

*Minutes*  
SELECT BOARD  
Monday, October 1, 2018 5:30 p.m.  
Town Office 32 Main Street

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

*Others present:* Dan Fentin-Thomas, FCAT; Tom Hutcheson, Town Administrator; Lisa Turowsky, Assistant to the Town Administrator; Bruton Strange, Conservation Commission

John O'Rourke called the meeting to order at 5:36 p.m.

*Minutes*

- **On a motion from O'Rourke to approve the minutes of Monday, September 17, 2018, seconded by Armstrong, the vote was unanimous in favor.**

*Warrants*

- **On a motion from O'Rourke to approve the vendor warrant for \$48,656.67; the payroll warrant for \$111,419.54; and the payroll deduction warrant for \$27,491.99, seconded by Armstrong, the vote was unanimous in favor.**

*Meetings Attended by Select Board Members*

Kantor and Armstrong went to another Frontier building renovation meeting regarding the ten-year plan which will be unveiled next Thursday (October 11). Armstrong went to the planning board marijuana hearing which was well-attended. Armstrong attended an FCAT meeting and a regional planning board meeting at FRCOG, mostly dealing with the solar coop in Wendell. O'Rourke went to a statewide municipal conference where the Governor and Lt. Governor made appearances. O'Rourke also attended workshops on housing strategies and on climate change, a Regional Selectman's Association meeting, and a Franklin County Chamber of Commerce breakfast. Armstrong and O'Rourke went to the Fireman's auxiliary turkey dinner. The Festival of the Hills was on Saturday/Sunday.

*Public Comments*

*None.*

*Old Business*

*Letter to Historical Commission regarding Town oversight of the exterior of the United Church of Conway*  
The historic restriction was canceled because the church has repaid the money granted from the Town.

- **On a motion from O'Rourke to sign the letter to the Historical Commission, seconded by Armstrong, the vote was unanimous in favor.**

*Letter to Mass Tank regarding installation of new water tank liner: odor and taste issues*

The Town is still waiting to see how the issues dissipate; nothing else can be done until school's not in session. The Superintendent will establish a date by which the tank will be swapped out if the problems aren't resolved and the tank needs to be flushed/drained. No reason has been given for the problem; Mass Tank blames the physical location. The letter was read to be certain that it is in line with the School Committee's approach.

- **On a motion from O'Rourke to sign the letter to Mass Tank, seconded by Armstrong, the vote was unanimous in favor.**

*New Business*

*Conservation Commission: resignation and future membership*

ConComm is without a chair and without a quorum; it is now down to four members (Zale, Strange, Morgan, Nowak); quorum is three. Bruton Strange came to ask for the Select Board's advice/help. Strange can't be chair due to other commitments. ConComm needs someone to do site visits and paperwork. The regulations are complex. **On a proposal from O'Rourke to add a notice to the tax bill inserts about the need for ConComm members, the Board approved the proposal.** Emails to the ConComm are automatically being redirected to Strange right now. Conway may be able to engage the services of a conservation agent in a neighboring town, said Hutcheson, but this would cost money. Strange will put something in the Visitor; he'll check in with Zale and let Hutcheson know what he's able to do. One of the Select Board members may have to fill in if new members can't be found soon.

*Possible joint meeting with Board of Health regarding youth substance abuse prevention (FRCOG)*

*Possible date: October 22*

Hutcheson reminded the Select Board that they prioritized this issue last year. FRCOG suggested that the Select Board and Board of Health be involved in attending a presentation by the FRCOG on this issue. Kantor cautions about duplication of efforts; schools are already working on this issue. October 22<sup>nd</sup> at 7 p.m. is good for everyone. Hutcheson will confirm the date/time with the Board of Health.

*Insurance for sheep barn lease – letter to lessor. Tabled.*

Hutcheson stated no need to send this letter.

*Appoint a negotiating team representative: Union 38 Teachers and Instructional Assistants successor agreements*

There was a discussion of efforts to revise sick pay policy. This is the only school district with a benefit system like Conway's. Changes in policies have been effected, starting with non-union personnel. The new superintendent waived his accrued benefits. The goal is to have predictable outcomes when school personnel retire. Kantor would like to get written instructions to continue to pursue this course as Select Board representative; would like Hutcheson to be appointed to represent the school committee.

- **On a motion from O'Rourke to appoint Kantor as the negotiating team representative for Union 38 Teachers and Instructional Assistants successor agreements, seconded by Armstrong, the vote was unanimous in favor.**

*Appoint a negotiating team representative for Frontier Regional Teachers Association successor agreement*

- **On a motion from O'Rourke to nominate Kantor as the negotiating team representative for Frontier Regional Teachers Association successor agreements, seconded by Armstrong, the vote was unanimous in favor.**

*Draft committee handbook*

Staff is going to distribute the handbook to new committee members so that they better understand their roles and responsibilities. Suggestions or corrections are welcome.

*Approve tax bill insert notifying residents of the administrative assistant position*

O'Rourke suggested putting "urgent" at the top and using pink paper. **On a proposal from O'Rourke to insert notice of the job opening, the Board approved the proposal.**

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

*Town Administrator update*

**Committees, etc.**

I got a complaint from an electrician about items being stored in the boiler room—currently both Council on Aging medical equipment for loaning to seniors and I believe some Festival of the Hills chairs are there—and we have been told previously by our building inspector that we have to clear it out and not use it as a storage room. I have notified both parties; since the Festival chairs are presumably Town chairs, as they predate the separation, I may have to get those moved myself. The Council on Aging had stored their materials in the Town Office basement before, and although the chair believes a shed near the Rose property would work, I have heard that it is not suitable for storage, so we're still in the process of sorting that out.

**Departments**

Tax bills should go out October 15 or 16. There has been a lot of last-minute activity, as the Assessors have had a lot of information to work with they didn't expect. That said, they expect the new information to be good for the tax rate. We still have to wait for the tax classification hearing to submit our FY 2019 tax recap to the Department of Revenue.

I have a correction to some information I've been interested in: a number of towns have hit their levy ceiling, the maximum amount they can levy according to Proposition 2½. This does not mean they have tax rates of \$25.00 on the thousand. It does mean that their ability to raise funds is strictly limited by the formula in proposition 2½, which is that percentage of growth, plus new growth, plus any extra state revenue. It also means they cannot pass an override. In FY 2018, according to DOR, 5 cities hit their levy ceiling, and 17 cities and towns approached it (7 were at 95% or more and 7 from 90-95%). If home values don't rise while spending grows, these figures will grow.

