

Minutes
SELECT BOARD
Monday, June 10, 2019 6:00 p.m.
Town Office, 32 Main Street

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

Others present Dan Fentin-Thomas, FCAT; Ron Sweet, Highway Department; Walter Goodridge, Highway Facility Committee; Mary McClintock, Planning Board; Tom Hutcheson, Town Administrator; Lisa Turowsky, Assistant to the Town Administrator

Minutes

May 28, 2019

- **On a motion from O'Rourke to approve the minutes of May 28, 2019 as amended, seconded by Armstrong, the vote was unanimous in favor.**

Warrants

Vendor warrant: **\$32,906.81**

Payroll warrant: **\$124,507.38**

Payroll deduction warrant: **\$31,154.11**

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

Meetings Attended by Select Board Members

Kantor attended multiple contract negotiations in attempt to wrap up teacher negotiations. Armstrong had a number of ConCom meetings re: site visits, including at South River where the Open Space Committee has received a grant to do some more work on invasive species. The State is concerned about this issue also and has funds to work on mitigating invasive species in Conway. Armstrong also had a meeting with FCAT re: finalizing franchise agreement; he met with the other three towns in the district, but nothing has been done to pursue the agreements of those towns. This needs to be ironed out before Conway can know what needs to be done going forward. O'Rourke had a MMA Personnel and Fair Labor Policy Committee meeting; some of the municipalities have severe personnel issues. On Saturday O'Rourke attended the annual Selectmen's Leadership Conference of MMIA; open meeting law and public records laws were discussed, as well as finance and budgeting, regionalization and shared services, and the role of selectboards and how they should cooperate with each other and their committees. Kantor said the topic of regionalization is making the rounds again; he was on the committee that looked at K-12 regionalization, and none of the four district towns can afford to regionalize without legislative action. The FRCOG is a model that other towns look to, said O'Rourke.

Public Comments *None.*

Old Business *None.*

New Business

Highway Department

Declare as surplus/authorize to scrap various pieces of old equipment.

Sweet was here to talk about scrapping the old equipment that has been lying around near the Grammar School. The list of equipment was given to Mary McClintock. The equipment has been there for a long time. There are 12 old plows, among other things. McClintock wants to know how Highway Department equipment gets managed. This area has been an attractive nuisance. Does the Town get any money from selling the old equipment? Sweet will investigate that. Armstrong asked about the piece of equipment in South River meadow; that isn't being scrapped.

- **On a motion from O'Rourke to declare these items of equipment are surplus and have Sweet scrap them, seconded by Armstrong, the vote was unanimous in favor.**

Proposal for new road by sheep barn to approach salt shed

Sweet is concerned that, when the new owner is putting in his new driveway that comes out near sheep barn, trucks coming out of the salt shed and the new owner's cars would be in danger of colliding. Sweet wants to move the road toward the east and the old school, about 30 feet. Sweet had the surveyor out and they located the pins. There was some objection to putting the road nearer to the old schoolhouse. Kantor objects to changing the esthetics, wants to have

Historical Society people participate so they have buy-in to the proposal. McClintock would also like there to be a site visit with others who have been involved to see if there are any creative solutions other than moving the road. Muriel Antes, Howard Boyden, Historical Commission, Historical Society and Grammar School should be involved, said Kantor and McClintock. It could be making the old schoolhouse more accessible to the community if parking spaces are added. Kantor wants a letter to be sent so those who were involved in moving the schoolhouse can have input into this decision. Hutcheson was asked to coordinate a meeting with stakeholders and Highway Department; McClintock wants to be involved and also suggested that Ruth Parnall be added to the list.

Highway Facility Committee: sign contracts with designer for storage building & maintenance facility

The Select Board reviewed the Vreeland contract that Sweet presented for the designer's work. Town Counsel has looked at it and said it was fine. Sweet said the Town will own the plans when they're completed.

- **On a motion from O'Rourke to approve the contracts with designer (Vreeland) for design of the equipment storage building, seconded by Armstrong, the vote was unanimous in favor.**

Personnel Committee: proposal to allow part-time staff pro-rated sick and vacation days

Personnel Committee recommends this revision which aids the purpose of staff retention, said Hutcheson. He worked with Jan Warner to come up with appropriate compensation for part-time workers. The policy would affect 15 people. Kantor doesn't approve of the policy because it doesn't specify a probationary period. Hutcheson replied that this is earned leave and Conway does have a probationary period. Kantor asked if the Town obligated to buy back unused sick time. Hutcheson said people are only allowed to carry one year of earned time off; this has been the policy since Hutcheson came on. Benefits are specified in the Personnel Policy; this revised policy is just making pro-rated benefits applicable to part-time employees.

- **On a motion from O'Rourke to approve the proposal to allow part-time staff pro-rated sick and vacation days, seconded by Armstrong, Kantor abstained.**

Complaint regarding noise from domestic geese *Tabled.*

Appointments (all starting July 1, 2019):

- Regional through June 30, 2020:
 - Fred W. Wells Scholarship Committee Representative: Kate French
 - FRCOG Council: John O'Rourke
 - FCAT: John O'Rourke
 - Upper Pioneer Valley Veterans Service District: John O'Rourke
 - Regional Emergency Planning Committee: Robert Baker
 - Franklin Cooperative Inspection Program: Thomas Hutcheson
 - Franklin County Solid Water Management District: Lynn Rubinstein
 - Franklin Regional Planning Board: Thomas Hutcheson
- Staff through June 30, 2020:
 - Animal Control Officer: Joseph Colucci
 - Board of Assessors Clerk: Laura Hutt
 - Board of Health: Virginia Knowlton, Clerk
 - Highway Department – Superintendent: Ronald Sweet; Foreman: Jason Stone; Driver/Laborer: Adam Baker, Nicholas Sweet; Jeremy Purinton; Administrative Assistant: Michelle Duguay
 - Custodian: Debra Craven
 - Assistant to the Town Administrator: Lisa Turowsky
 - Transfer Station Attendants: James Allyn, Roger Goshea, Leland Gray, Paul Lloyd, ~~Leroy Rose~~, James Wakefield
 - Treasurer/Collector: Jan Warner
 - Assistant Treasurer/Collector: Lynn Kane
 - Veterans' Graves Officer: Donald Graham
 - Tree Warden: Walter Goodridge

Public Safety Staff through June 30, 2020:

Ambulance Department: Gemma VanderHeld - Director; Christopher Herrmann - Asst. Director
EMTs: James Bernier, Christina Lankarge

Emergency Management - George Murphy, Director; Philip Snow, Assistant Director

Enhanced 911 Coordinator: Robert Baker

Fire Department: Chief/Forest Warden: Robert Baker; Deputy Chief/Deputy Forest Warden: Ronald Hawkes; Deputy Chief: Adam Baker; Captains: Matthew Boyden, Christopher Herrmann; Lieutenants: Joseph Peramba, Nickolaus Vanderheld; Clerk: Laura Hutt; Firefighters: Robert Armstrong, Helen Baker, Daniel Blakeslee, Howard Boyden, Willis Burnett, Deb Craven, Dakota Deane, Douglas Deane, Amanda Dunnell, Christina Lankarge, Gabriel Lyons-Sosa, Brooke Romanovicz, Stephen Scala, Kyle Stosz, Gemma Vanderheld; Junior Firefighters: Kyle Baker, Ella Flanders, Bradley Loncar, Michael O'Connell, Amanda Romanovicz, Olivia Romanovicz, Olivia Vicellio

Police Department: Chief: Ken Ouimette; Reserve Officers: Donald Bates, James Bernier, Christina Conklin, Ronald Hawkes, Nathan Jackman, David Johnson, Randall Williams

- Committees through June 30, 2020:
 - Highway Facility Committee: ~~Jerry Axelson, Tom Brogle~~, Walter Goodridge, Hank Horstmann, Peter Jeswald, Ken Ouimette, Ron Sweet, Olivia Wyatt
- Committees through June 30, 2022:
 - Capital Improvements Planning Committee: Bob Armstrong (Select Board); ~~Roy Cohen (Finance Committee)~~; Patricia Vinchesi
 - Council on Aging: Patricia Lynch
 - Energy Committee: Sue Bridge
 - Finance Committee: Roy Cohen, Alan Singer
 - Historical Commission: Cynthia Bluh, Willis Burnett
 - Parks, Rec & Trails: Robert Anderson, Harry Bovio, Paul Charest
 - ZBA: John O'Rourke
 - Community Preservation Committee: Dusty King, Bob Anderson
 - Open Space Committee: Jack Ferrell
- **On a motion from O'Rourke to approve regional appointments through June 30, 2020, seconded by Armstrong, the vote was unanimous in favor**
- **On a motion from O'Rourke to approve staff appointments through June 30, 2020, seconded by Armstrong, the vote was unanimous in favor**
- **On a motion from O'Rourke to approve public safety/ambulance departments appointments through June 30, 2020, seconded by Armstrong, the vote was unanimous in favor**
- **On a motion from O'Rourke to approve emergency management appointments through June 30, 2020, seconded by Armstrong, the vote was unanimous in favor**
- **On a motion from O'Rourke to approve enhanced 911 coordinator appointment through June 30, 2020, seconded by Armstrong, the vote was unanimous in favor**
- **On a motion from O'Rourke to approve fire department appointments through June 2020, seconded by Armstrong, the vote was unanimous in favor**
- **On a motion from O'Rourke to approve police department appointments through June 30, 2020, seconded by Armstrong, the vote was unanimous in favor**
- **On a motion from O'Rourke to approve committee appointments through June 30, 2020, seconded by Armstrong, the vote was unanimous in favor**
- **On a motion from O'Rourke to approve committee appointments through June 30, 2022, seconded by Armstrong, the vote was unanimous in favor**

Items not anticipated 48 hours in advance of meeting

- **On a motion from O'Rourke to approve the appointment of Grace Larson to the Conservation Commission, seconded by Armstrong, the vote was unanimous in favor**

Town Administrator update

Committees

As you can tell from the appointments, Lisa has been doing a great job of contacting everyone up for re-appointment, finding out whether they're interested, and organizing the appointments into one-year appointments for ad hoc committees.

Departments

I understand that there is a critical need for more EMTs, especially people who can show up during the day. I've put a notice on the web site and hope to generate some interest.

After conferring with the Personnel Committee, I plan to initiate periodic staff meetings. Part of this will be the required annual harassment training (I hope through MIIA and its Employee Assistance Program), part of it will be similar trainings, and part of it will be regular updates to enhance communications.

I'll be meeting with Bob Armstrong soon to make a plan for the electricity aggregation survey. If anyone has any further thoughts, please let either of us know. One item we may want to consider is whether we want to offer a "green" plan that includes electricity from burning wood, as that has been controversial in the past. I hope we can be in communication with other towns about that before making a decision so that we can retain as much bulk buying power as possible.

Our application to FEMA for a grant to assist in the stabilization of the slope from Delabarre Ave. to the river is in its final phase; we've gotten feedback from FEMA and are tweaking the application.

I'm managing to get the two computers procured, with Roy's help, which were approved under the MEMA Emergency Management Planning Grant for FY 2019. We should have everything in order by the end of the fiscal year.

I anticipate needing a short meeting with the Finance Committee for at least one item related to end-of-year finances; I mis-placed the funds for Ginny in the operating account, and it should have been in the salary account. The approval would be post-dated to May of 2020, ensuring she could get paid and avoiding a meeting then. I'm sure Laurie will be looking to her for assistance during the primaries and in preparation for Town Meeting.

Other

I will mention, in case anyone has missed the sign in the triangle in front of the Library, that Mike Haley will be presenting Irish Cannon Ball Croquet as a benefit for the Conway Sportsman's Club scholarship, on June 15, from 11 a.m. to 2 p.m. at the ball field.

Select Board Comments

A Town resident has notified Kantor that the sound isn't working on the FCAT recording of Town Meeting. Armstrong mentioned that the reason they're going to be talking about the burning of wood is the state is in the process of changing the rules allowing woodburning to qualify for subsidies for energy certificates. Armstrong is concerned about the effect this change could have on aggregation. Wood burning is dirtier than oil and isn't renewable according to the intent of the law, said Armstrong. The State is changing the rules without any legislative input. The Green Energy Alliance is staunchly opposed to this change, said O'Rourke.

Mail

The Select Board received their copies of The Beacon. They received a piece from the Mass Taxpayers Foundation. They also got a letter noting that Veterans Service District will be holding a meeting on July 16, 2019.

Announcements

None.

- **At 7:10 p.m., on a motion from O'Rourke to adjourn, seconded by Armstrong, the vote was unanimous in favor.**

Next Meeting

Monday, June 24th, 2019 at the Town Office, 32 Main Street, at 6:00 p.m.