

Minutes
CONWAY SELECTBOARD
Town Office, 32 Main Street
February 16, 2016, 7:00 p.m.

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

Others present: Tom Hutcheson, Town Administrator; Ben Tillona, FCAT; Dana Goodfield; Brian and Nancy Kuzmeskus

Minutes

- **On a motion from John O'Rourke to accept the minutes of February 1, 2016 and February 8, 2016, seconded by Jim Moore, the vote was unanimous in favor.**

Meetings Attended by Selectboard Members

None.

Citizens' Concerns.

Jim Moore, as a citizen, noted that gas exports have been approved, which has implications for the current pipeline, as it has only half of its capacity subscribed. The state's Department of Public Utilities is considering allowing land to be taken by eminent domain for the pipeline, which is presumably for the public good rather than private profit. He is concerned that long-term environmental damage could occur in exchange for relatively short-term private gain, and noted that similarly, solar energy is being blocked in Florida while natural gas is being promoted.

Brian and Nancy Kuzmeskus requested earlier and more frequent sanding on Boyden and Graves Roads.

New Business

- *Appoint new Ambulance Director, to begin March 21, 2016*
 - **On a motion from John O'Rourke, based on a unanimous recommendation from the members of the hiring committee, to appoint Gemma Vanderheld to the position of Ambulance Director beginning March 21, 2016, with a term ending 6/30/16, seconded by Jim Moore, the vote was unanimous in favor.**

Gemma VanderHeld said that she has lived in town for all of her 30 years, and been on the Fire Department for 15 years. John O'Rourke noted that she has been, and will continue to be, working with the current Director, Jodey Benson, and said she could come to Tom Hutcheson or the Select Board if she finds the Ambulance Department needs anything. Bob Baker noted the challenge of recruitment, and asked about managing pay for both Jodey and Gemma. Tom Hutcheson said there was enough pay to cover both of their work.

- *Capital Improvement Planning Committee: update*

Dana Goodfield updated the Select Board on the work of the CIPC, and is supporting Grammar School and capital stabilization. The CIPS is currently not recommending either the Highway's Department's request for a concrete pad and lifts, nor for paving the parking lot behind the Town Office (there were also questions about moving offices to the Town Hall). Tom Hutcheson said that paving the parking lot wasn't his highest priority, but he wanted to get it on the list. Regarding the Fire Department's request for the new Fire Truck, he suggested dedicated stabilization accounts for the Highway and Fire Departments. Dana Goodfield asked for stabilization fund balances; Tom Hutcheson said that he would forward them.
- *Appointments, to the 250th Committee, for terms ending 6/30/16: Amanda Pollock, Nancy Bovio, Richard Pollet, Adam Reed (appt 1/11/16)*
 - **On a motion from John O'Rourke, based on recommendations from the 250th Anniversary Committee, to appoint Amanda Pollock, Nancy Bovio, and Richard Pollet to the 250th Anniversary Committee for terms ending 6/30/16, seconded by Jim Moore, the vote was unanimous in favor.**
- *Sign warrant for State and Federal primary elections*
 - **On a motion from John O'Rourke to sign the warrant for the state and federal primary elections, seconded by Jim Moore, the vote was unanimous in favor.**

- *Sign warrant for Town Caucus*
 - **On a motion from John O'Rourke to sign the warrant for the Town Caucus, seconded by Jim Moore, the vote was unanimous in favor.**

- *Fire Department: Fire Chief and hourly pay for call-outs*

Fire Chief Robert Baker recused himself from the conversation. Tom Hutcheson explained that there is a discrepancy between the structure of pay for the Ambulance Director and the Fire Chief. The Ambulance Director gets hourly call-out time as well as an annual stipend; the Fire Chief gets only an annual stipend, with no hourly call-out pay. Hutcheson recommended that to ensure internal equity, the Fire Chief should get hourly call-out pay as well (rather than providing equity by having the Ambulance Director not getting hourly call-out pay either). John O'Rourke asked that Hutcheson present him with a written recommendation at the next meeting.

Old Business

- *FY16 Budget*

Tom Hutcheson reviewed the latest figures for Article 2, the Town's operating budget. He pointed out that the audit now includes an end-of-year audit required by the school system; that the figure for the FY16-17 change in information technology did not quite capture that new spending is only about \$15,000, as \$5,000 had previously been in the Town Administrator budget; and that the Highway Department figure now included \$6,240 for eight hours of a position for clerical and light repair work (the Building Maintenance function).

The Grammar School operating budget is going up a projected \$75,998; the technical schools going up \$33,878, and Frontier going up a projected \$48,798, for a projected total of \$158, 678. Non-school expenses are slated to rise about 2.13%; with school increases added in, the increase is 5.14%. Even so, over the past three years, the rise has been quite steady (about 2.8% annually).

- *Human Resources*

Tom Hutcheson noted the documents sent by our HR consultant Don Jacobs and urged the Select Board to look at them closely and ask him or Mr. Jacobs any questions before the next meeting. While nothing needs to be decided at that meeting, we can get a lot further towards a decision if people are familiar with the information in the documents provided.

- *Town Meeting warrant: items so far*

Tom Hutcheson reported that there is no change in the projected warrant from last week.

Items Not Anticipated 48 Hours in Advance of the Meeting None.

Town Administrator Update None.

Concerns of the Selectmen None.

Mail None.

Announcements None.

Documents and Other Exhibits Used at the Meeting

Next Meeting

- Scheduled for Monday, February 22, 2016 at 7:00 p.m. at the Town Office, 32 Main Street.
- **At 7:50 p.m., on a motion from John O'Rourke, to open Executive Session, to be held under Reason #3, to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body, John O'Rourke declared it so and voted in favor, Jim Moore voted in favor, and Robert Baker voted in favor.**

- **At 7:58 p.m., on a motion from John O'Rourke to close Executive Session, John O'Rourke voted in favor, Jim Moore voted in favor, and Robert Baker voted in favor.**
- **At 7:58, on a motion from John O'Rourke to adjourn from open session, seconded by Jim Moore, the vote was unanimous in favor.**

Respectfully submitted,

Jim Moore
Clerk