

Minutes  
CONWAY SELECTBOARD  
Town Office, 32 Main Street  
October 19, 2015, 7:00 p.m.

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Select Board members present: Jim Moore, Clerk; Robert Baker  
Select Board members absent: John O'Rourke, Chair

Others present: Tom Hutcheson, Town Administrator; Liz Jacobson-Carroll, Assistant to the TA; Lacey Arnold, FCAT; Ronald Sweet, Highway Superintendent; Nelson Shifflet, Housing Committee; Mark Hamin (UMass); Brian and Nancy Kuzmeskus, John Pekarski, residents.

*Minutes*

- **On a motion from Jim Moore to accept the minutes of October 5, 2015, seconded by Robert Baker, the vote was unanimous in favor.**

*Warrants*

- **On a motion from Jim Moore to sign the vendor warrant for \$117,425.59, the payroll warrant for \$107,326.50, and the payroll deduction warrant for \$28,254.09, seconded by Robert Baker, the vote was unanimous in favor.**

*Meetings Attended by Selectboard Members*

- Moore attended the Mass. Municipal Association breakfast in Leverett, as did Tom Hutcheson.
- Moore attended a Franklin Regional Transit Authority informational meeting, which included discussion of possibility of pick-up and delivery of Conway senior citizens along with those of Shelburne and Buckland.

*Citizens' Concerns*

None.

*Old Business*

- *Boyden Road culvert plan*  
The Conservation Commission has approved the Highway Superintendent's plan to fix the road in a way that will prevent wash-outs in heavy rains, will accommodate small animals, and will not impact the wetland. This fall, the department will notify the Conservation Commission prior to beginning the project, will install a 15" pipe about 2 feet down from the existing road, and will meet a number of conditions imposed by the Department of Environmental Protection.
  - **On a motion from Jim Moore to authorize the Highway Department to proceed with their plan to work on the culvert once the Conservation Commission has given its final approval, seconded by Robert Baker, the vote was unanimous in favor.**
- John Pekarski indicated that Ron Sweet's plan had adequately addressed his concerns. Brian Kuzmeskus noted his dissatisfaction that flowing water may bring detritus to his property, but indicated that he, too, is satisfied with the proposed resolution of the problem. Jim Moore expressed his confidence in the Conservation Commission's process.

*New Business*

- *Sign contract from LDS Consultants (Housing Committee)*  
Nelson Shifflet reviewed minor revisions to the contract. Discussion centered on the proposed age range of residents to be surveyed. Tom Hutcheson asked for confirmation of that range, and indicated that the Select Board could request an amendment in the future, if needed. Further, the level of insurance coverage for the Town was lowered to reflect the size of the project. Nelson Shifflet expressed his confidence in the work of the firm, and noted that they will develop a document that can be brought to banks and other agencies.
  - **On a motion from Jim Moore to sign the contract from LDS Consultants, seconded by Robert Baker, the vote was unanimous in favor.**
- *Appoint representative to serve on negotiation team for negotiations with Union #38 (Oct. 21 mtg.)*
  - **On a motion from Jim Moore to appoint Tom Hutcheson to serve on the Union #38 School District Negotiations Team, seconded by Robert Baker, the vote was unanimous in favor.**

- *Sign annual contract for Massachusetts Cultural Council grant*  
Tom Hutcheson noted that the Town received slightly more than \$4000, which the Conway Cultural Council will award to some of the applicants from around the region that met the recent deadline.
  - **On a motion from Jim Moore to approve the contract the the Massachusetts Cultural Council, subsequently to be signed by Chairman John O'Rourke, seconded by Robert Baker, the vote was unanimous in favor.**
- *Frontier Regional School District study: kick-off meeting for Conway*  
Mark Hamin introduced himself, provided an overview of the project, and requested input on how to proceed in Conway. As director of the UMass regional planning program and a faculty member, he has undertaken various planning projects for communities, including those in Franklin County. Hutcheson indicated that in keeping with the Town's longstanding desire not to regionalize the elementary school, it voted against the funding of the study, which resulted in the Frontier Regional School District paying an extra 1/8 of the cost of the project in order for it to proceed. Mark Hamin stressed that he would not be promoting an agenda as to regionalization, but that his work would focus on research and reporting on existing conditions, long-term demographics, and options available to the community. Tom Hutcheson re-iterated that the study will investigate the possibility of shared services and shared facilities, and that its aim is broader than simply considering the regionalization of the elementary school. Mark Hamin indicated that his work also will involve collecting information from townspeople about their preferences, site visits to determine the condition and possible modification of facilities, and the study of what comparable communities have done to address similar concerns regarding educational resources. He will seek the help of the Select Board and Town officials in scheduling site visits, planning interactive town forums to identify areas of consensus, gathering existing documents relevant to the study, identifying major stakeholders, utilizing local media to engage townspeople, and in flushing out issues and concerns that may not be readily apparent. His final report will propose a more effective use of school facilities in order to improve the quality of educational outcomes while reducing costs. Tom Hutcheson noted that the Finance Committee and School Committee will be involved, and indicated that due to recent resignations, the Town is in need of a Finance Committee member and chair.

#### *Items Not Anticipated 48 Hours in Advance of the Meeting*

- *Appointment of Kate Whitcomb and Sheila Harrington to the Festival of the Hills Committee for terms ending June 30, 2016*  
Were appointed earlier, but paperwork got caught up. Now that they are moving toward becoming a private organization, recommend the normal span of appt to June 30, 2016. Will sign at later date
  - **On a motion from Jim Moore to appoint Kate Whitcomb and Sheila Harrington to the Festival of the Hills Committee for terms ending June 30, 2016, seconded by Robert Baker, the vote was unanimous in favor.**

#### *Town Administrator Update (move to after not anticipated stuff)*

- *Committees*  
Tennessee Gas Pipeline Company has announced that it will file the Northeast Energy Direct (NED) FERC 7(c) certificate application on Nov. 20, 2015. TGP will incorporate several modifications to the route on both the mainline and several delivery laterals resulting from continued dialogue with local community stakeholders. The anticipated in-service date for the NED project remains the same, Nov. 1, 2018.
- *Departments*
  - *Treasurer/Collector:* We have received a draft of our FY 2014 audit. The Treasurer/Collector is reviewing it, as am I. The auditors found no material deficiencies.
  - *Highway:*
    - We have finalized the procurement of the cab and chassis that was authorized at the last Town Meeting, a 2016 medium-duty four-wheel drive-Dodge 5500, for \$30,666 (with a trade-in). We will be buying a body, hydraulic system, and plow set up to finish setting up the truck.
    - Our Superintendent feels ready to assign some of his paperwork to a clerk; my own assistant has indicated an interest in the work, and that would be fine with the Superintendent, so as long as she doesn't go over 20 hours per week, I've agreed to see how that goes for now. That would be a maximum of 3 ½ hours for the Highway Department. I believe more work may be required in the future, but this would allow at least some support to begin at this time.

- *Building Maintenance*: As you may have noticed, work has started on the Town Office and Town Hall roofs. I met with Helen Reed to go over the project, as it will affect her driveway, and let her know to contact me if there is any problem.
- *Other*
  - Governor Baker's Executive Order 562 commissioned a review of every Executive Branch regulation. Senior staff members from the Executive Office for Administration and Finance will be at the regulatory review listening sessions. The closest session is Tuesday, Nov. 24, 11 a.m.-1 p.m., Springfield State Office Building, 436 Dwight St., Room 305, Springfield. Further, individuals may suggest regulatory changes on the administration and finance page of the mass.gov website. The process is very thorough and open, and provides residents with an opportunity to express their concerns regarding regulations; these might include those pertaining to outdoor cooking events, or to negotiations with cable companies taking place in closed executive sessions, for example. I can provide those interested with more detail on how to comment via the website.
  - Problems had been perceived to exist regarding Conway's delegate to Wired West, but the situation has been resolved, and the executive session scheduled for this evening is no longer necessary.

#### *Concerns of the Selectmen*

- In response to questions from Robert Baker, Ronald Sweet reported that the trade-in value of the equipment mentioned previously is \$20,000, and that he expects to receive it in approximately 8 weeks. Further, work on the body is underway, and the vehicle will be available for use following the first of the year.
- Robert Baker noted his concern regarding the state of the ballfield. Hutcheson indicated his willingness to arrange for on-site consultation with the contractor to discuss liming, aeration and fertilization.

#### *Mail*

- Letter (10/16/15) from Festival of the Hills committee members Michelle Harris, Phyllis Jeswald and Kate French requesting the appointment of Kate Whitcomb and Sheila Harrington
- Letter (10/6/15) from Franklin County Technical School District Committee Chairperson Richard Kuklewicz regarding the selection of Brad Stafford of Bernardston as the Municipal Collective Bargaining Representative.
- Email (10/9/15) from Dale Kowacki from the Franklin Regional Retirement System of MA regarding the level of participation of treasurers in the system's Advisory Council
- Letter (10/5/15) from Frontier and Union #38 Districts' Superintendent Martha Barrett requesting the appointment, by October 21, of a Conway representative to the Negotiations Team in its upcoming negotiations with Union #38 Teachers Association regarding successor agreements for its teachers and instructional assistants.
- Copy of letter (10/5/15) from Ashfield Select Board to Peggy Sloan of FRCOG Planning Board declining further participation in Pipeline Advisory Committee. [Moore indicated his support for the action being taken by the Ashfield board, noting that FERC is inadequately controlled by the federal government, that it is financially supported by the energy industry, not the government, and that its approval process is unduly influenced by that support.]

#### *Announcements*

None.

#### *Documents and Other Exhibits Used at the Meeting*

- Agreement between Town of Conway and LDS Consulting Group, dated October 19, 2015

#### *Next Meeting*

- *The annual All-Committee meeting is scheduled for Monday, October 26, 2015 at 7:00 p.m. Town Hall.*
- *The next regular Select Board meeting is scheduled for Monday, November 2, 2015 at 7:00 p.m. at the Town Office, 32 Main Street*
- *On a motion from Jim Moore to adjourn the meeting at 8:06 p.m., seconded by Robert Baker, the vote was unanimous in favor.*

Respectfully submitted,

Jim Moore