

*Minutes*  
CONWAY SELECT BOARD  
Town Hall, 5 Academy Hill Road  
Monday, October 2, 2017 6 p.m.

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

*Others present:* Tom Hutcheson, Town Administrator; Lisa Turowsky, Assistant to the Town Administrator; Lee Whitcomb, Assessor; Malcolm Corse, Assessor; Alyssa Tan, Esther Glovacki, FCAT; Brian Kuzmezkus, Resident; Jodi McIntyre, Resident

**John O'Rourke called the meeting to order at 6 p.m.**

*Minutes*

*September 18, 2017*

- **On a motion from Robert Baker that the Select Board approve the minutes from September 18<sup>th</sup>, seconded by Bob Armstrong, the vote was unanimous in favor.**

*Warrants*

- **On a motion from John O'Rourke to approve the FY 2018 vendor warrant of \$ \$96,864.95; the FY 2018 payroll warrant of \$105,682.70; the FY 2018 payroll deduction warrant of \$27,729.61; the payroll warrant from 09/21/2017 of \$358.56; and the payroll deduction warrant from 9/21/17 of \$26.03, seconded by Bob Armstrong, the vote was unanimous in favor.**

*Meetings Attended by Select Board Members*

Bob Armstrong attended Mass Municipal Association breakfast, an FCAT meeting, and a regional Planning Board meeting. Robert Baker attended FCRTA meeting where he learned of a \$100,000 grant for transportation for vets/disabled vets/consumers of drug abuse counseling; a bus will be coming to Conway. John O'Rourke attended Mass Selectmen's Assn Meeting, Mass Municipal Association legislative breakfast; Mass Municipal Association board meeting; and a local government advisory committee meeting where he presented on Conway's reaction to the February tornado.

*Citizens' concerns*

Brian Kuzmezkus brought a letter from citizens re: dirt roads being in poor shape. The letter was given to John O'Rourke. Brian Kuzmezkus stated that the road bosses in the past haven't had anywhere near the kind of equipment the current road boss has, but the dirt roads now are in terrible condition. Brian Kuzmezkus stated that there are sharp stones in his road. John O'Rourke said we'll look into it. Bob Armstrong stated that his dirt road is in good shape. Another citizen, Jodi McIntyre, came to the meeting to back up Brian Kuzmezkus. Jodi McIntyre said she has seen a change in the way the dirt roads are maintained and said her dogs can't even walk on Graves Road and Reed's Bridge Road. It's been a concern of hers for at least 5 years.

**Old Business**

Special Town Meeting on October 30, 2017

Final changes

Tom Hutcheson reports some typos have been corrected. Peter Zale is here to speak to the Conservation Commission item. Article 8 refers to changing the number of Conservation Commission members; trying to make life simpler, almost impossible to get people to show up. Currently mandated to have 5 members by bylaw; have 4 sitting, difficult to get quorum of 3 when 4<sup>th</sup> member takes vacation. There are strict deadlines that Conservation Commission operates under. They wanted to have minimum of 3, max of 5. Town Counsel advised that this is not possible. The Committee is reluctant to ask 4<sup>th</sup> member who has trouble making the meetings to resign because it's so hard to get people to serve. Also have heartfelt belief that 3 is too few. They benefit from exchange of opinions by having as many members as possible. It is Peter Zale's opinion is that to put a question on the warrant that reduces the number of members to 3 when none of them agrees with it is silly. Robert Baker asks what happens when people are trying to build in town and Conservation Commission can't take a vote

because they don't have a quorum. That leaves them up a creek, Peter Zale agrees; but they do schedule special meetings to help people out. John O'Rourke asked when was last time they had a full committee; Peter Zale stated that it's been 4 or 5 years. John O'Rourke spoke to Jack Gates who'd love to make it 3 because they're having such a tough time getting people to volunteer. Peter Zale said people are under a misconception about what the Conservation Commission is there to do. We got Town Counsel's opinion that it needs to be a specific number. Robert Baker brings up downsizing of committees. Peter Zale says they'll just keep muddling along and wants the arrant article deleted. Robert Baker doesn't agree. Somebody has to resign if this article passes. Tom Hutcheson stated that Jack Gates came to the Select Board and requested that they change something. But Peter Zale wants some flexibility. Peter Zale continued to argue against not changing the current situation. Tom Hutcheson further noted that this can be made effective at future date; it could be a matter of not reappointing someone instead of asking someone to resign. John O'Rourke stated there's all kinds of reasons not to leave it at 5. If they stay at 5 they have a situation where they can't get a quorum. Sept. 12 meeting there were 4 people including the person who never attends. Peter Zale says 4 of the 5 members don't want it to go to 3 members, including the Chair. Malcolm Corse then offered to join the Conservation Commission. Select Board reiterated that the status quo is not working. Peter Zale says it's kind of working. Tom Hutcheson says it can be taken off warrant, if there's still a problem by annual town meeting it can go back on. The issue will be revisited in the future. Jack Gates is going off the Conservation Commission at end of FY2018, and Peter Zale said once that happens he'll resign too. Malcolm Corse said he'd have reservations being on the Conservation Commission if Jack Gates resigns. Tom Hutcheson said let's see what people's intentions are just before the annual Town Meeting in May.

#### Vote on recommendations

Article 1: On a motion from John O'Rourke that Select Board approve Article 1, Robert Baker seconded, the vote was unanimous 3-0

Article 2: On a motion from John O'Rourke that Select Board approve Article 2, Robert Baker seconded, the vote was unanimous 3-0

Article 3: On a motion from John O'Rourke that Select Board approve Article 3, Robert Baker seconded, the vote was unanimous 3-0

Article 4: On a motion from John O'Rourke that Select Board approve Article 4, Robert Baker seconded, the vote was unanimous 3-0

Article 5: On a motion from John O'Rourke that Select Board approve Article 5, Robert Baker seconded, the vote was unanimous 3-0

(bills from prior FY)

Article 6: On a motion from John O'Rourke that Select Board approve Article 6, Robert Baker seconded, the vote was unanimous 3-0

Article 7: On a motion from John O'Rourke that Select Board approve Article 7, Robert Baker seconded, the vote was unanimous 3-0

Article 8: was removed from the warrant, with the possibility of bringing it back in May if the Conservation commission continues to have trouble with quorum

Article 9: Bylaw declaring Conway a safe community; Robert Baker asked if Police Chief has commented; he does not favor it. Bob Armstrong is in favor; largely in agreement with what SJC has ruled about this issue. Robert Baker disagrees with it as does John O'Rourke. On a motion from John O'Rourke that Select Board not approve Article 9, Robert Baker seconded; Bob Armstrong votes against the motion. Vote is 2 opposed and 1 in favor of recommending Article 9.

#### Sign warrant

- **John O'Rourke moved to sign warrant as amended, Robert Baker seconded, vote was unanimous in favor.**

#### New Business

7:05 JOINT MEETING with the BOARD OF ASSESSORS: Tax Classification Hearing. *Postponed until next meeting.*

#### Frontier Regional School District bond request

Frontier Reg'l School Bond request in their folders; Joh O'Rourke asked if Tom Hutcheson had any comments on the request. They reviewed summary of the two different proposals.

Sign letter of congratulations for Janice Warner

The letter congratulates the Treasurer/Collector, Janice Warner, for her recent designation as a Certified Massachusetts Municipal Treasurer.

- **John O'Rourke makes motion that they sign letter, Robert Baker seconds, vote was unanimous in favor.**

Sign 5-year employee recognition for James Wakefield

This is a letter congratulating James Wakefield for 5 years of service to the Town as a Transfer Station attendant.

- **John O'Rourke makes motion that they sign letter, Robert Baker seconds, vote was unanimous in favor.**

#### *Town Administrator update*

#### **Committees**

The Parks, Recreation and Trails Committee is ready to assign sports directors for various sports. At least one is on the committee (Jason Hunter, for basketball); at least one other is not. I believe the Select Board should make formal appointments, especially for the non-Committee volunteers, to cover the Town in case there are disputes or someone has to be let go. We hope to have a complete list to you soon.

We may be close to a resolution with the Town Hall insulation project. The problem was that the insulation installers, a sub-contractor, had not used the amount of insulation (cellulose) that was expected. Since the Town is bound by the terms of its grant to an energy reduction target, this specification was critical, and our engineer is pushing back hard to get the job done right. The Energy Committee is also seeing whether the Conway Grammar School would be interested in some energy conservation efforts in collaboration with UMass.

We're also moving forward on an RFP for a municipal solar field. The question now is whether to use a design/build RFP, which gives a single number without a separate design cost, or whether to use the more traditional separate designer, which provides built-in oversight of the project.

The Broadband Committee chair has identified two unusually situated homes in Conway that were not part of the original Comcast count, and is working with those households to see what arrangements might be made for them to receive service.

#### **Departments**

As usual, the Highway Department will return to winter hours, five eight-hour days, after Columbus Day.

Two projects are being finalized: I'm waiting for a final executive summary of the ADA self-evaluation and transition plan; Tom McCarthy and I are both reviewing the draft. After we get a revised, final draft of the executive summary, the project will be complete. The final long-term financial plan has been delayed due to illness, but we should be getting both hard copies and an electronic version soon.

I am working with the Treasurer/Collector to see what it would take to cover foreclosed properties with Town insurance. We have some figures and are working on a possible policy.

#### **Other**

Frontier Regional High School will be having a meeting October 24 to present a proposal for a bond for a comprehensive set of repairs to the regional school. They have invited both Select Boards and Finance Committees to attend.

*Concerns of the Selectmen:*                      *None.*

*Items not anticipated within 48 hours:*    *None.*

*Mail:*

Letter from Frontier Reg'l and Union 38, addressed to Select Board, re: joint meeting to discuss bond proposal. 6 p.m. on 10/24 at Frontier Reg'l School media center.

Letter from FRCOG inviting them to public health service annual meeting on 10/26 from 5:30 p.m. to 8:30 p.m. at Shelburne Falls Eagles Club. RSVP please see Tom Hutcheson if interested.

Letter from Town of Sunderland 300 celebration parade committee, 6/16/18 is the date, need to RSVP by end of October. Bob Armstrong, Robert Baker and John O'Rourke will all be there, they'll ask Tom Hutcheson to reply.

*Announcements*

*Documents and Other Exhibits Used at the Meeting*

*Vendor, Payroll, and Payroll Deduction Warrants (FY 2018)*

*Two warrants from FY2017*

*Special Town Meeting Warrant 10/30/2017*

*Employee recognition letter James Wakefield*

*Employee congratulations letter Janice Warner*

*Citizen's letter of complaint, Brian Kuzmezkus*

*Frontier Regional School District bond request/summary*

*Next Meeting*

Scheduled for Monday, October 11, 2017 at 6 p.m. at the Town Office, 32 Main Street.

- **At 7 p.m., on a motion from John O'Rourke to adjourn, the vote was unanimous in favor.**