

Minutes
CONWAY SELECT BOARD
Town Office, 32 Main Street
Monday, July 24, 2017 6 p.m.

Select Board present: John O'Rourke, Chair; Robert Baker; Bob Armstrong

Others present: Tom Hutcheson, Town Administrator; Lisa Turowsky, Assistant to the Town Administrator; Alyssa Tan, FCAT; Ron Sweet, Highway Superintendent; Peter Freisem, Resident/Historical Society

John O'Rourke, Chair, called the meeting to order at 6:00 p.m.

Minutes

On a motion from Robert Baker that the Select Board approve the minutes from June 26th, seconded by Bob Armstrong, the vote was 2-0-1, with John O'Rourke abstaining.

On a motion from John O'Rourke that the Select Board approve the minutes of from July 10th, seconded by Robert Baker, the vote was 2-0-1, with Bob Armstrong abstaining.

Warrants

On a motion from John O'Rourke to approve the FY 2017 student activity account warrant of \$9,446.91; the FY 2018 vendor warrant of \$129,956.70; the FY 2018 payroll warrant of \$87,985.25; and the FY 2018 payroll deduction warrant of \$22,499.22, seconded by Robert Baker, the vote was unanimous in favor.

Meetings Attended by Select Board Members

None.

Citizens' concerns

Robert Baker reported that some people are concerned about a tree growing out of Town Hall chimney. Ron Sweet says it will be taken care of in a few months.

Old Business:

Request from Highway Department regarding fire pumper:

The question was raised whether the old fire pumper is worth more to the Highway Department than it could be sold for. Ron Sweet addressed this question by providing a letter a couple of weeks ago listing the benefits to the Highway Department. He said it could also be useful to help out the Fire Department in emergencies. **On a motion from John O'Rourke to transfer ownership of the old fire pumper to the Highway Department, seconded by Bob Armstrong, vote was 2-0 (Robert Baker abstained).**

Garage Committee formation:

Robert Baker understands that Heidi Flanders has expressed interest in being on the committee. Tom Hutcheson hasn't heard back from Tom McCarthy, Ken Ouimette is interested, Liv Wyatt is interested as well; it might be worth asking around a little more, especially for someone in construction trade or who's done municipal work (like Tom Shaw, who can't do it.) Tom Hutcheson will try to get a firm list for the next Select Board meeting, with a goal of five members.

United Congregational Church

Repayment of Community Preservation funds:

Tom Hutcheson reported that he had expected to hear of a formal offer by this time but he hasn't heard of one. John FitzGibbon, Town Counsel, will let Tom Hutcheson know when there is a formal offer. Church people voted to pay back the Town, said Robert Baker, according to the newspaper article that appeared in the Greenfield Recorder. UCC is moving ahead with insurance piece, but Tom Hutcheson doesn't think they have the insurance money yet. The first insurance check has not been cashed, as far as Town is aware. UCC may also be interested in selling a different parcel of land. John O'Rourke suggested that Tom Hutcheson call Jack FitzGibbon.

Future of the facility: Tom Hutcheson heard a suggestion that since the UCC church is a historic building, perhaps the community would like to consider taking on its repair and renovation for the future. Tom Hutcheson

thinks this would be a lot of money, but if you weigh that against renovating Town Hall, it begins to look a little more doable. But the Town is not in a position to say that's a good idea. Tom Hutcheson hasn't heard a final figure because more investigation needs to be done to find out how much all the repairs would cost. The UCC is talking about building a smaller facility.

New letter of support for Ashfield regarding a MassWorks Grant for the Ashfield Lake Dam:

This is the continuation of a project the Town has already supported. Ashfield didn't get the grant last time. All agreed it makes sense to support this again. **On a motion from John O'Rourke to Motion to support the Ashfield grant application, seconded by Robert Baker, the vote was unanimous in favor.**

New Business

Appoint Robert Baker as Emergency Response Coordinator

Tom Hutcheson explained that the Town needs both positions; this came out through a request from the Franklin Regional Council of Governments for the names for those positions. **On a motion from John O'Rourke to appoint Robert Baker as Emergency Response Coordinator, seconded by Bob Armstrong, the vote was 2-0-1 (Robert Baker abstained).**

Town land update:

The Town Administrator would like the Select Board to look at the following possibilities for increasing Town real estate and let him know their thoughts.

- The Greg Rose property at 40 Fournier Road;
- The United Congregational Church, along with some land it owns off Main Poland Road;
- The building housing the Conway Post Office; owning this building would give the Town some non-tax revenue if it leased it; it would involve extra maintenance; it would provide extra Town space if PO ever moved out; plus, some residential properties which are probably not of value to the Town; and
- The Conway School of Landscape Design.

The Select Board will take up these matters at a later Executive Session.

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

Town Administrator update

Committees

Jim Bosman has resigned from the Finance Committee. If anyone knows someone who might be a good replacement, please let the Moderator know. I know the Finance Committee had trouble making quorum this past year. In the long term, it might be good to propose to Town Meeting that the number of members be reduced from six to five, which would allow three to make quorum instead of four. Still, it would be good for the Moderator to have a deeper bench of possible members, so please let him know if you have any ideas.

Departments

I have approved Ron Sweet's plan to raise the laborer's pay. He also has it in his budget to give a raise to his clerk, who has been doing an outstanding job for the Highway Department. They are both earning the same amount now, and will be earning \$16.00 per hour after the raises.

Conway's cherry sheet numbers, both aid and assessments, are in for FY 2018. The Governor's budget proposal, on which the Town's budget was partially based, had \$1,027,003 in aid and \$126,793 in charges. The final budget has \$1,049,966 in aid, \$22,963 larger, but \$165,906 in charges, a greater, \$39,113, hit. This totals \$16,150 less from the state than expected.

The Emergency Management Director and I met with Julie Sweet, who has volunteered to join the emergency management team as a coordinator of "spontaneous and unaffiliated" volunteers during emergencies. There are substantial written resources available from the Western Regional Homeland Security Advisory Group which I have forwarded to both the EMD and Julie.

The Treasurer would like you to know that Conway's PEG bill has gone up to \$2,500 per quarter.

Projects

We are having a dispute with the insulation installer at the Town Hall. Our engineer says it was not installed to spec, and we need it installed to spec instead of accepting the job for some reimbursement, as we need to ensure that our energy use is lowered—the condition on which we got the Green Communities grant. The Energy Committee and our engineer are holding the contractor's feet to the fire on this.

Final work on the South River Project is slated for August, as follow-up work for Japanese knotweed control is completed. After that, the Town, presumably through the Open Space Committee, will be responsible for any further invasive species control.

The FY 17 CDBG application was awarded last week in the full amount of \$1,294,928 for housing rehabilitation across the 4 towns of Conway, Deerfield, Sunderland, and Leverett. The initial grant allocation for Conway is \$240,000 for 6 units (\$40,000 per unit).

New Business (cont'd)

Request from Peter Freisem for reimbursement for Cemetery map and index copies and scans

Peter Freisem described the project as a multi-year project. Peter Freisem recently had some of maps of Cricket Hill, Boyden and South Park Cemeteries reproduced. Ed Rose did some surveying of cemeteries; there have been a number of burials since surveys were done. Peter Freisem wants to add these to the maps, and would like to use digitized maps. This would be useful to the Assessors office. The total for paper and digital images is \$75.20 which Peter Freisem would like to be reimbursed for. Collective Copies did the work. Peter Freisem showed the Select Board some of the maps he's been using. There was a Community Preservation grant but that's been used up. The Select Board considered the possibility of using Town of Conway Trust Funds. Peter Freisem thinks there may be some money with Historical Society to reimburse him for work on Howland Cemetery. **On a motion from Robert Baker to reimburse Peter Freisem for Cemetery map and index copies and scans from CS Boyden account, seconded by Bob Armstrong, the vote was unanimous in favor.**

Concerns of the Selectmen: *None.*

Mail:

Essay & poster Contest registration: There is a contest that would take Select Board action by 8/23. This will be on a future agenda. Vet Ruck New England, a 200-mile walk to raise vet suicide awareness from Pittsfield to Plymouth, will be coming through Conway at 2am on August 18th. Tom Hutcheson sent notification of this event to Greenfield Recorder.

Announcements *None.*

Documents and Other Exhibits Used at the Meeting

Student Activity Account Warrant (FY 2017); Vendor, Payroll, and Payroll Deduction Warrants (FY 2018)

Letter of support for Ashfield regarding a MassWorks Grant for the Ashfield Lake Dam

Next Meeting

Scheduled for Monday, August 7, 2017 at the Town Office, 32 Main Street.

On a motion from John O'Rourke at 6:48 p.m. to adjourn the meeting, seconded by Robert Baker, the vote was unanimous in favor.