

BOARD OF SELECTMEN  
TOWN OF CONWAY, MA  
MINUTES  
Aug 17, 2009

**Meeting Open: 7:00 PM**

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

**Others Present:** Bob Baker, Adam Baker

**Appointments**

**7:00 Bid opening – new fire truck tanker;** Doug Field

There were three bids and all were opened and read at the same time. They were summarized as follows:

- 1) CET Fire Apparatus, \$196,117.00. 2000gal pumper tanker with a Kenworth chassis.
  - 2) Fouts Bros, Inc., 2000gal CJ Series tanker, \$163,000.00 without delivery cost.
  - 3a) Danko: custom M2 Freightliner chassis with 1800 gal tank, \$216,308.00.
  - 3b) Danko: demo 2009 T228 Freightliner 2000gal Tanker Waterus 303-OLE portable pump, \$172,850.00. Mr. Field said the demo was too long for the Town's garage.
- It was not clear that there was an added delivery charge for the Danko vehicles. All other bids were FOB and did not include delivery costs in their bid.

Bob will look at these bids more closely over the next few days and make a recommendation to the Board. He was reminded that there was only \$160,000.00 available. Maureen suggested that all fire department officers should be included in the review of the bids and specs for their input. Bob asked and was granted permission to remove the bids from the building for the review. Tom will schedule Bob for the next Selectboard meeting to review his recommendation. Chuck noted that the Town still needed to buy a new truck based on the consultant's report. Chuck mentioned to Bob and Adam that the cover letter sent with the report noted how highly they were held in regard by the consultant and he thanked them for their cooperation.

**7:35 Ambulance Department inventory -** Randall Williams

Randy gave a report on the Ambulance Department's inventory, at the Selectboard's request, for items that were purchased with Ambulance funds that he does not have in his possession as of yet. He turned in receipts and warrants of property that were not turned over as of yet from the previous department head. Tom took the file of receipts. Maureen will review the file with Tom so they may write a letter to the previous director requesting the items be turned over and accounted for. Once those properties are in the possession of the Ambulance Department, Randy will be able to complete the Ambulance Department inventory. Jack made a motion proposing that Maureen be approved to sign this letter and Tom will mail it as soon as possible. The motion was passed unanimously. It was agreed that the list of items in this letter would include any additional items that may come up before the letter is completed and sent.

**7:45 Emergency Team update –** Dave Chichester, Randall Williams, Bob Baker

Dave noted that the Selectboard had requested an update on emergency preparedness. He handed out a summary sheet that listed potential challenges emanating from a **possible** flu outbreak, and reviewed the list with the Selectboard. Dave noted that he had been scheduled to attend the next School Committee meeting at the request of the committee and the school principal to discuss the upcoming flu season but Dr. Nash had cancelled his appearance as "not necessary". Dave will continue to pursue the opportunity to present these ideas and actions with the Conway School committee. He also said that the Emergency Team felt that the telephone alert system subscription needed to be expanded. It was noted that the system was voluntary and although it was a good way to assure everyone was made aware of on going emergency actions as well as updates, we could only encourage participation by our town's people. There was a brief discussion regarding the delivery of mail and post office boxes as a potential problem for reaching the town's people concerning emergency issues. Dave also talked about the possibility of expanding web presence, emergency sheltering, and networking with neighboring towns. Jack noted the potential confusion with two different flu vaccines (H1N1 swine flu and seasonal flu) available this year. Dave agreed that there needed to be a strong distinction made between seasonal and H1N1 vaccines. There was further discussion about who had what responsibilities during an outbreak. The Board thanked David and the committee for all their hard work and organization of emergency programs for Conway.

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Tom noted that the CEMP Plan was in need of updating and that the EMD had requested a meeting of the Team to begin this process. The Emergency Management Team now consists of Joe Strzegowski, David Chichester, Robert Baker, Randall Williams, Ken Ouimette, with Tamara Adkins as EMD Assistant.

**8:00 Rental renewal of sheep barn - Greg Rose**

**Mr. Rose** noted that he had previously (before annual town meeting) mentioned asking \$2,000.00 per year for rental of half of the sheep barn on Fournier Road. He reviewed and explained to the Board the historic details regarding the original settlement for the rental of that barn to the Town. He said that he did not want to overcharge the Town, but felt that this asking price was fair considering the square footage of that space. He felt comfortable with the Town as a renter and said that if this price were approved, he would not raise the rent again for the next few years. This price was then compared to other facilities in Town. It was determined that there was only \$1,000.00 available for the current fiscal year. It was explained to Mr. Rose what funding was available and the Board wanted to consider the options for meeting the \$2000 per year rent payment if the Board decided to continue renting the space. Bob asked about responsibilities regarding maintenance, and then referred to the broken garage door opener. Mr. Rose agreed that the building maintenance and upkeep were his responsibility as the landlord. The Board said they would be in touch with Mr. Rose as soon as a decision was reached. There was discussion about how payment might be made with regard to available funds. It was agreed that all will be considered and Greg will be contacted shortly.

**meeting items**

- Meeting minutes for 8/3/09 were approved as amended.
- The warrants were signed, but the payroll warrant had not been submitted.
- There was a short discussion about where a shed, donated by Chuck to house a snow blower, would be placed. This issue was not resolved.
- There was a more conversation about deliberations with Greg Rose and rental space at his sheep barn. Jack suggested that a contract be configured to allow for spending only in the current fiscal year, and then negotiate a multi-year deal with an escape clause based on construction of the new Town garage. Greg will be invited to the next meeting for further negotiation.
- Bob Baker described how his computer had been out of order. Tom explained that he had discussed these problems with Paul Swem who made several suggestions, of which Tom will implement.
- Chuck reported that Dick Guilford told him the road sign for Hart Road was mismarked as Thompson Road just below where Thompson Road converged onto Hart Road and then continued down to Shelburne Falls Road. Maureen noted that the road sign used to read Hart Road at that intersection with Shelburne Falls Road but had been changed to Thompson Road many years ago. She also pointed out that a 911 call from the Guilford farm address would read Hart Road and it could cause emergency response teams to go beyond that intersection and take the "long way round" to the far end of Hart Road where the road sign reads Hart Road. This would involve lost time by taking a longer route than was necessary to Hart Road residences. Chuck suggested that more research should be done and discussion be brought up at another time. Jack suggested that another sign could be posted that clarifies the road locations. Lee Whitcomb will be consulted during her appointment at the next meeting.
- There was discussion about the missing fence rails at the covered bridge. The effort to remove these missing rails must have been extensive and replacements would be expensive. Bob will implement repair and replacement of this fencing.
- Chuck and Jack will take care of the pond algae at the grammar school after the water level is pumped down.
- The dry hydrant on North Poland Road was fixed and will be tested shortly. Bob said that he didn't want the liens removed from Bill Burnett's property so that it can be tested for susceptibility to freezing during the winter. Chuck agreed to speak to Bill with regard to leaving the liens in place until all tests can be completed. Maureen asked why the liens needed to remain in place. It was explained that removal of the liens before the hydrant was functioning to full capacity and

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satisfaction would inhibit easy access and repairs without going through a mountain of paperwork again.

- The Board signed a one-day license to serve alcohol at the Covered Bridge celebration dinner in October.
- Maureen noted that many people had not adhered to the existing leash law. Chuck was in agreement that there was a need for an increased level of enforcement, including the ability to write tickets. He also felt the Town should have the ability to dispense parking tickets as well. Tom will do research and report back to the Board. He will consult with Ken.
- There was discussion about progress made by the garage committee. They will be invited in to a Selectboard meeting to give another update.
- Jack spoke about an upcoming meeting regarding the sub-committee on school regionalization. He was not sure if he will be able to attend and asked others to go. Tom will send a reminder at a time closer to the event.
- Tom was asked to forward a memo from the State Department of Energy Resources to Sue Bridge. She will be asked to follow up with Jim Barry, Regional Coordinator, on 'Green' projects.
- Chuck was briefed on the Blaszak matter, as details were discussed about a recent court filing by Town Council.
- The Board agreed with Town Council on approval of the draft of the Ambulance Department audit report. Melanson & Heath will be asked to produce a final draft. It was agreed that noted poor record and bookkeeping would be avoided in the future. It was also noted that the current director was working well with the Town Treasurer and things were running smoothly.
- The Board discussed the idea of changing audit firms. Chuck noted that he had requests from acquaintances to support staying with the Scanlon firm and Tom noted others had put forth support for retaining the Scanlon firm. Chuck asked for Jack and Maureen's feelings about the Scanlon presentation. Maureen and Jack both noted that they felt the Scanlon presentation did not totally address improvements on time frames for submitting findings and reports needed for schedule A submission and approval of free cash figures. They felt the Scanlon presentation was not looking toward improved service time lines and that was important for budget planning and warrant submissions at town meeting. They both felt the Melanson & Heath presentation was better presented and was more reassuring as to the time line for completion and presentation of findings and reports. It was agreed that the Melanson and Heath presentation was the better of the two. Based on the need for reassurance that the auditing and final report would be a priority, it was decided to go with the Melanson and Heath proposal. A letter will be sent to each firm informing them of the Board's decision.
- It was decided that there may be the need for a Special Town Meeting about moving forward with a new Town garage proposal. This meeting could possibly include an article asking for additional funding for the new fire truck seeing as the lowest bid was above the money already approved for the purchase. The lowest bid was \$163,000 and that is \$3000 more money than the town meeting approved.
- Jack said that Weston & Sampson had recommended building a new garage, and claimed that it would save the Town money over the course of many years.

**Mail and Other Items**

- other mail items as per agenda

**10:30 PM** Motion to adjourn by Maureen, 2<sup>nd</sup> by Jack, all in favor.