

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN**

May 16, 2006

The Selectmen's Meeting convened at 4:07 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen Larry Martin (Chair), Karen Umberger, Dave Weathers, Gary Webster, and Mark Hounsell; Town Manager, Earl W. Sires; and Recording Secretary, Karen Hallowell

PLEDGE OF ALLEGIANCE

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

SIGNING OF DOCUMENTS

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

APPROVAL OF BILLS

The Board reviewed and signed the manifest dated May 18, 2006.

APPROVAL OF MINUTES

Mr. Webster moved, seconded by Ms. Umberger, to approve the minutes of 3/28/06, 4/4/06, and 4/14/06 as written. The motion carried 5-0-0.

COLLEEN DOE

Mr. Martin reported the Selectmen took a field trip to Colleen Doe's house to look at drainage issues as discussed at a previous Board meeting.

Mr. Hounsell moved, seconded by Mr. Weathers, that we find the situation does not warrant any action on the part of the town. The motion carried unanimously. The Board directed that a letter be sent to Ms. Doe reflecting same.

REVIEW AND CONSIDERATION OF REQUEST FROM NORTH CONWAY
WATER PRECINCT FOR DEED TO PROPERTY LOCATED AT 18 SEAVEY
STREET, NORTH CONWAY, NH (MAP 218, LOT 123 & 124)

North Conway Water Precinct Commissioners, Jim Umberger, Michelle Seavey and Mary Gaudette, and North Conway Fire Chief, Pat Preece, were present for discussion.

Ms. Umberger moved, seconded by Mr. Webster, that we agree to deed the property to the North Conway Water Precinct with the understanding that if ever a sale is contemplated that the property would revert back to the town. Mr. Hounsell suggested looking at a lease arrangement as we may need this for emergency management or ambulance use in the future. There was a brief discussion. Chief Preece stated that this property has been an essential and key part of the NCWP and

NCFD since 1905 and can never see selling it. After further brief discussion, **the motion carried 5-0-0.**

RECREATION DISCUSSION WITH TOWN OF EATON

Eaton Selectmen, Joyce Blue, Don Philbrick and Don Young, joined the meeting. Conway Recreation Director, John Eastman, and Assistant Recreation Director, Mike Lane, were also present for discussion.

Ms. Blue stated that Eaton received a letter from Conway regarding the increase in recreation fees and they put it on the warrant for the voters to decide. Ms. Blue advised that the voters decided not to participate in the Conway recreation program. Ms. Blue stated she feels the increase was staggering. Ms. Blue stated she felt the cost per Eaton child was more than what Conway and Albany pays per person. Mr. Hounsell explained that the formulation is based on valuation and every property owner in Conway pays whether they participate in the program or not. Mr. Sires explained that from a budget standpoint we need to continue to have the support of the voters and it needs to be equitable between the towns. Joyce Blue suggested using the school formula instead.

After a lengthy discussion, **Mr. Hounsell moved, seconded by Mr. Weathers, that the Chair appoint a member of the Conway Board of Selectmen, together with the Town Manager and staff as he sees fit, to make an offer to meet with a selectmen's representative of Eaton and Albany to work on the issue of future recreation funding.** Mr. Sires asked for clarification on the direction. Mr. Sires commented his recommendation is to stay with the current formula. The Board agreed this would be to open a dialogue and to share the numbers. It was also agreed that the original concept that the cost is share should be preserved. The Board further discussed the need to be equitable between the towns. Ms. Umberger stated she could not support this motion if it is for 2006 since all budgets are in place. She would support if looking forward to 2007. After further discussion, **the motion carried 4-1-0.** The Board agreed that a letter would be prepared and sent to the Albany and Eaton.

NORTH SOUTH ROAD TRAFFIC IMPROVEMENTS

The following parties were present for discussion: Rob Barsamian and Roger Williams of Rock Development; Attorney, Richard Uchida, representing the North Conway Grand Hotel and John Cohen, owner of the North Conway Grand Hotel; Mike Mullins and Tyler Langlois of the Mullins Company; and Public Works Director, Paul DegliAngeli.

Attorney Uchida stated that he understood the plan was the roundabout plan – Plan A and his client was okay with this plan. They were surprised to hear about the new plan, Plan B, with the left hand turn restriction. Attorney Uchida next advised they sent the information about option b to an engineer for a preliminary analysis and the opinion they received is that it is not workable. Attorney Uchida stated they would like to see the Board return Option A and agree that roundabouts are the way to go and would like to see this happen.

There was next a discussion of other possible alternatives for placement of the roundabouts. Attorney Uchida offered to take a look at options with Mr. Barsamian.

Mike Mullins and Tyler Langlois next advised they liked the idea of what was presented to them previously. They advised they have paperwork from Attorney Malia but not agreement. Mr. Sires questioned if there was an agreement would they be will to participate and Mr. Mullins replied in the affirmative. Mr. Sires next questioned Mr. Barsamian if there is a package is he still willing to go forward. Mr. Barsamiam wanted assurances Mullins would give the easements for the roundabouts today. Mr. Mullins next requested a recess to confer with his colleague.

At 5:58 p.m. Chairman Martin called a recess of the meeting. The meeting reconvened at 6:14 p.m.

Mr. Mullins advised they are prepared to go forward and execute an agreement subject to a reasonable review of the agreement. Mr. DegliAngeli advised this would be Plan A. Mr. Barsamian agreed subject to not getting delayed if Mullins doesn't agree to the Agreement. Mr. Martin confirmed with Mullins they would sign an easement based on April 10 memo and both Mr. Mullins and Mr. Langlois agreed. Mr. DegliAngeli stated both reviewed a concept and now we need to put an agreement into writing. Mr. Sires confirmed that everyone needs to sit down and work out all the details. All agreed. **Mr. Hounsell moved, seconded by Mr. Martin, that the Selectmen support a good faith effort with concern of the northern roundabout to finalize the details of the April 10, 2006 memo from Peter Malia summarizing the April 7 meeting to work out the details and in the event that those are not agreed to by two (2) weeks from today that road construction agreement for an interim solution be executed. The motion carried 5-0-0.** The Board agreed the agreement is conceptual.

SWIFT RIVER LOCAL ADVISORY COMMITTEE
REQUEST FOR SIGNS ON WEST SIDE ROAD

Frank Wolfe of Albany joined the meeting. Mr. Wolfe advised that Mr. Parrish of the Swift River Local Advisory Committee asked him to attend in his place as he was not able to make this meeting.

Mr. Wolfe advised the Swift River Local Advisory Committee is making a request for signs on West Side Road at the new bridge. Mr. Wolfe reviewed pictures of the signs with the Board. (See attached). Mr. Wolfe advised the cost for the signs are \$176 and the Committee is asking Conway to fund the signs. Mr. Wolfe stated the signs would be located on each side of the new bridge.

Mr. Weathers questioned if there is anything in our budget this year for the signs. Mr. Sires advised that the Town does have a sign budget and funds could be used from this account if the Board supports this request for signage. Mr. Webster pointed out that the last paragraph in the letter they provided states that sign funding is available. Mr. Wolfe advised they did checked and they don't think there is any available for this purpose.

Ms, Umberger advised that she has no problem with the signs, however, about a year ago there were people on West Side Road who raised concerns about adding more signs to this road. Ms. Umberger suggested holding a public hearing to see if people want these signs before approving same. **Mr. Webster moved, seconded by Mr. Weathers, that we post a public hearing to discuss this sign request. The motion carried 5-0-0.**

ELDERLY EXEMPTIONS/REVERSE MORTGAGES

It was agreed that this agenda item would be rescheduled for the next meeting.

DISCUSSION OF AIRPORT BOARD REPRESENTATION

It was agreed that this agenda item would be rescheduled for the next meeting.

TOWN MANAGER REPORT

Town Manager Goals – Mr. Sires distributed a draft set of goals. It was agreed that the Board would review the goals and discuss same at a future meeting.

Emergency Management Meeting – Mr. Sires reported a meeting was held with local Fire Chiefs, the Police Chief, Health Officer, and others to discuss emergency management, planning and the position of emergency management director.

Ambulance Contract – Mr. Sires reported a response was received from Conway Village regarding the Ambulance Contract advising they will not be signing as presented. The letter advised they would be happy to sign when the terms of compensation are equal.

NHDOT Letter – Mr. Sires reported Jim Bowles of the NHDOT provided a written response to Mr. DegliAngeli's recent letter. We hope to hear something back from Governor Lynch and Commissioner Murray soon regarding the status of construction on Route 16 in North Conway.

Summer Schedule – Mr. Sires questioned if the Board would like to plan a summer schedule. The Board agreed and asked staff to prepare the meeting schedule with meetings every other week and avoiding the holiday weekends of the Fourth of July and Labor Day. The Board also agreed that should something come up during the summer schedule, the meeting schedule could be adjusted as needed.

BOARD REPORTS AND COMMENTS

Ambulance Contract – Ms. Umberger stated she felt that this item should be put back on the agenda in the next few weeks to decide where we are going.

Valley Pride Day – Mr. Webster sent thanks to all the folks who participated in Valley Pride Day.

Bypass – Mr. Hounsell stated that the State Senate saw the wisdom of not removing the Bypass from the 10 year plan. Mr. Hounsell thanked the Board for the response they put forward in this matter.

Conservation Commission – Mr. Weathers reported a Conservation Commission will be held tomorrow evening at 6:30 p.m. at the Whitaker Meeting House. A Standard Dredge and Fill application for a property on Charles Road will be considered.

Manufactured Housing Installation Standards – Ms. Umberger reviewed agenda item was before the Board a few weeks ago regard Manufactured Housing Installation Standards. No decisions were made on this agenda item at that time. She has reviewed the materials that were provided and feels that we need to put this item back on the agenda for action.

PUBLIC COMMENTS / MEDIA QUESTIONS

There were no public comment or media questions.

NON PUBLIC SESSION: NH RSA 91-A:3,II(c)/TAX MATTER

At 7:05 p.m., **Mr. Hounsell moved, seconded by Mr. Weathers, to go into non-public session under NH RSA 91-A:3,II(c) to discuss a tax matter.** The non public session will include Town Clerk/Tax Collector, Rhoda Quint, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell. **The motion carried 5-0-0.**

The Board returned to public session at 7:10 p.m. A motion to seal the minutes was made a carried in non public session.

NON PUBLIC SESSION: NH RSA 91-A:3,II(a)/RHODA QUINT

Mr. Hounsell moved, seconded by Mr. Weathers, to go into non-public session under NH RSA 91-A:3,II(a). There was a brief discussion. Mr. Hounsell stated he thought this discussion could be held in public session as it was with a public official. All parties agreed. **Mr. Weathers withdrew his second and Mr. Hounsell with his motion.**

DISCUSSION WITH TOWN CLERK/TAX COLLECTOR

Town Clerk/Tax Collector, Rhoda Quint, advised that she has compiled a job description and list of qualifications for her position. Ms. Quint distributed and reviewed a copy of same with the Board. The Board commented on the progresses the Town Clerk/Tax Collector office has made over the last several years.

Ms. Quint next reviewed the last time she addressed the Board regarding compensation was in April of 2003. Ms. Quint reviewed her current compensation amount with the Board. There was a brief discussion. Mr. Sires suggested a warrant article in the future which discusses guidance for future compensation adjustments.

The Board next discussed an increase for the Town Clerk/Tax Collector. Mr. Hounsell asked if there was a number in mind. Ms. Quint requested a salary of \$50,000. **Mr. Hounsell moved, seconded by Mr. Webster, to authorize \$50,000 for the Town Clerk/Tax Collector salary.** There was discussion of the current salary and the amount of the requested increase. The Board wanted to have further discussion with the Town Clerk/Tax Collector and requested that she give the presentation she gave earlier on video for airing on Valley Vision. The reason this was not taped was that the videographer had gone home as it was thought that this discussion was going to be held in non public session. Further, the Board wanted further information on the possibility of presenting a warrant article in future years. **Mr. Hounsell moved, seconded by Mr. Webster, to table the discussion. All agreed.**

ADJOURN

At 7:57 p.m., **Mr. Webster moved, seconded by Mr. Hounsell, to adjourn the meeting.**

Respectfully submitted,

Karen J. Hallowell
Executive Secretary