

Minutes
SELECT BOARD
Monday, January 27, 2020 4:30 p.m.
Town Hall, 5 Academy Hill Road
Joint Meeting with Finance Committee at 5:00 p.m.

Select Board present: John O'Rourke, Chair; Phil Kantor; Bob Armstrong

Others present: Dan Fentin-Thomas, FCAT; Alan Singer, Roy Cohen, Tom Donovan, Finance Committee; Russ Kaubris, Business Manager, Richard Martin, Superintendent, Franklin County Technical School; Tom Hutcheson, Town Administrator; Lisa Turowsky, Assistant to the Town Administrator

Minutes

January 21, 2020

- **On a motion from O'Rourke to approve the minutes of January 21, 2020, seconded by Armstrong, the vote was unanimous in favor.**

Meetings Attended by Select Board Members

Kantor attended a Union 38 negotiating session and a Conway Grammar School committee meeting. Armstrong attended a Capital Improvements Planning Committee meeting and will report their recommendations to the Select Board on February 10, 2020. He also attended a regional planning session about recycling at FRCOG. O'Rourke went to the MMA conference on Friday and Saturday.

Public Comments

Hope Crolius came in to introduce herself to the Select Board. She has become interested in serving as a volunteer, particularly on the Ag Commission and the Board of Registrars. Armstrong suggested a spot on the Conservation Commission.

Old Business

Consider Town office closure policy

Hutcheson presented two options for this policy for the Select Board to discuss. Town Counsel has reviewed both options. Kantor said he could agree to Option 2 with a few edits; Option 2 is less onerous than Option 1. O'Rourke encouraged the Board members to think about starting with Option 2; once the policy is in place it can be revisited at some point if that becomes necessary. A change was made to Option 2 to say that Chair of Select Board and Town Administrator, "in consultation with Highway Superintendent", are authorized to close Town offices when inclement weather prevents safe travel in town.

Appoint Bob Armstrong as Capital Improvements Planning Committee representative to the Town Hall and Office Renovation Committee

- **On a motion from O'Rourke to appoint Bob Armstrong as Capital Improvements Planning Committee representative to the Town Hall and Office Renovation Committee, seconded by Kantor, the vote was unanimous in favor.**

New Business

None.

Items Not Anticipated 48 Hours in Advance of the Meeting

None.

Town Administrator update

Committees

I received a visit from Hope Crolius indicating interest in membership in the Agriculture Commission, and perhaps even acting as chair, so the Commission can once again function properly.

Departments

I attended the MMA annual meeting, along with John and Bob, and got updates on municipal and HR law, as well as HR best practices, and pressed some vendors for information on behalf of the

Treasurer. I also attended the MMMA annual meeting, where I was re-elected as District One representative for managers and administrators.

We have received updated recycling contracts; I'm confirming that they're the updated versions and have tentatively put them on the agenda for next week.

I'm having a standard contract draft reviewed by Town Counsel for use with the Town Hall cupola project. We have a standard goods and services contract template but not one for construction. We don't need to bid the project as such, but we do need to post it on two state websites as well as our own, and typically such postings include contract language as well as prevailing wages, along with the scope of work.

I have heard from the Town of Hatfield that their 350th Incorporation Day celebration is going to be May 31st, and I understand they have reached out, or will be reaching out, to each Select Board member to issue an invitation.

Concerns of the Selectmen

None.

Mail

The Department of Public Utilities responded to the letter that the Select Board sent concerning the electricity aggregation. The DPU stated they are working on getting the matter resolved with the 13 towns that are involved.

Hutcheson received a letter from the Veterans Services district concerning procuring some new flags; he has taken care of this.

Announcements

Hutcheson received notification that Hatfield will be celebrating its 350th anniversary on May 31, 2020.

5:00 p.m. JOINT MEETING WITH FINANCE COMMITTEE on FY 2021 BUDGET

Franklin County Technical School

Russ Kaubris, Business Manager of Franklin Co. Tech, informed the Select Board and Finance Committee that the public hearing on the school's budget will be held on February 5, 2020. The vote on the budget will take place on March 11, 2020. Conway's assessment has gone down a bit, including the cost of transportation; the expected figure is \$94,375 (to be approved). Superintendent Martin spoke about new programs, including Licensed Practical Nurse, Medical Assistant, and Veterinary Tech. programs that are generating a lot of interest. He expects that Chapter 70 funds will increase by about \$1M next fiscal year. There are 481 students this year; that is expected to increase to 505 next year.

Other FY 2021 Budget Business

None.

Next Meeting: Scheduled for Monday, February 3, 2020 at the Town Hall, 5 Academy Hill Road, 6:00 p.m.
Joint Meeting with the Finance Committee 6:30 p.m.