

Conway Finance Committee  
Minutes  
Monday March 25, 2013 7:00 PM  
Town Office

**Members Present:** Jim Bosman, Tanya Campbell, Roy Cohen, Robert Stone (absent Andrea Llamas and Roy Cohen). Others present: Bob Baker, Jan Warner, Selectboard, schools folks listed below.

**Next Meetings**

Monday April 1<sup>st</sup> 7 pm Fin Com Meeting (just finance committee)

Monday April 8<sup>th</sup> 7 pm Fin Com Meeting but Andrea can't attend. (Jan and Craig joint hearing with SB 30 minutes to discuss technology plan)

Monday April 15 Likely Fin Com Meeting

Thursday April 18 Warrant Articles Deadline

Monday April 22 – Likely date for final joint meeting with SB to finalize warrant.

Monday May 13<sup>th</sup> 7:30 PM Annual Town Meeting

**Building Maintenance**

Rick met with Bob Baker and Ron Sweet. Analyzed past use of oil and propane. Town Office, Town Hall and Town Garage were all using oil, then converted Office and Hall to propane. The \$4K is the amount for Garage and Firemens Building. Rick recommends that we continue to use the oil that was bought last year (and not used), and this \$4K will close out to free cash. \$6K for building maintenance but this has been underutilized in the past though we could figure out ways to spend this says Rick. Also \$3800 in building repairs. Grounds maintenance is also in here now for \$4,500. Rick indicated that they plan to change the bidding process for the mowing so that one vendor gets the bid. \$4700 spent last year on road-side mowing which was bid out last year but will be taken in-house by Highway Dept. Cemeteries, Commons, Rec Fields and Schools will be on one bid but there will be a separate invoice for the school. SB will pay the rest of the bills out of combination of trust funds etc. Con Com budget for \$300 will be reduced because the Bigelow Lot mowing is now going to be done also in-house by the Highway Dept.

**Update on Special Revenue Accounts**

Rick explained \$85K Sale of Real Estate account. Annual report from 1994 showed \$39K reported. 1996 \$44K reported. Jan has a call into the State to get a ruling on how this can be appropriated. \$20K for Cricket Hill Road probably from timber sale but not clear and some of it may have been earmarked for forest preservation.

**Fire Department**

Line 1 is stipend for Bob, the two deputy fire chiefs and the forest warden. Clerical is for Laura at 1 hour per week. Labor is what the firemen are paid out of. Radio Fees and pager repairs. \$200 increase in the radio fees comes from the FRCOG based on your population. \$1K included Bob joining a number of organizations though he has yet to act on some of them. Grant was received for doing fire safe program education in the grammar schools in the district. Bob says we can lower the gas to \$1200. Supplies \$3000 for recharging fire extinguishers, certifying scot paks, air packs, foam, any item like that comes out of this account. \$6300 for maintenance. This is important to keep five vehicles on the road. Right now the brush truck engine and pump both need work. Fire equipment budget is what Bob uses as a cushion so if he is over budget in another line item, he purchases less equipment to offset so he doesn't go over budget. Hose is getting expensive and there was a recommendation to purchase more new hose. We are going to spend \$2K and get a \$1K match. This will fund backpack sprayers and flashlight helmets. *(Note-taker's comment: I reviewed the video of this meeting on FCAT website and it appeared that though there was an initial discussion about level-funding the Equipment account at \$8600, subsequent discussion indicated intent go with the increase it by \$1400 to \$10K due to the need*

to start replacing fire hose at \$7.50 per foot.) Discussion of the issue with purchase from last summer that was not encumbered. Explained that Bob should go ahead and purchase whatever he planned to purchase this year and if Dept 220 goes over budget for FY13, he should submit a reserve fund request to cover it. Do the \$6300 will only furnish about 2 sets of turnout gear. It is still a couple of years down the road. But it would be possibly \$300-\$365K for a new pumper. Rock bottom would be \$250K. This is at today's prices. Bob applied for grants for 3-4 years. Had Peter Rosnick write a grant proposal one year. This was three years ago. Fire Cruiser does not need to be replaced.

Schools discussions below included principals, superintendent, school committee members, and Bob Lesko and Patti Cavanaugh.

**Conway Grammar School** - \$3K for tech plan, \$12K for tech plan, \$5K for share of tech director reductions in Speech and PE were moved to the Wings program. Out of District change is from a student who graduated to Frontier.

Rick asked if the percentage for the town appropriation (page 10) has increased or trended over time.

School committee is also looking for \$50K more into the stabilization account. MSBA funding might be accessible again. Bob Lesko said the report was pretty good. Mechanical systems 22 years old and it is a good time to start thinking about some big projects. Energy scorecard showed top 40% in the country for schools. Bob guesses the oil consumption decreased by 5-9%. Need to take into account degree days. Energy management system. Monitoring and scheduling of equipment. Projects have high costs with payback in 5-10 year. Possible to identify grant-funding opportunities. WMECO and MSBA do grant programs and that could make the payback better. Energy-efficient motors and variable speed drives a good place to look. WMECO can do the project and payback WMECO over three year period. Preventive maintenance. Mechanical systems are only maintained as-needed. \$12K/year estimated for scheduled maintenance. But the incremental cost increase would be less because of the money that is already being spent. \$300K for conversion to digital. \$90K for converting partially. Univentilators in the classrooms \$300K. \$6K for spill containment where they fill the oil. Air/water balance would cost \$20K. Generator manufacturer is no longer in business so that could impact the ability to repair it. Rick asked to be informed when they are done with the phone project so we can close out the balance. Still some minor work to be done. \$3500 was spent on the study. Alderman and MacNeish. Enclosures needed around valves and pipes. Contractor on phone/data system punched some holes in envelope. Going to have some building envelope specialists to fix a number of things. Unit ventilators. Bob thinks if we spend another year and look more carefully at it. Electricity savings was apparent off the bat. Oil savings was not so significant. Judy feels that the balancing will help address the issues with the some rooms being too warm.

Tanya asked questions about special revenue accounts associated with the school. After school program is off budget. E-Rate account balance \$7K Dr. Nash will look into it and let Jan know.

### **Frontier Regional Schools**

Putting department heads back in. Very difficult having principal doing that plus all else that she needs to do. Psychology services. 16-17 student is current average class size at the high school. Middle school is at around 18. Increase in out-of-district is due to out-of-district students coming up from the grammar schools due to severe needs.

Net school choice income of \$188K (projected).

Assessments. 18% increase for Conway. \$156K. Overall including Debt, Transportation it is only a 16% increase (decrease in the debt).

For foundation enrollment, other three towns had a decrease but Conway had a increase of 3 students. So this is affecting our situation. Our minimum local contribution took a hit of \$35K due to the state...

Also there are changes in elementary and high school that effect the mininum contribution. So you might have more kids at your elementary school....

90% of Frontier students are going on to college. Most of them are getting financial aid.

Bob Lesko presented about capital. Last renovation was 1998. Total renovation of an existing building and substantial addition. Building is getting older. Created a 5-year plan. Likely for Conway next year he will come with an actual list of projects. Spending \$10K at Conway to do work on unit ventilators. Similarly \$40K on those unit ventilators at Frontier. Trucks are 1998. Falling apart. Takes a lot of work each year to get it to pass inspection. 15-passenger van has been towed twice recently (with students). Small athletic teams golf, track equipment, tennis use the van. Conn. Valley Humanities uses it twice a week for class at old deerfield.

\$23,712 5-year plan part one

\$15,398 Tennis and Track resurfacing

Tennis courts have major issue \$119K for resurfacing the tennis courts (though they eventually are going to need to be dug up and re-done. \$90K if Tennis Court is paid for out of Deerfield CPA.

Bob feels we need to start putting a good chunk of money away to start funding future years capital projects.

Trying to get tennis courts done under Deerfield CPA funding. Decision expected April 4<sup>th</sup>.

Need three out of four towns to pass the articles. We are the last town meeting.

**Article 2 Reductions**

**Adjourned at 10:20 pm**