

*Minutes*  
SELECT BOARD  
Monday, May 13, 2019 6:00 p.m.  
Town Office, 32 Main Street  
**JOINT MEETING WITH FINANCE COMMITTEE 6:10 p.m.**  
Town Office, 32 Main Street  
*followed by:*  
**TOWN MEETING**  
7:30 p.m.  
Conway Grammar School, 24 Fournier Road

*Select Board present:* John O'Rourke (chair); Bob Armstrong; Phil Kantor

*Others present:* Tom Hutcheson, Town Administrator; Lisa Turowsky, Assistant to the Town Administrator; Lee Whitcomb, Administrative Assessor; Alan Singer, Roy Cohen, Tom Donovan, Finance Committee; Jan Warner, Treasurer; Gary Lisewski, resident

*Minutes*

May 6, 2019

- **On a motion from O'Rourke to approve the minutes of May 6, 2019, seconded by Armstrong, the vote was unanimous in favor.**

*Warrants*

Vendor warrant: **\$35,556.06**

Payroll warrant: **\$110,631.11**

Payroll deduction warrant: **\$28,116.37**

- **On a motion from O'Rourke to accept the warrants, seconded by Armstrong, the vote was unanimous in favor.**

*Meetings Attended by Select Board Members*

Kantor attended negotiating sessions with Frontier teachers and IAs. Sick pay reform was approved for all hires after Aug. 1, 2016. All Select Board members went to the pre-town meeting. O'Rourke met with the Personnel and Labor Policy Committee of the Mass. Municipal Association.

*Public Comments*

*None.*

**JOINT MEETING WITH FINANCE COMMITTEE 6:15 p.m.**

*Vote to transfer \$4,100 from Town Clerk Salary, Wages line to Town Clerk Operations line*

- **On a motion from O'Rourke to transfer \$4,100 from Town Clerk Salary, Wages line to Town Clerk Operations line, seconded by Armstrong, the vote was unanimous in favor.**
- **On a motion from Singer to transfer \$4,100 from Town Clerk Salary, Wages line to Town Clerk Operations line, seconded by Cohen, the vote was unanimous in favor.**

*Other year-end or joint business*

Re: Finance Committee transfer of funds from the reserve fund to the Germain Trust Fund:

- **On a motion from Singer to transfer \$2,180.43 from the Reserve Fund to the M.B. Germain Trust Fund, seconded by Cohen, the vote of the Finance Committee was unanimous in favor.**

The Administrative Assessor said she will submit a formal request for transfer of approximately \$2,250 from the reserve fund to reimburse the Board of Assessors for end-of-year interdepartmental expenses. This amount includes expenses for the secure staff GIS site.

- **On a motion to adjourn by Singer, seconded by Cohen, the Finance Committee adjourned.**

*Old Business*

*Town Meeting*

*Any related business: motions; etc.*

Sweet has requested that two of the Articles related to the Highway Department be passed over at Town Meeting.

*Request for use of Guilford Fund*

Gary Lisewski came in to present his request for \$850 to allow him to get temporary power to find out what is needed to get power back into house. Other expenses related to his being able to make the house habitable are still unknown but will be reviewed by the Select Board as part of same application,

- **On a motion from O'Rourke to disburse \$850 from the Guilford Trust for a temporary power supply, seconded by Armstrong, the vote was unanimous in favor.**

*New Business*

*Appoint Kim Goddard to the Agricultural Commission*

- **On a motion from O'Rourke to appoint Kim Goddard to the Agricultural Commission, seconded by Armstrong, the vote was unanimous in favor.**

*Remove Bob Armstrong as representative to the Franklin Regional Transit Authority*

- **On a motion from O'Rourke to remove Armstrong as representative to the FRTA, seconded by Kantor, the vote was unanimous in favor, Armstrong abstaining.**

*Appoint Don Walker as representative to the Franklin Regional Transit Authority*

- **On a motion from O'Rourke to appoint Don Walker as representative to the FRTA, seconded by Kantor, the vote was unanimous in favor.**

*Appoint Tanya Campbell to Parks, Recreation, and Trails Committee*

- **On a motion from O'Rourke to appoint Tanya Campbell to Parks, Recreation and Trails Committee, seconded by Kantor, the vote was unanimous in favor.**

*Authorize the FRCOG to contract on the Town's behalf for Highway Products and Services*

- **On a motion from O'Rourke to authorize the FRCOG to contract on the Town's behalf for Highway Products and Services, seconded by Armstrong, the vote was unanimous in favor.**

*Set Select Board schedule*

Select Board will conduct meetings every two weeks from this date forward, with the exception of the special meeting to discuss scholarship applications on Friday, May 17.

- **On a motion from O'Rourke to conduct Select Board meetings every two weeks, with the next meeting on Tuesday, May 28, seconded by Armstrong, unanimous in favor.**

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

*Town Administrator update*      *None.*

*Departments*

We are moving ahead on our FY19 MEMA grant to purchase one laptop for the EOC and one for the Assistant EMD. This has to be completed by the end of the fiscal year.

I have been in communication with Deb Radway, who I hope can do the regional HR feasibility study. Town Counsel has reviewed the proposed contract and I should be able to bring her in to sign a final version soon.

In vexillological news: our Veterans' Flag Officer has replaced the flag flying at the ball field, which had frayed considerably. We have also gotten a call regarding both the ball field flag and the Memorial Park flag being illuminated at night, per the U.S. Flag Code, and he and Roger Goshea, who is also interested in flag issues, are looking into solutions. There seems to be an upward-facing light at the ball field; for the Memorial Park light, I have suggested that top-down illumination, which is common these days, would preserve the night sky while illuminating the flag, and provided them with a catalogue to begin solving that problem.

The Franklin County Technical School has offered saplings they have started to regional towns. I have forwarded the offer to the Highway Department and Open Space Committee.

The Senate Ways and Means Committee has finalized their cherry sheet figures; there are many relatively substantial changes both in receipts and charges, with the result that Conway would pay \$12,352 more. The numbers now head to the legislative conference committee.

#### *Committees*

I erred in having Grace Larson appointed to the Conservation Commission before the end of the fiscal year. The Commission currently has five members. She has not been sworn in, but will wait till the beginning of July, when she can be appointed to a standard three-year term.

Parks, Recreation, and Trails has some excellent news: Tanya Campbell has made a multi-year commitment to be CYS Administrator (including registration and money issues) and Michael Merritt has agreed to be Soccer Director. You'll be getting emails and notices about soccer over the summer months and registration will be set up as of mid-July. They are also looking for more Parks and Rec members, help with work bees for any sport, and a Baseball Director for next year.

The Assessors are almost ready with a Nexamp contract, which could be available to sign in a couple of weeks. Please speak with Lee Whitcomb about this in the interim if you have any questions.

#### *Other*

We have received a draft schedule for implementing the Franklin County Emergency Communications System. The Ambulance would be connected in January of 2020, with Police and Fire done the next summer. I have forwarded this to those departments for their information.

#### *Select Board Comments*

*None.*

#### *Mail*

Select Board members received a letter from a resident re: catch basin problem on Manning Road. Referred to Sweet who will take care of it. A complaint re: noise of another resident's geese has been forwarded to the Agricultural Commission. Hutcheson will have more information at the next meeting.

#### *Announcements*

- **At 6:42 p.m., on a motion from O'Rourke to adjourn, seconded by Kantor, the vote was unanimous in favor.**

#### *Next Meeting*

Friday, May 17<sup>th</sup>, 2019, at the Town Office, 32 Main Street, at 9:30 a.m.