

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN**
April 16, 2013

The Selectmen's Meeting convened at 4:16 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, C. David Weathers (Chair), Michael DiGregorio, Mary Carey Seavey, Stacy Sand, and Carl Thibodeau, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Howard Dickinson congratulated Carl Thibodeau on his election to the Board of Selectmen.

Ms. Seavey moved, seconded by Ms. Sand, to approve the agenda. The motion carried unanimously.

SWEARING IN OF ELECTED OFFICERS

Mr. Thibodeau had been sworn in as a Selectman by the Town Clerk's office earlier in the day.

ELECTION OF OFFICERS

Mr. DiGregorio nominated David Weathers for the position of Chair. Seconded by Ms. Sand. The nomination carried 4-0-1 with Mr. Weathers abstaining.

Ms. Sand nominated Michael DiGregorio for the position of Vice Chair. Seconded by Ms. Seavey. The nomination carried 4-0-1 with Mr. DiGregorio abstaining.

REVIEW AND ADOPTION OF BOARD OF SELECTMEN POLICY: RULES OF PROCEDURE

Mr. Sires reviewed the Board of Selectmen have been working under these Rules of Procedure since 2003 with a few amendments. This document provides the framework for conducting the Board's business. Mr. Sires next gave a brief review of the document. Mr. Sires next advised that the only proposed change to the document this year is the meeting time has been changed from 4:00 p.m. to 4:15 p.m. as this was agreed to by the Board last year. There was a brief discussion by the Board on the meeting start time. The Board agreed to continue having the meeting start time as 4:15 p.m. **Ms. Seavey moved, seconded by Ms. Sand, to adopt the Board of Selectmen Policy: Rules of Procedure, for this coming year. The motion carried unanimously.**

**REQUEST FOR SUPPORT OF CDBG APPLICATION FOR CONWAY PINES SENIOR LIVING
(SECOND PHASE) - CHRIS DAVIES/GREATBRIDGE PROPERTIES**

Chris Davies of Greatbridge Properties joined the meeting along with his business partner, Bill Castleman. Also present in the audience were members of the Evergreens on the Saco Association.

Mr. Davies reviewed that he was before the Board previously and introduced the concept of Conway Pines Senior Living for a Community Development Block Grant. Mr. Davies next presented a copy of a site plan for the Board to review. Mr. Davies advised that they may have to drop the number of units planned to fit the model for New Hampshire Housing although do not want to do this. Mr. Davies next advised that he is here today to ask for the Board's help as they have to compete for funding which is extremely competitive and they did not score well last time.

Mr. Thibodeau asked for an explanation of why they didn't score well. Mr. Castleman advised that they had applied to New Hampshire Housing for tax credits, etc, and one of the components they score points for is if you have other sources of funding. They encourage you to apply for other sources of funding. However, beyond that he feels they scored well.

Ms. Sand questioned who will do the work when it comes to applying for the grants. Mr. Sires reviewed that typically the CDBG application would be prepared by a consultant and then, if successful, there is some staff time managing the grant. Also, we will have to have an additional audit done. It is not a lot of impact on the staff side. Ms. Sand questioned who pays the consultant. Mr. Sires advised the grant would pay for the consultant. Ms. Sand next questioned if they do not get the grant then who will pay the fees. Mr. Castleman advised they would be obligated to pay the application and consultant components.

Mr. DiGregorio stated that he was critical of this project previously; however, he has since met with Mr. Davies and reviewed further information. Mr. DiGregorio stated there was a lot of misinformation out there. Mr. DiGregorio next stated that Mr. Davies showed him that they are doing due diligence in taking care of their properties, etc. He now supports the project and thinks they are doing a good job.

Mr. Weathers asked about the age to be eligible for the units. Mr. Davies advised the minimum age for residents is 62 years. The income goes by family size. The units are one and two bedrooms and they are senior independent living.

Mr. DiGregorio moved, seconded by Ms. Sand, to support the CDBG application for this project. The motion carried 5-0-0.

RECREATION UPDATE

Recreation Director, John Eastman, and Assistant Recreation Director, Mike Lane, joined the meeting.

Mr. Eastman first reviewed the Teen Center programs and attendance with the Board. Mr. Eastman next reviewed the winter basketball season and upcoming spring and summer programs with the Board.

Mr. Eastman distributed information to the Board regarding program fees and reviewed same. The information included a list of fees charged by other towns in New Hampshire. Mr. Lane reviewed information on children applying for the scholarship program. Mr. Eastman next questioned if the Board would like to revisit our fees. Ms. Sand questioned if the fees we charge allow us to serve enough children. Ms. Sand questioned if fees should be raised to make sure all programs are covered. Mr. Eastman advised the fees received do not cover the cost with regard to staffing. Mr. Eastman stated that he feels if the fees went up a little this would be acceptable. Ms. Sand stated she feels the fees look low and average about \$18-20

per week. Ms. Sand stated she feels the fees could be raised a little and suggested \$10. **Ms. Sand moved, seconded by Mr. Weathers, that we increase the full summer fee by \$10 and proportionally for other fees charged for the half summer and weekly program.** Mr. Thibodeau questioned if the Town of Conway offers more or less activities than some of the other towns on the list. Mr. Eastman next gave further explanation of the summer programs offered. Ms. Seavey stated she feels the Recreation Department does a good job but that we also have to look at the affordability of this for families. Ms. Seavey stated we are lucky because we have both a good recreation department and affordability. Mr. Sires advised that Mr. Eastman does a good job with training, safety and security on the site. Mr. DiGregorio stated that he has only heard one complaint and it was that the summer program should be longer. Other than that he is okay with the program and comfortable with where the fees are right now. **The motion carried 3-2-0 with Messrs. Thibodeau and Weathers and Ms. Sand voting in the affirmative and Ms. Seavey and Mr. DiGregorio voting in the negative.**

Mr. Eastman next discussed the swim program. Mr. Eastman reviewed previous discussions held included what time of day the program is held, etc. Mr. Eastman next reviewed that program fees are \$60 for residents and \$80 for non residents and, barring any rain, this comes out to 20 half hour classes. In order to stay in the budgeted range and reduce costs, he suggests starting a week later and going to four classes per week. Mr. Eastman next advised than another area he is having trouble with is getting certified swim instructors. He does have one person for this year and is still in search of two more. Mr. Eastman next advised that he spoke with the Fryeburg Recreation Director regarding swim lesson who advised that they do the Fryeburg program in the morning however he feels he could send kids our way and that would help cover costs for our program. Mr. Eastman next advised that our attendance in the program has dropped and we are now trying to figure out how to increase attendance. He also feels that changing the time of the day for the program may help as well, such as to the afternoon. Mr. Eastman advised that he does have additional details of the program to iron out and needs to hire personnel. There was brief discussion and the Board agreed that Mr. Eastman should come back before the Board when he has additional information.

**REVIEW AND CONSIDERATION OF THE SOFTWARE PURCHASE AND INSTALLATION
AGREEMENT FOR THE AVITAR TAX COLLECT SYSTEM**

Town Clerk/Tax Collector, Rhoda Quint, joined the meeting. Ms. Quint reviewed a proposed Software Purchase and Installation Agreement for the Avitar Tax Collect System with the Board. Ms. Quint directed the Board's attention to page 7 of the agreement and discussed three options with the Board. Ms. Quint requested the Board choose the first option which allows taxpayers to pay bills online. Ms. Quint advised that the public would have access to the tax program, taxes owed, etc. This is public information in the State of New Hampshire. Ms. Quint next reviewed that this program would allow her department the ability to make information unavailable for anyone with a domestic violence situation or if they are in the witness protection program, etc.

There was next a discussion of the fees. Ms. Quint explained the fees will be paid by the person who chooses to use the system. The fee then goes to the third party provider.

Mr. Thibodeau questioned if more than one person will be able to use the system at one time in her office. Ms. Quint replied in the affirmative and advised that all personnel in her office can access the information.

Mr. DiGregorio questioned how people make requests to get their information redacted. Mr. Thibodeau stated it would require special circumstances. Ms. Quint advised that anyone

can make a request for this however she does not know at this point who would have final approval over the requests.

Ms. Sand moved, seconded by Mr. DiGregorio, that we contract for the Tax Collection Standard Kiosk with Closed Pay by Invoice Cloud (option one). There was further brief discussion on the charges of the provider. It was pointed out that the amount considered today is \$10,400; however there will be charges in the future of around \$5,000 for the tax collector kiosk and shell. **Ms. Sand moved, seconded by Mr. DiGregorio, to amend the motion that we contract for the Tax Collection Standard Kiosk and Closed Pay by Invoice Cloud (option one) in the amount of \$10,400. The motion carried 5-0-0.**

Ms. Quint stated that in conjunction with this contract, RSA 52-C states that the governing body needs to vote on whether they will accept credit cards for payments. **Ms. Sand moved, seconded by Ms. Seavey, that we accept credit cards, debits cards, or other such means of transaction for the payment of our tax bills. The motion carried 5-0-0.**

Ms. Quint stated that they expect to go live with this program around May 14, 2013.

ANNUAL BUDGET REVIEW – 1ST QUARTER 2013

a. Revenues and Expenditures – Finance Director, Lucy Philbrick and Bookkeeper, Laurie Roode joined the meeting. Ms. Roode reviewed the revenue and expenditure report for the first quarter of 2013 with the Board.

b. Approval of 2013 MS-2 – **Ms. Sand moved, seconded by Ms. Seavey, to sign the MS-2 Report of Appropriations Actually Voted. The motion carried unanimously.**

APPROVAL OF TANS AWARD

Ms. Philbrick reviewed the Board of Selectmen had previously approved her to apply for Tax Anticipation Notes. Ms. Philbrick next reviewed bids received for same with the Board. Ms. Philbrick next requested the Board approve the bid from Northway Bank at 1%. **Mr. DiGregorio moved, seconded by Mr. Thibodeau, to approve the bid from Northway Bank at 1%. The motion carried unanimously.**

CONSIDERATION OF ACQUISITION OF LOTS IN TRANSALE

a. Map/Lot #'s 250-185, 250-197, 251-6, 251-76, 251-77, 251-80, 251-81, 251-93, 251-101, 251-101, 251-108, 251-110, 251-119, and 251-138 (Buyout program)

Mr. Sires reviewed that these lots are located in Transvale and are part of the buyout program. Two public hearings have been held with regard to these lots. **Ms. Sand moved, seconded by Ms. Seavey to accept Map/Lot #'s 250-185, 250-197, 251-6, 251-76, 251-77, 251-80, 251-81, 251-93, 251-101, 251-108, 251-110, 251-119, and 251-138 should the owners of those properties commit to participating in the buyout program.** Mr. Sires reviewed they will have to sign paperwork first. **The motion carried unanimously.**

b. Map/Lot 251-109 and 251-136 (private offers of gifts of land)
c. Consideration of Donation Agreement for Map/Lot 251-136

Mr. Sires reviewed that two public hearings have been held in regard to the offers of gifts of land at Map/Lot 251-109 and 251-136. Mr. Sires reviewed that one offer is from a bank and the

other offer is from a private citizen. **Ms. Sand moved, seconded by Mr. DiGregorio, that we accept the gifts of land for Map/Lot 251-109 and 251-136 and, in turn, agree to sign the donation agreement for Map/Lot 251-136 and that this be signed by the Chair of the Board of Selectmen.** The motion carried unanimously.

CONSIDERATION OF LETTER OF SUPPORT FOR CONWAY DISTRICT DHHS OFFICE

Mr. Sires reviewed that this matter has to do with the DHHS plan and process to relocate the DHHS Conway District office to Ossipee. We have been asked by several people to look at this matter including the property owner, Carl Thibodeau. Mr. Sires next reviewed draft language prepared for a proposed letter with Board. (See attached). Mr. DiGregorio stated that he agrees we should support this letter but is curious as to where the other offices are located. Ms. Seavey advised there is an office located in Berlin, NH. Ms. Seavey stated that she agrees we should be sending a letter of support and can't imagine that the DHHS can't work with the current landlord as there are costs to move the office, etc. Mr. Weathers advised that Mr. Thibodeau would be abstaining from the vote on this matter. Mr. Weathers next questioned if Mr. Thibodeau has any comments on this matter as the property owner. Mr. Thibodeau stated moving the office makes no sense to him on any level. The DHHS Commissioner was directed to negotiate with him by a committee in Concord and he has refused to do so to date and no one in Concord can figure out why. He is trying to gather support to keep the office in Conway for all of the reasons stated in the letter and more. Ms. Sand suggested that we also add to the letter that this is a commerce center for those who may have to go to the DHHS office, i.e. grocery stores, etc. People travel to Conway and combine trips for other services. **Ms. Sand moved, seconded by Mr. DiGregorio, to sign the letter and send it to the Long Range Capital Planning and Utilization Committee and that this letter be signed by the Chair of the Board of Selectmen out of session.** The Board agreed the language suggested by Ms. Sand also be added to the letter. **The motion carried 4-0-1 with Mr. Thibodeau abstaining.**

REVIEW AND CONSIDERATION OF MOU BETWEEN VALLEY VISION AND TOWN OF CONWAY

Mr. Sires briefly reviewed the Memorandum of Agreement between Valley Vision and the Town of Conway with the Board. Mr. Sires further reviewed that the amount for the agreement was approved during the budget process. **Mr. DiGregorio moved, seconded by Ms. Sand, to sign the Memorandum of Agreement between Valley Vision and the Town of Conway. The motion carried unanimously.**

ESTABLISH A RECODIFICATION COMMITTEE AND APPOINT A SELECTMEN REPRESENTATIVE

Mr. Sires requested the Board establish a Recodification Committee and appoint a Selectman or two to the committee. Mr. Sires reviewed the voters approved funds for an outside codification company to come in and prepare the recodification. A RFP is being prepared. The Committee would review proposals, select a company, and work with the consultant over the next six months or so to recodify our codes and ordinances. Mr. Sires next advised the committee would also include someone from the Town Clerk's office, the Planning and Zoning Department, and Karen Hallowell. Town Counsel will also need to be involved at some point to make sure the updates are consistent with state law. Ms. Sand stated that she would like to be considered for this committee. Mr. Weathers asked for a vote on Ms. Sand being the Board of Selectmen representative and the Board agreed unanimously.

**ESTABLISH A HOBBS STREET PROPERTY COMMITTEE
AND APPOINT A SELECTMEN REPRESENTATIVE**

Mr. Sires requested the Board of Selectmen establish a Hobbs Street Property Committee and appoint a Selectman or two to the committee. Mr. Sires reviewed this is in regard to the Hobbs Street property now owned by the town formerly known as the Kearsarge Metallurgic site. Mr. Sires next advised that we have advertised for real estate services for this property. Mr. Sires stated this committee would work with the realtor to come up with the best way to market this property, etc. Ms. Seavey stated that she would like to be considered for this committee. Mr. Thibodeau stated that he would also like to volunteer but only with the permission of the Board. He has a lot of insight in this matter and has been in that neighborhood for many years. However, he does not want to volunteer if anyone thinks this is a potential conflict as he is an abutter to the Hobbs Street property. There was a brief discussion by the Board. Mr. Thibodeau withdrew his name from consideration for the committee but advised that he may just attend the meetings. The Board agreed. Ms. Seavey question who else would be on this committee. Mr. Sires advised himself, Paul DegliAngeli and Tom Irving. Ms. Sand suggested that when choosing the realtor that this recommendation be brought to this Board for review. The Board agreed. **Ms. Sand moved, seconded by Mr. DiGregorio, that Mary Seavey be the Board of Selectmen representative to the Hobbs Street property committee. The motion carried unanimously.**

**APPOINTMENT OF SELECTMEN REPRESENTATIVES
TO STANDING COMMITTEES**

The Board considered committee appointments.

Budget Committee – Stacy Sand

Conservation Commission – David Weathers

Eastern Slope Airport Association – Mr. Sires advised that Mike Valladares is the Conway representative. Mr. Thibodeau advised he has also been the representative in the past. There are two sitting members for Conway and he would like to retain one position. Mike Valladares has also been attending the meetings as well. Mr. DiGregorio advised that we have not received an reports on the Airport recently. Mr. Thibodeau advised he would report in the future. All agreed Carl Thibodeau and Mike Valladares would be the representatives.

MWVECC – Mary Seavey and Earl Sires

Legislative Liaison – Ms. Sand recommended Mike DiGregorio for this position. Mr. DiGregorio agreed and added that if he does this he would like to see the Board takes positions on issues in the future if he gets involved.

Lighting Review Committee – There was no representative designated by the Board for this committee as it was agreed this committee is not needed at present.

MWVSWC – Stacy Sand and David Weathers agreed to serve on this committee. It was reviewed that the town is still looking for a Conway citizen representative. An advertisement was placed in the newspaper but no response was received.

LGC-MAC Committee – Earl Sires

Planning Board – Carl Thibodeau

Recreational Access and Planning – David Weathers and Earl Sires

Recreation Facilities Committee – Mike DiGregorio and Earl Sires

Saco River Access Committee – Mary Seavey

Saco River Advisory Committee – Stacy Sand and David Weathers

Swift River Advisory Committee – It was reviewed that Anna Johnston has been serving as the representative on this committee. Ms. Johnston has agreed to continue on in this capacity. It was further noted that this committee has not held a meeting recently. **Ms. Sand moved, seconded by Mr. DiGregorio, to select Anna Johnston for a three year term as the Conway representative to the Swift River Advisory Committee. The motion carried unanimously.**

Union Negotiations – Mary Seavey and David Weathers

Valley Vision - Mike DiGregorio

CONSIDERATION OF 2013 SELECTMEN MEETING SCHEDULE

Mr. Weathers reviewed a proposed schedule for Board of Selectmen meetings for 2013. Mr. Weathers further advised that if anything comes up in between the scheduled meetings, the Board could post a meeting. **Mr. DiGregorio moved, seconded by Ms. Seavey, to adopt the schedule as submitted. The motion carried unanimously.**

CONSIDERATION OF A REQUEST FOR A PROCLAMATION TO DESIGNATE MAY 25, 2013 AS NATIONAL MISSING CHILDREN'S DAY

Mr. Sires reviewed a request was received from the National Center for Missing and Exploited Children asking that a Proclamation be issued to designate May 25, 2013 as National Missing Children's Day. If agreeable we can prepare this Proclamation for Board action at a future meeting. **Ms. Seavey moved, seconded by Ms. Sand, to grant the request for the Proclamation. The motion carried unanimously.**

SIGNING OF DOCUMENTS

- a. Application for Current Use Map/Lot 234-7
- b. Application for Current Use Map/Lot 262-86.26
- c. Permanent Application for Property Tax Credit/Exemptions Map/Lot 214-11
- d. Permanent Application for Property Tax Credit/Exemptions Map/Lot 232-31
- e. Permanent Application for Property Tax Credit/Exemptions Map/Lot 254-29.014
- f. Permanent Application for Property Tax Credit/Exemptions Map/Lot 254-2-122
- g. Permanent Application for Property Tax Credit/Exemptions Map/Lot 262-83.307
- e. Notice of Intent to Excavate Map/Lot 226-1

Mr. DiGregorio moved, seconded by Ms. Sand to approve and sign the Application for Current Use Map/Lot 234-7; Application for Current Use Map/Lot 262-86.26, Permanent Application for Property Tax Credit/Exemptions Map/Lot 214-11, Permanent Application for Property Tax Credit/Exemptions Map/Lot 232-31, Permanent Application

for Property Tax Credit/Exemptions Map/Lot 254-29.014, Permanent Application for Property Tax Credit/Exemptions Map/Lot 254-2-122, Permanent Application for Property Tax Credit/Exemptions Map/Lot 262-83.307 and Notice of Intent to Excavate Map/Lot 226-1. The motion carried unanimously.

CONSIDERATION OF BILLS

- a. Manifest dated 4/18/13
- b. Payroll dated 4/18/13

Ms. Sand moved, seconded by Mr. DiGregorio, to approve the manifest dated 4/18/13 and the payroll dated 4/18/13. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

a. Manifest dated 4/11/13 - Ms. Sand moved, seconded by Mr. DiGregorio, to ratify the manifest dated 4/11/13. The motion carried 4-0-1 with Mr. Thibodeau abstaining.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

There were no applications for the Board to consider.

CONSIDERATION OF MINUTES

4/2/13 - Ms. Sand moved, seconded by Mr. DiGregorio to approve the minutes of 4/2/13 as written. The motion carried 4-0-1 with Mr. Thibodeau abstaining.

TOWN MANAGER REPORT

North Conway Community Center/Boundary Line Adjustment – Mr. Sires advised the Town has been working with the North Conway Community Center regarding a boundary line adjustment and this matter has gone to the Planning Board. A review of the deeds has now presented an issue and we are working on this matter.

CDBG Buyout Properties – Mr. Sires reported we are researching deeds regarding the buyout properties and we hope to start purchasing the properties in mid may.

Farmers Markets – Mr. Sires reported that he had a meeting today with the Mount Washington Valley Preservation Association to research farmers markets in support of local agriculture.

Hobbs Street Property – Mr. Sires reported staff and others did a walk through at the Hobbs Street property. Proposals are due from realtors on Friday. Mr. Sires further reported that we are now taking the steel tanks off the Hobbs Street property. A demo company is coming in to do this work. Further, there was discussion with the realtors today about the other standing building on the property and this is an issue that can be discussed with the Hobbs Street committee.

CDBG Board – Mr. Sires reported that he has a brief meeting with the CDBG Board Thursday afternoon.

Fields – Mr. Sires advised that the road crew went up to the field by the Saco River on River Road and York raked same. We will be keeping an eye on this field but it looks like it has in the past and should come back nicely.

E-Mail – Mr. Sires questioned if Board members would like to have everything sent via email or printed out. Mr. Sires requested the Board think about this and advise.

BOARD REPORTS AND COMMENTS

Recount – Mr. Weathers reviewed that the election recount is scheduled for Thursday, April 18, 2013 at 9:00 a.m. in the meeting room at town hall.

North Conway Community Center – Ms. Sand reported information is still being reviewed regarding locations for the North Conway Community Center. Also, they may have to change their plans if they still want to build at their present location because of the height restrictions in North Conway.

LMWVSWD – Ms. Sand reported the LMWVSWD met this past Friday. Ms. Sand advised that work will be finishing up on the phase for improvements at the transfer station that was started in last fall. Ms. Sand next reported that there was also discussion at the meeting about accepting credit cards and a new computer system. **Ms. Sand moved, seconded by Mr. DiGregorio, that upon recommendation of the committee, that we accept credit cards at the transfer station.** There was discussion regarding credit cards and fees. Mr. Sires suggested that staff get additional information and bring this back to the Board. The Board agreed. **Ms. Sand moved to table the motion. All agreed to table the motion.**

Ms. Sand next advised the LMWVSWD also discussed installing an electronic gate for \$5,000 at the transfer station. Funds could come from the capital improvement account. Ms. Sand next reviewed that right now the gate to the facility is at the road and they propose putting a gate at the guard shack to allow us to check all people for permits, fees, etc. Mr. Thibodeau questioned if this gate is for every car. Ms. Sand responded in the affirmative. There was brief discussion. The Board agreed this matter should be brought back for further discussion.

Ms. Sand next advised the LMWVSWD also discussed fees. This has been working out well since they have been doing enforcement and letters are being sent out to violators.

Ms. Sand next reported that she, the Chair of the Committee Colleen Cormack, and David Sheaff, will be attending the NRRA conference June 3 and 4 and will be collecting information to bring back for discussion.

MWVCC – Ms. Seavey asked that Theresa Kennett report. Ms. Kennett distributed information to the Board entitled Housing Matters for review. Ms. Kennett further advised on regional collaboration efforts and invited the Board to attend a seminar regarding same on May 7, 2013 at the White Mountain Hotel.

Valley Vision – Mr. DiGregorio reported that he has a meeting with the Town of Jackson on Thursday at 5:30 p.m. to discuss how they will be involved with Conway Community TV.

Mr. DiGregorio next reported that approximately a year ago this Board authorized wireless transmitting cameras at sporting events. We found equipment recently that has a range of 3-400 feet and they will be testing this equipment.

Letter – Mr. Thibodeau asked about the letter received by the town from Ed Poliquin. Mr. Weathers advised he reviewed the letter and this was in connection with the Conway Pines project discussed earlier in the meeting.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Alisha Fitzpatrick distributed a letter to the Board and read same aloud. (See attached). Ms. Fitpatrick further stated that she has a copy of a deed regarding Rockhouse Mountain Road but did not bring a copy to the meeting this evening. Ms. Fitzpatrick also stated there are RSA's pertaining to this matter.

There was further discussion regarding Ms. Fitzpatrick's letter, Class VI roads, etc. There was also brief discussion of Ms. Fitzpatrick's communications with town hall.

The Board requested that Ms. Fitzpatrick bring forward anything information that she may have so they can better understand or investigate her positions, i.e. RSA's, deeds, etc. The information should be brought to the Town Manager's office. It was further advised that Ms. Fitzpatrick's recourse at this time may be court. Ms. Fitzpatrick agreed to bring the deed and other information to the Town Manager tomorrow for review.

ADJOURN

At 7:20 p.m. the meeting adjourned at the call of the chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary