

**Minutes  
SELECT BOARD**

Monday, March 15, 2021, 6:00 p.m.  
Via Zoom

**Bob called the meeting to order at 6:02 p.m.**

Present for the Selectboard: Bob Armstrong, Chair; Phil Kantor, Erica Goleman

Others Present: Donald Joralemon, Tom Hutcheson, Town Administrator, Louise M. Beckett, Assistant to the Town Administrator

*Minutes*

*Approval of minutes of March 8, 2021*

**On a motion from Bob to approve the minutes of the meeting of March 8, 2021, Erica seconded and the vote was unanimous in favor.**

*Warrants*

**On a motion from Bob to approve the Vendor warrant for \$478,098.93, the Payroll warrant for \$116,652.88, and the Payroll Deduction warrant for \$29,250.05, Erica seconded and the vote was unanimous in favor.**

*Meetings Attended by Select Board Members*

Erica attended no meetings since the last Selectboard meeting. Phil attended no meetings. Bob had a site visit with the neighbors of the solar facility who have voiced a complaint. Nexamp will meet with them at some point.

*Public Comments*        *none*

*Old Business*

*Interim Town Administrator position update*

Tom said Steve Dinkelaker had further discussions with Tricia Vinchesi and the committee was decided to give a deadline of March 29 for both positions in an attempt to get more applicants. Two candidates will interview for the permanent position this Thursday. We have gotten 7 or 8 applications so far, two for the interim position and the rest for either position, or for the permanent position.

*FY 2022 Town Meeting warrant and budget: general update*

*New Business*

*Appoint Robin Yerkes to the Council on Aging, for a term expiring June 30, 2024*

**On a motion from Bob to appoint Robin Yerkes to the Council on Aging for a term expiring June 30, 2024, Erica seconded and the vote was unanimous in favor.**

*Appoint Tammy Bennett to the Board of Registrars, for a term expiring June 30, 2022*

**On a motion from Bob to appoint Tammy Bennett to the Board of Registrars for a term expiring June 30, 2022, Erica seconded and the vote was unanimous in favor.**

*Community Preservation Committee appointments:*

*Donald Joralemon as a Selectboard appointment, for a term expiring June 30, 2024*

**On a motion from Bob to appoint Don Joralemon to the Community Preservation Committee for a term expiring June 30 2024, Erica seconded and the vote was unanimous in favor.**

*Carolyn Thayer as a Council on Aging representative, for a term expiring June 30, 2022*

Tom had a proposed revision of Section 9: Community Preservation Committee. The current language of the bylaw gives the committee the right to ‘designate’ the appointments from the various bodies, so the Selectboard doesn’t actually have to appoint Carolyn Thayer. Tom’s proposed amendment to the bylaw clarifies the references to clear up any misunderstandings. The context of the bylaw is correct, but the language is confusing. Bob said he felt it was good to have the committees designate their own appointments; Phil disagreed. Tom said the Selectboard should vote on the appointment just to be sure we are covered.

*Consider application for Community Preservation funding for a 21E Phase 2 assessment at 69 Main Street*

Tom said that if the Town goes forward with the purchase of 69 Main Street, or any properties for the purpose of getting more land into the flood protection program, this funding could be used for Phase 2. (FRCOG approves Phase 1) We would apply for the CPA funding and if approved we'd be ready to move ahead with the assessments if the Evans' decide they want to sell to the Town.

**On a motion from Bob to approve the application for \$15,000 in funding from the CPA committee for the Phase 2 assessment, assuming Phase 1 passes, Erica seconded and the vote was unanimous in favor.**

*Items Not Anticipated 48 Hours in Advance of the Meeting*

Phil asked about the Germain Trust Funds, which will come up in Thursday's meeting with the Finance and School committees. The Mark and Mildred Boice Germain Fund exists to fund college scholarships and to fund rehabilitation of needy handicapped children. The Mark Boice Germain Fund is used for equipment and maintenance of community playground and swimming pool expenses, and Phil says it doesn't look like there has ever been a disbursement from it. The Howland Fund was set up to purchase equipment for the now-defunct Conway Academy, so there have been no expenses out of it.

Bob asked if Tom could get figures by taking half the Howland Fund, and then split the remaining amount needed between the two other funds to come up with a figure so the Selectboard could vote on it on Thursday.

### **Town Administrator update**

#### *Committees*

As I mentioned earlier, I will be providing a clarification of the appointment authorities in the Community Preservation Committee by-law.

I've been working with Pat Lynch on helping her get the Finance Committee to consider a request for a transfer from the reserve fund for their foot care clinic. Also, Pat believes the reason they're running short of funds is due to the pandemic, so I've asked her to identify any particular costs so we can get reimbursed through CARES or the recent American Rescue Plan Act (ARPA).

#### *Departments*

I received an e-mail from Ron Coler of Ashfield who urgently requested a letter of support for an EEA dam construction grant application for \$875,250 towards a \$1,167,000 project. Based on the Board's letter of support last year, I wrote the letter on my own behalf. It was due Friday, so there was no time to ask the Board. Please ask Mr. Coler directly for any details of the application.

The Town of Conway may use up to about \$548,039 from the American Rescue Plan Act (ARPA). This is primarily for reimbursing costs related to COVID, though it also includes "necessary investments in water, sewer or broadband infrastructure." This could conceivably include better connectivity between the Town Hall and Town Office, the installation of permanent cameras and wiring for FCAT recording, and the necessary equipment for providing for a robust linkage to a Town Meeting overflow room or rooms. Other ideas are welcome. The money will come in two tranches, the first in two or three months, the second about a year after that, and will have to be spent by December 31, 2024.

Mary Wigmore has won the contract for the Mohawk Trail Woodlands Partnership grant to do a carbon credit market study for Conway residents. We are negotiating a contract and I expect to have it for you next week to sign.

I'm working with Kimberly MacPhee at the FRCOG for another round of Municipal Vulnerability Preparedness Plan projects, including continuing the current activity, for which our current grant ends June 30, and also to include land acquisition.

**Select Board member comments and concerns**

*none*

**Mail**

*Letter from FRCOG regarding Deerfield River recreation issues and call for comprehensive plan*

Tom said that there has been a project committee formed for recreation issues up and down the River, and typically we haven't been involved other than the tubing question that had come up at one time. There are actually two groups, one is involved in seasonal issues, which is the one we might want to be involved in, and the other is interested in year-round activities. At the end of Conway Station Road, there are questions about how people are treating that property. The Town might want to keep up with what is happening as another opportunity to have voices from the town heard. We would send a representative to meetings.

**Announcements**        *none*

**Next Meeting:** Scheduled for Thursday, March 15 with the Finance Committee and the School Committee, then the next Selectboard meeting on Monday, March 22, 2021, at 6 p.m., via Zoom

**On a motion from Bob to adjourn, Phil seconded, and the vote was unanimous to adjourn at 6:50 p.m.**