

Commonwealth of Massachusetts
Town of Conway, Massachusetts
Annual Town Meeting
June 7, 2025

AT A LEGAL TOWN MEETING of the inhabitants of the Town of Conway qualified to vote in town affairs, convened at the time and place and for the purpose specified in the warrant, 120 voters were checked at the door and issued electronic voting clickers for the purpose of voting. Tammy Bennett and Sarah Newman served as checkers. The meeting was called to order by the Moderator James Recore, and it was unanimously voted to dispense with the formality of having the warrant read by the Town Clerk. The following actions were taken by those persons in attendance:

ARTICLE 1: Voted that Town Meeting accept the town reports as printed in the Town Annual Report.

ARTICLE 2:

Section A: Voted that the Town approve line items 114 through 900 of Article 2 as presented in the warrant, for a subtotal of **\$3,193,292**.

Section B: Voted that the Town approve line items under the Conway Grammar School of Article 2 as presented in the warrant, for a subtotal of **\$2,325,463**.

Section C: Voted that the Town approve line items under Frontier Regional School of Article 2 as presented in the warrant for a subtotal of **\$1,487,274**.

Section D: Voted that the Town approve line items under Franklin County Technical School of Article 2 as presented in the warrant for a subtotal of **\$158, 510**.

Section E: Voted that the Town approve line items under Other Technical Schools of Article 2 as presented in the warrant for a subtotal of **\$0**, for a schools appropriation subtotal of **\$3,971,247**, and a **TOTAL** in Article 2 of **\$7,164,539**.

	DEPARTMENT NAME	FY2024	FY2025	FY2026	FY25-26 CHANGE	% change
	MODERATOR	\$350	\$350	\$350	\$0	0.00%
	SELECTBOARD	\$6,500	\$6,500	\$6,500	\$0	0.00%
	FINANCE COMMITTEE	\$300	\$300	\$300	\$0	0.00%
	RESERVE FUND	\$40,000	\$40,000	\$40,000	\$0	0.00%
	ACCOUNTING/ AUDITS	\$10,000	\$50,608	\$44,933	-\$5,675	-11.21%
	ASSESSORS	\$15,703	\$62,769	\$65,529	\$2,760	4.40%
	ASSESSORS WAGES	\$54,318	\$7,500	\$7,500	\$0	0.00%
	TREASURER-COLLECTOR	\$19,795	\$22,155	\$24,398	\$2,243	10.12%
	TREASURER-COLLECTOR WAGES	\$67,861	\$72,252	\$79,498	\$7,246	10.03%
	TOWN ADMINISTRATION	\$18,200	\$19,350	\$18,350	-\$1,000	-5.17%
	TOWN ADMINISTRATION WAGES	\$94,942	\$100,808	\$120,325	\$19,517	19.36%
	LEGAL	\$10,000	\$15,000	\$10,000	-\$5,000	-33.33%
	INFORMATION TECHNOLOGY	\$44,825	\$44,876	\$59,061	\$14,185	31.61%
	TOWN CLERK	\$7,350	\$9,050	\$9,000	-\$50	-0.55%
	TOWN CLERK WAGES	\$39,398	\$41,368	\$49,639	\$8,271	19.99%
	REGISTRARS	\$1,700	\$1,700	\$1,700	\$0	0.00%
	ELECTIONS	\$5,000	\$6,000	\$5,000	-\$1,000	-16.67%
	ELECTIONS WAGES	\$5,000	\$7,000	\$5,000	-\$2,000	-28.57%
	OPEN SPACE	\$3,100	\$3,100	\$3,100	\$0	0.00%
	CONSERVATION COMMISSION	\$1,061	\$1,065	\$6,065	\$5,000	469.48%
	AGRICULTURAL COMMISSION	\$1	\$1	\$1	\$0	0.00%
	PLANNING BOARD	\$2,350	\$2,350	\$7,350	\$5,000	212.77%
	ZONING BOARD OF APPEALS	\$325	\$325	\$325	\$0	0.00%
	SUSTAINABILITY	#N/A	#N/A	\$400	#N/A	#N/A
	PERSONNEL COMMITTEE	\$1	\$1,500	\$500	-\$1,000	-66.67%
	BUILDING MAINTENANCE	\$82,500	\$78,500	\$78,500	\$0	0.00%

Annual Town Meeting, June 7, 2025

	TOWN INSURANCE	\$92,174	\$95,065	\$102,777	\$7,712	8.11%
	POLICE	\$21,725	\$23,500	\$25,100	\$1,600	6.81%
	POLICE WAGES	\$120,539	\$124,589	\$133,776	\$9,187	7.37%
	FIRE	\$40,255	\$42,850	\$47,850	\$5,000	11.67%
	FIRE WAGES	\$41,548	\$43,626	\$45,376	\$1,750	4.01%
	AMBULANCE	\$25,000	\$25,000	\$25,000	\$0	0.00%
	EMERGENCY MANAGEMENT	\$4,250	\$4,350	\$4,400	\$50	1.15%
	ANIMAL CONTROL OFFICER	\$5,305	\$5,742	\$6,029	\$287	5.00%
	TREE WARDEN	\$510	\$510	\$510	\$0	0.00%
	HIGHWAY	\$342,800	\$331,000	\$271,000	-\$60,000	-18.13%
	HIGHWAY WAGES	\$319,140	\$362,847	\$422,223	\$59,376	16.36%
	SNOW & ICE	\$108,000	\$108,000	\$108,000	\$0	0.00%
	SNOW & ICE WAGES	\$21,888	\$32,697	\$33,678	\$981	3.00%
	TRANSFER STATION	\$148,148	\$139,851	\$147,383	\$7,532	5.39%
	TRANSFER STATION WAGES	\$45,800	\$51,600	\$54,000	\$2,400	4.65%
	CEMETERY	\$600	\$600	\$600	\$0	0.00%
	BOARD OF HEALTH	\$17,650	\$17,700	\$17,250	-\$450	-2.54%
	BOARD OF HEALTH WAGES	\$15,974	\$24,506	\$25,087	\$580	2.37%
	COUNCIL ON AGING	\$1,200	\$3,000	\$3,000	\$0	0.00%
	VETERANS	\$9,474	\$9,715	\$10,158	\$443	4.56%
	PARKS & RECREATION	\$8,000	\$9,000	\$10,500	\$1,500	16.67%
	FOREST & TRAILS	\$400	\$400	\$400	\$0	0.00%
	TOWN NEWSLETTER	\$6,000	\$6,000	\$6,000	\$0	0.00%
	HISTORICAL COMMISSION	\$400	\$400	\$500	\$100	25.00%
	DEBT SERVICE	\$108,189	\$109,245	\$55,301	-\$53,944	-49.38%
	DEBT SERVICE INTEREST	\$21,473	\$18,712	\$15,951	-\$2,761	-14.76%
	SHORT TERM INTEREST	\$101	\$101	\$101	\$0	0.00%
	FRCOG (Town Nurse under Board of Health)	\$58,439	\$24,937	\$25,269	\$332	1.33%
	EMPLOYEE COSTS	\$764,386	\$808,136	\$952,750	\$144,614	17.89%
A.	TOTAL	\$2,879,947	\$3,018,104	\$3,193,292	\$175,188	5.80%
	GRAM SCH OPERATING	\$2,060,585	\$2,113,936	\$2,256,774	\$142,838	
	GRAM SCH TRANSPORT	\$75,000	\$95,550	\$68,689	-\$26,861	
B.	TOTALCGS	\$2,135,585	\$2,209,486	\$2,325,463	\$115,977	
	FRONTIER REG OPERATING	\$1,568,585	\$1,654,697	\$1,445,732	-\$208,965	
	FRONTIER TRANSPORTATION	\$32,563	\$32,777	\$41,542	\$8,765	
	FRONTIER CAPITAL ASSESSMENT				\$0	
		\$3,817	\$0	\$0		
C.	TOTAL FRONTIER	\$1,604,965	\$1,687,474	\$1,487,274	-\$200,700	
	FRANKLIN COUNTY TECHNICAL SCHOOL	\$159,930	\$125,754	\$146,717	\$20,963	
	FCTS TRANSPORTATION	\$5,198	\$6,248	\$5,362	-\$886	
	FCTS CAPITAL ASSESSMENT	\$6,144	\$6,267	\$6,431	\$164	
D.	TOTAL FRANKLIN TECH	\$171,272	\$138,269	\$158,510	\$20,241	
	OTHER TECHNICAL SCHOOLS	\$25,906			\$0	
	OTHER TECH SCHOOLS TRANSPORTATION	\$27,000			\$0	
E.	TOTAL OTHER TECH	\$52,906	\$0	\$0	\$0	
		\$3,964,728	\$4,035,229	\$3,971,247	-1.61%	
	GRAND TOTAL for Operating Budget:	6,844,675	7,053,333	7,164,539	FY25-26	
					\$111,206	
					1.55%	

ARTICLE 3: Voted that the Town set the salaries of elected officials as provided by M.G.L. c. 41, section 108 to be made effective from July 1, 2026 as presented in the budget.

ARTICLE 4: Voted that the Town authorize the Treasurer and Collector to enter into compensating balance agreements.

ARTICLE 5: Voted that the Town allow the Selectboard to apply for, accept, and expend state, federal and other grants, which do not require a town appropriation or town meeting approval.

ARTICLE 6: Voted that the Town transfer \$75,000 from Free Cash to the Conway Grammar School Stabilization Fund.

ARTICLE 7: Voted that the Town \$75,000 from Free Cash to the Fire Truck Stabilization Fund.

ARTICLE 8: Voted that the Town transfer \$75,000 from Free Cash to the Ambulance Stabilization fund.

ARTICLE 9: Voted that the Town approve the creation of a new Highway Stabilization Fund. *(two-thirds vote)*

ARTICLE 10: Voted that the Town transfer \$25,000 from Free Cash to the Highway Stabilization Fund.

ARTICLE 11: Voted that the transfer \$120,000 from the Capital Stabilization Fund to purchase a Highway excavator.

ARTICLE 12: Voted that the Town transfer \$44,000 from the Capital Stabilization Fund to purchase a Highway tractor.

ARTICLE 13: Voted that the Town transfer \$200,000 from the State Disaster Relief Funds for the purchase of a used Highway grader.

ARTICLE 14: Voted that the Town transfer \$52,000 from Free Cash for the Police Detail Special Revenue Fund.

ARTICLE 15: Voted that the Town transfer \$43,481 from the Ambulance Receipts fund to the Ambulance Department operational expenses account for a partial payment for these expenses.

ARTICLE 16: Voted that the Town transfer \$5,000 from the Grants Match and Administration account into a separate Town Administration account to pay for the printing and mailing of a Guide to Conway.

ARTICLE 17: Voted that the Town transfer \$1,000 from Free Cash into the OPEB Trust Fund, so that the Town may meet retirement costs of current and future retirees.

ARTICLE 18: Voted that the Town appropriate \$10,000 from Free Cash to pay for tax title expenses.

ARTICLE 19: Voted that the Town transfer \$10,699 from Free Cash to pay for the partial debt service for the Highway Garage Facility.

ARTICLE 20: Voted that the Town transfer \$6,000 from Free Cash as a partial contribution for the future revaluation work account.

ARTICLE 21: Voted that the Town transfer \$2,995 from Free Cash to the Field Memorial Library to help ensure its accreditation.

ARTICLE 22: Voted that the Town to authorize the following FY '26 expenditure limits for the Town of Conway Revolving Funds pursuant to M.G.L. c. 44, section 53 ½ and the Town of Conway Bylaw:

- up to \$5,000 from the Medicaid Revolving fund;
- up to \$6,000 from the Dog Licenses fund;
- up to \$20,000 from the Transfer Station Revolving fund;
- up to \$10,000 from the Newsletter Revolving fund; and
- up to \$20,000 from the Conway Youth Sports Program Revolving fund

ARTICLE 23: Voted that the Town transfer \$14,052 from Free Cash to pay for migrating the town's electronic files to Microsoft cloud.

ARTICLE 24: Voted that the Town appropriate \$43,419 from the Small Cities Grant Fund #416 and transfer it to the general fund for the administration and implementation of the town's Open Space & Recreation Plan. *(two-thirds vote)*

ARTICLE 25: Voted that the allow payment from the Ambulance Department FY25 operating budget or otherwise provide the sum of \$1,036.37 to pay a prior fiscal year bill. *(four-fifths vote)*

ARTICLE 26: Voted that the Town allow payment from the Town Administration FY25 operating budget or otherwise provide the sum of \$678.80 to pay three prior fiscal year bills. *(four-fifths vote)*

1. \$75.00 to MMA for a job advertisement 01.08.2024
2. \$75.00 to MMA for a job advertisement 03.07.2024
3. \$528.80 to Corporate Warehouse Supply for toner 06.13.2024

ARTICLE 27: Voted that the Town authorize and request the Selectboard to petition the General Court of the Commonwealth for Home Rule Legislation to allow Michael Habel to serve on the Police Department after age 65.

ARTICLE 28: Voted that the Town authorize and request the Selectboard to petition the General Court of the Commonwealth for Home Rule Legislation to allow Howard Boyden to serve on the Fire Department after age 65.

ARTICLE 29: Voted that the Town authorize and request the Selectboard to petition the General Court of the Commonwealth for Home Rule Legislation to eliminate the municipal caucus for the nomination of candidates for town offices as follows:

AN ACT REGULATING ELECTIONS IN THE TOWN OF CONWAY

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same.
as follows.

SECTION 1. Notwithstanding chapter 53 of the general laws, or any other general or special law or by-law of the town of Conway to the contrary, the caucuses for the nomination of town officers shall be eliminated in the town of Conway, and the nomination of eligible candidates for town offices shall be made by the filing of nomination papers in accordance with sections 7 and 10 of chapter 35 of the general laws. Ballots used at a regular or special town election of town officers shall not have printed thereon a party or political designation or mark and there shall not be any political designation or mark appended to the name of a candidate for town office.

SECTION 2. This act shall take effect upon its passage.

ARTICLE 30: Voted that the Town appropriate, or reserve for later appropriation, monies from the Community Preservation Fund, with each item considered a separate appropriation.

\$279,723 from the Fiscal Year 2026 annual revenues:
\$27,972 to the Community Preservation Historical Resources Reserve
\$27,972 to the Community Preservation Community Housing Reserve
\$27,972 to the Community Preservation Open Space & Recreation Reserve
\$13,986 for the administration of the Community Preservation Committee
\$181,821 to the Community Preservation Budgeted Reserve

ARTICLE 31: Voted that the Town transfer monies from the Community Preservation Fund Undesignated Reserve, with each item considered a separate appropriation.

\$289,308 from the Community Preservation Undesignated Reserve
\$96,436 to the Community Preservation Historical Resources Reserve
\$96,436 to the Community Preservation Community Housing Reserve
\$96,436 to the Community Preservation Open Space & Recreation Reserve

ARTICLE 32: Voted that the Town amend the General Bylaws of the Town of Conway, Bylaw TOWN OFFICERS, BOARDS AND COMMITTEES Section 2 as follows:

Section 2: Only Conway residents shall be allowed to serve as voting members of Boards, Committees, and Commissions, except that a serving member of the Planning Board or Zoning Board of Appeals who becomes a non-resident may: a) continue as a member until the end of their appointed or elected term; and/or) be appointed for 1-year terms by the Selectboard as an associate member of the same board on which they served if such first appointment is made within 18 months of becoming a non-resident.

ARTICLE 33: Voted that the Town amend the Zoning Bylaws of the Town of Conway, ARTICLE 5: DEFINITIONS of the Protective Zoning Bylaws as follows:

ACCESSORY DWELLING UNIT (ADU) - a self-contained housing unit upon a permanent foundation, inclusive of sleeping, cooking and sanitary facilities on the same lot as a Principal Dwelling, subject to otherwise applicable dimensional and parking requirements, that: (i) maintains a separate entrance, either directly from the outside or through an entry hall or corridor shared with the Principal Dwelling sufficient to meet the requirements of the state Building Code for safe egress; (ii) is not larger in Gross Floor Area than 1/2 the Gross Floor Area of the Principal Dwelling or 900 square feet, whichever is smaller; and (iii) is

subject to such additional restrictions as may be imposed by a municipality, including, but not limited to, additional size restrictions and restrictions or prohibitions on Short Term Rental, as defined in section 1 of chapter 64G; provided, however, that no municipality shall unreasonably restrict the creation or rental of an ADU that is not a short-term rental.

~~DWELLING UNIT: One or more living or sleeping rooms constituting a separate housekeeping establishment and containing independent cooking and sleeping facilities arranged for the use of one or more individuals or a family living together as one housekeeping unit.~~

DWELLING UNIT - A single housing unit upon a permanent foundation providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

GROSS FLOOR AREA (GFA)- The sum of the areas of all stories of the building of compliant ceiling height pursuant to the Building Code, including basements, lofts, and intermediate floored tiers, measured from the interior faces of exterior walls or from the centerline of walls separating buildings or dwelling units but excluding crawl spaces, garage parking areas, attics, enclosed porches and similar spaces. Where there are multiple Principal Dwellings on the Lot, the GFA of the largest Principal Dwelling shall be used for determining the maximum size of a Protected Use ADU.

PRINCIPAL DWELLING - A structure, regardless of whether it, or the Lot it is situated on, conforms to Zoning, including use requirements and dimensional requirements, such as setbacks, bulk, and height, that contains at least one Dwelling Unit and is, or will be, located on the same Lot as a Protected Use ADU.

PROTECTED USE ADU (PUADU) - An attached or detached ADU that is located, or is proposed to be located, on a Lot in a Single-family Residential Zoning District and is protected by M.G.L. c. 40A, § 3 and 760 CMR 71.00, provided that only one ADU on a lot may qualify as a PUADU. An ADU that is nonconforming to Zoning shall still qualify as a PUADU if it otherwise meets this definition.

SINGLE-FAMILY RESIDENTIAL DWELLING - A structure on a Lot containing not more than one Dwelling Unit.

SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT - Any Zoning District where Single-family Residential Dwellings are a permitted or an allowable use, including any Zoning District where Single-family Residential Dwellings are allowed as-of-right or by Special Permit

ARTICLE 34: Voted that the Town amend the Zoning Bylaws of the Town of Conway, Section 22.3, Accessory Apartments of the Protective Zoning Bylaws as follows:

22.3 Protected Use Accessory Dwelling Units (PUADU)

(a) Purpose

1. In accordance with sections 1A and 3 of chapter 40A of the General Laws and 760 CMR 71.00, to encourage the production of accessory dwelling units throughout the Commonwealth with the goal of increasing the production of housing to address statewide, local, and individual housing needs for households of all income levels and at all stages of life. A further goal is to diversify the housing stock by adding accessory dwelling units in a manner that does not increase land consumption and sprawl by creating new building lots, curb-cuts, driveways, or other land disturbances.

(b) Permitting

1. The Planning Board shall require a site plan review in accordance with Section 64 and the following requirements;

(c) Conditions and Requirements

1. Not more than one (1) PUADU shall be located on the same lot as any existing Principal Dwelling. Note: one or two Dwelling Units within a single structure (a Principal Dwelling) are permitted (see Section 22.2), and then may have one PUADU added. This means that the total dwelling units allowed per lot is three;

2. The PUADU shall be located on the same lot as the Principal Dwelling, either within, attached to, or detached from the existing Principal Dwelling.

3. Detached PUADUs may be located within a garage, barn, or other accessory structure in existence on June 7, 2025 or within a new accessory structure located within 100 feet of the Principal Dwelling. Upon written request by the applicant, the Planning Board may waive or increase the 100 foot separation requirement by the same majority vote required for the site plan approval upon written findings included in the permit of: 1. special circumstances of the site, its surroundings, or the proposal design that negate the need for imposition of the requirement, or the objectives of this section may be met in alternative manner; and 2. that such a waiver or reduction will not derogate from the public purposes and intent of this zoning bylaw.

4. For internal or attached PUADUs the external appearance of the existing Principal Dwelling shall not be significantly altered from the original and shall adhere to the character of the neighborhood to the

greatest extent practicable. Any stairways, access, or egress alterations serving the PUADU shall be enclosed, screened, or located so that visibility from public ways is minimized;

5. The PUADU shall meet the standards of the State Building Code and the State Environmental Code, 780 CMR (current edition) and 310 CMR 15, Title 5, respectively. Prior to issuing a site plan review approval, the owner of the property or their agent must submit floor plans, plot plans, elevations, or other drawings sufficient to demonstrate compliance with the conditions and requirements of the site plan review. Prior to occupancy of the PUADU the owner must obtain and submit a copy of the Certificate of Occupancy issued by the building inspection department;

6. Parking: Refer to Section 34: Off Street Parking for parking requirements, except that no more than one off-street parking space may be required for a single PUADU.

(d) Violations and Enforcement

1. This by-law shall be enforced by the building inspector and shall be consistent with MGL Chapter 40A, Section 7.

(e) Severability

1. The invalidity of any provision or any section of this article shall not invalidate any other provision or section thereof.

ARTICLE 35: Voted that the Town amend the Zoning Bylaws of the Town of Conway, Section 23: Permitted Uses-Light Industrial District of the Protective Zoning Bylaws as follows:

Any use permitted in the Rural/Residential and Agricultural District, including PUADUs under Section 22.3, and the following:

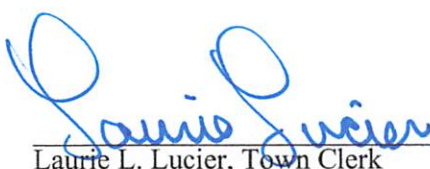
ARTICLE 36: Voted that the Town adopt and enact the amendments to the Franklin Regional Council of Government (FRCOG), as presented in the handout. *(two-thirds vote)*

Copies of the 2025 Proposed Amendment to the FRCOG Charter are available at Town Hall prior to the Annual Town Meeting and copies will be available at the Annual Town Meeting

At 12:55 p.m., the meeting adjourned until Thursday, June 12, 2024, to the Town Hall between the hours of 11:00 a.m. and 7:00 p.m., to bring in their votes for:

One member of the Selectboard for three years;
One member of the Board of Assessors for three years;
Two members of the Board of Health for three years;
Three Constables for three years;
One member of the Frontier Regional District School Committee for three years;
Two members of the Local School Committee for three years;
One Moderator for one year;
One member of the Planning Board for three years;
One member of the Planning Board for two years; and
One Town Clerk

A true record of the Meeting,
Attest:


Laurie L. Lucier, Town Clerk

