

## **Minutes of Meeting CONWAY BOARD OF SELECTMEN**

October 27, 2009

The Selectmen's Meeting convened at 4:10 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, Larry Martin (Chair), C. David Weathers, 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 October 29, 2009

### CONSIDERATION OF MINUTES

The Board first considered the minutes of 6/30/09. Mr. Drinkhall offered the following amendment: Page 7, under Board Reports and Comments/Planning Board, the sentence reads: Mr. Drinkhall advised a matter concerning Stonehurst was discussed at a recent Planning Board meeting concerning driveway matters and should be corrected to read -Mr. Drinkhall advised a matter concerning Stonehurst was discussed at a recent Planning Board meeting as well as regulations concerning driveway matters. **Mr. Drinkhall moved, seconded by Mr. Weathers, to accept the minutes of 6/30/09 as amended. The motion carried unanimously.**

The Board next considered the minutes of 7/4/09. Mr. Drinkhall offered the following amendments: Page 3, under Other Business/Old Bartlett Road Manholes, second to last paragraph, in the motion the word road should be added so that it reads: Mr. Drinkhall moved, seconded by Mr. Dickinson, that we direct staff to look into who is responsible for the correction of sewer manholes that are raised or road lowered on Old Bartlett Road. On Page 4, first paragraph, second to last sentence, under the heading Decorative Lighting, the sentence reads Mr. DiGregorio advised that he would like to hold on discussion and a decision on this matter until Mr. DiGregorio is present. This should be corrected to read: Mr. Sires advised that he would like to hold on discussion and a decision on this matter until Mr. DiGregorio is present. **Mr. Drinkhall moved, seconded by Mr. Weathers, to approve the minutes of 7/14/09 as amended. The motion carried unanimously.**

The Board next considered the minutes of 7/28/09. **Mr. Drinkhall moved, seconded by Mr. Weathers, to approve the minutes of 7/28/09 as written. The motion carried unanimously.**

The Board next considered the minutes of 8/25/09. Mr. Drinkhall noted that the date on the first page should be corrected from August 28, 2009 to August 25, 2009. **Mr. Drinkhall moved, seconded by Mr. Weathers, to approve the minutes of 8/25/09 as amended. The motion carried unanimously.**

The Board next considered the minutes of the 9/8/09. Mr. Drinkhall stated with regard to the Bike Lane discussion he felt that not all of Mr. Barriault's comments were in the minutes and, also a comment by Keith Osmun did not appear in the minutes regarding the bike lane being a want and not a need and he felt this should be included in the minutes. Chairman Martin suggested the notes be reviewed and the minutes brought back for review at the next meeting. All agreed.

#### REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION

There were no special event applications for consideration.

#### AUDIT EXIT INTERVIEW

Greg Colby of Plodzik and Sanderson joined the meeting. Town Finance Director, Lucy Philbrick was also present for discussion.

Mr. Sanderson reviewed the audit of the town with the Board. A copy of the Audit is on file at town hall.

Mr. Colby opined the Town of Conway is a solid community with solid financial health.

#### DISCUSSION OF LETTER FROM NHDES REGARDING KEARSARGE METALLURGIC

Mr. Sires distributed a copy of a letter from the NHDES sent to the Town of Conway regarding the Kearsarge Metalurgic Superfund Site on Hobbs Street in Conway regarding the implementation of institutional controls and remedy change for the property and reviewed same. The letter enclosed a petition and proposed order for these parcels.

#### BUDGET

a) Revolving Funds Discussion – Ms. Philbrick distributed information to the Board for recreation revolving funds and reviewed same. There was brief discussion. **Mr. Drinkhall moved, seconded by Mr. DiGregorio that we transfer the \$50,000 to the Recreation Revolving Fund. The motion carried 5-0-0.**

Mr. Sires next reported to the Board the Recreation Department's need for a lawnmower. Mr. Sires asked the Board to think about using the rest of the money to buy a mower. The Board advised they would like time to think about this matter. Mr. Sires

advise that he can have Recreation Director, John Eastman, attend a Board meeting to discuss same as well. The Board agreed.

REVIEW OF PROPOSED CHANGES TO  
NON PROFIT BUDGET FORMS

Budget Committee Chair, Jim LeFebvre, was present for discussion.

Mr. Drinkhall distributed an amended version of the non profit budget forms as amended by the Budget Committee. Mr. Drinkhall advised that a Budget Committee member wants the form reduced to one page; however, there is one point missing which is the question regarding if an organization receives a Town of Conway tax abatement. Also, one individual did not want this in the form and there was a discussion for approximately for one hour at the meeting. Also, it was agreed at the Budget Committee that they want a three year history and this is where they are at with the forms.

Mr. DiGregorio advised that he objects to changing the form at all. Mr. DiGregorio explained that when you have people coming and going on boards, it was good information that was asked for on the form. Mr. DiGregorio stated he doesn't understand why the Budget Committee is changing the form as there were a lot of reasons why it was created in the first place

There was a discussion regarding who is responsible for the form. Mr. Sires reviewed that it was jointly developed; however, it is not a statutory form. There was further debate on changing versus not changing the forms. Mr. Dickinson questioned what the Budget Committee would like from this Board. Jim Lefebvre stated he is looking for the Board to go along with the amended forms. **Mr. Dickinson moved to endorse streamlining the non profit forms with a correction about the abatement and going back three years. There was no second to Mr. Dickinson's motion.**

Mr. Drinkhall asked to let the Budget Committee make the changes and proceed. Mr. Drinkhall stated he doesn't not have the old and new versions in from of him and cant see what is missing and so cant support it at this time. The Board took no action on this matter.

CONSIDERATION OF CDBG POLICIES / A) CODE OF ETHICS; B)  
CONFLICT OF INTEREST; and C) FINANCIAL MANAGEMENT PLAN

Mr. Sires reviewed CDBG documents as follows: Code of Ethics, Conflict of Interest; and Financial Management Plant, all of which need to be adopted. **Mr. DiGregorio moved, seconded by Mr. Drinkhall, that we adopt the Code of Ethics, Conflict of Interest, and Financial Management Plan. The Motion carried 5-0-0.**

TOWN MANAGER REPORT

Courthouse Property - Mr. Sires reported the Town is working with the state on courthouse property. The bonds for the property have been paid off and now the property has to be turned over to state; however, certain documents were never prepared in the beginning when the lease was signed. Mr. Sires went on to explain there is a need to subdivide the property and the original piece of property is less than

the size of what the state wants to see for subdivision approval and we may need to give them more. Town Planner, Tom Irving, is looking at the matter. Further, there may be a need to extend the parcel out to curb and include 9 parking spaces they have use of anyway. Mr. Sires stated this is kind of a wrinkle but wanted to advise on this as this is starting to become a costly effort. Mr. Sires further advised the State is splitting the survey costs with the Town.

Budget – Mr. Sires reported that Department Head budgets are in and are being reviewed. The Board will receive the proposed 2010 on November 10, 2009.

CDBG Meeting – Mr. Sires reported he attended a CDBG meeting in Concord recently. They awarded \$6,000,000 in grants to towns all over the state. Anyone looking for funds should apply.

NCWP – Mr. Sires advised he attended celebration for Project 7 yesterday at the North Conway Water Precinct.

ZBA Meeting – Mr. Sires reported he attended the recent ZBA meeting and carried forward the Board of Selectmen request for another balloon test regarding the cell tower. The ZBA declined and chose not to have the applicant do another balloon test.

#### BOARD REPORTS AND COMMENTS

PEG TV Meeting – Mr. DiGregorio reported that a meeting of all area Board of Selectmen is scheduled for Monday, November 2, 2009 at the Kennett High School Auditorium to discuss PEG TV. Mr. DiGregorio stated he did receive a letter back from the Town of Bartlett advising they will not be able to attend; however, they are interested in being involved and gave percentage numbers.

Valley Vision – Mr. DiGregorio reported that Valley Vision received a \$12,000 grant from the Ham Foundation for equipment.

Budget Committee – Mr. Drinkhall reported the Budget Committee met last night, October 26, 2009.

Garage Committee – Mr. Drinkhall reported the Garage Committee is scheduled to meet on Thursday, October 29, 2009 and will be discussing 3 or 4 estimates on the costs

Erosion and Riverbanks – Mr. Weathers reported that he and Public Works Director, Paul DegliAngeli, will be going out to look at the erosion site at the Swift River Cover Bridge. They will also be looking at the riverbanks Hussey Field as well.

Garage Roof – Mr. Martin asked for an update on the garage roof. Mr. Sires advised that the town is currently looking into options and will report back.

Birthday – Mr. Martin advised that tomorrow was Selectman DiGregorio's Birthday and to wish him a Happy Birthday. Mr. DiGregorio's mother was present in the audience to wish him Happy Birthday as well.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Andrea Osmun of the Conway Daily Sun requested a copy of the letter regarding the Kearsarge Metallurgic site. Mr. Sires provided a copy of same to Ms. Osmun.

ADJOURN

At 5:32 p.m., **Mr. Drinkhall moved, seconded by Mr. Weathers, to adjourn the meeting. The motion carried unanimously.**

Respectfully submitted,

Karen J. Hallowell  
Executive Secretary