

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN**

August 19, 2013

The Selectmen's Meeting convened at 5:20 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 Carl Thibodeau, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell.

Selectman, Stacy Sand, joined the meeting at 5:23 pm.

APPROVAL OF AGENDA

Mr. Weathers noted that a Permit to Sell Raffle Tickets for the Conway Boxing Club would be added under the Signing of Documents. **Mr. Thibodeau moved, seconded by Mr. DiGregorio, to approve the agenda. The motion carried unanimously.**

REVIEW AND CONSIDERATION OF LEASE PURCHASE
FOR NEW SIDEWALK SNOW REMOVAL MACHINE

Mr. Sires reviewed that the Board of Selectmen had previously made a decision to bring sidewalk snow removal services in house. The Town has now advertised for this position.

Mr. Sires distributed and reviewed information for a snow removal machine and attachments with the Board. Mr. Sires further reviewed financing information for the lease/purchase of this equipment. Mr. Sires further advised that this would be incorporated into the capital reserve plan for five payments until 2018.

Ms. Sand joined the meeting at this time (5:23 pm).

There was brief discussion regarding the snow removal equipment and attachments. **Ms. Sand moved, seconded by Mr. DiGregorio, to award the contract to do the lease purchase for the snow machine and its attachments. The motion carried unanimously.**

SIGNING OF DOCUMENTS

- a. Notice of Intent to Cut Wood or Timber Tax Map/Lot 295-3
- b. Permit to Sell Raffle Tickets/Vaughan Community Service/Drawing 9/5/13
- c. NHEC Petition and License for Buried Cable Location/NHEC #3535 on Acorn Link
- d. Permit to Sell Raffle Tickets/Conway Boxing Club/Drawing 8/24/13

Mr. Thibodeau moved, seconded by Ms. Sand to sign the Notice of Intent to Cut Wood or Timber for Tax Map/Lot 295-3, Permit to Sell Raffle Tickets for Vaughan Community Service for a drawing on 9/5/13, the NHEC Petition and License for Buried Cable Location/NHEC #3535 on Acorn Link and a Permit to Sell Raffle Tickets for the Conway Boxing Club for a drawing on 8/24/13. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Manifest dated 8/15/13

Ms. Sand moved, seconded by Mr. Thibodeau, to ratify the manifest dated 8/15/13. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATIONS

- a. Frosty's Ski Shop/Ski and Snowboard Annual Sale 8/19 – 8/25/13
- b. North Conway Community Center/Mud Bowl 2013 9/6 – 9/8/13 (Pending Liquor License)
- c. MWV Green Team/Funergy 9/29/13

Ms. Seavey moved, seconded by Ms. Sand to approve the special event applications for Frosty's Ski Shop/Ski and Snowboard Annual Sale from 8/19/13 to 8/25/13; North Conway Community Center/Mud Bowl 2013 from 9/6/13 to 9/8/13 pending receipt of the liquor license; and the MWV Green Team/Funergy scheduled for 9/29/13. It was reviewed that the special event application for Frosty's Ski Ship was an extension of one week to their original permit. The motion carried unanimously.

CONSIDERATION OF MINUTES: 7/25/13, 8/6/13

7/25/13 – Ms. Sand moved, seconded by Ms. Seavey, to approve the minutes of 7/25/13 as written. The motion carried unanimously.

8/6/13 - Mr. Thibodeau moved, seconded by Ms. Seavey, to approve the minutes of 8/6/13 as written. The motion carried 4-0-1 with Ms. Sand abstaining

TOWN MANAGER REPORT

Codification Committee – Mr. Sires reported the Codification Committee met recently and awarded the contract for the project to General Code of Rochester, NY. This company does a lot of work in New Hampshire and is familiar with this state. This will be a year plus project.

Finance Director Position – Mr. Sires reported that the Town will be advertising for a Finance Director instead of a bookkeeper in the near future. We will try to have someone on board before the end of the year.

CDBG – Mr. Sires reported that he attended a CDBG meeting in Concord last week.

Congresswoman Carol Shea Porter – Mr. Sires reported that Congresswoman Shea-Porter was at the Town office last Friday and met with Town staff, Selectman Stacy Sand, and also representatives from the Conway Village Fire District and North Conway Water Precinct.

BOARD REPORTS AND COMMENTS

ESAA – Mr. Thibodeau reported the ESAA Annual Meeting is scheduled for Friday, August 23, 2013.

Ray Burton Tour – Mr. Sires and Mr. Weathers reported Executive Councilor, Ray Burton, along with State Historical Preservation staff toured the Redstone and Abenaki properties on August 9, 2013.

Valley Vision – Mr. Sires reported that the Town will be talking with other communities regarding Valley Vision in the near future.

PUBLIC COMMENTS AND MEDIA QUESTIONS

There were no public comments or media questions.

NON PUBLIC SESSION / NH RSA 91-A:3,II(C) – TAX MATTERS

At 5:34 pm **Ms. Sand moved, seconded by Ms. Seavey, to go into non public session under NH RSA 91-A:3,II(c) to discuss tax matters.** Included in the non public session was Tax Collector, Rhoda Quint, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell. **The motion carried by unanimous roll call vote.**

At 7:10 pm, the Board returned to public session.

Ms. Seavey moved to seal the minutes of this non public session. There was no second to the motion. The minutes were not sealed.

REVIEW AND CONSIDERATION OF TAX DEEDS AND DEED WAIVERS

Ms. Sand moved, seconded by Mr. DiGregorio, to affirm the decision made in non public session to have the tax collector sign the Deeds. The motion carried unanimously.

Ms. Sand moved, seconded by Mr. Thibodeau, to affirm the decisions made in non public session today by this Board. The motion carried unanimously.

ADJOURN

At 7:20 pm, the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary