

Minutes
SELECT BOARD
Monday, June 7, 2021
Via Zoom
6:00 PM

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

Others Present:

Shelley Poreda, Director of Business Admin., Frontier/Union 38, Jack Harrison, Cemetery Commission; Deb Donaldson, Marilyn Webster, Priscilla Lynch, Forest and Trails Committee; Veronique Blanchard; Alan Singer, Roy Cohen, Steve Dinkelaker, Rhyanna McLeester, Finance Committee; Michelle Harris, Phyllis Jeswald, Sheila Harrington, Pixie Holbrook, Sue MacDonald, Festival of the Hills Committee; Ross Perry, Interim Town Administrator; Louise M. Beckett, Assistant to the Town Administrator

Call to Order At 6:02 p.m. Bob called the meeting to order.

Minutes On a motion from Bob to approve the minutes of May 24, 2021, Erica seconded and Phil said aye, Bob said aye, and Erica said aye and the vote was unanimous.

Warrants On a motion from Bob to approve the Vendor warrant of \$120,157.21, the Payroll warrant of \$118,625.45, and the Payroll deduction warrant of \$29,911.68, Phil seconded and Bob said aye, Erica said aye, and Phil said aye and the vote was unanimous.

Meetings Attended by Select Board Members None

Public Comments None

Old Business

Playground RFP *Review RFP results and school recommendation to select playground contractor*
The school put forward the bid, which closed last week. There were five bids and on the recommendation from school administration and Berkshire it was decided to go with Mass West Construction, Inc. The Selectboard will need to award \$146,000 and the school will verbally notify the contractor. On receipt of their W9, bond, and insurance certificate they will formally be given the contract. They are scheduled to start on the 14th, so it's important to take care of this as soon as possible. On a motion from Bob to accept the bid from Mass West Construction Erica seconded and Phil said aye, Bob said aye and Erica said aye and the vote was unanimous. Electronic signage was preferred due to the short timeframe. On a motion from Phil to accept electronic signing of the contract, Bob seconded and Erica said aye, Bob said aye, and Phil said aye and the vote was unanimous.

Town Meeting *After action discussion of town meeting*
All agreed that the meeting went well. The clickers worked very well and probably saved a lot of time. Jimmy and some of the attendees moved articles along nicely. Next year, we should include explanations for articles that involve increases and for the money items. Should we provide a voter guide?

Cemetery Comm. *Approve Cemetery Guidelines*
The question to be resolved is: Who sells the burial plots? Town counsel was consulted, and the Town has accepted MGL Chapter 114 sec. 27; but did not accept

section 24 which specifies that the commission is given the authority to buy and sell lots. On the recommendation of the Interim Town Administrator that the guidelines be accepted as written and put it in the next town meeting to allow the commission to sell the lots, all agreed.

Forest & Trails Comm

Discuss and vote establishing a Conway Forest and Trails committee

This group plans to work with the snowmobile club and Parks and Rec, and also with private landowners. A question was asked about how this committee's work would mesh with the Carbon Credit Program. It was recommended that they coordinate with the Forest Management and Carbon Credit group so all are on the same page. On a motion from Bob to approve the formation of a Forest and Trails Committee, Erica seconded, and Phil said aye, Bob said aye and Erica said aye and the vote was unanimous in favor.

New Business

Appoint Brian Aldrich, Brent Pitcher and Hank Horstmann new part time members to the Transfer Station

Transfer Station Appointments

On a motion from Bob to appoint Brent Pitcher, Brian Aldrich and Hank Horstmann to the Transfer Station as part-time employees, Erica seconded, Phil said aye, Erica said aye and Bob said aye and the vote was unanimous in favor.

Rescind State of Emergency

Discuss and vote to rescind March 16, 2000 local State of Emergency and to fully open municipal buildings to pre-COVID status.

On a motion from Bob to rescind the March 16, 2000 local State of Emergency and to fully open municipal buildings to pre-COVID status, Erica seconded and Phil said aye, Bob said aye, and Erica said aye and the vote was unanimous in favor.

Festival of the Hills Comm.

Discuss establishing the Festival of the Hills as a Town Committee with the ability to receive and spend funds as well as to award scholarships

A big concern for the committee is that they have access to funds prior to the festival so that they can pay out expenses as they occur. They were advised that all payments need to go through the town accountant. They should also separate scholarship funds and operating funds. Currently, graduating seniors are not restricted to 'college'; non-traditional programs, year-off travel programs etc. are eligible. More research needs to be done re: Ch. 60 section 3C. The committee must run everything through the open meeting law. It was agreed that the FoH committee will meet with Ross on Monday, 06/14 at 5 p.m. to determine their needs and how to get them accomplished.

Year-end budget transfers

Approve end of year line to line transfer request(s)

On a motion from Alan to transfer \$50,000 within the highway department budget (from 422-5100 to 422-5400) Roy seconded and Rhyanna said aye, Alan said aye and Roy said aye.

On a motion from Bob to transfer \$50,000 within the highway department budget, Erica seconded, Bob said aye, Phil said aye and Erica said aye. Ross asked if he might use electronic signatures for this specific instance. Erica said yes, Phil said yes and Bob said yes.

On a motion from Alan to transfer \$900 from the Reserve Fund to salaries/wages Roy seconded and Rhyanna said aye, Roy said aye and Alan said aye.

On a motion from Alan to transfer \$3,773.30 in unforeseen expenses from the reserve fund to Vocational/Technical School Expense, Roy seconded, and Rhyanna said aye, Alan said aye and Roy said aye.

Audit results

Audit results and management letter

The auditor didn't find anything horribly wrong. Some small items need to be addressed. Network security and training are recommended. Many items can be

worked on internally and reported back to the Selectboard.

ZBA appointments

Appoint new member to ZBA, either Selectboard member or new volunteer

The question was asked if anyone on the Selectboard would volunteer to serve on the Zoning Board to enable a quorum. They meet on Wednesdays, and they need two more members but have perhaps one. Erica volunteered to serve as a member. On a motion from Bob to appoint Erica Goleman and Peter Jeswald to the Zoning Board of Appeals, Phil seconded, Bob said aye, Phil said aye and Erica said aye and the vote was unanimous in favor.

Items Not Anticipated 48 Hours in Advance of the Meeting

Appoint Hank Horstmann as a new part time member at the Transfer Station

See under ‘New Business’ above.

Town Administrator update

Town Administrator Update 6/7/21

Annual Town Meeting

- Is done!
- Many thanks to Bruce, Jan, Laurie, Louise, Jimmy for helping make this meeting successful, including working on a Saturday.
- Klondike Sound from Greenfield and Meridia did a great job with the audio system and new electronic ‘clickers.’

Mosquitos

The Alternative Mosquito Management plan, approved by the Board at their last meeting was submitted to the State before the deadline and we received a note confirming its receipt on the same day.

IT Infrastructure

Recent ransomware attacks on high profile networks prompted me to ask Roy Cohen to outline the protection in place for Conway. It seems to be very thorough, although he strongly urges employee training for everyone using the Town’s computers and network. I recommend he attend a future Select Board meeting to summarize current and future steps to protect the Town’s data.

American Jobs Plan

The Federal government may ‘infuse up to \$4 Trillion dollars into the economy. Representative Blais is looking for Conway’s top three projects by June 18th. What would you like submitted?

Draft 6/21/21 Agenda

Nothing yet

Do you want us to keep it open and possibly skip this meeting?

Respectfully submitted,

Ross Perry

Interim Town Administrator

Select Board member comments and concerns

None

Mail

None

Announcements

None

Next Meeting:

Scheduled for June 21, 2021 at 6:00 p.m. at the Town Hall, 5 Academy Hill, Conway

Adjourn

On a motion from Bob to adjourn at 7:45 p.m. Erica said aye, Phil said aye, and Bob said aye and the vote was unanimous.