

Minutes
CONWAY SELECTBOARD
Conway Grammar School, 24 Fournier Road
May 2, 2016

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

Others present: Tom Hutcheson, Town Administrator; Liz Jacobson-Carroll, Assistant to the TA; Ben Tillona, FCAT; Paul Labowski, Eversource; Meg Burch

Minutes

- **On a motion from John O'Rourke to accept the minutes of April 16, 2016, seconded by Robert Baker, John O'Rourke and Robert Baker voted in favor, Jim Moore abstained.**

Warrants

- **On a motion from John O'Rourke to sign the vendor warrant for \$37,641.68, the payroll warrant for \$86,689.60, and the payroll deduction warrant for \$22,947.98, seconded by Jim Moore, the vote was unanimous in favor.**

Meetings Attended by Select Board Members

- Robert Baker attended a meeting for area fire chiefs regarding new regulations pertaining to the cooking of food at fairs and festivals; he reported that they discussed modifications and soon will be issuing recommendations.
- Jim Moore attended a Department of Transportation meeting regarding the distribution of funds at which he reiterated his suggestion that the state provide several sets of modifiable plans for Highway Department facilities.
- Robert Baker, Jim Moore and John O'Rourke attended the Cal Ripken Baseball season-opening celebration held in Conway on Saturday, April 30th, at which John O'Rourke spoke.

Citizens' Concerns

None

New Business

- *6:35 Hearing – Petition for Pole and Wire Locations, WMECO and Verizon NE*
Paul Labowski reviewed Eversource plans to run new wiring across shorter spans between 9 new poles that will increase reliability. John O'Rourke noted that the abutters had been notified, and that no concerns were raised. Tom Hutcheson reported that the Conservation Commission and Highway Department have no concerns.
- **On a motion from John O'Rourke to approve the petition for pole and wire locations, seconded by Jim Moore, the vote was unanimous in favor.**

Old Business

- *Town Meeting items:*
 - *Motions for Town Meeting Warrant Articles:*
Tom Hutcheson reviewed recent changes to Town Meeting Warrant motions including a reduction of \$2,868 in the amount requested for Smith Vocational School tuition for two students. He noted that this will bring the total operating budget rise from last year down to 5.51%, from 5.57%.
 - *Pipeline Articles:*
Meg Burch indicated that the Board of Health voted to keep Warrant Article #20, noting the possibility that TGP project may be re-started in the coming months and they do not want to be scrambling to have water and air quality testing done. She requested that Article #21 go forward with revised wording indicating that Conway authorizes but does not require the Town to provide Montague with \$5,000.
 - John O'Rourke voiced his understanding that the article to dissolve the Festival of the Hills Committee to enable a private organization to take its place may be controversial; citizens recognize that the Town has provided police and fire services and insurance.
- *Open Space Committee—\$400 more for botanical inventory for insurance; total now \$3,100*
Tom Hutcheson explained that the Committee needs another \$400 to pay for the consultant to have the proper insurance, and that they have the funding to do so. Jim Moore indicated that Jack Lochhead had suggested to him that the Rose Field needs to be mowed as it is currently a fire hazard and would present additional risk during the

fireworks display planned for the 250th anniversary celebration. Robert Baker suggested that the Highway Department mow the field. Tom Hutcheson indicated that he will discuss the possibility with the Superintendent and perhaps with the company that mows Town properties. Jim Moore suggested that the Conway Garden Club consider planting a pollinator garden on the property.

- **On a motion from John O'Rourke to approve the new price of \$3100 for the Open Space Committee to conduct a botanical inventory, seconded by Jim Moore, the vote was unanimous in favor.**

New Business, continued

- *Sign employee recognition letter for Deborah Craven, Custodian, Firefighter, Election Worker, 15 years*
 - **On a motion from John O'Rourke to sign an employee recognition letter to Deborah Craven, seconded by Jim Moore, the vote was unanimous in favor.**
- *Set date for meeting to review MB & MB Germain Fund Scholarship applications*

Select Board members will meet on Friday, May 6, at 9 a.m. at the Town Office to review applications for scholarship funding.
- *Appoint Sue McFarland to Festival of the Hills Committee and Scholarship Board*
 - **On a motion from John O'Rourke to appoint Sue McFarland to the Festival of the Hills Committee for a term ending 6/30/16, seconded by Jim Moore, the vote was unanimous in favor.**
- *Discussion: possible outcomes of the election and ballot votes regarding the Town Clerk*

Tom Hutcheson reported Town Counsel's preliminary finding that because the election for the Town Clerk and the request to change the position from one that is elected to one appointed by the Select Board, the individual that is elected next week will serve a three year term before her successor is appointed (should the change be adopted.) John O'Rourke requested that the finding be verified with the State.

Items Not Anticipated 48 Hours in Advance of the Meeting

- Jim Moore, noting that the pipeline project may yet be revived, requested that the Select Board appoint him to continue as representative to the Municipal Coalition Against the Pipeline until such time as the project is no longer a concern.
 - **On a motion from John O'Rourke to appoint Jim Moore as representative to MCAP until the pipeline is no longer a concern, seconded by Robert Baker, John O'Rourke and Robert Baker voted in favor and Jim Moore abstained.**

Town Administrator Update

- *Departments*
 - The Highway Department started its summer hours April 4 (Monday through Thursday).
 - We've been asked to allow a wedding reception on the ball field. I've cleared the scheduling with Parks and Rec, Cal Ripken, and women's softball, and it seems clear. However, I think the field use policy needs some updating, including having an application form and hold-harmless sign-off, so I'm working on revising those. I also look forward to Parks and Rec taking over the function of scheduling the field, which the original policy provides for, as soon as their new membership is stable. John O'Rourke asked Tom Hutcheson consult Town Counsel on the matter.
- *Legal*
 - The Attorney General's office was coming up on a deadline to review the large construction bylaw, and requested an additional 60 days to review the by-law, as it is the first of its kind. After speaking with them and corresponding with Town Counsel, together with considering that pipeline construction was unlikely to start within 60 days, and seeing that granting additional time was therefore not a policy decision, I replied for the Town that the additional 60 days was fine.
- *Other*
 - I'm planning to attend the annual MIIA conference next week; this will give the Town another percentage off its premium, and get us to 5.5% out of a maximum of 6% for the year.
 - Tom Hutcheson presented a letter of recognition, signed by Select Board members Jim Moore and Robert Baker, to John O'Rourke for his 5 years of service to the Town.

Concerns of the Selectmen

- Robert Baker asked Tom Hutcheson to ask the Highway Superintendent to check that all of the street signs in Town are in good repair. Tom Hutcheson indicated that he will ask the Superintendent to maintain all those for which he is responsible, and to refer to the State all of those which need their attention. John O'Rourke noted that

FRCOG has recently purchased a sign making machine to be kept at the Greenfield DPU that is available for Conway to use. Jim Moore described his vision of signs made for to indicate the locations of various historic events in the Pumpkin Hollow area of Town, which used to be the Town center.

Mail

- Letter of resignation from Emergency Management Director Matthew Boyden effective June 30, 2016. Robert Baker reported that Dave Chichester, the current Assistant EMD, has agreed to serve as EMD for fiscal year 2017.
- Copy of letter from DEP to resident Amy Landry regarding their modification to the oil spill emergency response action plan (being carried out by WJF Geoconsultants) pertaining to her property at 24 Main Street.
- Letter of invitation, from Principal Darius Modestow, to the Frontier Regional School commencement on 6/1/16.
- Two letters, dated 4/22/16 and 4/26/16, from TGP legal department to Kimberly Bose, FERC regarding suspension of work on Northeast Energy Direct project, status report review on May 20, 2016.
- FRCOG Annual Report 2015, with special supplement for Conway.
- Save-the-date flyer regarding a forum for new selectmen being offered by the Division of Local Services; John O'Rourke said attendance is critical.

Announcements

- Officer Peramba was commended by officials of a neighboring town for his excellent work on recent incident.

Documents and Other Exhibits Used at the Meeting

- Town Clerk Ballot and Question, May 12, 2016
- Motions, May 9, 2016 DRAFT 05/02/16
- Eversource diagram regarding proposed poles on East Guinea Road (WO#6A620304)

On a motion from John O'Rourke, seconded by Jim Moore, the meeting was adjourned at 7:23 p.m.

Next Meeting(s)

Scheduled for May 6, 2016 at 9:00 a.m. at the Town Office (scholarship application review only)

*Scheduled for May 9, 2016 at **6:30 p.m. at the Conway Grammar School**, 24 Fournier Road*

Respectfully submitted,

Jim Moore