

Minutes
SELECT BOARD
Monday, July 9, 2018 6:00 p.m.
Town Office 32 Main Street

Select Board members present: John O'Rourke, Chair; Philip Kantor

Others present: Lee Whitcomb, Assessor; Philip Snow, Citizen; William Moebius, Citizen; Ron Sweet, Highway Department; Brian Siano, Lane Construction; Joe Strzegowski, Planning Board; Roger Goshea, Citizen; 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 O'Rourke to approve the minutes of Monday, June 25, 2018, seconded by Kantor, the vote was unanimous in favor.**

Warrants

- **On a motion from O'Rourke to approve the vendor warrant (FY18) for \$85,543.49; the vendor warrant (FY19) for \$536,647.68; the payroll warrant for \$113,807.66; the payroll deduction warrant for \$27,098.26; and the Student Activity Warrant for \$4,114.95, seconded by Kantor, the vote was unanimous in favor.**

Meetings Attended by Select Board Members

Kantor attended several hiring meetings for the new Frontier principal. O'Rourke attended a meeting of the Franklin County Selectman's Association.

Public Comments *None.*

Old Business *None.*

New Business

Appoint William Moebius as a member of the Planning Board to May 16, 2019

Joe Strzegowski highly recommended Bill, who has a wealth of experience, for the post. This would be a one-year appointment until the next election.

- **On a motion from O'Rourke to appoint William Moebius (Bill) as a member of the Planning Board to May 16, 2019, seconded by Kantor, the vote was unanimous in favor.**

Discuss Corrective Action Plan requested by Ron Sweet related to Lane Construction's paving of Mathews Road

Sweet was in to talk about the problems with the paving job that was done. There are various issues including the roadway cracking, width not being maintained per Highway Department specifications, etc. Sweet stated his is not comfortable with what the Town got from Lane Construction, who didn't see a problem with anything other than the width of the roadway that was maintained. Brian Siano of Lane said District 1 testing checked out fine; it had rained and there was an area with a rut that he said could have been caused by a Highway Department truck or by one of Lane's. Sweet stated that the road had been closed so the rut could not have been caused by a Highway Department truck. Sweet is looking for Select Board signatures on the letter that he drafted to send to Mr. Durand of Lane. Siano stated he wasn't copied on the Corrective Action Plan but he talked to Andrea Woods who didn't accept the plan. This controversy is in the initial stages of negotiating, said O'Rourke; Sweet needs their support of the Corrective Action Plan. Kantor said he'd like to know what the things are that are agreed-upon by both sides. Sweet and Siano need to walk the road together; but Sweet really wants the letter to move forward.

- **On a motion from O'Rourke to approve the draft letter to Phil Durand of Lane Construction, seconded by Kantor, vote was unanimous in favor.**

Appoint Roger Goshea as a temporary, part-time Valuation Program Conversion Assistant

Lee Whitcomb was here to recommend Roger Goshea for this position; Goshea was out of town and couldn't come. This position is something that Malcolm Corse needs to complete the field visits. Whitcomb pointed out that money for the

position is in the Assessors budget conversion account that has already been funded by two Articles at Town Meeting. Hopefully Goshea will be able to start later this week.

- **On a motion from O'Rourke to appoint Roger Goshea as a temporary, part-time Valuation Program Conversion Assistant, effective immediately, seconded by Kantor, the vote was unanimous in favor.**

Appoint Philip Snow as Assistant Emergency Management Director

Snow introduced himself. O'Rourke mentioned that he was highly recommended by George Murphy, EMD.

- **On a motion from Kantor to appoint Philip Snow as Assistant Emergency Management Director for a term ending June 30, 2019, seconded by O'Rourke, the vote was unanimous in favor.**

Approve budget amendment for Frontier Regional School District for reallocation of \$20,000 in Excess and Deficiency funds for upgrades to building security

- **On a motion from O'Rourke to approve the budget amendment for Frontier Regional School District for reallocation of \$20,000 in Excess and Deficiency funds for upgrades to building security, seconded by Kantor, the vote was unanimous in favor.**

Discussion: Conway aggregation plan

Tom Hutcheson recommends that there be as much publicity as possible as the aggregation plan moves forward. O'Rourke described in detail the process which begins with Select Board review of all the documents, then moves to DOER, then to the DPU for rate review/approval. Public outreach has to be done when it's at the DPU review stage. Outreach is done by Colonial. Once the DPU approves the plan, more intense marketing/outreach is conducted before the plan goes out to competitive bid. O'Rourke described this as a very "organized and routine process." We have a draft plan if anyone wants to look at it.

Social Media Policy – social media account e-mail contact information

Tom Hutcheson discussed emerging best practices in social media policy. Email contacts should be a town email; none of the current social media pages has a town email contact. Hutcheson will be learning more about this at STAM meetings. He stated that Highway and Fire Departments have excellent Facebook pages. Hutcheson is trying to come up with uniform policies for the many Facebook pages that are being used; he will bring the topic back for discussion by the Select Board in the future. O'Rourke mentioned that Select Board members should have Conway email addresses; Hutcheson will ask Roy Cohen to look into that. Kantor brought up the difficulties surrounding communications with minors that other town have experienced.

FRCOG Appointments: FRCOG Council, FCAT, and Upper Pioneer Valley Veterans Service District:

- **On a motion from O'Rourke to approve the appointment of John O'Rourke to the FRCOG Council, FCAT, and Upper Pioneer Valley Veterans Service District, all for a term ending June 30, 2019, seconded by Kantor, the vote was unanimous in favor.**

Regional Emergency Planning Committee; Cooperative Inspection Program

- **On a motion from O'Rourke to approve the appointment of Robert Baker to the Regional Emergency Planning Committee for a term ending June 30, 2019; and appointment of Thomas Hutcheson to the Franklin Cooperative Inspection Program for a term ending June 30, 2019, seconded by Kantor, the vote was unanimous in favor.**

Other appointments: Lynn Rubinstein, FCSWMD; Tom Hutcheson, Franklin Regional Planning Board

- **On a motion from O'Rourke to approve the appointment of Lynn Rubinstein to FCSWMD for a term ending June 30, 2019; and appointment of Thomas Hutcheson to the Franklin Regional Planning Board for a term ending June 30, 2019, seconded by Kantor, the vote was unanimous in favor.**
- **On a motion from O'Rourke to approve the appointment of Ron Sweet, Ken Ouimette, and Olivia Wyatt to the Highway Garage Committee for a term ending June 30, 2019, seconded by Kantor, the vote was unanimous in favor.**

- **On a motion from O'Rourke to approve the appointment of Robert Armstrong to the Building Renovation Financing Committee (School Repair Committee) for a term ending June 30, 2019, seconded by Kantor, the vote was unanimous in favor.**

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

Town Administrator update

Committees and Boards

The Planning Board may be reviewing a proposed 5-acre, 1 MW solar facility on Pine Hill Road at their August 16th meeting.

Beth Girshman will not be able to attend the next MTWP meeting, Tuesday, July 17, and is wondering if any Select Board members might want to attend in her place. I have the agenda and minutes from the past meeting if anyone is interested.

Departments

The only end-of-fiscal-year financial hitch was an overage in the Animal Control Officer's budget of about \$70, which was able to be transferred from the Dog Revolving Account with no action needed by the Finance Committee or the Select Board. I have asked the ACO to boost his budget and keep track of his expenses next year.

The Ambulance Director will be in for your next meeting with requests for abatements over an 18-month period ending a year ago. I'm working with her on the presentation; of course, the details will be kept confidential.

I'll have a "certificate of adoption" for the next meeting for the final Municipal Vulnerability Preparedness plan, along with the final version of the plan.

The changeover to Comcast is set for Monday, July 16 (for the Town Office) and Wednesday, July 18 (for the Town Hall and Garage). They will bring the lines into the buildings and our IT consultant will be there to supervise the operation.

Special Town Meeting

I checked with Ginny, and September 17, 24, and October 1 all work for a special Town Meeting, as well as all dates in December.

Select Board Comments

Kantor noted the signs missing near Bardwells Ferry Road; Ron will look into that. Also, he asked why the SB hasn't acted on an Air BnB tax and made the properties subject to BOH requirements; Hutcheson will look into that.

Mail

The Select Board received a pro forma letter from Comcast outlining new choice TV package options. The Board also received a letter from Adam Hinds re: its renewable energy letter; Hinds is promoting renewable energy. The Board also received a copy of the Municipal Advocate re: school financing, and an annual report from Mass. Housing Partnership.

Next Meeting Scheduled for Monday, July 23, 2018 at 6:00 p.m. at the Town Office.