

Minutes
Selectboard Meeting
Tuesday, October 11, 6:00 p.m.
Town Hall, 5 Academy Hill Road

Present for the Selectboard: Phil Kantor, Chair; Chris Waldo.

Others present: Kyle Dragon, Véronique Blanchard Town Administrator, Adam Reed

Minutes	On a motion from Phil to approve the minutes from September 26, 2022, Chris seconded, all said aye and the vote was unanimous in favor.
Warrants	The warrants will be available on Thursday, October 13, for the Selectboard to sign.
Meetings Attended by Select Board Members	Phil attended the Frontier School Committee meeting and Chris has a Cyber training coming up next week.
Public Comments	None
Unfinished Business <i>Vote on the ACO contract with the Sheriff's Office</i>	The Selectboard decided to give one more push to find someone in town to take on the animal control position. By the November 7 th meeting if no one has interest in the position, the Selectboard will vote to sign the contract with ACO. Kyle Dragon will be at the meeting to field any last-minute questions before the contract is signed.
<i>Vote on signing the Notice of Intent for the proposed Public Safety Building</i>	On a motion from Chris to sign the proposed Public Safety Building Notice of Intent, Phil seconded, all said aye and the vote was unanimous in favor.
<i>Vote for June 19th to be put in as a town holiday</i>	The vote was tabled until the next meeting on October 24.
<i>Vote to sign the state election warrant</i>	On a motion from Phil to sign the state election warrant, Chris seconded, all said aye and the vote was unanimous in favor.
<i>Discussion on the Transfer Station options for the town meeting.</i>	Chris will be writing a proposal for the Selectboard to present at town meeting. Then the Selectboard will discuss options for the town to vote on for the next steps to move forward.
New Business <i>Discuss possible changes to the personnel handbook</i>	The Selectboard will be looking at changes to the grievance procedures for the town as well as employee evaluations. There will also be a discussion regarding internal postings for positions before they are posted publicly.

Items Not Anticipated 48 Hours in Advance of the Meeting None

Town Administrator update

- The final tranche of ARPA funds in the amount of \$225,669.68 were received on 9/29/2022. The total Conway has received is \$559,852, and roughly \$150,000 has been obligated so far.
- I attended the MMMA Bootcamp in Sharon, which was a workshop for first time town administrators, and found it very useful.
- I attended the Massachusetts Cyber Security Summit on the 6th. The ‘minimum’ baseline of security has four goals, the first of which is the train employees how to recognize threats. Over 80% of incidents happen through phishing, so the Cyber Awareness training we are completing through the EOTSS grant is a very good first step. The next goal is for the town to develop an incident response plan.
- This week I am attending the ‘What’s New In Municipal Law’ hosted by the Department of Local Services on Thursday, and the MMA legislative breakfast on Friday morning.
- The Highway Facility Committee has set the date of Sunday, October 23rd from noon-4 for the Open House celebration of the New Highway Facility.
- There will be a training for employees who will use the website on October 20th, and then the new website should go live on Tuesday, November 1st.
- There is a SHRAB (State Historical Records Advisory Board) Veteran’s Heritage matching grant which the Cemetery Commission would like to apply for to restore Veteran’s gravesites in the public cemeteries in Conway. The total of the matching grant is \$15,000, and Peter Freisem is looking into potential sources of matching funds.
- I gather there is a rumor floating around that my salary is in the \$95,000 range. Since my contract is actually a public document, unless there is an objection, I plan to post my contract on the Town Administrator home page of the new website. I feel strongly that transparency begins at the top, and this will also hopefully quell the rumors. The FY23 budget has been posted since well before Annual Town Meeting, which clearly shows that I began at \$65,000 in 2021, and after a 3% raise for all town employees, am making \$66,950 this fiscal year.

Select Board member comments/concerns None

Mail

Sun Grown Alternatives request for a meeting about marijuana cultivation for Host Community Agreement

Sun Grown Alternatives requested a zoom meeting for their pitch to start a business in town. The Selectboard feels that this should be done in person so the community has the opportunity to ask questions and get to know their new neighbors.

Announcements

October 23, will be the ribbon cutting for the new highway department garage. We hope to see many members of the community.

Next Meeting

The next meeting will be October 24, 2022 at the Town Hall at 6:00.

Adjourn

On a motion from Phil to adjourn the meeting at 7:15, Chris seconded, all said aye and the vote was unanimous in favor.

Executive Session

Executive session was postponed until the next meeting.