

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
July 9, 2013

The Selectmen's Meeting convened at 4:23 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, C. David Weathers (Chair), Mary Carey Seavey, Stacy Sand and Carl Thibodeau, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell.

Selectman, Michael DiGregorio, was not present due to another commitment.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mr. Weathers advised that under the agenda item Review and Consideration of Special Event Applications we need to change Frost Ski Shop to Frosty's Ski Shop. Also, with regard to the application for Reach the Beach, it should be noted that this item is pending insurance and a map with more detail of the route. **Ms. Sand moved, seconded by Ms. Seavey, to approve the revised agenda. The motion carried unanimously.**

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

a. \$2,151.66 from the State of NH to the Town of Conway PD for "Join the NH Clique" - Police Lieutenant, Chris Perley, joined the meeting. Lt. Perley reviewed the "Join the NH Clique" program regarding seatbelt safety with the Board. Lt. Perley further reviewed statistics on the number of stops made and the tickets issued. **Ms. Sand moved, seconded by Ms. Seavey, to accept the \$2,151.66 from the State of NH to the Town of Conway PD for "Join the NH Clique". The motion carried unanimously.**

b. \$2,000.00 from an Anonymous Donor to the Town of Conway for the Special Needs Fund - Mr. Sires reviewed that \$2,000 was received from a donor who wished to remain anonymous for the Special Needs Fund. The fund is used for special needs situations. Mr. Sires further commented that the Town appreciates this donation. **Ms. Seavey moved, seconded by Ms. Sand, to accept the \$2,000 from an anonymous donor to the Town of Conway for the Special Needs Fund. The motion carried unanimously.**

RECOGNITION OF EMERGENCY MANAGEMENT DIRECTOR, CHIEF STEVE SOLOMON 2013 NH EMERGENCY MANAGEMENT DIRECTOR OF THE YEAR

Mr. Sires reviewed that Emergency Management Director, Steve Solomon, received the Northeast States Emergency Consortium's 2013 Emergency Manager of the Year Award. This was awarded to Chief Solomon at the State Emergency Management Conference held a couple of weeks ago and was presented by Governor Hassan and NH Department of Safety Commissioner, Barthelmes. Mr. Sires further advised that this was awarded due to Chief Solomon's role as the Town's Emergency Management Director, his providing training and other activities, his work during and after Tropical Storm Irene, and our Emergency Operations Planning. There was a round of applause for Chief Solomon from the Board and audience.

Chief Solomon next gave a brief review of the Transvale situation, training, equipment, etc.

Ms. Seavey next thanked Chief Solomon for helping put up flags in Conway Village.

DISCUSSION OF NORTH CONWAY COMMUNITY CENTER'S
BOUNDARY LINE ADJUSTMENT APPLICATION

Mr. Sires reviewed that previously the North Conway Community Center requested a Boundary Line Adjustment be done. A legal review has now determined this was not complete. There is an additional parcel to consider. Planning Director, Tom Irving, next reviewed a memo from Town Attorney, Peter Malia, regarding this matter. Mr. Irving further advised that he contacted the LGC on this matter and they agreed with Attorney Malia. There was discussion with the Board. Mr. Irving suggested withdrawing the application for the Boundary Line Adjustment and directing the North Conway Community Center to reapply. **Ms. Sand moved, seconded by Ms. Seavey, that the North Conway Community Center withdraw their original application for boundary line adjustment and reapply. The motion carried unanimously.**

SIGNING OF DOCUMENTS

- a. Authorization to Transfer \$9,870 from the Recreation Revolving Fund to General Fund
- b. Certification of Yield Taxes Assessed Tax Map/Lot 244-1
- c. Current Use Land Use Change Tax Collector's Warrant Tax Map/Lot 201-7
- d. Current Use Land Use Change Tax Collector's Warrant Tax Map/Lot 241-6
- e. Current Use Land Use Change Tax Collector's Warrant Tax Map/Lot 282-8
- f. Land Use Change Tax Tax Map/Lot 201-7
- g. Land Use Change Tax Tax Map/Lot 241-6
- h. Land Use Change Tax Tax Map/Lot 282-8
- i. Notice of Intent to Cut Wood or Timber Tax Map/Lot 201-22
- j. Notice of Intent to Cut Wood or Timber Tax Map/Lot 210-16
- k. Notice of Intent to Cut Wood or Timber Tax Map/Lot 210-17
- l. Notice of Intent to Cut Wood or Timber Tax Maps/Lots 222-1, 226-2 & 227-4
- m. Notice of Intent to Cut Wood or Timber Tax Map/Lots 260-45 & 47
- n. Release of Restrictive Covenant pertaining to Tax Map/Lot 251-137
- o. Tax Anticipation Note payoff
- p. Timber Tax Levy Tax Map/Lot 244-1

Ms. Sand moved, seconded by Ms. Seavey, to sign the Authorization to Transfer \$9,870 from the Recreation Revolving Fund to General Fund, Certification of Yield Taxes Assessed Tax Map/Lot 244-1, Current Use Land Use Change Tax Collector's Warrant Tax Map/Lot 201-7, Current Use Land Use Change Tax Collector's Warrant Tax Map/Lot 241-6, Current Use Land Use Change Tax Collector's Warrant Tax Map/Lot 282-8, Land Use Change Tax Tax Map/Lot 201-7, Land Use Change Tax Tax Map/Lot 241-6, Land Use Change Tax Tax Map/Lot 282-8, Notice of Intent to Cut Wood or Timber Tax Map/Lot 201-22, Notice of Intent to Cut Wood or Timber Tax Map/Lot 210-16, Notice of Intent to Cut Wood or Timber Tax Map/Lot 210-17, Notice of Intent to Cut Wood or Timber Tax Maps/Lots 222-1, 226-2 & 227-4, Notice of Intent to Cut Wood or Timber Tax Map/Lots 260-45 & 47, Release of Restrictive Covenant pertaining to Tax Map/Lot 251-137, Tax Anticipation Note payoff, and Timber Tax Levy Tax Map/Lot 244-1. The motion carried unanimously.

CONSIDERATION OF BILLS

- a. Manifest dated 7/11/13
- b. Payroll dated 7/11/13

Ms. Sand moved, seconded by Ms. Seavey, to sign the manifest dated 7/11/13 and the payroll dated 7/11/13. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Manifest dated 6/27/13
- b. Payroll dated 6/27/13
- c. Manifest dated 7/3/13
- d. CDFA Closeout Certification and Documentation – Grant #11-016-EGHS

Ms. Sand moved, seconded by Mr. Thibodeau to ratify the manifest dated 6/27/13, payroll dated 6/27/13, manifest dated 7/3/13 and the CDFA Closeout Certification and Documentation for Grant #11-016-EGHS. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. The River Church/Classic Car Show- July 20, 2013
- b. Ski & Snowboard Outlet/Ski & Snowboard Annual Sale – 7/27-8/12/13
- c. Frosty's Ski Shop/Annual Ski & Snowboard Sale – 8/11-8/18/13
- d. Reach the Beach Relay/15th Annual Reach the Beach – 9/13/13 (Pending Insurance and new map)

Ms. Sand moved, seconded by Ms. Seavey, to approve the Special Event Applications for The River Church Classic Car Show for July 20, 2013, the Ski & Snowboard Outlet Ski & Snowboard Sale 7/27/13-8/12/13 and Frosty's Ski Shop Annual Ski & Snowboard Sale 8/11/13 to 8/18/13. The motion carried unanimously.

Ms. Sand moved, seconded by Ms. Seavey, to approve the Special Event Application for Reach the Beach Relay 15th Annual Reach the Beach on 9/13/13 pending receipt of the insurance certificate and a revised map showing more of the route. The motion carried unanimously.

CONSIDERATION OF MINUTES

6/18/13 – Ms. Sand moved, seconded by Ms. Seavey, to approve the minutes of the 6/18/13 public meeting as written. The motion carried unanimously

Mr. Thibodeau moved, seconded by Ms. Seavey, to approve the minutes of the 6/18/13 non public session as written. The motion carried unanimously.

TOWN MANAGER REPORT

Boat Ramp – Mr. Sires reported there was some erosion at the boat ramp at Conway Lake and this has been straightened out.

250th Celebration Committee – Mr. Sires reported he recently attended a meeting of the 250th Celebration Committee. They have set up some subcommittees, i.e. school, financial, etc. Also, the town will be working on some core events that will occur throughout the 250th year.

Codification Committee – Mr. Sires reported the Codification Committee met this morning. The town received five proposals for codification services and the committee reviewed and ranked same. The Committee has now selected two companies to look at and are checking references, etc.

Fourth of July – Mr. Sires reported that the fourth of July fireworks and parade was well planned as usual and went off great.

Expenditure Report – Mr. Sires distributed a copy of an expenditure report and reviewed same with the Board.

Audit Exit Interview – Mr. Sires reported the Audit Exit Interview is scheduled for the next meeting, July 23, 2013.

Budget Committee – Mr. Sires reported the next meeting of the Budget Committee is scheduled for July 31, 2013.

BOARD REPORTS AND COMMENTS

ESAA – Mr. Thibodeau advised that the ESAA has not met since the last time he gave a report. Mr. Thibodeau further reported the ESAA Annual Meeting is scheduled for Friday, August 2, 2013 and the Board of Selectmen and other officials are welcome to attend.

Planning Board – Mr. Thibodeau advised that the Planning Board has not met since his last report.

Budget Committee – Ms. Sand reported the Budget Committee is scheduled to meet on July 31, 2013 and they will receive presentations from the Town and School.

LMWVSWD – Ms. Sand reported that the LMWVSWD has not met recently. Ms. Sand next reported that the Town did get a letter from a citizen complimenting staff at the Transfer Station.

Conservation Commission – Mr. Weathers reported the Conservation Commission will not meet in the month of July. The next meeting is scheduled for August.

Duprey Road – Mr. Weathers reported that Tim and Judy Anderson wanted to be on record regarding the good job done on the road work on Duprey Road.

Jeff Locke/Baseball All Star – Mr. Thibodeau commented that we have a longtime resident that he feels is deserving of town recognition. Jeff Locke has been chose for the Major League All Star Team. Mr. Thibodeau suggested putting a banner or sign up for public recognition of Jeff Locke. Ms. Seavey stated that she agrees and that she thinks the Chamber of Commerce welcome sign in Conway would be a good place. Also we may be able to place one in North Conway as well. Mr. Sires stated that if the Board would like to move forward he could work with the Chamber on this matter. All agreed. It was further agreed that the Board would like to see language such as Welcome to the Town of Conway and Home of Jeff Locke on the sign or banner.

PUBLIC COMMENTS AND MEDIA QUESTIONS

There were no public comments or media questions.

NON PUBLIC SESSION: NH RSA 91-A:3,II(c) – REVIEW OF A PROPOSED AGREEMENT FOR PROPERTY OWNER

At 5:05 p.m., **Mr. Thibodeau moved, seconded by Ms. Seavey, to go into non public session under NH RSA 91-A:3,II(c) to review a proposed agreement with a property owner.** Included in the non public session was Mark Hounsell representing the property owner, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell. **The motion carried by unanimous roll call vote.**

At 5:20 p.m. the Board returned to public session. A motion to seal the minutes was made and carried in non public session.

NON PUBLIC SESSION: NH RSA 91-A:3,II(d) – CONSIDERATION OF ACQUISITION, SALE OR LEASE OF REAL ESTATE

At 5:21 p.m., **Mr. Thibodeau moved, seconded by Ms. Sand, to go into non public session under NH RSA 91-A:3,II(d) regarding consideration of acquisition, sale or lease of real estate.** Included in the non public session was Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell. **The motion carried by unanimous roll call vote.**

At 5:30 p.m., the Board returned to public session. A motion to seal the minutes was made and carried in non public session.

NON PUBLIC SESSION: NH RSA 91-A:II(a)– TOWN MANAGER EVALUATION

At 5:32 p.m., **Ms. Sand moved, seconded by Ms. Seavey, to go into non public session under NH RSA 91-A:II(a) to discuss the Town Manager Evaluation.** Town Manager, Earl W. Sires, was present for discussion. **The motion carried by unanimous roll call vote.**

At 5:53 p.m., the Board returned to public session. A motion to seal the minutes was made and carried in non public session.

ADJOURN

At 5:54 p.m., the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary