

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
November 13, 2012

The Selectmen's Meeting convened at 4:18 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, C. David Weathers (Chair), Michael DiGregorio, Mary Carey Seavey and Stacy Sand, Town Manager, Earl W. Sires and Recording Secretary, Karen Hallowell.

Selectman, Howard C. Dickinson, was not present do to another commitment.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Ms. Seavey moved, seconded by Ms. Sand, to approve the agenda. The motion carried 4-0-0.

4:15 PM PUBLIC HEARING: UNANTICIPATED REVENUE \$5,310.53 FROM THE STATE OF NH TO THE TOWN OF CONWAY PD FOR DISPATCH TRAINING

Police Lieutenant, Chris Perly, joined the meeting.

At 5:19 p.m. Chairman Weathers opened the public hearing.

Lt. Perley advised the Police Department took part in a statewide training program to send dispatchers for various training programs. The program was underwritten by the federal government and the Police Department lays out the cost to send dispatchers to the training and to also fill the dispatcher shifts while they are at the training and then get reimbursed. Lt. Perley stated this is a major benefit to the community and the dispatchers as well and the Police Department would not have been able to do the training without this grant.

Chairman Weathers asked for questions or comments from the Board and public. There were none and the public hearing was closed at 4:21 p.m.

Ms. Sand moved, seconded by Ms. Seavey to accept the unanticipated revenue in the amount of \$5,310.53 from the State of New Hampshire to the Town of Conway Police Department for dispatch training. The motion carried 4-0-0.

CONSIDERATION OF UNANTICIPATED REVENUE LESS THAN \$5,000/RSA 31:95-B, III (B)

- a. \$20.00 DARE donation from Dana Medeiros-Ruthowsky to the Conway Police Dept.
- b. \$100.00 DARE donation from Eastern Inter-Club to the Conway Police Dept.

Lt. Perley reviewed the two donations received by the Police Department for the DARE Program.

Chairman Weathers asked for questions or comments from the Board and public. There were none.

Ms. Sand moved, seconded by Ms. Seavey, to accept the donations of \$20.00 from Dana Madeiros-Ruthowsky to the Conway Police Department and the \$100 from the Eastern Inter-Club to the Conway Police Department for the DARE program. The motion carried 4-0-0.

NORTH-SOUTH ROAD TRAFFIC SIMULATION MODEL PRESENTATION

Public Works Director, Paul DegliAngeli, and Randy Dunton and Thomas Gorrill of Gorrill-Palmer Consulting Engineers, Inc., joined the meeting. Also present was Walmart's Engineer, Jeffrey Dirk, of Vanesse & Associates, Inc.

Mr. DegliAngeli reviewed that Walmart acquired the Chick Lumber property and the engineers are here today to present a concept plan to the Board for review.

A copy of a conceptual plan was next distributed to the Board for review (see attached). Mr. Dunton reviewed this conceptual plan as well as a traffic simulation model with the Board.

After the review, Mr. Weathers asked for public comments. Sharon Barber of Thompson Road stated that right now the North-South Road has pulses in the traffic that are controlled by lights; however with another roundabout there will be no pulses in the traffic and it will make it harder to get across the North-South Road. Mr. DegliAngeli asked if Ms. Barber felt it was working now the way it is. Ms. Barber replied in the affirmative stating there are pulses now but there are also still accidents along the road and someone was t-boned today at Artist Falls Road and the North-South Road. Mr. DegliAngeli commented that he felt that most accidents that happen in that area are due to people not paying attention to stop signs. Ms. Barber next commented that the view coming out from the bridge is also not good.

There was next further review and discussion regarding the traffic flow on the North-South Road and also further review of the traffic simulation model.

Mr. DegliAngeli stated that at some point the Board of Selectmen need to say yes or no to the proposal. Mr. Dirk stated that they are in a holding pattern with the Planning Board and will be waiting for a determination as to if this is acceptable or not from the Board. Ms. Sand stated that she would like to hear further comments from the public on this matter first. The Board agreed. Mr. Weathers advised that this matter will be placed on a future agenda for further discussion.

STREETLIGHTS IN THE HILLSIDE AVENUE-MUSTER ROAD AREA

Mr. Sires reviewed previously the Board held discussion on the matter and asked staff to look at the lights in the area. Mr. Sires next reviewed a streetlight map of the area with the Board. Mr. Sires also reviewed that previously residents of this area came to a Board meeting and asked for certain lights to be on and certain lights to be off. After discussions with the residents a motion was made to deviate from the every other light pattern and this is why the light pattern in this neighborhood is the way it is as it was based on input from the residents of the area.

Ms. Sand stated that she drove through the area last night and had also done so previously in the summer. The only dark part is the area near light pole #32-7. Ms. Sand stated she felt the neighborhood was well lit. Further, the question on the table is if we will pay

for two lights and she doesn't feel that it is right to turn on or pay for certain lights without looking at all lights. Mr. DiGregorio stated he felt the area was dark and asked for further explanation of the light pattern in the area. Mr. Sires reviewed that this is the light pattern that the residents of the area had asked for. Ms. Seavey stated that she thinks that many of us would like their lights back on. Mr. DiGregorio agreed. Mr. Weathers stated we can't pay for one area of town to have lights and not another. He has not heard from anyone other than this area of town about the lights.

The Board reviewed the motion on the table from the meetings of 4/24/12 and 10/30/12 as follows: **Mr. Dickinson moved, seconded by Mr. DiGregorio, that we accept the expense of the Muster Road light pole #32-a, and the Hillside Avenue light pole 32-12 to be transferred to the Town.**

Mr. DiGregorio moved, seconded by Ms. Sand, to take the motion off the table. The motion to take the motion off the table carried 4-0-0.

The Board next proceeded with a vote on the motion and the **motion failed 1-3-0 with Mr. DiGregorio in favor and Mses. Sand and Seavey and Mr. Weathers voting in the negative.**

BUDGET PRESENTATION

Finance Director, Lucy Philbrick, and Bookkeeper, Lauri Roode, joined the meeting.

Overview of proposed 2013 Budget - Mr. Sires first gave an overview of the budget process and then reviewed the proposed 2013 budget. (A copy of the narrative is attached hereto).

Ms. Sand asked for an explanation for non precinct fire. Mr. Sires advised this is a five year agreement and it provides for the North Conway Fire Department and the Conway Village Fire Department to provide coverage in non precinct areas of town. The Board of Selectmen negotiates the agreement and it is then voted on by the voters of the Town. Ms. Sand questioned if it is all voters and not just precinct voters. Mr. Sires advised it is voted on by all voters in the Town of Conway.

Parks & Recreation - Recreation Director, John Eastman, joined the meeting. Mr. Eastman reviewed the proposed budget request for the Parks and Recreation Department with the Board. There was brief discussion by the Board on the budget. Ms. Sand asked about swimming lesson. Mr. Sires advised that Mr. Eastman had asked for them in his budget but that he is suggesting this be removed from the budget due to declining enrollment and because it is fairly expensive. Costs have gone up and enrollment went down and, also, there are a lot of other alternatives in the area for swim lessons. Ms. Sand stated that she had concerns about not having swim lessons as there is a lot of water in the town and, also, the schools do not offer swim lessons. Ms. Sand suggesting having the lessons at a different time of day or to maybe have two instructors instead of four. She would be okay with a reduced program but would not be okay with doing away with the program altogether. There was next discussion by the Board regarding the program, costs, liability, staffing etc. It was agreed the Board would like more time to review this matter and that further discussion be held in the future.

Mr. Eastman next reported the skating rink is ready to go. They are moving the building down further on the first base side of the field and they are also revamping the lighting. Ms.

Seavey stated there is a ribbon cutting ceremony scheduled for November 24, 2012 at 4:00 pm. Mr. Eastman stated they will also have the tree lighting as well.

DECISION ON ALLOCATION OF FUNDING FROM RECREATION
REVOLVING FUND TO GENERAL FUND FOR 2012

Mr. Sires reviewed information regarding the Recreation Revolving Fund with the Board. **Ms. Sand moved, seconded by Mr. DiGregorio, that we remove \$58,000 from the Recreation Revolving Fund to the General Fund. The motion carried unanimously.**

Mr. Sires next reviewed that Recreation Director, John Eastman, feels they need an aerator for the fields. The town has borrowed one from the golf course each year but we can't continue to rely on them. The cost for this item would be around \$3,500. The Board can approve this if they choose as it is not a capital purchase. This could be done out of Recreation Revolving Account or the Board could consider adding this to next year's budget. Mr. DiGregorio stated he feels our fields are used a lot and this piece of equipment will help to maintain them. Ms. Sand questioned what the payback is on this purchase versus renting equipment or having someone else do the work. Mr. Eastman advised that he could get this information if the Board would like. Mr. Eastman next added that, if purchased, this is a piece of equipment that has a high shelf life of about 10-15 years and it is not motorized –it is pulled. He could however explore the cost of renting this piece of equipment. There was further brief discussion. **Ms. Seavey moved, seconded by Ms. Sand, to fund the aerator out of the Recreation Fund up to \$3,500. The motion carried unanimously.**

Mr. Sires next reviewed expenses for monitoring the canoe launch this past season with the Board. **Ms. Sand moved, seconded by Mr. DiGregorio, that we take \$4,349 from the Recreation Revolving Fund and put it in the General Fund to cover the canoe launch monitor. The motion carried unanimously.**

BUDGET PRESENTATION (continued from earlier in the meeting)

Highway - Public Works Director, Paul DegliAngeli, reviewed the proposed Highway budget with the Board. There was brief discussion including maintenance, lighting, etc.

Solid Waste - Public Works Director, Paul DegliAngeli, reviewed the proposed Solid Waste budget with the Board.

Government Buildings - Public Works Director, Paul DegliAngeli, reviewed the proposed Solid Waste Budget with the Board. Ms. Sand noted that the equipment line is up 20%. Mr. DegliAngeli advised this is due to requests from other departments for item such as filing cabinets, etc.

Mr. DiGregorio reviewed that there was previous discussions about dealing with the basement at town hall. Mr. Sires advised this will be discussed under the proposed capital reserves budget. There was further brief discussion regarding the conditions in the basement of town hall. It was agreed that the Board would further discuss this matter after some Board members take a look at the basement with Mr. DegliAngeli.

SIGNING OF DOCUMENTS

- a. Notice of Intent to Cut Wood or Timber – Tax Map/Lot 250-40

b. Tax Collector's Warrant 2012

Ms. Sand moved, seconded by Mr. DiGregorio, to sign the Notice of Intent to Cut Wood or Timber for Tax Map/Lot 250-40 and the Tax Collector's Warrant 2012. The motion carried 4-0-0.

CONSIDERATION OF BILLS

- a. Manifest dated 11/15/12
- b. Payroll dated 11/15/12

Ms. Sand moved, seconded by Mr. DiGregorio to sign the manifest dated 11/15/12 and the payroll dated 11/15/12. The motion carried 4-0-0.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Manifest dated 11/8/12

Ms. Sand moved, seconded by Mr. DiGregorio, to ratify the Manifest dated 11/18/12. The motion carried 4-0-0.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

There were no Special Event Applications for the Board's consideration.

CONSIDERATION OF MINUTES

10/16/12 – There were two changes to the minutes of 10/16/12 as follows: Page 4, second paragraph, line 3, where it states "...the south side of the North-South Road...", it should be changed to read "...the north side of the North-South Road..." and, also, on page 8, under Ratification of Documents, Ms. Sand did not second the motion to ratify the manifest and payroll of 10/4/12 and this was changed to Mr. DiGregorio. **Ms. Sand moved, seconded by Mr. DiGregorio, to accept the minutes as amended. The motion carried unanimously.**

10/30/12 – **Ms. Sand moved, seconded by Mr. DiGregorio, to accept the minutes of 10/30/12 as written. The motion carried unanimously.**

TOWN MANAGER REPORT

Hazardous Mitigation Plan – Mr. Sires reported that a meeting was held this morning to work on the Hazardous Mitigation Plan. This plan has to be updated every five years. FEMA requires us to have an updated plan to be eligible for projects. The work on the Hazardous Mitigation plan will be done over the next five months or so and meetings will be held with fire departments, water and sewer, etc.

Wildland Urban Interface Plan – Mr. Sires next reported that along with the Hazardous Mitigation plan a Wildland Urban Interface Plan is being worked on by the Town, Forest Service and the State. This plan includes thinning the forest, etc., to make the forest less susceptible to fire and to protect neighborhoods.

Norcross Circle – Mr. Sires reported a meeting is scheduled for tomorrow morning to discuss the work proposed for Norcross Circle.

Conservation Commission – Mr. Sires reported a Conservation Commission meeting is scheduled for tomorrow evening.

CDBG Meeting – Mr. Sires reported he will be attending a CDBG meeting on Thursday, November 15, 2012 in Concord.

Senator Kelly Ayotte Office Hours – Mr. Sires reported that Senator Ayotte's office has office hours at Conway Town Hall on Thursday, November 15, 2012 from 2:00 pm to 4:00 pm.

Councilor Raymond Burton Office Hours – Mr. Sires reported that Executive Councilor Raymond Burton will be Conway Town Hall on Friday, November 16, 2012 from 10:00 am to 11:00 am.

BOARD REPORTS AND COMMENTS

LMWSWD – Ms. Sand reported that the LMWVSWD met last Friday. At the meeting, Paul DegliAngeli presented the budget and capital improvements plan.

Mount Washington Valley Green Team – Ms. Sand reported that the Mount Washington Valley Green Team has made bookmarks with information on where recyclable goods can be recycled. The bookmarks also list a website for further information. The bookmarks are being passed out at area schools and other places.

Planning Board – Ms. Seavey reported that she will not be available for meetings between December 18, 2012 and January 8, 2013 and she needs someone to cover the Planning Board meeting during those dates.

MWVEC Annual Meeting – Ms. Seavey reported that the MWVEC Annual Meeting is scheduled for Thursday, November 15, 2012.

Budget Committee – Mr. DiGregorio reported that a Budget Committee meeting is scheduled for tomorrow, November 14, 2012. Mr. DiGregorio further reported that two members of the Budget Committee have resigned and that four people have put forward their names for the vacant seats and this will be discussed at the meeting tomorrow night.

Hobbs Street – Mr. DiGregorio commented that the Hobbs Street project seems to be going well. Mr. DiGregorio next questioned if Tax Assessor, Tom Holmes, would be doing an appraisal of the property. Mr. Sires advised that he can't do an appraisal of the property but he can do an assessment of the property. Mr. DiGregorio next asked about a depressed area status for this land and requested to have the Assessor, Tom Holmes, discuss this with the Board. Mr. Sires advised he would get information on TIFF districts. Mr. Sires further advised that with regard to the site work, a lot of the brick is down and they are making piles of material such as heavy iron, etc, and will be figuring out the disposal of same.

Conservation Commission - Mr. Weathers reported that a Conservation Commission meeting is scheduled for tomorrow, November 14, 2012, at 6:30 pm at the Whitaker Meeting House.

PUBLIC COMMENTS AND MEDIA QUESTIONS

There were no public comments or media questions.

ADJOURN

At 7:25 pm the meeting adjourned at the call of the chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary