

Minutes
CONWAY SELECT BOARD
Town Office, 32 Main Street
Monday, November 14, 2016 7:00 p.m.

Select Board Present: Robert Baker; Bob Armstrong

Others present: Gisele Litalien; Joe Zinan, FCAT; Tom Hutcheson

Minutes

On a motion from Robert Baker to approve the minutes of the October 31, 2016 Select Board meeting, seconded by Robert Baker, the vote was unanimous in favor.

Warrants

On a motion from Robert Baker to approve the vendor warrant of \$64,796.75; the payroll warrant of \$109,058.53, and the payroll deduction warrant of \$29,268.80, seconded by Bob Armstrong, the vote was unanimous in favor.

Meetings Attended by Select Board Members

Bob Armstrong reported he had attended an Energy Committee conference call on the proposed revision of the solar incentive program, which is much less generous than the current one. He also attended the monthly FCAT meeting; the Massachusetts Coalition Against the Pipeline meeting, which is considering future activities; a training at the FRCOG on the Public Records Law; and a meeting with Wired West.

Citizens' concerns: None.

Old Business

Meet Giselle Litalien

Ms. Litalien introduced herself to the Board as the newest member of the Cultural Council. She reported that the Council still needed another member, though they do have quorum. They will be considering over 20 applications with over \$12,000 in requests, for about \$6,000 in available funding.

Sign letter to descendent of Marshall Field inviting him to the 250th anniversary

Robert Baker read the invitation letter. **On a motion from Robert Baker to sign the letter, seconded by Bob Armstrong, the vote was unanimous in favor.**

Report on signage on Town property

As a follow-up to the last meeting's discussion on political signage on Town property, Tom Hutcheson presented a report on signage, along with some recommendations. Robert Baker asked him to also look at commercial signage on Town property—for example, real estate signs. Tom Hutcheson will report back on that.

Budget discussion: target for FY18

Tom Hutcheson discussed an analysis of likely funds for FY 2018, as well as likely school spending, and suggested the Select Board consider a tax target for FY18.

Long-term financial planning: draft policies

Tom Hutcheson noted that the most recent version of the draft policies included several policy questions for the Select Board and Finance Committee:

- p. 9 Reserves Policy – Overall Goal. Stay with 10-15 percent or insert a different range or insert a minimum percent level?
- p. 9 Free Cash policy – Stay with five (5) percent or insert another target level?
- p. 10 Stabilization Fund Policy - Stay with three (3) percent or insert another target level?

- p. 10 Stabilization Fund Policy – Retain, alter or omit the 2nd bullet:
- Endeavor to maintain a Stabilization Fund balance large enough to buffer the General Fund from the impact of two-to-three years of reduced state aid and/or declining local receipts.
- p. 12 Debt Management Policy – 3rd indented paragraph. Shall a threshold be placed on capital expenditures that qualify for borrowing? If so, a minimum dollar amount? A useful life requirement? Either or both?
- p. 15 Cap Improvement Program Policy – Decide on the definition of a capital expenditure in terms of minimum dollar amount, useful life requirement—either or both?

New Business: None.

Items Not Anticipated 48 Hours In Advance of the Meeting: None.

Town Administrator update

Committees and Boards

The Planning Board notes that an Application for a Special Permit has been filed for an in-law apartment at 223 Shelburne Falls Road. The Plans are on top of the file cabinet near the water cooler in this office. If the Select Board has any comments on the issuance of such a Special Permit, please notify the Conway Planning Board prior to December 1, 2016.

The co-chair of the Planning Board, Joe Strzegowski, along with the Building Inspector and I, visited a site which had been the subject of a noise complaint, and there was a question of sand and gravel being removed. While some sand and gravel has clearly been removed, it is impossible to determine how much, or whether the landscape has been changed enough to have violated Conway's protective by-laws. We obtained a verbal agreement with the owners that they would get a special permit before removing any more material.

The Open Space Committee is planning a joint meeting with the Planning Board on the future use of the Rose Property, on Thursday, Nov. 17, at 7 p.m.

The Assessors are having to move to a new platform for their state work and are considering the vendor of choice of the state. It will mean some adjustment in the short term but should save money over the long term.

Departments

I am pleased to report that Special Town Meetings only cost the copying and postage required to send the warrants to all households. Registrars are paid \$100 stipends for the year, regardless of how many registration days there are.

Officer Williams is considering pursuing a grant for one or more pedestrian signs for downtown that could light up when a button is pushed. He feels this would be especially important for times when there are a number of people downtown.

Unfortunately, our Tree Warden has decided to resign, in the face of long work hours and family obligations. If anyone who hears this is interested, or knows of anyone who might be interested, please let me know as soon as possible.

Concerns of the Selectmen

Robert Baker asked about the status of hiring the Highway laborer. Tom Hutcheson reported that so far, there have not been any particularly good applications, and we are considering simply contracting for a snow plow until the spring, when we would re-open the search.

Robert Baker asked for an update on the garage door replacements; Tom Hutcheson will inquire.

Mail

The Conway Open Space Committee has developed preliminary plans for open space uses for the Town Field on Shelburne Falls Rd. (former Rose property). This vision will be presented on **Thursday, Nov. 17 at 7 pm at Town Hall** during a combined Public Information session and & joint meeting of the Planning Board and Open Space Committee. Naturalist Laurie Sanders will present the recommendations resulting from her assessment of biologic inventories and potential uses for the property, tentatively named River Bend Meadow. Proposals by section of the 11-acre field will be portrayed with visuals. Many uses suggested by townspeople are incorporated, including walking trails, South River viewing stations and a picnic area. Citizens are encouraged to attend and participate in the discussions.

Announcements: None.

Next Meeting: Scheduled for Monday, November 21 at 7:00 p.m. at the Town Office, 32 Main Street

Executive Session None.

On a motion from Robert Baker at 7:52 to adjourn, seconded by Bob Armstrong, the meeting was adjourned.

Respectfully submitted,

Robert Baker, Clerk