

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN**

July 8, 2008

The Selectmen's Meeting convened at 4:05 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen Larry Martin (Chair), C. David Weathers, Mark Hounsell, Howard C. Dickinson; and Bob Drinkhall; 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 various documents contained in the signature folder.

CONSIDERATION OF BILLS

The Board reviewed and signed the manifest dated April 3, 2007.

APPROVAL OF MINUTES

Mr. Drinkhall moved, seconded by Mr. Hounsell, to accept the minutes of 5/20/08 and 5/27/08 as written. The motion carried 5-0-0.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATIONS

Skizilla Ski & Snowboard Tent Sale – **Mr. Hounsell moved, seconded by Mr. Weathers, to approve the Skizilla Ski & Snowboard Tent Sale special event application upon receipt of the final \$100 for the permit. The motion carried 5-0-0.**

May Kelly's Irish Festival – **Mr. Hounsell moved, seconded by Mr. Drinkhall to approve the special event application for May Kelly's Irish Festival. The motion carried.**

DAVE BABSON CANDIDATE FOR STATE SENATE

Selectmen Dickinson introduced candidate for State Senate, Dave Babson. Mr. Babson held a brief discussion with the Board.

STATE REPRESENTATIVE TOM BUCO

Selectmen Hounsell introduced State Representative Tom Bucu. Representative Bucu stated he is here to talk about crosswalks in North Conway Village and also to notify the Board that we can begin to put in legislation.

Representative Bucu stated that he went to a forum at the Gibson Center and was surrounded by seniors advising of the situation when they try to walk across the street at Grove and North-South Road. They feel this is a safety risk crossing the North-South Road. Representative Bucu advised he has walked this himself. Representative

Buco suggested bright green signs at the crosswalk. Representative Buco advised the senior that would bring the issue to the Board for them.

Representative Buco next advised that beginning 9/15/08 representatives and senators can begin putting in legislation for next session. If there is anything this board wants put forward he can begin working on it.

Mr. Hounsell asked if Representative Buco would be willing to support legislation regarding methadone clinics. Representative Buco advised he has talked with Mr. Dickinson on this subject and would be willing to work on this matter. Mr. Dickinson advised he would draft something up and work with Representative Buco. The Board was in agreement.

Mr. Martin questioned Representative Buco regarding the southern end of the bypass and about getting it started earlier. Representative Buco stated it is supposed to start in 2015 but federal funding is cut. A bill passed and the last four years of the plan were cut. 2015 is the earliest but it keeps getting pushed back.

Mr. Dickinson asked Representative Buco about a bill for defining the default budget. Mr. Dickinson stated he felt this makes tremendous sense and would like to go over this with Representative Buco as well. Mr. Buco agreed to meet with Mr. Dickinson on same.

Chairman Martin advised Representative Buco this Board appreciates the communication with the Board and thanked Representative Buco for same.

REVIEW AND CONSIDERATION OF E911 MAPS SUBMITTED
TO THE TOWN BY THE STATE OF NEW HAMPSHIRE

Planning Assistant, Holly Meserve, joined meeting.

Mr. Sires reviewed that Ms. Meserve has been working with the E911 maps for the Town of Conway for the last several years. Ms. Meserve is here to present data from the State regarding the E911 maps today to the Board.

Ms. Meserve next reviewed E911 Maps with the Board. Ms. Meserve advised the State of New Hampshire wants three things from the Board of Selectmen as follows: a) Accept the data on both sets of plans as submitted; b) the State would like town to acknowledge they have non standard addresses and duplicate road names; and c) the State wants the town to acknowledge by the State releasing data the town will maintain confidentiality and only release this to emergency services.

Mr. Sires advised that staff recommends the Town and Board of Selectmen authorize the information be submitted to the State and then we can make recommendations and changes if necessary. Ms. Meserve added that by accepting the maps we can get them to the Police and Fire Departments.

Mr. Sires next asked for examples of conflicting road names. Ms. Meserve advised Grandview, A Street and others.

Mr. Hounsell moved, seconded by Mr. Weathers that we acknowledge the E911 maps as prepared by staff and, specifically, to acknowledge the three criteria the State of New Hampshire requires as requested by staff. Mr. Sires pointed out

that we do have five fire departments. Ms. Meserve presented three letters for the Board to sign. **The motion carried 5-0-0.** The Board executed the letters.

Mr. Sires acknowledged the work of Holly Merserve and David Pandora with regard to the E911 mapping.

RECOMMENDATIONS ON BUILDING INSPECTIONS

Mr. Sires distributed a memo to the Board with recommendations regarding Building Inspections. Mr. Sires requested the Board review same and have discussion at the next meeting. The Board agreed.

DISCUSSION REGARDING KEARSARGE METALLURGIC SITE

Mr. Hounsell moved, seconded by Mr. Drinkhall, that the Board of Selectmen notify both New Hampshire Department of Environmental Services and the Environmental Protection Agency that we are not willing to take ownership of the Kearsarge Metallurgic Site and the OCR site. The motion carried 3-2-0 with Messrs. Drinkhall, Dickinson and Hounsell voting in the positive and Messrs. Weathers and Martin voting in the negative. There was discussion regarding the town taking the land and selling and what the process would be. There was also discussion regarding liability. There was brief discussion regarding putting the property back on the tax rolls. The Board also discussed why the State won't take and sell the land. **The motion carried 3-2-0 with Messrs. Drinkhall, Dickinson and Hounsell voting in the affirmative and Messrs. Weathers and Martin voting in the negative.** Mr. Sires clarified that a letter is to be sent regarding this matter and the Board agreed.

REVIEW OF NHMA LEGISLATIVE POLICY POSITION PACKETS

Mr. Sires briefly reviewed the Town has received information from the NHMA regarding legislative policy positions. Mr. Sires advised he will have input from various town departments on some of the policy issues. Mr. Sires further advise matter will be on the agenda for 7/22/08 and 8/5/08 for the Board to take positions

Mr. Hounsell suggested Mr. Dickinson be the delegate. Mr. Dickinson agreed to act as the delegate at the Legislative Policy Conference.

The Board agreed they would review the information and provide input for the next meeting.

REVIEW AND CONSIDERATION OF REVISION TO PURCHASING POLICY

Mr. Sires reviewed this policy was previously reviewed; however now the credit card policy is proposed to be included. This is a request to incorporate the credit card policy into the purchasing policy. **Mr. Dickinson moved, seconded by Mr. Weathers, to amend the purchasing manual by incorporating the credit card policy into said manual. The motion carried 5-0-0.**

DISCUSSION OF THE CAPITAL IMPROVEMENT COMMITTEE MEMBERSHIP

Mr. Hounsell reviewed by vote of Town Meeting a Capital Improvement Committee has been established. Mr. Hounsell further reviewed the Town advertised for membership on this committee; however no one responded.

Mr. Hounsell stated he would like to make a change but doesn't know if we would have to rescind any motions made regarding setting up the committee. Mr. Hounsell next stated he has an idea for setting up the committee. He feels the ideal number of members for the committee would be five. Mr. Hounsell stated he would like to propose that this CIP committee be made up of one member from the following Boards/Committees: Board of Selectmen, Planning Board, Budget Committee, School Board and Conservation Commission. Mr. Hounsell stated it should be left up to each Board/Committee to decide who the representative from each should be to the CIP Committee except for the Selectmen and the member of the Board of Selectmen should be appointed by the Chair. There was a brief discussion. **Mr. Martin moved, seconded by Mr. Drinkhall, that any previous actions regarding this committee are no longer valid. The motion carried 5-0-0.**

Mr. Hounsell moved, seconded by Mr. Dickinson, that we establish the membership of the Capital Improvement Plan Committee to consist of a member of the Board of Selectmen, who will be the chair, a member of the Planning Board, a member of the Budget Committee, a member of the Conservation Committee, and a School Board member, and that Bob Drinkhall will be appointed as the Selectmen's Representative and a letter will be sent to each committee and board with instruction that they are to make their appointments. The motion carried 5-0-0.

DISCUSSION OF SELECTMEN'S REPRESENTATIVES TO VALLEY VISION

Mr. Hounsell stated that with the upcoming discussions with Time Warner and also a communications gap with Valley Vision and the Town he feels it would be wise that a member of this Board be appointed as a representative to Valley Vision.

Mr. Hounsell moved, seconded by Mr. Drinkhall, that a member of the Board of Selectmen be appointed as a representative to Valley Vision and the member be appointed at the pleasure of the Chair. The motion carried 5-0-0. Chairman Martin appointed Selectman Hounsell as the representative and Selectman Hounsell accepted same.

TOWN MANAGER REPORT

NHDOT Commissioner – Mr. Sires reported the NHDOT Commissioner Campbell will be at Town Hall for a meeting on 7/18/08 at 2:00 p.m. to talk about the Bypass project.

Pandemic Flu Planning Process – Mr. Sires advised the Town is wrapping up the pandemic flu planning process. This should be completed by 7/31/08.

Budget Reports - Mr. Sires distributed mid year budget reports to the Board for review. Mr. Sires advised a budget policy discussion will be held on 7/22/08. Mr. Sires also reviewed the new format for the budget report.

Right to Know Law – Mr. Sires distributed information to the Board regarding changes to the Right to Know law and reviewed same.

Rally in the Valley – Mr. Sires advised a debriefing meeting regarding Rally in the Valley is scheduled for Friday, 7/11/08. Mr. Sires further advised the Harley Owners

Group and the Mount Washington Valley Chamber of Commerce is already planning the Rally in the Valley Event for next year.

Joint Town & School Committee – Mr Sires reported a Joint Town & School Committee meeting is scheduled for July 22, 2008. Discussion will be held about fuel and insurance.

Roundabout Repair - Mr. Drinkhall requested an update on the Roundabout repair. Mr. Sires advised he is disappointed in the conversations with the Town and contractor regarding the roundabout repair. The contractor is not interested in coming back. Paul is still pursuing this matter. Also, the same with the sewer line that was put in the contractor is not in a hurry to come back and Paul is pursuing this as well. Mr. Martin questioned if there are bonds in place and Mr. Sires confirmed there are bonds in place. Mr. Sires suggested empowering the Town Manger by putting together a performance list and delisting contractors that do not perform from future work.

Red Jacket – Mr. Drinkhall requested an update on the Red Jacket matter. Mr. Sires advised town counsel continues to pursue this matter of fines, court costs, legal fees, etc. We are waiting for the Court's decision.

Budget – Mr. Drinkhall next asked about the budget and if there is any update on how the cost of fuel is affecting our general assistance department. Mr. Sires advised there is an active case load. Housing is active. There is concern as pantries are having trouble staying stocked.

BOARD REPORTS AND COMMENTS

Planning Board – Mr. Drinkhall reported the Red Jacket came back before the Planning Board. The Red Jacket did not bring a plan to mitigate noise nor did they screen the area. The Red Jacket will be back before the Planning Board in August.

MWVEC – Mr. Dickinson stated the MWVEC is currently paying interest on back taxes of \$62,000 and he is becoming concerned. Mr. Dickinson stated the last payment made by the MWVEC was on the 2006 taxes.

Mr. Hounsell questioned if the MWVEC was in the middle of an expansion project. Mr. Drinkhall replied in the affirmative and stated they have been before the Planning Board however they don't have water and sewer yet. Mr. Hounsell stated he would like some official documentation from the MWVEC so this Board knows what is going on with the project. Mr. Drinkhall explained they are looking for their subdivision at this time and this is before the Planning Board on Thursday again; however there is an issue because the sewer is not up there yet.

Mr. Hounsell suggested scheduling an Infrastructure Committee meeting. It was agreed a meeting of the Infrastructure Committee would be scheduled.

Election Law Training - Mr. Dickinson reported that Election Law Training will be held on Thursday, July 17, 2008 in Conway Village and feels board members should plan on attending.

4th of July Parade – Mr. Hounsell commented that the 4th of July parade was over the top good this year and feels the local populous is more abundant when the parade is held in Conway Village. Also the parade is just long enough in Conway Village. **Mr.**

Hounsell moved, seconded by Mr. Dickinson, that the 2009 parade be held in Conway Village. There was brief discussion. **Mr. Dickinson moved, seconded by Mr. Hounsell, to table the motion. The motion to table carried unanimously.** Mr. Weathers commented he agreed with Mark regarding the parade – there was a great turnout in Conway Village with lots of local faces.

Mr. Martin stated the only negative comment he heard about the 4th celebration was about the fireworks and he feels this was a funding issue. Mr. Sires agreed we could get more fireworks and funding is an issue. Mr. Weathers commented he heard from people they felt the fireworks display was short. Mr. Weathers stated that John Eastman advised he would be putting a call into the fireworks company to advise them.

Town Manager Evaluation – Mr. Martin advised he received the Board's forms back for the Town Manager's evaluation and will be correlating same. A non public session will be scheduled for the next meeting to discuss same with the Town Manager.

Road Scholar - Mr. Martin advised a letter was received from UNH stating that Richard Anderson has achieved the status of Road Scholar One.

PUBLIC COMMENTS / MEDIA QUESTIONS

There were no public comments or media questions.

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

Mr. Weathers moved, seconded by Mr. Hounsell, to go into non public session. The motion carried by unanimous roll call vote.

At 6:11 the Board returned to public session. **Mr. Weathers moved, seconded by Mr. Dickinson to seal the minutes of the non public session. The motion carried unanimously.**

ADJOURN

At 6:12 p.m. **Mr. Weathers moved, seconded by Mr. Dickinson, to adjourn the meeting. The motion carried unanimously.**

Respectfully submitted,

Karen J. Hallowell
Executive Secretary