

**Minutes of Meeting**  
**CONWAY BOARD OF SELECTMEN**  
November 9, 2004

The Selectmen's Meeting convened at 4:05 p.m. in the meeting room of Conway Town Hall with the following present: Selectmen, Gary Webster (Chair), David Weathers, Karen Umberger, and Larry Martin; Town Manager, Earl W. Sires; and Recording Secretary, Karen Hallowell.

Selectman, Dick O'Brien, was absent from the meeting.

PLEDGE OF ALLEGIANCE

Chairman Webster led the Board in the Pledge of Allegiance to the Flag.

SIGNING OF DOCUMENTS

The Board reviewed and signed various documents contained in the signature folder.

APPROVAL OF BILLS

The Board reviewed and approved the manifest dated 11/4/04 and 11/11/04.

APPROVAL OF MINUTES

**Ms. Umberger moved, seconded by Mr. Weathers, to approve the minutes of 9/14/04 regular and non-public and 9/21/04 regular and non public, as written. The motion carried unanimously.** Consideration of the minutes of 9/28/04 and 10/12/04 was carried to the next meeting.

PUBLIC HEARING: TO ACCEPT UNANTICIPATED REVENUE:  
\$35,987.37 FROM STATE OF NH OIL FUND DISBURSEMENT BOARD

Mr. Webster read aloud the public hearing notice regarding \$35,987.37 in unanticipated revenue and opened the public hearing at 4:08 p.m.

Mr. Sires reviewed that the voters had approved and the town spent \$36,000 for a water system a few years ago and we are now being reimbursed by the State of New Hampshire. Mr. Sires next recommended that the unanticipated revenue money be used for improvements on fuel tanks due to requirements by the New Hampshire Department of Environmental Safety (DES) that will cost \$36,000. Mr. DegliAngeli explained that there are four locations with underground storage tanks however the tanks located at the public works garage and the police station require improvements.

Mr. Webster asked for public comments. There were none and the public hearing was closed.

**Mr. Weathers moved, seconded by Ms. Umberger, to accept the funds. The motion carried 4-0-0.**

Ms. Umberger next stated that she feels that the Town should put the money into a warrant article and let the voters decide.

Mr. Weathers questioned how soon we have to act on the situation with the DES. Mr. DegliAngeli advised that the DES has given until December 15, 2004 to have a plan. Mr. Martin pointed out that if we wait on this it may cost more money. There was further discussion as to whether the money should be put into a warrant article. **Mr. Martin moved, seconded by Mr. Weathers, that we authorize expending the money to take care of underground storage tank compliance and if we have spend less than the \$35,987.37 it will revert to the general fund. The motion carried 3-1-0 with Ms. Umberger voting in the negative.**

#### CONSIDERATION OF REQUEST FOR SURVIVING SPOUSE COVERAGE POLICY

Mr. Sires reviewed a Request for Surviving Spouse Coverage Policy form received from the Local Government Center of the New Hampshire Municipal Association with the Board. Mr. Sires advised that the Local Government Center would like the Town to confirm current practice and that this is for retirees only. **Mr. Weathers moved, seconded by Mr. Martin, to continue coverage for surviving spouse coverage for retirees. The motion carried 4-0-0.**

#### CONSIDERATION OF REQUEST FOR LETTER OF SUPPORT FOR FQHC GRANT SUBMITTED BY THE WHITE MOUNTAIN COMMUNITY HEALTH CENTER

Mr. Sires advised that the Town has received a request for a letter of support for a grant being submitted by the White Mountain Community Health Center.

There was a discussion with regard to the grant and also town funding of this organization. Ms. Umberger had questions regarding the merger of three health care practices. It was determined that questions regarding the merger could be addressed during the budget process.

**Mr. Martin moved, seconded by Mr. Weathers, to support the pursuit of the grant.** Ms. Umberger requested that "the concept of the Community Health Center" language in paragraph two of the letter of support be removed from the letter. Ms. Umberger stated she would like the letter to strictly target the application for the grant. Mr. Sires reviewed the change would be to paragraphs two and three of the letter of support and the Board agreed with same. **The motion carried 4-0-0.**

#### BYPASS PROJECT / PHASE 5B

Mr. Sires reviewed that the original plan for the 5B Phase of the Bypass Project was to do water and sewer work in the north end next year and then in the Village the year after. However, now when the DOT bid the project, the bidders advised that they need two years to do utility work and then in 2006 do the work in the village. Mr. Sires next advised that he and Paul DegliAngeli have had conversations with the Precinct, Don Lyford and Jac Cuddy and all agree it will create more tie ups but since it drives costs up the other way the consensus is that there are not any alternatives. Mr. Sires requested that if anyone else has any thoughts or ideas to please let him or Paul DegliAngeli know.

### CONSIDERATION OF CDBG AGREEMENTS

Mr. Sires reviewed a list of CDBG Agreements in the Board's agenda packets that relate to a contract the board signed a few weeks ago regarding accepting grant funds for the Mount Washington Valley Economic Council (MWVEC) as follows: a) Designation of town officials authorized to submit payment requests for CDBG to the NH Office of State Planning; b) Consideration of Code of Ethics for CDBG Administration; c) Personnel Conflict of Interest CDBG Programs; d) Financial Management Plan for CDBG; e) Subrecipient Agreement between Town of Conway and Mount Washington Valley Economic Council; f) Intermunicipal Agreement between the Towns of Conway, Madison and Albany; g) Applicant/Recipient Disclosure/Update Report; and h) Professional Service Agreement for Project Administration between NCC and the Towns of Conway, Madison and Albany.

Mr. Sires advised that the agreements are standard forms for federal funding, however, we will not be able to consider item "e" today as the MWVEC is still trying to work out proposed language for this document. Mr. Sires also advised that with regard to form "h" there are several ways to go with regard to grant administration and he recommends that we go with North Country Council with regard to this grant. **Mr. Martin moved, seconded by Ms. Umberger, to authorize the signatures as appropriate on forms a-h with the exception of form "e". The motion carried 4-0-0.**

### REVIEW AND CONSIDERATION OF PROPOSED 2005 BUDGET

Several members of the Budget Committee were present for discussion, Janine Bean, Bill Jones, Maureen Seavey, and Ted Sares.

Mr. Sires distributed copies of the proposed 2005 budget and gave a brief overview of same. (A copy of the Budget Narrative is attached hereto).

There was brief discussion and the Board agreed they would like to look over the Budget before discussing same by department.

### TOWN MANAGER REPORT

MWVEC – Mr. Sires reported that the annual meeting of the Mount Washington Valley Economic Council is scheduled for November 18, 2004.

Legislative Policies – Mr. Sires reported that a summary of the NHMA Legislative Policies has been provided to the Board.

NHMA Conference – Mr. Sires reported that he attended the New Hampshire Municipal Conference last week. At the conference he sat in on an interesting seminar regarding cable franchise renewal and also attended Tax Assessor, Tom Holmes', seminar on assessing. Mr. Sires next advised that Tax Assessor, Tom Holmes, received an award from the Association for the best article published this year in the NHMA publication.

Teen Center Grant – Mr. Sires advised that a letter was received from the Carroll County Commissioners declining the application recently filed by the Town for a grant for the Teen Center.

Shedd Woods – Mr. Sires reported that the State is taking some right of way land near Shedd Woods and will be compensating the Town for same. Mr. Sires advised that he is going to write to the State asking that instead of compensation can they give us additional lands along the North-South Road. Mr. Sires next stated that after we receive a response back from the State he will bring this back to the Board for consideration.

#### BOARD REPORTS AND COMMENTS

Planning Board – Mr. Martin reported that the Planning Board will only be meeting once in November and December. The November meeting is scheduled for November 18, 2004.

Kennett High Football – Mr. Weathers congratulated the Kennett High School Football team for a great season.

Voting – Mr. Webster commented on the high voter turnout on Election Day and thanked everyone who came out to vote. Mr. Webster also complimented Town Clerk, Rhoda Quint, and Moderator, Dot Seybold, for the great job they did on Election Day.

#### PUBLIC COMMENT/MEDIA QUESTIONS

Ted Sares commented that he visited with Selectman, Dick O'Brien, earlier in the day and that Mr. O'Brien says hello to everyone.

There were no questions from the press.

#### NON PUBLIC SESSION – RSA 91-A:3,II (c) / TAX MATTERS

At 5:25 p.m., **Ms. Umberger moved, seconded by Mr. Weathers, to go into non-public session pursuant to RSA 91-A:3 II (c). The motion carried by unanimous roll call vote.**

At 5:34 p.m. the Board returned to public session.

#### ADJOURN

**Mr. Weathers moved, seconded by Mr. Martin, to adjourn the meeting. The motion carried unanimously.**

The meeting adjourned at 5:35 p.m.

Respectfully submitted,

Karen J. Hallowell  
Executive Secretary

