

BOARD OF SELECTMEN  
TOWN OF CONWAY, MA  
MINUTES  
July 13, 2009

**Meeting Open: 7:00**

**Present:** Maureen Chase, Jack Lochhead, Chuck Trombley, Tom Spiro

**Also Present:**

**Appointments**

**7:00 Chris Martin** - job review; Elizabeth Braccia

There was a discussion regarding Chris' job performance and how he works with The Selectboard and other Town staff. Mentioned was his lateness regarding submission of reports and his lack of respond to inquiries from Boards, committees and individuals. Chris said he was almost caught up with regard to updating the Town's books and reports would no longer be late. He said that he would be available to more communication to the Finance Committee as well as the Selectboard but beyond that was slow to voice mail and was not inclined to go into his e-mails regularly. Chris gave his cell phone number to the Board members and requested that he get their numbers so he could recognize them as the caller. He then spoke about when reports are due. He recommended that the Town switch to annual audits rather than every other year. He also said that he was working with Terry Williams and Liz to reconcile all journal entries in recent audits which did not always coincide or correlate to his findings.

The Finance Committee members asked if they could be present at a proposed meeting with Tom Scanlon's office, and the Selectboard members approved.

**7:15 Finance Committee** – Amy-Louise Pfeffer, Roy Cohen, John Pitzl

Liz noted that there was a prior year invoice from the Ambulance Department for intercepts that were not paid. This was because the former Ambulance Director was holding on to them and was waiting for a resolution and possible contract with the service. It was explained that since this money was to be paid from the revolving fund, Chris said it was ok to pay the invoice now without a Town vote. The Selectboard voted to pay \$250 for this FY2008 charge.

There was a vote to approve an expense of \$65.00 to cover the annual dues for the Tree Warden from the Reserve account. This was to cover an FY2009 expense.

The Finance Committee and Selectboard both voted to approve a transfer of \$2,160.00 for an overage in the Salary Contingency account from the Reserve account. Liz also noted that the Samaria Softright software was being upgraded and meant that the Medicare line item would not be over budget as previously projected.

There was a discussion about who could approve expenditures from the Reserve Fund. The town bylaw relating to this was discussed and reviewed. It was explained that the current town by-law was over-ridden because it had to be equal or more stringent than the state law but not less stringent than the current state law.

John asked about why programmable thermostats had not been installed in the Town Office and Town Hall buildings as promised. Jack and Maureen said that Seiman's was being counted upon to install this equipment, but Jack explained that they were not moving forward fast enough with their energy efficiency project, and that he would follow up on this point.

**8:00 Drop-in** – Randy Williams

As per Maureen's request, Randy stopped in to explain that the first call of the new fiscal year had occurred over the past week. Mike and Diane O'Connell had both responded, but it was thought that they had resigned from the Ambulance Department. Randy had submitted a new roster to Shelburne Control and the O'Connells had not been placed on it because Diane and Mike had said they were "done". Randy thought they meant totally so did not place them on that roster. Randy also reported that a third party had called him and said that Diane and Mike were upset because the Med-1 and Med-2, the Ambulance director and Assistant Ambulance director's call signs, had been reassigned to the new director and assistant director. The Board said that not responding to the complaint was the best course of action because it was hearsay and was not made directly to him by the O'Connells.

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Randy then spoke about a software package for resetting department radios that Mike O'Connell still had and Maureen said that Randy should ask Mike about that software that has not have been turned in yet. He also spoke about how things were running in the department since July 1 and things seemed to be running well.

**meeting items**

- meeting minutes for 7/6/09 were approved as amended.
- the warrants were signed.
- Jack wanted to know if the fence at the covered bridge should be fixed. Jack noted that Grant Ingle asked about items having to do with the Streetscape. They will be followed up.
- Jack noted that he was filing an RDA with the Conservation Commission to get permission within a Wetlands Protection Zone, with regard to the slope failure project. Bob Van Gelder's septic plans were reviewed and there was discussion about how he was in agreement with permitting access.
- The Stantec invoice was reviewed and it was decided that Tom will ask for a more detailed invoice and definition of services charged for.
- The Board agreed to hire the consultant to examine the fire truck for \$1,000.00 plus mileage after the CCIP submitted an opinion. Maureen will try to get a meeting of that committee together as soon as possible to have them review the paperwork submitted and make a recommendation. The cost will be covered by the Fire Department's budget.
- Tom gave a report on a depression in the road on Elm Street in front of Mark Silverman's house. This issue will be addressed next to Bob Baker.
- The Board approved an invoice from Weston and Sampson for \$22,000.00 for engineering services on the Bardwell's Ferry Road embankment failure and repair project.

**Mail and Other Items**

- other mail items as per agenda

**8:40 PM**

Motion to adjourn by Maureen, 2<sup>nd</sup> by Chuck, all in favor.