

*Minutes*  
**JOINT MEETING: SELECT BOARD and FINANCE COMMITTEE**

Monday, April 23, 2018 6:00 p.m.  
Town Office, 32 Main Street

---

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

*Others present:* Sarah Newman, Resident; Ken Ouimette, Police Chief; Brian Kuzmeskus, Resident; Alan Singer, Andrea Beaudoin, Roy Cohen, Tom Donovan, Finance Committee; Alyssa Tan, FCAT; Tom Hutcheson, Town Administrator; Lisa Turowsky, Assistant to the Town Administrator

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

*Minutes*

- **On a motion from John O'Rourke to approve the minutes of Tuesday April 17, 2018, seconded by Robert Baker, the vote was unanimous in favor.**

*Meetings Attended by Select Board Members*

Bob Armstrong attended a meeting with Colonial who responded to the RFP to aggregate the town. Armstrong also attended a hearing that the Planning Board held to discuss a large-scale solar array. Robert Baker, Tom Hutcheson, Assessors and members of the Energy Committee also attended this meeting. The project, a community solar installation, would be built by a company called Nexamp. It could generate the amount of power that Conway homes use each day. Robert Baker had concerns about fire and was pleased with the answers he was given. John O'Rourke had two meetings last week: Franklin County Selectmen's Association Board of Directors meeting; and FRCOG Council meeting where the usual budgetary items were discussed, including the GIS system.

*Citizens' concerns*

*None.*

*Old Business*

*Appoint Sarah Newman to the Board of Registrars*

Virginia Knowlton has recommended that Sarah Newman be appointed.

- **On a motion from John O'Rourke to appoint Sarah Newman to the Board of Registrars for a term ending June 30, 2018, seconded by Robert Baker, the vote was unanimous in favor.**

*New complaint about dogs at 651 Graves Road*

Tom Hutcheson showed a still picture of one of the dogs clearly off the property, Ken Ouimette concurred. Brian Kuzmeskus had another complaint from this night. One of the dogs came to the road, then a child residing at the property came out and said "Sic 'em" to the dog. No adults were present. Chief Ouimette gave Moriarty a ticket already, which hasn't been paid as far as anyone knows; Chief Ouimette will check with Ginny Knowlton to see if she received payment Chief Ouimette can't ticket for every incident because that's not how the law reads but can ticket for every complaint that a dog leaves the property. The Highway Dept has complained about dogs chasing vehicles down the road. Moriarty has not yet never built a run or enclosure, which he said he was going to do in February of 2017.

**New Business**

**JOINT MEETING: SELECT BOARD and FINANCE COMMITTEE 6:15 p.m.**

*Frontier proposal for capital borrowing*

Tom Hutcheson reported that Phil Kantor from Conway Grammar School Committee was here today but had another meeting and couldn't attend tonight's meeting. Robert Baker reviewed the funding options presented by Frontier Regional maintenance committee. The costs presented in the handout are word-of-mouth estimates only. One big item that needs attention is the track which is estimated to cost \$600,000. The committee is looking at having a capital stabilization account but that hasn't been part of the process up to now. Joe Markarian has had experience with capital stabilization accounts in other regional school districts. Roy Cohen asked how much the property is worth; no one has that number, as it's not taxed. Alan Singer spoke about a meeting that they attended last winter. Conway's share of the budget is about 16% which could amount to about 15 to 20 thousand dollars a year over the life of the project, beginning in FY 2020. Robert Baker said he hoped Conway could look at using funds that would have been directed toward the Conway Grammar School capital

stabilization account and applying them to the cost of Frontier Regional school district repairs without having to raise the tax rate. Joe Markarian talked about using bonds to fund the needed repairs over period of time (5, 7, or 10 years). Alan Singer suggested it would be helpful to have a capital improvements plan for these repairs and to have professional oversight of the construction. The plan of a 7-year bond with level principal payments made the most sense to Tom Hutcheson.

[The Finance Committee voted to transfer \$12,000 from the reserve fund to building maintenance to pay for repairs to the Conway Grammar School well.]

- **On a motion from Alan Singer to transfer \$12,000 from the reserve fund to the building maintenance fund, seconded by Roy Cohen, the vote was unanimous in favor.**

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

*Town Administrator update*

**Committees**

The Energy Committee is planning to ask for a second extension of the META grant, intended for a feasibility study for a solar field, since the new state SMART program, which replaces the old SREC-2 program, is less beneficial, and may result in the plan not being financially possible.

The work on the Town Hall is now finished, and I am just waiting for the final invoices from the engineer and the contractor, which could be in for Monday’s warrant. After that, we still need sign-off from the Building Inspector and the state, but we may be able to complete the Green Communities grant by May 30, our current deadline.

**Departments**

The Treasurer has suggested that we have as part of our financial policies a policy on how committees with budgets process their expenses, especially who has spending authority, and how the expenses are authorized. We have not had any trouble, but we can see the potential for misunderstandings that could easily be avoided with a straightforward policy. The Small Town Administrators seem to feel that all expenses ought to be reported to the committees regularly, and soon after they are made, for inclusion in their minutes. I am drafting a policy with Jan and plan to bring that to you soon.

I received the final report on the oil spill that was sent to DEP. We did get the job done within 60 days and so avoided at least \$1,500 in extra costs. I have not yet received a final invoice.

**Town Meeting**

I have drafted two documents I think would be helpful to hand out at Town Meeting. The first is an explanation of the Community Preservation article and motion—as you will recall, I explained at the last meeting about the relatively major change in the number for the budgeted reserve. The second item is a sheet showing all the special articles by source of funds. As Lee and I develop a statement about what this might mean for the tax rate—which is always high, as we always assume the current year’s valuation—I can add a figure for how much spending represents about a dollar on the tax rate.

*Concerns of the Selectmen*

Robert Baker reminded everyone that there is a hole near the water monument at town common; he first mentioned it last fall. Repair still hasn’t been done.

*Mail*    The Select Board received a letter from the Franklin County Housing and Redevelopment Authority re: CDBG report.

*Announcements*                      *None.*

*Next Meeting*    Scheduled for Monday, April 30, 2018 at 6:00 p.m. at the Town Office.

**At 7 :00 p.m., on a motion from John O’Rourke to adjourn, seconded by Robert Baker, the vote was unanimous in favor.**