

BOARD OF SELECTMEN
TOWN OF CONWAY, MA
MINUTES
November 23, 2009

Meeting Open: 7:00PM

Present: Maureen Chase, Jack Lockhead, Chuck Trombley, Tom Spiro

Others Present: Bob Baker and others

Appointments

7:00 Bob Baker – Highway Department opening

The primary candidate for the Assistant Highway Superintendent was scheduled to appear for an interview but canceled because the salary range was too low compared to his present position salary. Chuck brought up salary as an issue in hiring for this position. All agreed that giving applicants a salary range rather than a specific hourly rate was appropriate. The Board agreed on a salary range of around eighteen dollars per hour. There was a discussion about re-advertising in a larger area range would get a larger response to the opening. Chuck noted that someone had suggested to him that advertising on Craig's List would bring in more applicants. Chuck also suggested that another current applicant be interviewed in the meantime. All were in agreement. Tom will arrange this. The Board decided that the ad be placed in the Gazette and local papers, as well as Craig's List. Bob stated he felt that there might be more applicants if the position is advertised as a department worker instead of a Working Assistant Superintendent, although he thought that an assistant would be good to have. The Board felt that there needed to be someone trained in Bob's duties and responsibilities for continuity of service when Bob decides to retire which he has expressed an interest in doing should the opportunity arise.

Bob expressed concern that the hiring process would take too long to get someone on board for snow plowing season. Chuck again offered his services to Bob if no one is hired before snow flies. The Board felt that it was worth continuing to search until the Board was satisfied that the job was filled by a fully qualified and appropriate person.

Bob reported that he received a letter from a resident on Shelburne Falls road requesting his department to install a sidewalk on Shelburne Falls Road from Reeds Bridge Road to the corner of Baptist Hill Rd and Shelburne Falls Road including snow removal from the proposed walk. This person also requested an estimate of the cost of such a project. The Board told Bob to respond by explaining that the Board will take her request under advisement.

7:30 Roland Butzke and Dana McGovern – Investment Grade Audit (IGA)

Roland introduced himself and then Dana as his project manager for Conway. He said the short-term focus would be on improvements to lighting, the installation of building envelope steam traps, and water heating methods and efficiencies. These items would help to determine how valuable the upgrade would be in energy savings. He also planned to ask the Town for their goals assessment. Tom asked if the DOER ARRA grant was being applied for to reduce the project cost. Roland noted that he was working with Bob Dean from the FRCOG on the application. Important aspects of this application included job creation, green value from upgrades, and shovel-readiness. Tom noted that Conway was involved in the FRCOG process. Roland noted that he will have reports on all buildings in approximately three weeks, and will be back to speak about the results.

Jack brought up the matter of the grammar school building problems and repairs. He asked if Siemens would work with the schools engineer during this project. Roland explained to Dana how this part of the overall project might pose some challenges. There was some discussion about building design and how the school building repairs would fit into the IGA process. Jack added that other town buildings would eventually be built and/or upgraded. Roland gave his advice in terms of bidding tactics.

8:00 Elizabeth Braccia – School Roof and state aid notice

Elizabeth said that she had received money for state owned land and the amount received was \$10,000 less than local cherry sheet allocations indicated. She warned that she had inquired as to what further cuts may be made and was told we may see deeper cuts in the near future.

BOARD OF SELECTMEN
TOWN OF CONWAY, MA
MINUTES
November 23, 2009

Elizabeth noted that the current Moody's bond rating was Baa1 and gave a few examples of how the Town could improve upon that rating. Many steps had already been taken. She mentioned that the rating was important, especially since she would now have to borrow money to cover costs of repairs to the school. She noted that it was important to have a Capital Improvements report as part of the attempt to improve the Town's bond rating. Maureen, chair of the CIPC said that a report will be forthcoming before the annual Town Meeting. Chuck added that money will have to be borrowed for a new Town garage. Jack then asked about the incremental upgrades that were proposed by the Planning Board to improve the fire department building. It was said that Whitty Sanford was working on that schedule.

meeting items

- Meeting minutes from 11/16/09 were approved as amended. Chuck noted that he felt that Jack should be brought up to date about some of the comments made by Joe Strzegowski regarding additional funding for the wiring upgrades and new generator. He also relayed the explanation given by Darrel Chase regarding his estimates for his service. Chuck felt Jack should have a clear understanding of these conversations concerning this project.
- The Board agreed to have Maureen sign the contract for the purchase new tax title software.
- The Board agreed to sign a letter of support for a grant funding request for HCI.
- The Board agreed to join the HCOG contracts for purchase of buying office supplies and equipment in an effort to reduce office operating costs.
- Tom gave an update on the abutters for the Bardwells Ferry Road slope project. The Board decided to ask Tom to call all abutters and/or send a letter of explanation and the newest plan to each for signature of approval so the Town can move ahead with this project.
- Jack noted that he will need to be appointed as the Town pesticide applicator for the time after he has left the Board.

Mail and Other Items

- other mail items as per agenda

9:40 PM

Motion to adjourn by Maureen, 2nd by Jack, all in favor.