

BOARD OF SELECTMEN
TOWN OF CONWAY, MA
MINUTES
November 16, 2009

Meeting Open: 7:00PM

Present: Maureen Chase, Chuck Trombley, Tom Spiro

Others Present:

Appointments

7:00 Grounds keeping for commons – Bob Baker, Denise Dwelley

Bob began by noting that the commons needed to be addressed in terms of plantings and weed control. He stated that in response to the Board's request on how to make the commons continually beautiful he had asked Denise Dwelley to make recommendations. Denise recommended that some trees, such as crab apples, needed to be added noting that anything she would recommend would need less maintenance. She said the soils were poor in the monument common but could be addressed with proper fertilizing for seasonal plantings. She also recommended that the wood chips be replaced with mulch for better weed control. She offered to donate some of her time and materials to the project. She stated that the process could take several years and the area needed to be continually cultivated and nurtured even though low maintenance plantings would be used. Several species of trees and plants were given as possible choices to be used as examples of hearty varieties. Denise said that she had heard from the Garden Club that there may be \$900.00 left from a warrant article earmarked for their projects. Discussion was held that if the Garden Club would agree, those funds might be used for the proposed upgrading of the commons. The Garden Club will be consulted to see if they would be willing to donate some or all of that money remaining from the warrant article. There was a discussion about the potential of combining funding sources and volunteers to help with the project and after care. The Board thanked Denise for her input and efforts.

7:30 Emergency generator – Darrel Chase, Joe Strzegowski

Joe and Darrel came before the Board to discuss a problem found when Joe had Darrel doing preparations to install a generator transfer switch in the Town Office building. The transfer switch installation is part of the project to make the Town Office emergency generator ready. The annual Town meeting approved the purchase of an emergency generator and necessary equipment. Joe had Darrel start the work and during the preliminary workup, Darrel found an electrical problem at the Town Office. The electrical supply wires going into the Town Office building are frayed and create a possible hazard. Joe stated that is why he and Darrel came before the Board. Joe stated the generator would be in the 10,000 to 15,000 watts range, with a 15-20 watt amp service for the buildings. Darrel said that getting the buildings generator ready would require some new wiring and transfer switches for all three buildings. He stated the Highway garage setup would have to be on the outside of the building because of the lack of space. The submitted costs were for three individual jobs. One, two or all three could be done at one time however. Darrel said that installation of a transfer switch could cause a problem in the Town Office, and the costs quoted reflected these problems with the condition and location of the current wiring in this building. Darrel noted that the frayed wires were a potential hazard should be addressed. Bob note that if any changes in the wiring was done at the Town Office that the smoke and CO2 detectors may have to be upgraded as well. He stated that because the building was not a residence that may not be true and he would check on the codes for this.

Given the limit of available funding for this project, several alternatives were discussed and several suggests were made. One was to install a transfer switch on each of the two buildings without problems and purchase the generator. Joe suggested that the priority was to have all three buildings wired as needed and ready to accept a new generator. Then a generator could be purchased if there were monies left or at a later time. He also recommended that money be taken from the Reserve Fund to pay for the additional expense of re-wiring The Town Office building. This added expense was not calculated into the original cost of installation. Chuck and Maureen said that they agreed that the priority should be to wire the buildings, and repair the Town Office problem. There was more discussion about how to fund the expense to upgrade the Town Office building wiring. Darrel noted that the prices he gave were estimates and that the actual cost would most likely be below those stated. He also stated that he has done electrical work for the town for the past 10 years and he had put a lot of time at his own expense to prepare the proposals he gave to Joe at Joe's request. It was then decided that additional verbal bids would be requested from other contractors for price

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comparison purposes. Darrel will give Tom a description of the materials he recommends so there could be an “apples to apples” comparison.

Joe was asked if he was able to spend enough time in the next few months to coordinate emergency preparedness efforts as well as complete the CEMP plan. He said yes, and invited Bob to join him as his paid assistant for approximately six months. Bob agreed to this arrangement.

8:30 Elizabeth Braccia – Tax Title Software

Elizabeth asked the Board to approve the purchase of new software that will create documents automatically to process tax title cases. The cost was \$3,000 plus \$750.00 for annual support (see attached), and the bulk would be paid for by monies already available. The annual support costs may require a warrant article. There was discussion about how the support costs would be paid for over the long run. Elizabeth will try to negotiate with Softright to lower this support cost.

meeting items

- Meeting minutes from 11/09/09 were approved as amended.
- There was more discussion regarding Joe’s proposal to install new wiring for an emergency generator. Chuck requested that a separate figure be requested for a separate quote the upgrade/repair wiring upgrade at the Town Office.
- The Board approved the two year extension to the Town’s Open Space Plan, and instructed Tom to ask the committee to draft this extension.
- The Board gave its approval to add a web page to the Town web site for the Historical Society.
- The Board approved and signed letters addressed to Bob Van Gelder and Edward Baranowski concerning a new alternate design for work to be done on Bardwells Ferry Road.
- The proposal for the new phone system was approved by the Board after a report from Tom that all staff members had been given a chance to comment on its merits or shortcomings.
- The Board approved the placement of two signs on the Town Commons announcing the Art Walk to be held on 11/29/09.

Mail and Other Items

- other mail items as per agenda

9:10 PM Motion to adjourn by Maureen, 2nd by Chuck, all in favor.