

BOARD OF SELECTMEN  
TOWN OF CONWAY, MA  
MINUTES  
Sept. 14, 2009

**Meeting Open: 6:00 PM**

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

**Others Present:** Ken Ouimette

**Appointments**

**7:30 – 9:45 All Committees Meeting**

**9:50 Treasurer**

Liz spoke about the Conway Town Accountant who is not maintaining good communications with her and is not responding to her requests for information during the tax classification process. Liz suggested that we review our accounting needs and possibly see if we could get the Accountant to be in the Town Office at least a few hours a week. As Assistant Town Accountant she was doing more and more of the accounting duties and stated some of it really should be done by the accountant alone. Maureen volunteered to call the Accountant and discuss the issues with him and she also suggested calling Terry Williams of the State Department of Revenue for his input in this situation. Chuck asked Maureen to call the accountant but only if he did not contact Liz the next day. Liz said she would gladly give up the Assistant Accountant duties and supported looking for another accountant if the current accountant is still not available to be present a few hours a week. She mentioned a municipal accountant was available and willing to take on the job including on site weekly duties. Jack asked if a next step would be to advertise if no response was received from the current accountant. It was agreed to advertise and start looking for a replacement if the current accountant delays or does not respond to Liz's latest call/request to get current accounting needs completed. Maureen will wait to hear from Liz about this latest attempt to get a response before making her calls. It was agreed that there would be a permanent resolution to the continued problems with communications and responses with and from the current Town Accountant even if it meant hiring a replacement. The Board agreed to wait until the next meeting to decide what further action would be taken. It was also decided that a letter would be sent out to DOR requesting that Liz be allowed to handle the recap if the Town Accountant did not respond to the need and/or no accountant was in place for the recap deadline.

Liz spoke about the payroll warrant and noted a time sheet for the retired ambulance director had been submitted for pay for time worked in FY2009. Liz noted that no money had been encumbered for this and therefore cannot be paid once the accounting had been closed out for that year. Maureen noted that the director's position was a stipend covered position and only ambulance runs were paid hourly therefore making these services billed ineligible for payment. It was also noted that the dates involved for two of the functions were January and February and should have been submitted long before the deadline. Maureen asked when the request was submitted and Liz stated the current director received the pay request slips in late July. Liz noted that with the current quarterly pay schedule was why the issue just came before the Board. Liz added that the retired director was collecting retirement based on her last calculated salaries. There was discussion regarding notifying the retired director. Chuck suggested the chain of command be followed and that the current Ambulance Director be advised that there were no funds encumbered to cover this as well as the fact that this type of service is what the stipend is for. It would be up to the Department Head to respond to requesting retired ambulance director of the results.

**meeting items**

- Meeting minutes for 9/8/09 were not approved.
- The warrants were signed.
- There was a discussion about when to move forward with the Bardwells Ferry Road Slope project and getting approval from the project abutters. Based on some difficulty getting their approval, Jack suggested that the Town might consider placing a betterment on Baranowski's land as an option, which might be met with resistance as it would increase his taxes. There was also a discussion about using Chapter 90 money for construction incase the STRAP grant is not approved by the state. Chuck suggested that the Board meet with Mr. Baranowski to explain the Town's position. Tom will ask him to attend the next meeting to discuss this further, or meet at a time convenient for him to attend. Jack then showed Chuck the plan that was given to Mr. Tanny

BOARD OF SELECTMEN  
TOWN OF CONWAY, MA  
MINUTES  
Sept. 14, 2009

that was meant to alleviate Tanny's fears of the project. ( *Maureen arrived and was given a brief of this discussion.* )

- Jack briefed the rest of the Board on the Treasurer's issues regarding the former Ambulance Director and the current Town Accountant.
- Jack spoke about the Conway Conserves group. He noted that Phyllis Jeswald and Nelson Shifflet were now unavailable to do much committee work. Jack asked about who would be qualified as their replacements. It was suggested that something be placed in the Visitor to solicit new members that have building and / or conservation skills. Tom will place this ad. Tom Hill seemed interested in how much time would be required to help the committee and it was so noted.
- The Board signed the one year lease to rent the storage space at the sheep barn on Fournier Road.
- The Board signed a letter to the Parks, Recreation and Trails committee denying their request to have the Highway Department do regular garbage collections at the town ball field behind the Town Hall.
- The Board signed letters to State and Federal representatives regarding blocked email by Comcast, Inc.
- The Board reviewed a resume sent concerning the open position of Emergency Management Director. The Board decided to continue their search at this time.
- Invoices from Melanson Heath and Company, and Weston & Sampson were approved for payment.
- Ken noted that Reinhardt and Associates would be attending tonight's All Committees Meeting to display three options for the new Town garage.

**Mail and Other Items**

- other mail items as per agenda

**10:20 PM**

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