44	\$31.20
10	\$30.62	\$31.39	\$32.17

NOTE: Schedule reflects following agreement:

FY 2017: Instructional Assistants shall implement a revised Salary Schedule which includes the removal of the bottom step and an increase to the top step. Employees will remain on the same step as a result of the step removal (no double steps).

Educational Support Nurses shall receive step movement for eligible employees and a 1% increase to Schedule.

FY 2018: Step movement for eligible employees and a 2.5% increase to Schedule.

FY 2019: Step movement for eligible employees and a 2.5% increase to Schedule.



Frontier Regional School Superintendent

Unit C Educational Support Nurses

Step	HOURLY RATES		
	2016-2017	2017-2018	2018-2019
	1%	2.5%	2.5%
1	\$22.12	\$22.67	\$23.24
2	\$23.07	\$23.65	\$24.24
3	\$24.02	\$24.62	\$25.23
4	\$24.96	\$25.58	\$26.22
5	\$25.90	\$26.54	\$27.21
6	\$26.85	\$27.52	\$28.20
7	\$27.80	\$28.49	\$29.20
8	\$28.74	\$29.46	\$30.20
9	\$29.69	\$30.44	\$31.20
10	\$30.62	\$31.39	\$32.17

NOTE: Schedule reflects following agreement:

FY 2017: Instructional Assistants shall implement a revised Salary Schedule which includes the removal of the bottom step and an increase to the top step. Employees will remain on the same step as a result of the step removal (no double steps).

Educational Support Nurses shall receive step movement for eligible employees and a 1% increase to Schedule.

FY 2018: Step movement for eligible employees and a 2.5% increase to Schedule.

FY 2019: Step movement for eligible employees and a 2.5% increase to Schedule.

Respectfully, Mr. Richard J. Kuklewicz, School Committee Chairman ; Mr. Richard J. Martin, Superintendent-Director



## REGIONAL ORGANIZATIONS – FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS (FRCOG)

### Administrative

The Franklin Regional Council of Governments was created in 1997 with the dissolution of county government. The founders of the FRCOG envisioned a municipal voluntary membership organization that uses a membership fee model to provide regional and municipal services to the small governments of Franklin County and to the region as a whole. **But what does the FRCOG actually do?** The FRCOG provides two broad categories of service to Franklin County: **municipal service delivery**, and **planning, prevention and preparedness**. The programs and services we provide are developed in response to needs expressed by municipal officials or boards and/or to take advantage of a funding source that benefits Franklin County. Most programs, projects and services are optional; municipalities choose the services they need and want.

All **municipal service delivery** programs but two have voluntary municipal participation, where the town “buys into” work that is difficult to fill with part time expertise. Each program develops a service fee that sensibly and equitably covers the cost of the program. Internally, the COG manages municipal service programs like a municipal enterprise fund, in that revenues and expenses for the program are tracked separately from our general fund.

**The FRCOG’s Municipal Service Programs**

<i>Program</i>	<i>Description of Service</i>	<i>Participating Towns</i>
<b>Collective Purchasing and Procurement</b>	Bidding, bulk purchase and contracting of products and services including highway products and services; fuel; dog tags; elevator and other maintenance. Procurement assistance to ensure compliance with Chap 30b	All Franklin County municipalities and, as of 2019, most Hampshire County municipalities.
<b>Cooperative Public Health Service</b>	Public health services including community sanitation, food safety, Title 5 work, private well water safety, communicable disease control, and public health nursing.	Bernardston, Buckland, Charlemont, Colrain, Conway, Deerfield, Erving, Gill, Hawley, Heath, Leyden, Monroe, Rowe, Shelburne.
<b>Franklin County Cooperative Inspection Program</b>	Building, plumbing, gas, and electrical inspection services and zoning enforcement.	Ashfield, Bernardston, Buckland, Charlemont, Conway, Erving, Gill, Greenfield, Hawley, Heath, Leverett, Leyden, Rowe, Shelburne, Shutesbury,
<b>Town Accounting</b>	Comprehensive municipal accounting services and shared software.	Ashfield, Bernardston, Buckland, Conway, Gill, Leverett, New Salem, Shelburne, Sunderland, Wendell, Whately, and Williamsburg in
<b>Franklin County Emergency Communication System</b>	At the request of all Franklin County communities, the FRCOG owns and maintains the emergency communication equipment for Franklin County.	All emergency response units in and/or serve Franklin County municipalities.
<b>Regional Emergency Planning Committee</b>	Fulfills the federal mandate that all communities have a hazardous material response plan; all hazards planning and training for emergency responders.	All Franklin County municipalities.

The FRCOG’s **planning, prevention and preparedness** work is varied, and evolves as the needs of the region and its municipalities change and funding sources become available. All of the work in this category is grant funded.

The FRCOG is the state-designated Regional Planning Agency for Franklin County. **Planning**, as a discipline, is the work of ensuring that the region’s, and each town’s, land use and infrastructure will meet future housing, environmental protection, economic development, and quality of life needs.

**Sample Projects by Planning Discipline**

<i>Planning Discipline</i>	<i>Example of Local Project</i>	<i>Example of Regional Project</i>
<b>Economic Development</b>	Brownfields assessment and cleanup	Comprehensive Economic Development Strategy for Franklin County
<b>Land Use</b>	Zoning, Open Space & Recreation Plans	Analysis of regional housing needs
<b>Natural Resources</b>	Hazardous response plans, climate vulnerability planning	Watershed-based climate resiliency plan
<b>Transportation</b>	Complete Streets analysis; culvert and drainage analysis	Expansion of north-south passenger rail
<b>GIS (computerized data analysis and mapping)</b>	Municipal zoning maps	Franklin County Bikeway maps

Most of the FRCOG’s emergency preparedness work is on the regional scale, which includes all of Franklin County, and, in a few cases, the four counties of western Massachusetts. The FRCOG is the fiduciary for Homeland Security funding allocated to western Massachusetts on behalf of the **Western Region Homeland Security Advisory Council (WRHSAC)**. In this capacity, the FRCOG prioritizes and manages the expenditure of funds for emergency response equipment and other capital and for small and large-scale training events. The FRCOG also serves as the sponsoring organization of the **Western Massachusetts Health and Medical Coordinating Coalition (HMCC)**. The HMCC coordinates public health and medical emergency preparedness in Berkshire, Franklin, Hampden, and Hampshire Counties. And the FRCOG coordinates the **Mohawk Area Public Health Coalition (MAPHCO)**, a public health emergency preparedness coalition serving 24 Franklin County towns and two Hampshire County towns.

The final service in this category area is the **Partnership for Youth (PFY)**. The mission of the Partnership for Youth is to prevent substance use and other risky behaviors and increase healthy eating and active living to improve young people’s ability to reach their full potential and thrive. PFY collaborates with school and community partners to establish and support effective youth development and health-promotion programs, provide training and technical assistance with emphasis on evidence-based practices, and involve and empower youth. PFY works closely with the Opioid Task Force to reduce addiction and death by overdose.

Beyond the services described above, the FRCOG represents Franklin County at state and federal levels through advocacy and by serving on boards and commissions, organizes training and workshops for municipal officials, and tries to respond to municipal needs when called upon. To learn more about FRCOG 2019 regional projects and services in your town, look for the *FRCOG 2019 Annual Report* at [frcog.org](http://frcog.org).



## Franklin County Cooperative Inspection Program (Calendar Year 01 January - 31 December 2019)

Dear Residents of Conway:

As you know, your town receives building, plumbing, gas, and wiring inspection and zoning enforcement services through the Franklin County Cooperative Inspection Program (FCCIP), a forty-five-year-old shared service housed at the Franklin Regional Council of Governments (FRCOG). We thank your town for your continued participation in the FCCIP, which allows small towns to have access to professional staff and state-of-the-art technology.

In 2019 we issued 2,222 permits, including a significant number of insulation upgrade, solar array and wood/pellet stove permits. A total of 23 new dwelling units were constructed in our 15 member towns.

Our online permitting program went live on July 1, 2011 and has issued 20,758 building, electrical & plumbing/gas permits since then. The program allows you to apply, pay for, and track the progress of any permit online, saving you time and visits to our office in Greenfield. The program has 5,517 registered users. You can find it at [www.frcog.org](http://www.frcog.org) under the Franklin County Cooperative Inspection Program. Our website also includes helpful information on inspection requirements, permit costs, and contractor licensing.

In 2019, the FCCIP processed the following permits for Conway:

Residential Building Permits	88
Commercial Building Permits	1
Electrical Permits	49
Plumbing Permits	24
Gas Permits	21
Sheet Metal/Duct Permits	2
Certificates of Inspection	9
Signs	1
Tents	1
Solid Fuel	8
Fire Protection	0

We would like to remind all residents of the importance of applying for permits for work done. Building, Electrical and Plumbing/Gas permits are required by law and are an essential step in ensuring the safety of our communities. Please feel free to call our office with any [building or zoning questions at 774-3167, extension 113.](#)

James D. Hawkins  
Building Commissioner  
[jhawkins@frcog.org](mailto:jhawkins@frcog.org)

David Roberts  
Building Inspector  
[droberts@frcog.org](mailto:droberts@frcog.org)

Tom McDonald  
Electrical Inspector  
[electric@frcog.org](mailto:electric@frcog.org)

Andy French  
Plumbing/Gas Inspector  
[plumbing@frcog.org](mailto:plumbing@frcog.org)



## Franklin County Cooperative Public Health Service

*Conway's representatives to the CPHS Oversight Board in 2019 were Board of Health member Marie Iken, Veronique Blanchard, and Tilda Hunting (alternates).*

Conway is a shared services member of the CPHS Health District, sharing a public health nurse with 13 other communities. Activities for the residents of Conway in 2019 included:

- The Public Health Nurse held 12 monthly "First Friday" walk-in wellness clinics at the Conway Town Hall, where 26 Conway residents made 94 visits with the nurse for health screening services and assistance with the self-management of chronic illnesses. 4 residents received 27 home visits.

- The Public Health Nurse offered Files of Life, medication lock boxes, pill sorters, mercury thermometer collection and exchange, and sharps disposal and container exchange to residents. One hundred thirty-six (129) sharps containers were exchanged for CPHS residents over the year.
- The Public Health Nurse completed state-mandated infectious disease surveillance and reporting for 283 CPHS district cases, 34 of which were from Conway. Thirteen Conway cases required in-depth case investigation and reporting.
- The Public Health Nurse coordinated vaccine, supplies and staff support for flu clinics held at community sites throughout the CPHS district with the help of Medical Reserve Corps members, GCC nursing students and community volunteers, serving a total of 1,083 area residents. Flu clinics held at Conway Grammar School, Town Hall and in-home visits served 128 area residents.
- Forty (40) Conway residents received low-cost tick tests in 2019 through a local Board of Health subsidy, a savings to them of \$1,400. The Public Health Nurse provided tick prevention materials and helped residents access grant funded tick testing through the on-line system. 40% of ticks tested in Conway in 2019 tested positive for the Lyme Disease Pathogen, 5% for the Babesiosis pathogen, and 5% for the Anaplasmosis pathogen.
- Through a FDA Food Safety Grant the district offered low-cost food safety training to town residents, local officials, and businesses, including Allergen awareness, ChokeSaver, and ServSafe Certifications.

Staff provided guidance and training to Conway Board of Health members serving as agents for the town.

For more information about the Board or the health district, visit [www.frcoq.org](http://www.frcoq.org)



## Franklin County Solid Waste Management District

To the Residents of the Solid Waste District:

The Solid Waste District was formed in 1989 to help Franklin County towns manage all aspects of their solid waste – recyclables, organics, hazardous waste, wastewater treatment sludge, and trash. We continue to provide assistance to twenty-one member towns through administrative support, professional consultation, trainings, and outreach to residents and businesses.

A review of recycling tonnage for 2019 shows a decrease in recycling tonnage compared to 2018. District residents recycled just over 2,700 tons of paper and containers. The recyclables were processed at the Springfield Materials Recycling Facility and sold for reuse at domestic and international mills. Towns continued to be paid \$6 per ton of recyclables through calendar year 2019.

In 2019, the District sponsored spring and fall “Clean Sweep” collections for bulky items, electronics, tires, appliances, and anything too big to fit into a trash bag. Over 66 tons of material were recycled or disposed of from the two collections. A total of 664 households participated in these collection events. That is 6% more participation than in 2018.

We held our annual household hazardous waste collection in September 2019. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. A total of 380 households participated in this event. 44% of participants were using the collection for the first time.

We applied for and received grants from the Massachusetts Department of Environmental Protection worth \$123,000 for District towns. Some grant funding is a result of a town’s successful waste management infrastructure. Other grants include equipment to make town transfer stations more efficient.

If you have questions about District programs, call us at 413-772-2438 (MA Relay for the hearing impaired: 711 or 1-800-439-2370 TTY/TDD), visit our website at [www.franklincountywastedistrict.org](http://www.franklincountywastedistrict.org) or visit us at 117 Main St., 2<sup>nd</sup> Floor in Greenfield.

Jan Ameen - *Executive Director*  
Chris Boutwell, Montague - *Vice-Chair*

Jonathan Lagreze, Colrain - *Chair*  
MA Swedlund, Deerfield – *Treasurer*



### **Franklin Regional Planning Board**

Most of the topics recognized that environmental and social factors are inextricably entwined and a number of regional projects highlight this synergy, including the Wendell Community Solar Project (which ultimately failed due to the utility’s demand for substantial local investment in the grid); a presentation on cross-laminated timber building construction, including environmental considerations and research on the use of Massachusetts species; the state’s Municipal Vulnerability Program; and the presentation of a new comprehensive regional plan: “A Framework for Resilience – Responding to Climate Change in the Deerfield River Watershed.”

Transportation topics—also bringing social and environmental topics together—included options to reduce carbon emissions (with preferences for rural areas); the MassDOT Bicycle Plan; a rail update; and a discussion of, and vote on, the regional transportation plan.

A few Planning Board items were primarily demographic in nature, including presentations on the 2020 Census; an inclusionary zoning survey & “local action units”; and presentations and a vote on the annual Comprehensive Economic Development Strategy 2019 Annual Report (along with a discussion of Economic Opportunity Zones).

Threading through all this as a more or less constant background were updates on the relicensing by the Federal Energy Regulatory Commission of the Northfield Mountain and Bear Swamp Pumped Storage Facilities; various Towns’ implementation of Marijuana Bylaws; and short-term residential rentals (such as Airbnb). The re-licensing of the Northfield Mountain energy company (“First Light”) was a major area of concern, as the proposal to split the firm into two limited liability companies seems to work against the kind of coordination that will be called for in order to minimize environmental damage (including to the riverbank and the fish).

Respectfully submitted, Thomas Hutcheson, Conway Select Board representative



### **REGIONAL ORGANIZATIONS – OTHER**

#### **Fred W. & Ethel Dow Wells Trust**

No report was submitted for FY2019 from this Trustee. Kate French, Trustee, Town of Conway, Fred W. and Ethel Dow Wells Trust



#### **Franklin Community Access Television (FCAT)**

The year 2019 was overall a successful one for FCAT. We maintained a positive cash flow while still fulfilling our mission of telling the stories of, and being the primary media source of record for, the residents of Conway, Deerfield, Sunderland and Whately.

I am especially proud of the quality and the volume of production we were able to deliver in the last 12 months. In many ways, it was our best year ever. Our high school sports coverage, under the direction of Outreach Coordinator Kevin Murphy, continues to be the envy of high schools across the region. In addition to covering pretty much every team at Frontier Regional School, this past winter we expanded our efforts to include Greenfield High School Hockey, a co-operative program which includes a number of FRS students. These games, besides being entertaining, have generated thousands of You Tube hits from hockey fans across the region.

Sports is just one part of what we do, however. Our governmental coverage also went to another level in 2019. We rarely missed a meeting of importance in all four towns this year. Our coverage of cultural events has taken a giant leap forward with development of a number of short features on area events, including but not limited to the opening of Sunderland's Riverfront Park, Conway's Festival of the Hills, the Franklin County Fair, South Deerfield's Trick or Treating, and the Christmas Tree Lighting in South Deerfield, among many others. I believe we have the best team in public access today and look forward to more of the same in 2020.

Respectfully submitted, Christopher S. Collins, General Manager-Executive Producer



### Upper Pioneer Valley Veterans Service District

Our district has now been in operation for 4 ½ years. We are the largest district by community count and square miles covered in the state. Below are just some of the programs and services we help veterans' and their dependents with:

- M.G.L. Ch 115 benefit – Needs based program of financial and medical assistance to eligible veterans and their dependents
- Assistance to veterans and dependents to help file for VA health care, pensions, and service-connected disabilities
- Homeless prevention assistance to veterans and their families
- Employment help with job searches, resumes, and job interview skills
- Burial assistance to include government markers, flag holders, internment, and VA burial reimbursement
- Veterans records retrieval and storage
- Referral to other public and private agencies to include housing, fuel assistance, employment, training, education
- Attend area outreach events (fairs, festivals, health care expos)

We have continued to work hard helping veterans and dependents file for VA benefits due them. Conway now has around \$19964.16 in monthly Federal VA payments being paid to approximately 19 Conway residents. This is tax-free income paid due to service-connected injuries, low-income or survivor status.

We forecast Conway's M.G.L. Ch115 caseload to remain flat for the foreseeable future. This is the state's low income assistance program for veterans' and their dependents. Although reimbursed back to the towns at 75%, this takes over a year to get back from the state, so reducing payouts up front has freed up funds for Conway. This budget item has been reduced from \$494.00 per month to \$365.00 in the 4 ½ years Conway has been in the district by thorough investigations and helping clients file for alternative source of income

For the coming year we will continue to assist veterans, and will emphasize programs for the dependents of veterans, particularly the elderly population. Our long-term goals include up dated hardware and expanding satellite hours in the district.

Respectfully submitted, Timothy Niejadlik, Director

## Franklin County Regional Housing and Redevelopment Authority

(October 1, 2018 – September 30, 2019)

The Franklin County Regional Housing and Redevelopment Authority is a public body politic and corporate, created by the Massachusetts legislature in 1973 to serve the residents and communities of Franklin County. HRA has all of the powers and responsibilities of a local housing authority and a redevelopment authority in all 26 communities of Franklin County. Our services include housing education; development, ownership and management of affordable rental housing; administration of housing subsidies; programs for homeless families; homeownership and foreclosure prevention education and services; and Community Development Block Grant application and administration for Franklin County towns.

### Community Development

The HRA Community Development Department primarily provides application preparation, program implementation, and administrative services to Franklin County towns in connection with Community Development Block Grants (CDBG). The CDBG Program is a federal funding source designed to benefit people with low and moderate incomes, defined as less than 80% of Area Median Income (AMI) or to help with the elimination of slums or blighted areas. Cities and larger municipalities receive CDBG funds on an entitlement basis directly from the U.S. Department of Housing and Urban Development. Smaller communities may submit competitive applications to the Commonwealth. Typically, HRA submits applications on behalf of a group of smaller communities in the County and single applications for larger towns. Eligible activities for CDBG funds include public infrastructure improvements, public facilities improvements, housing rehabilitation, social services, architectural/engineering design, architectural barrier removal, and planning projects. In FY19, HRA submitted three applications to the Massachusetts Department of Housing & Community Development. All three grant applications were fully funded. In Orange, the town was awarded \$550,000 to complete 8 units of housing rehabilitation and to provide supplemental funding for 5 social service programs. In Montague, the town was awarded \$612,065 for the restoration of Spinner Park in downtown Turners Falls and to support 4 social service agencies working with Low and Moderate Income (LMI) Clients. In Wendell and Shutesbury, the towns were awarded \$985,000 to complete 18 units of housing rehabilitation. HRA will administer all FY19 grant activities on behalf of these towns.

In FY 2019, HRA administered five Community Development Block Grants for nine Franklin County towns:

- FY 2016 regional grant to the Town of Bernardston, including the towns of Gill and Rowe
- FY 2017 and FY 2018 grants to the Town of Montague
- FY 2017 regional grant to the Town of Leverett, including the towns of Conway, Deerfield and Sunderland
- FY2018 grant to the Town of Orange

HRA administered the Housing Rehabilitation Loan Program for all five grants as well as projects through the Housing Rehabilitation Revolving Loan Fund. The Program is designed to meet one of the Department of Housing & Urban Development's national objectives by providing safe, decent, sanitary housing to persons of low or moderate income through the elimination of building, plumbing, electrical and sanitary code violations. The Program is also designed to increase the energy efficiency of homes by making general weatherization improvements, insulating homes, and replacing outdated heating systems and hot water tanks with Energy Star rated boilers, furnaces, and domestic hot water systems.

Income-eligible participants can borrow up to \$40,000 at zero percent interest to make health, safety, and energy improvements to their homes. In most communities, fifty percent of each loan will be forgiven gradually over a 15-year period as long as the property owner owns and remains in the rehabilitated home. The remainder is due and payable upon sale or transfer of the property.[1] All of the rehabilitation work is done by local, qualified contractors selected by the property owners. Of note, DHCD has put special conditions on all newly awarded grants that require full forgiveness of all housing

rehabilitation loans after fifteen years.

On an ongoing basis, HRA administers a Housing Rehabilitation Revolving Loan Fund (HRRLF) for many communities in Franklin County. When loans from previous CDBG housing rehabilitation programs are repaid, the proceeds are deposited into the HRRLF and those funds are made available to income-eligible residents of the same town.

In FY 2019, HRA-administered housing rehabilitation programs loaned approximately \$1,480,000 to help Franklin County residents. The average project loan was \$25,486. In total, HRA completed fifty-eight projects in seventeen Franklin County towns using CDBG-funded housing rehabilitation loan programs.

#### **CDBG-funded Housing Rehabilitation Projects, HRA FY 2019**

<b>Town</b>	<b># units committed in FY 18</b>	<b>Funds committed in FY18</b>
Ashfield	1	\$ 1,025.00
Bernardston	6	\$193,678.50
Buckland	1	\$ 24,175.00
Colrain	1	\$ 1,734.63
Conway	7	\$167,623.46
Deerfield	4	\$125,783.98
Erving	3	\$105,785.00
Gill	1	\$ 23,975.00
Heath	1	\$ 2,960.00
Leverett	3	\$ 88,812.00
Montague	10	\$201,343.60
Northfield	1	\$ 39,609.00
Orange	11	\$332,990.60
Rowe	4	\$106,298.00
Shutesbury	1	\$ 3,550.00
Sunderland	2	\$ 54,163.00
Wendell	1	\$ 4,711.56
<b>Total</b>	<b>58</b>	<b>\$1,478,218.33</b>

#### **Board of Commissioners**

HRA has an 11-member Board of Commissioners. All commissioners reside in Franklin County. Nine members are appointed by the Franklin Regional Council of Governments for five-year terms; none of these appointees may be from the same community. Two commissioners are appointed by the Governor and serve until they are replaced. The Board of Commissioners meets once a month, generally on the first Monday of the month at 5:30 p.m. at the Franklin County Regional Housing and Redevelopment Authority, Kulik Meeting Room, 241 Millers Falls Road, Turners Falls, MA 01376. All meetings are open to the public and are posted on HRA's website [www.fcrhra.org](http://www.fcrhra.org).

#### **HRA Board of Commissioners:**

Sharon Cottrell, Montague (Chair); Jessica Atwood, Greenfield (Vice-Chair, Governor's appointee); Leslie Brown, Erving (Treasurer); Sonya Hamdan, Charlemont; Deana Prest, Northfield; Michael Slowinski, Colrain; Faith Williams, Shelburne

### **Franklin Regional Retirement System**

#### **Annual Report for the Calendar Year Ending December 31, 2018**



To the reader:

The Franklin Regional Retirement System is a government agency that serves the 580 retirees, 53 beneficiaries, 1,023 active employees, and 604 inactive members of the towns and agencies in Franklin County. We are organized under Chapter 34b, and subject to the provisions of Chapter 32 of the Massachusetts General Laws. We receive oversight on the state level from the Public Employee Retirement Administration Commission (PERAC). We contract with an independent auditor to do a full audit of our system each year. We also contract with an actuary to perform a complete actuarial valuation every two years. PERAC audits our operations and financial records every three years.

The retirement benefit we provide replaces participation in the Social Security system and is described as a “defined benefit”, which means that we pay monthly retirement benefits based on the age, salary, and number of years worked at the time a member of our system retires. To be a member, an employee in one of our government units must be working in a permanent position scheduled at 20 hours or more per week and earning \$5,000 or greater annually. Funding of these benefits begins with deductions from the member, and, combined with matching funds from the employing unit, are invested in a mix of stocks, bonds, and indexed funds. Investment earnings are a large part of the funding of retirement benefits, and the allocation of those funds are spread to a variety of sectors to take advantage of positive activity as it occurs in each sector. Please make note of our investment performance percentages in the chart on the next page.

Up until 1988, we were a “pay-as-you-go” system. In 1988 it was legislated that we begin saving to become “fully funded” over the ensuing 40 years. Fully funded means we have enough in reserves to pay for all the current and future potential benefits of our present membership. At the end of 2018, we are 73.2% funded at 30 years (75%) into the 40-year mandate.

Our fiscal year is the calendar year, therefore our annual report is not filed until May of the subsequent year, and as a consequence the information provided herein will be a year old by the time you read this. Current reports and information can be found on our website: [www.FRRSMA.com](http://www.FRRSMA.com).

telephone: 413-774-4837      fax: 413-774-5677      e-mail: [General.frrsma@gmail.com](mailto:General.frrsma@gmail.com)

What follows is a synopsis of our annual report, as filed with our State oversight commission, PERAC. The full PERAC report can be read on the “Finances” page of our website.

	CY 2018	CY 2017	CY 2016
<b>Balances</b>			
Cash	1,548,623	1,208,508	927,926
Investments	137,212,980	144,523,227	124,166,637
Receivables	99,508	207,894	333,708
Payables	2,460,693	2,019,479	1,622,175
Annuity Savings (members)	30,591,939	30,005,767	28,830,926
Retirement Reserves	105,808,479	113,914,384	98,219,520
<b>Revenues</b>			
Member's contributions	3,754,462	3,682,424	3,671,628
Towns, Schools, Agencies	6,506,893	6,162,964	5,875,582
Retirement Cost Sharing	531,674	474,821	460,054
Miscellaneous Revenue	17,971	13,725	9,928
Investment Income (net)	(4,375,884)	19,547,767	10,744,197
<b>Expenses</b>			
Retirement Benefits	10,451,458	9,802,088	9,113,301
Operating Expenses	542,267	495,399	498,301
Investment Expenses	802,542	763,190	703,498
Retirement Cost Sharing	1,714,774	1,636,665	1,289,229
Refunds to Members	443,808	314,654	316,759
<b>Investment Performance</b>			
Target	7.75%	7.75%	7.75%
Since 1984	8.21%	8.57%	8.36%
10 years	9.60%	6.57%	6.17%
5 years	5.99%	10.59%	10.20%
Current Year	-3.13%	15.41%	9.16%
<b>Demographics</b>			
	01/01/2018	01/01/2016	01/01/2014
Members' Average Age	48.30	48.30	48.30
Members' Average Service	10.10	10.50	10.50
Members' Average Salary	37,651.00	35,966.00	33,249.00
Retirees' Average Age	72.60	72.30	72.10
Retirees' Average Pension	16,433.00	15,274.00	14,164.00
Disabled Members' Average Age	58.30	58.00	56.40
Disabled Members' Average Pension	28,790.00	26,353.00	26,052.00

Dale Kowacki, Executive Director



## FAQs about Town Meeting

### Frequently Asked at Town Meeting:

#### The term....

dismiss an article  
postpone an article indefinitely  
take no action on an article  
lay the question on the table  
table the question  
move the previous question

### What do the following terms mean?

#### means...

defeat it  
defeat it  
defeat it  
kill or postpone (depending on the town) a measure  
kill or postpone (depending on the town) a measure  
cut off debate and vote on the issue at hand

If you have more questions about procedure or how Town Meeting should proceed, please go to the following web site for the "Citizen's Guide to Town Meetings":

<http://www.sec.state.ma.us/cis/cistwn/twnidx.htm>

## Hatch Memorial Bench Donated to Town

The children of Harold and Frances Hatch are pleased and honored to give a native stone bench to the Town of Conway in loving memory of their parents. It was installed at the South River Meadow on 9/14/19, adjacent to walking trails overlooking the river.

Hal and Fran enjoyed more than 30 years as residents of Conway and were involved in many community activities. They appreciated the natural beauty of Conway and deeply valued conservation and open space preservation. Hal and Fran's friends, neighbors and visitors are invited to take a nature break on the memorial bench at the South River Meadow in every season for years to come.

Fran and Hal's children Carol Hutchinson, Holly Hatch, Andrew Hatch and Alaine Nesmith gratefully acknowledge the following people who made the memorial bench project possible: Janet Chayes of Conway Open Space Committee; Johanna Pratt of Ashfield Stone; Negus and Taylor Monuments; and Ngwang Rabga.



*Conway is grateful to the Hatch Family for this generous gift. If you'd like to contribute a similar lasting gift, please contact the Town Administrator or any member of the Selectboard.*