

BOARD OF SELECTMEN
TOWN OF CONWAY, MA
MINUTES
November 30, 2009

Meeting Open: 7:00PM

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

Others Present:

Appointments

7:00 Conway Conserves – Sue Bridge, Nelson Shifflet

Sue noted that this meeting was just a status update on current work being done by the committee. She said that they had started working with Mass Save and Community Action on funding issues. They are in the middle of three projects and wanted to get the Board's advice on how to proceed. Sue also wanted to talk about zero interest loans, specifically from the Town. She gave a draft of procedures to the Board that listed procedures to follow to alert the Board of potential projects.

Nelson said that he had found that the percentage of individuals who applied and who were eligible for fuel assistance and no-interest loans was very low. He said that one of the cases they were working on had some work done on this house but that there was an additional need for \$20,000 to \$30,000 for repairs not covered under Mass Save or Community Action funds. There was an agreement that if the money was given/loaned, repayment for this project would have to be worked out as a lien until the property changed hands. Another project was discussed and it was also a project where there was a request for assistance. There was a question as to the need for income reporting and guidelines on any project needing assistance. There was further discussion about the use of an application. Tom noted that there was a draft application created for the Guilford Trust Fund that could be used as a template for these project requests. Nelson said that he would do more research on availability of no-interest loans. Jack noted that any loan that is given by the Town must not be subordinated. Chuck said that a policy will be developed that will specifically spell out what is required. Payback arrangements for all town money loans, mainly trusts, were discussed.

Phyllis Jeswald told the committee that she wanted the group to address confidentiality issues. Nelson showed the Board a questionnaire that they may use in evaluating potential clients. They asked the Board if this form was clear, and adequate for reporting purposes. There was more discussion about which contractors should be hired. Nelson said that a contractor must be insured and licensed but that there could not be a list of "preferred" contractors as this would cause problems.

Sue reported that the committee wanted to add new members. They recommended Tom Hill, and two other possible candidates. Sue and Nelson were advised that they needed to be appointed by the Board and then sworn in by the Town Clerk as were all appointed committee members.

7:30 Highway Department opening - Ron Sweet

Maureen asked Ron why he wanted to work for the Highway Department, and he said he wanted something more economically stable than his current work, and would give up his own business. Chuck said that the Board was expecting a lot for not a lot of compensation. He gave a brief description of the position and salary range, and the future of the department. Jack noted that there would be a great deal of required paperwork that accompanied this position. The Board alerted Ron that it would be challenging in terms of working with the general public. They also brought up the fact that Ron's son was on the department which could raise some issues. Chuck asked Ron if he was doing most of his own equipment maintenance. He said that he had extensive experience with light truck maintenance. Maureen asked Ron what his expectations were. He claimed that fairness was important. Chuck noted that the Selectboard did not want to rush this choice and that other candidates would be interviewed. The Board thanked Ron for coming in and Ron left the meeting.

There was a brief discussion with Bob about the IGA done by Siemens. Bob reported that contractors had been in Town this morning to look at all municipal buildings, including the grammar school. Bob noted that the school janitor was not aware of Siemens coming in but said that Siemens did do their inspection. The Board noted that they hoped that the Siemens report would reflect the problems and corrective actions facing the school "envelope" problems.

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Bob noted that the General Purpose room in the Town Hall was overheated, and he found that the electrical evacuation system had been turned on and left on by someone who used the building. Chuck noted that everyone should be told that this is not acceptable.

Bob said that he personally wanted to pick up the new fire-truck in Atlanta, and bring another Highway Department employee with him. Chuck suggested he might be available to go and he has the required CDL. Maureen noted Chuck going would not leave the Highway Department two men down during possible snow storm weather. Bob noted that a driver needed a CDL license to drive the fire vehicles if not responding to an emergency. Chuck figured approximate costs of shipping versus picking the new truck up and that figured to be less expensive than having it trucked here. There was discussion about various ways to get the truck to Conway and the costs involved. There would be further discussion as to which method will be used.

meeting items

- Meeting minutes from 11/23/09 were approved as amended.
- Palmeri Electric gave a quote for work on the new emergency generator work. There was talk about how the quotes had determined and submitted by Darrel Chase and Palmeri. Tom noted that two electricians had suggested that it would be less expensive to keep the electric panels where they were and to move the water tank and pump instead. Darrel will be asked to submit a quote rather than an estimate.
- Bob was appointed Assistant Emergency Management Director. He will give Joe Strzegowski quotes for electrical work for the generator for Joe to make a final determination on who to hire for this job.
- The Board appointed new members to Conway Conserves, who will be sworn in at a later time.
- Maureen informed the Board that Darrel Chase and Brian Blakeslee had volunteered to take over and coordinate town pole flags from Butch Rose.
- The Board decided that there will be no meeting on December 28, 2009 due to the holidays.
- The 2011 COLA to be discussed with the Finance Committee on December 14.
- Decorations from the Art Walk may be left in the Town Hall until the Board can take a look at them to determine if they want them to be left up.

Mail and Other Items

- other mail items as per agenda

9:25 PM

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