

April 22nd, 2025 Town Administrator Update

Boards & Committees

Mass in Motion: MIIA has gotten back to us with the paperwork they require for the LifePath grant program of volunteer drivers. Phil will be writing up the job descriptions, and once town counsel has had a chance to review the forms the program should be all set to begin.

Personnel: EANE has submitted their review of the town's personnel handbook.

Departments

Transfer station: I met with Hometown Structures today to discuss site prep for the new Conway Mall. We figured out how to make it all fit and I believe they will be able to get this prepped for us by the end of June. Ron is working on removing the electrical from the current building, and then will be deconstructing the old Mall and moving the electronics shed. As soon as that's done we can have Hometown prep the site. It is better for the town if they do it, as then any issues are their responsibility. The projected cost is around \$2,000, which I hope to take out of FY25's transfer station budget.

We have not yet received the check from the insurance company for the gate repair, but as soon as we do I will schedule the work.

I have received a quote from Barlow excavation for \$27,100 to fill in the depressions at the landfill and repave the back lot. Next I will work up the specifications for a request for quotes with Jan Ameen to post, including prevailing wages.

Grants updates

MVP 2.0: – Ashfield is taking the lead on developing the RFP for the MVP Planning Vendor.

Miscellaneous

Susan Schroder and I met with the Planning Board on Thursday to discuss the Conway Right to Farm signs. Since the 18 x 24 size fits into the zoning bylaw parameters, we are all set to proceed. Next steps would be a discussion of which signs go where, if the board would like more than one style on the signs. The projected cost is about \$2,000 which I hope to take out of FY25's town administration budget.

Jane Recore has finished her 100 hours for the senior tax work-off program. She was scanning the old town meeting minutes with help from Laurie Lucier, and made it into the 1800's. Given how the old documents were written – everything in one place in one book, it will take a while to tease out just the town meeting minutes. Also since they were all handwritten with fountain pen, it may be a little problematic to translate the handwriting to text.