

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN**

May 12, 2009

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, Howard C. Dickinson, Bob Drinkhall, and Mike DiGregorio; 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 May 14, 2009

CONSIDERATION OF MINUTES

Consideration of minutes was carried to the next meeting

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

(a) Joyce Endee Productions/Memorial Weekend Arts & Crafts Show/MWV Arts and Crafts Show and Leaf Peepers Arts & Crafts Show

(b) Mt Washington Valley Rugby Football Club/2009 New England Rugby Championship

The Board briefly reviewed the applications for special events. **Mr. Dickinson moved, seconded by Mr. Drinkhall to approve the public event applications for Joyce Endee Productions Memorial Arts and Crafts Show, MWV Arts and Crafts Show and Leaf Peepers Arts and Crafts Show and the Mt Washington Valley Rugby Football Club 2009 New England Rugby Championship. The motion carried 5-0-0.**

PUBLIC HEARING: TO ACCEPT AND DESIGNATE A SPECIFIC PURPOSE FOR THE USE OF THE FOLLOWING UNANTICIPATED REVENUE: \$95,602.00 TO THE CONWAY POLICE DEPARTMENT FROM THE BUREAU OF JUSTICE ASSISTANCE, FISCAL YEAR 2009 RECOVERY ACT, EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM

Police Chief, Ed Wagner, Lt. Chris Perley, and Police Commissioner, Theresa Kennett, were present for discussion.

The public hearing was opened at 4:08 p.m.

Chief Wagner reviewed the Conway Police Department received \$95,602 from the Bureau of Justice Assistance Edward Byrne Memorial Justice Assistance Grant program. The Chief advised they would like to use \$56,000 for equipment for cruisers, \$12,000 for reconstruction equipment and, also they would like to use money to buy a motorcycle. The motorcycle would be no cost to the town and would save the town from leasing a motorcycling every year. The Chief urged the Board of Selectmen to approve the grant and use the money as requested.

There were no public comments. The public hearing was closed.

Mr. Weathers moved, seconded by Mr. Drinkhall, to accept the \$95,602 to the Conway Police Department from the Bureau of Justice Assistance, Fiscal Year 2009 Recovery Act, Edward Byrne Memorial Justice Assistance Grant Program and designate the purpose as indicated by the Chief. Mr. Weathers questioned the items they will be purchasing. The Chief explained this will allow them to purchase items above and beyond what they purchase each year. Mr. Sires stated we can't reduce this years operating budget but questioned if the Police Department would be able to reduce future year budgets because they won't have to buy certain items. The Chief replied in the affirmative. The Chief next explained that some amount of this grant will also be shared with other towns. **The motion carried 5-0-0.**

CONSIDERATION OF UNANTICIPATED REVENUE IN AMOUNTS LESS THAN \$5,000
NH RSA 31:95-B, III (B): \$25 DONATION TO CONWAY PD FROM JAMES AND
THERESA GALLAGHER TO THE DARE PROGRAM

Lt. Perley advised a generous donation of \$25 has been received from James and Theresa Gallagher for the DARE Program. **Mr. Drinkhall moved, seconded by Mr. Weathers, that we accept the \$25 for the DARE program. The motion carried 5-0-0.**

REVIEW OF SPECIAL EVENT POLICIES

Mr. Sires reviewed the basic Special Event Policy and Application is included in the Board's agenda packet for review. Mr. Dickinson advised that he would like time to review same and bring this back for discussion. Mr. DiGregorio suggested forming a subcommittee to review the policy. Mr. DiGregorio advised he would volunteer for the committee and suggested that Earl, Karen, someone from the community, and others be on the committee. There were no objections from the Board. Chairman Martin asked that the Board members review the Policy and bring back suggestions on same and at the next meeting a committee could be formed to review same. All agreed.

DISCUSSION OF STREET LIGHT INVENTORY

Mr. Sires reviewed information distributed to the Board in the agenda packet concerning the street light inventory project. Mr. Sires reviewed the Town is doing an inventory of the town to see what lights we have, where they are located, why we have certain lights, etc., and making sure of what we are paying for as well. A decision needs to be made as to whether we want to shut any other lights off in town for a savings.

Mr. Sires next suggested forming a Street Light Subcommittee with community members, fire, police and town staff, to review where the lights should be on and off in town and for some potential policy changes to our development codes.

There was a brief discussion with the Board regarding the gathering of information. The Board agreed to continue with the information gathering process and bring this back for discussion in one month.

UPDATE ON CABLE RENEWAL PROCESS

Mr. Sires provided information to the Board on the Cable Renewal Process in the agenda packets and briefly reviewed same. Mr. Sires advised that he and Mr. DiGregorio taped a Public Service Announcement to be aired on Valley Vision. Mr. Sires further reviewed there will be a survey this weekend in the Conway Daily Sun regarding the Cable renewal process and it will be in the form of an insert in the newspaper. Mr. Sires reviewed that people can mail the completed surveys to town hall or they can be dropped off at Valley Vision, Conway Town Hall, or the Conway Public Library. Also this survey form is available on line and can be printed off the Town's web page. Mr. Sires next reviewed the public hearing on the cable renewal process is scheduled for May 18 at town hall. Mr. Sires next briefly reviewed the renewal process with the Board and advised they will be meeting with Time Warner Cable representatives. Lastly, Mr. Sires advised that he will be doing the Drive Time radio show next week do discuss the cable renewal process.

Andrea Osmun of the Conway Daily Sun asked about when the results of the questionnaire come back, who will be drafting the agreement. Mr. Sires advised the committee will be drafting an agreement for the Board to review. Ms. Osmun next questioned if the survey is getting information on Time Warner and Valley Vision. Mr. Sires replied in the affirmative and added that Valley Vision did however do their own survey recently and we will be relying on that information partially as well.

DISCUSSION ON BOARD OF SELECTMEN POLICIES

The Board reviewed the Selectmen Policy on Rules of Procedure. With regard to Rule 1, there was brief discussion on the posting requirements for Selectmen meetings. It was suggested that language be added to post in the newspaper or in two public locations. It was also suggested that notices of the meetings be run on the Valley Vision Community Calendar if possible. With regard to Rule 5, the Board discussed whether the Chair should have the ability to make or second a motion. The Board agreed the Chair should be able to make or second any motion and that the language in the policy should reflect same. With regard to Rule 8, the Board agreed to change "three business days" to "Friday" prior to the "regularly scheduled" meeting. There was next discussion of Rule 9, last paragraph, the Board agreed to remove the second sentence of the last paragraph. With regard to Rule 11, the Board agreed language should be added regarding the requirements of the NH RSA. There was next discussion regarding Rule 14 A, B & C, D & E It was agreed that sections B, C, D & E would be deleted. There was next discussion regarding Rule 24, Section C, second paragraph. It was agreed that the 'One Board of Selectmen' would be deleted and it would state "Board members appointed..." as there is sometimes more than one member on some committees. The Board next agreed the changes could be made to this document and a draft could be brought back to the next meeting for consideration.

TOWN MANAGER REPORT

Swine Flu – Mr. Sires reported that he spoke with Chief Solomon last week regarding the issue of Swine Flu. It has been reported that there is less of a pattern and it has been downgraded.

Recreation Fees – **Mr. Drinkhall moved, seconded by Mr. Dickinson, to take the recreation fee motion off the table.** Mr. Sires reviewed he was asked to provide information on impact and reviewed a memo provided to the Board in the agenda packet. Mr. Drinkhall stated he felt it should be a \$15 minimum increase on both on summer recreation. **Mr. Drinkhall moved, seconded by Mr. Dickinson, for a \$15 increase on summer recreation program fees.** There was a discussion by the Board that if they did not like the \$15 increase they could raise it to \$20 or more at another time. **The motion carried 5-0-0.**

BOARD REPORTS

Valley Vision – Mr. DiGregorio advised that he has requested that Valley Vision Board adjust their meeting times so that he can attend as it is the same time as the Selectmen meet.

Conway Village Fire District – Mr. Drinkhall requested an update on the CVFD meeting regarding water.

Flag – Mr. Drinkhall advised the flag in front of Town Hall does not appear to be lit and requested this be checked on.

Conservation Commission – Mr. Weathers reported a Conservation Commission meeting is scheduled for tomorrow evening, May 13, 2009 and it will be held at the Walkers Pond trail head at 6:30 p.m.

PUBLIC COMMENTS/MEDIA QUESTIONS

There were no public comments or media questions.

NON PUBLIC SESSION: RSA 91-A,II(c) / Tax Matter

At 4:45 p.m., **Mr. Drinkhall moved, seconded by Mr. Weathers, to go into non public session under NH RSA 91-A,II(c) to discuss a tax matter.** The non public session included Tax Collector, Rhoda Quint, Recording Secretary, Karen Hallowell, and two citizens of the Town of Conway.

The Board returned to public session at 5:51 p.m.

ADJOURN

At 5:52 p.m., the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J. Hallowell

Executive Secretary