

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
November 5, 2013

The Selectmen's Meeting convened at 4:13 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, Holly Meserve.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mr. Weathers stated two items have been added to the agenda; item 8A, Valley Vision Pricing Proposal; and item 17A, Non-Public Session - Consideration of Acquisition, Sale or Lease Of Real Estate. **Mr. Thibodeau moved, seconded by Ms. Sand, to approve the agenda. The motion carried unanimously.**

CONSIDERATION OF 4:00 PM MEETING START TIME

Mr. Sires stated there has been a request to change the start time back to what we did in the past. Mr. Weathers asked for comment; there was none. **Mr. DiGregorio moved, seconded by Ms. Seavey, to move the meeting time to 4:00 pm. The motion carried unanimously.**

REVIEW AND CONSIDERATION OF THE 2013 EQUALIZATION
MUNICIPAL ASSESSMENT DATA CERTIFICATE

Tom Holmes appeared before the Board. Mr. Holmes stated that this requires an annual signature by the Board. Mr. Holmes stated that we have to conduct a property reevaluation every five years and the last one was in 2009, so the next one is 2014. Mr. Holmes stated if it remains a stable market it would avoid dramatic changes in the assessed values. Mr. Holmes stated that they are in good shape after a fourth year of a reevaluation.

CONSIDERATION OF HEALTH REGULATIONS

Mr. Sires reviewed the changes to the Health Regulations for campsites which were developed partially due to Transvale Acres. Mr. Thibodeau stated item #10 conflicts with the definition of "camping unit" as you cannot register tents. It was agreed to change #10 to "Must be readily portable and vehicles such as travel trailers, RVs etc. must be properly registered and road worthy".

Mr. Thibodeau asked in regard to item #12, what if they want to camp on the weekends and leave everything on the site for the week; should there be a distinction between camping and stored. Mr. Sires stated we are trying to discourage that type of use. Mr. Sires stated that they will also encourage people to have a local agent for those who do not live here. Mr. Thibodeau stated under camping toilet definition, does it have to be just a five gallon bucket. It was agreed to change to "leak proof receptacle".

Ms. Sand moved, seconded by Mr. Thibodeau, to approve the public health regulations with the drafts that have been added on this date 11/5/13. The motion carried unanimously.

REVIEW OF NHDOT SNOWMOBILE HIGHWAY CROSSING PERMIT

Mr. Sires stated that this was in operation last winter as well, but now have an official crossing permit. Mr. Sires stated there is nothing on the highway to notify vehicles that there is a snowmobile crossing there.

OVERVIEW OF PROPOSED 2014 BUDGET

Mr. Sires distributed a copy of the proposed 2014 Town Manager Budget and Narrative to the Board and reviewed same. Mr. Sires stated this is just the operating budget; capital reserve funds and warrant articles would be later. Mr. Sires stated the tax rate for 2013 is \$5.19. Mr. Weathers asked for comments; there were none.

VALLEY VISION CHANNEL 3 – PRICING PROPOSAL

Mr. Sires stated there has been concern that the Town of Conway was funding Valley Vision with the other towns in the Valley watching it, but not funding it. Mr. Sires reviewed a pricing policy and stated almost all of the Towns are involved financially, except for Eaton and Lovell. Mr. DiGregorio stated that Eaton and Lovell probably don't come in at the \$5,000; suggested combining their franchise fees. **Ms. Sand moved, seconded by Mr. DiGregorio, to accept the service and pricing schedule for Valley Vision. The motion carried unanimously.**

SIGNING OF DOCUMENTS

- a. Authorization to transfer \$65,523.21 from the Recreation Revolving Fund to the Town of Conway General Fund.

Ms. Sand moved, seconded by Ms. Seavey, to approve the authorization to transfer \$65,523.21 from the Recreation Revolving Fund to the Town of Conway General Fund. The motion carried unanimously.

- b. Notice of Intent to Cut Wood or Timber – Tax Map/Lot 225-45.

Ms. Sand moved, seconded by Mr. Thibodeau, to approve the Notice of Intent to Cut Wood or Timber Tax Map/Lot 225-45. The motion carried unanimously.

- c. Tax Collector's Warrant 2013.

Mr. Thibodeau moved, seconded by Ms. Sand, to approve the Tax Collector's Warrant 2013. The motion carried unanimously.

- d. Town Manager's Contract.

Ms. Sand moved, seconded by Mr. Thibodeau, to approve the Town Manager's Contract. The motion carried unanimously.

CONSIDERATION OF BILLS

a. 11/8/13 - **Mr. DiGregorio moved, seconded by Ms. Sand, to approve the manifest dated 11/18/13. The motion carried unanimously.**

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Manifest dated 10/31/13
- b. Payroll dated 10/31/13

Ms. Sand moved, seconded by Ms. Seavey, to ratify the manifest dated 10/31/13 and Payroll dated 10/31/13. The motion carried unanimously.

c. Special Event License/White Mountain Milers/Vigil and Walk for Abby Hernandez 10/26/13

Ms. Sand moved, seconded by Mr. DiGregorio, to ratify the Special Event License for White Mountain Milers Vigil and Walk for Abby Hernandez on 10/26/13. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATIONS

- a. Eastern Slope Ski Club / 43rd Annual Ski and Swap Sale - 11/6–11/10/13

Ms. Sand stated that this is something that is approved every year and should be submitted prior to the week of the event. Mr. Sires stated he did speak to them and they did apologize; they are a group of volunteers. **Ms. Seavey moved, seconded by Ms. Sand, to approve the Special Events application for the Eastern Slope Ski Club's 43rd Annual Ski and Swap Sale for 11/6/13 through 11/10/13. The motion carried unanimously.**

- b. Post 95 American Legion/Veterans Day Parade – 11/11/13

Ms. Sand moved, seconded by Mr. Thibodeau, to approve the Post 95 American Legion's Veteran's Day Parade scheduled for 11/11/13. The motion carried unanimously.

CONSIDERATION OF MINUTES

10/22/13 – **Ms. Sand moved, seconded by Ms. Seavey, to approve the minutes of 10/22/13 as written. The motion carried unanimously.**

TOWN MANAGER REPORT

Mr. Sires stated that he has been working on the budget and the Kearsarge Metallurgical Site. Mr. Sires stated that they will interview six candidates tomorrow for the Finance Director position. Mr. Sires stated that demolition of 11 structures in Transvale Acres started today and should take about a week. Mr. Sires stated that there would be emergency training on November 17 on Mill Street between 8 am and noon; the road will only be open to local traffic during that time.

BOARD REPORTS AND COMMENTS

Mr. Thibodeau stated that the Planning Board has not met since October 24th. Mr. Thibodeau stated that the airport has finished their taxi way project. Mr. Thibodeau stated that he went to the Collaborative Meeting and sat on the transportation group. Mr. Thibodeau stated that there seems to be a lot of support for getting the airport to another level, at least exploring government funding to extend the runway. Mr. Thibodeau stated looking to establish as an interstate airport and possibly renaming since most traffic is generated by the Mount Washington Valley.

Ms. Sand stated the Budget Committee met; and the School Board's budget did not include the closing of an elementary school. Ms. Sand stated that their next meeting is December 18th. Ms. Sand reviewed the Budget Committee schedule and stated that Ms. Hollowell will be sending it to the Board. Ms. Sand stated that the Lower Mount Washington Valley Solid Waste Committee meets this Friday and they are looking at implementing some more recycling and educational programs.

Ms. Seavey stated when the Non-Profits presented their requests last year it was to the Budget Committee only and should be directed to the Board of Selectmen as well. Ms. Seavey stated that she would like to see that changed this year. Mr. DiGregorio stated that it is a joint meeting between the BOS and the BC. Mr. DiGregorio stated that it may not come across that way, but it is a joint meeting and we should attend. Mr. DiGregorio stated that we did abstain from voting for a couple of years as too many people use us as the barometer on how to vote, but the State stated we had to vote and we started that again last year. Mr. Sires stated that is not a statutorily required meeting, it was set up by the Town before he started here. Mr. Sires stated one year the BC chaired and the next year it should be chaired by the BOS.

Ms. Seavey stated that the Economic Council next meets on November 22.

Mr. DiGregorio stated he attended the Collaboration Meeting and sat on the same subcommittee as Ms. Sand, Human Resources from the Accounting Department of the State. Mr. DiGregorio stated that the State has approximately 400 contracts and towns can get on the same contracts to save money. Mr. DiGregorio stated that the Town of Conway already knew about this, but we also have the advantage of full time staff that can compare prices.

Mr. Weathers stated that the next Conway Conservation Commission Meeting is November 13. Mr. Weathers stated that the State issued a permit to the Town to do work at the Town Beach; work will be above the normal high water mark and affect 5,429 square feet.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer asked for more information regarding the emergency training. It was determined that it was being done by the Center Conway Fire Department and Chief Raymond Leavitt should be contacted for more information.

NON PUBLIC SESSION: NH RSA 91-A:3,II(e) - LITIGATION MATTERS

At 5:13 p.m. **Mr. DiGregorio moved, seconded by Ms. Seavey, to go into non public session under NH RSA 91-A:II(e) to discuss litigation matters.** The non public session included Town Manager, Earl Sires, Attorney Andrew Livornois, Police Chief Ed Wagner and Police Lieutenant Chris Perley. **The motion carried by unanimous roll call vote.**

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

Mr. DiGregorio left the meeting at 5:20 pm.

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

At 5:20 p.m. **Mr. Thibodeau moved, seconded by Ms. Seavey, to go into non public session under NH RSA 91-A:II(d) to discuss the consideration of acquisition, sale or lease of real estate.** The non public session included Town Manager, Earl Sires. **The motion carried by unanimous roll call vote.**

The Board returned to public session at 6:07 p.m. A motion to seal the minutes of this non public session was made and carried in the non public session.

ADJOURN

At 6:07 p.m. the meeting adjourned at the call of the Chair.

Respectfully submitted,

Holly L. Meserve
Recording Secretary