

BOARD OF SELECTMEN
TOWN OF CONWAY, MA
MINUTES
January 28, 2008

Meeting Open: 7:30

Present: Christina Conklin-chair, Jack Lochhead, Joe Strzegowski, Tom Spiro - AA
Finance Committee: Roy Cohen, Jim Bosman, Tanya Campbell

Appointments (budget hearings)

7:30 Highway/Fire Departments – Bob Baker

Bob noted that his budget requests included salary increases of 3%. He also noted that there had been an added position of foreman to the department during the past year who received an increase of \$1.00 p/hour, which was now being added to the total salary figure.

All figures for gas, oil and grease increased and the town's prices were negotiated by the FRCOG. Roy noted that there should be a better way to negotiate a price for oil. Bob noted that the line item in his Road Maintenance account for gasoline was earmarked only for equipment and not for vehicles. Gas for the police cruiser would be in their budget. He explained that the materials line was for things like spray paint. Jim asked about the paving materials line items. Bob explained that these items were earmarked to supplement State Chapter 90 money. Roy mentioned that increases for just the Road Maintenance account was 4.3% over the previous year.

The Winter Roads account spans December 1 to April 1 when its use ends. The line item for salt increased due to trucking costs. Bob noted that the New Equipment line would be used for equipping the new truck, which Bob said was originally under-funded. The Winter Roads account increased by 21% over the previous year. The Highway Fringe Benefits account increased as well due to the new foreman position.

The Equipment Maintenance account had money earmarked for the two new trucks that were purchased during the last year. Jack asked why there was a need to budget for new equipment that was still under warranty. Bob also anticipated expense on tires by the end of the fiscal year. Joe explained that all of Bob's accounts, with the exception of Winter Roads, were "flexible" in terms of overages and interchanges with each other, but all accounts are presented at town meeting on one line so the final figure was not exceeded. The Equipment Maintenance account increased 13.7% over the previous year. All account budgets for the Highway Department increased this by a total of 11.5% over the previous year.

The Finance Committee was asked if they approved these increases but they could not make any recommendations as there was not a quorum.

Bob asked for a \$5,000 article to install new flooring for a section of the Town Office.

The Fire Department account remained mostly the same with the exception of an increase in supplies. The building used more fuel last year but new insulation should decrease this cost over the next year.

Finally Bob listed several items that he felt would be good additions for the Highway and Fire Departments. These included some major equipment and a tractor that would only cost \$9,000. He also noted that the fire truck needed a new cab and chassis to become state compliant.

The Chapter 90 money balance is now \$12,221.74 and could be used to buy equipment. Bob suggested that the town use this money to buy new snow removal equipment.

8:30 Ambulance Department - Diane O'Connell

Diane Noted that her requests for salary increases were due to increases in call volume. Health insurance coverage has also changed over the past year and effected use and hospital runs. She added the increased cost of medical and dental insurance to her salary line. She will add a cell phone to her account at no additional cost due to a change in calling plans. Diane also noted that her

BOARD OF SELECTMEN
TOWN OF CONWAY, MA
MINUTES
January 28, 2008

revolving account now has \$122,000 and may not need a town appropriation through town meeting. Joe recommended that she still ask for \$5,000 as a way to keep a place marker on the warrant.

Diane also discussed new requirements on gathering health statistics from patents. She requested a paperless, wireless computer system. This new system would cost \$18,000. This may be requested through a warrant article.

8:45 Town Accountant – Chris Martin

Chris introduced himself. There was discussion regarding the cost of maintenance for software modules. Technical support for this would not include payroll software, so the final figure would be \$2,475 less than was indicated on his budget sheet, or \$18,282. Chris noted that he will be meeting Tom Scanlon to determine how to do the books for the 2008 Schedule A. Jim asked about the timing of Free Cash and if it could be certified earlier. Chris said that among several variables was the fact that he is new, and that Scanlon's office took some time to get figures to him.

9:00 Police Department – Ken Ouimette

Ken noted that his salary line items reflected a 3% increase. Radio maintenance increased due to town population figures as per the FRCOG and state requirements. Christina asked if salaries were in line with other towns. He noted that they varied greatly. Ken also asked for additional software and maybe some hardware that would add to his ability to gain more information on suspects. He recommended placing this on the town warrant as a separate article. He also asked if the town would consider the purchase of a new mobile wireless computer that would give an officer more information on individuals that were involved in traffic stops. This would be an initial cost of about \$20,000 but would be covered by grant money until about 2010, when the town would assume some of the costs.

Meeting Items

- approved minutes of 1/22/07
- Jan asked for the Board to consider expanding repairs for the town office floors.
- Christina signed a letter asking for a 2-year contract extension with MIIA insurance at a reduced rate.

Mail and Other Items

- other mail items as per agenda

10:25 PM

Motion to adjourn by Jack, 2nd by Christina, all in favor.