

**Minutes of Meeting**  
**CONWAY BOARD OF SELECTMEN**  
December 10, 2013

The Selectmen's Meeting convened at 4:02 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

**Mr. DiGregorio moved, seconded by Ms. Seavey, to accept the agenda.** Mr. DiGregorio stated that he would also like to talk about health insurance. Mr. Sires advised this could be discussed under the Budget agenda item. **The motion carried unanimously.**

INTRODUCTION OF FINANCE DIRECTOR

Mr. Sires introduced Lilli Gilligan to the Board. Mr. Sires advised that Ms. Gilligan will start employment with the Town in January as the new Finance Director. The Board welcomed Ms. Gilligan.

2014 BUDGET

Airport – Mr. Weathers reviewed the motion on the table made at the last meeting as follows: **Mr. Thibodeau amended the motion, seconded by Mr. DiGregorio to place \$10,000 in the airport budget line for the support of capital improvements at the airport.**

**Mr. DiGregorio moved, seconded by Mr. Thibodeau, to take the motion off the table. The motion carried unanimously.**

Ed Bergeron joined the meeting. Mr. Bergeron reviewed traffic counts for the airport for New Hampshire is 31.4%. Mr. Bergeron next stated that efforts will be made to get everyone to log in when at the airport.

Mr. Bergeron next stated that the Economic Study for the ESAA dated August of 2012 was distributed to the Board for review.

Mr. DiGregorio stated that at the last meeting he also asked how many people who park at the Airport are from Conway. Mr. Bergeron stated that a meeting of the ESAA is scheduled for tonight and that he would get this information.

Mr. Weathers questioned if this Board would like to see this as a line item in the 2014 Budget or as a ballot article. Ms. Sand stated that she would like to see this on the ballot. This would give an opportunity to educate the voters on the article instead of putting it in the budget. Ms. Sand further stated that as the Selectmen's representative to the Budget Committee this year she would be supportive of the airport but she would like to see the voters have a distinct say on the item. Mr. DiGregorio stated that he feels similar to Ms. Sand in this regard and

would like to see this as a warrant article. He feels that 30% participation on this side of the border is fair to support. Mr. DiGregorio next stated that he doesn't however think this should be a warrant article every year.

Ms. Seavey questioned if this would be similar to the skating rink article. Mr. Sires advised that last year the skating rink article was a petitioned article. This year the Board has three options –petitioned article, Board of Selectmen article, or place this in the budget.

Jac Cuddy of the MWVEC stated that he came to the meeting tonight in support of the Airport. He is happy to see that the Board is supporting this one way or another, either in the budget or as a warrant article.

There was further brief discussion by the Board as to whether this should be a warrant article or in the budget. **Mr. DiGregorio withdrew his second to the motion and Mr. Thibodeau withdrew the motion.**

**Mr. Thibodeau moved, seconded by Mr. DiGregorio, to place an article on the Warrant sponsored by the Board of Selectmen for \$10,000 in support of the Eastern Slope Airport Authority for the CIP Fund.** Ms. Sand suggested that the motion be amended to not include the language for the CIP Fund. She does not feel it should be specified only for capital improvements. **Mr. Thibodeau amended the motion, seconded by Mr. DiGregorio, to place an article on the warrant sponsored by the Board of Selectmen in support of the Eastern Slope Airport Authority in the amount of \$10,000. The motion carried unanimously.**

General Budget Review – Mr. Sires distributed updated information to the Board regarding the proposed 2014 budget along with a Warrant Article Study sheet and reviewed same. Mr. Sires reviewed that the revised proposed budget is now a \$448,000 increase. Mr. Sires next reviewed that the Board will need to make recommendations on the proposed budget at the next meeting to forward onto the Budget Committee. Ms. Seavey advised that she will not be in attendance at the next meeting.

There was next discussion on the skating rink. Mr. Sires advised that Bob Barriault has questioned if the Board of Selectman can put an amount in the budget for the skating rink as it was a warrant article last year. Mr. Sires advised that this Board could do either this year –put it in the budget or put forth a warrant article. Mr. DiGregorio stated that he would be comfortable having this in the budget as it was discussed last year to have it in the operating budget. Ms. Seavey stated she is in support of this being in the budget as well. Mr. Sires reviewed that it is in the proposed budget.

Mr. Sires next reviewed a reduction in the Welfare budget of \$5,000. This is based on experience. The request was \$50,000 this year and he recommends reducing the direct assistance line to \$45,000. Ms. Seavey stated that she is not in favor of compromising on this figure. She would rather see it funded and then see we didn't use it instead of going over budget on this item. Mr. DiGregorio stated that he is inclined to agree with Ms. Seavey on this item. He has talked with some of the non profits in the area and they are pretty stressed out now as well and for a little bit of money we can help them as well. Ms. Seavey commented that she sits on several non profit boards and that things are tight now. Mr. Thibodeau stated that he agreed with Ms. Seavey as well. **Ms. Seavey moved, seconded by Mr. Thibodeau, to put this Welfare General line item figure back to \$50,000. The motion carried 4-1-0 with Ms. Seavey and Messrs. Thibodeau, DiGregorio and Weathers voting in the affirmative and Ms. Sand voting in the negative.**

There was next discussion on the Police Budget. Ms. Sand stated that she had questions on increases to the Animal Control Officer salary and that she would agreed with a 5% increase but not a 10% increase. Ms. Sand suggested that instead of \$31,200 to Animal Control this line should be \$29,500. Ms. Philbrick advised that this line was revised by the Police to \$29,640. Ms. Sand next stated that with regard to the Cadet Program, she does not feel that interns should be paid \$10 per hour as other people in the valley are not getting paid that much and neither do our recreation counselors. She is recommending a decrease in the amount paid per hour. Mr. Sires advised that he did speak with the Police Chief on this matter and they feel this should stay at the amount requested. Ms. Sand proposed that the line should be reduced to a figure based on minimum wage and pointed out that they still get their uniforms. There was brief discussion by the Board. The Board unanimously agreed to reduce the line item to \$2,320 based on a minimum wage of \$7.25 per hour for 320 hours for the Cadet Program.

There was next a discussion regarding lights on the North-South Road. Mr. Sires suggested the Board make this pending town meeting that they be turned back on. Mr. Sires advised there is approximately eight lights. Mr. Thibodeau questioned if the Town had complaints and if it is felt that there is an overwhelming safety need for the lights. Mr. DegliAngeli stated that the lights are at a pedestrian level and explained that we did not follow the recommendations of the lighting manufacturer when they were installed but we went to pedestrian standards for illumination. Mr. DegliAngeli next advised that there are eight lights and there are light bulb and electricity costs which is about \$110-\$120 per year per light or roughly \$1,000 per year total. Mr. Thibodeau asked about safety. Mr. DegliAngeli stated there are people who walk in this area. Ms. Seavey stated that she travels this area at night and it is dark and there are a lot of walkers at night. Mr. DegliAngeli commented that we have also heard from the plow drivers that this area is dark. Mr. Thibodeau next asked if there are still lights turned out in town. Mr. Sires advised there are lights in residential areas that are still turned off. After further brief discussion, the Board agreed that funds should be in the proposed budget for the eight lights.

There was next a discussion regarding staffing at the Transfer Station. Mr. Sires reviewed that there was a proposal to make the compliance officer a full time position but in his proposed budget to this Board he left the position as part time for next year. Mr. DegliAngeli stated that the budget is for 20 hours per week for all year, however, we have been scheduling this position for 32 hours a week for part of the year instead and this is helpful with filling vacations, etc. Mr. DiGregorio stated that previously this Board had discussion regarding single stream and he feels it is time to bring this up again. Mr. DiGregorio questioned if this would affect the staff's plan for scheduling employees. Mr. DegliAngeli explained that if the town did go to single stream recycling, there would be two waste streams as opposed to the several that we have now. We would still have to handle our own trash however as it is prohibitive for us to truck our trash. Mr. DegliAngeli further added that we would also have to continue to check and make sure people are recycling if we do end up with single stream recycling. Mr. DegliAngeli next reviewed that with regard to staff hours, we would still need the same level if we went to single stream. Ms. Sand stated there is less impact on the environment overall if we deal with it at the source –where the recyclables are generated and she is opposed to single stream recycling. She also feels that it is taking money from the Valley if trucking it elsewhere. The Board next discussed the costs for single stream recycling. Ms. Sand next referred back to the hours for the Recycling Officer and stated that she is not sure if this year is the year to increase the hours for the Recycling Officer. She feels that educating our staff about recycling would help the Foreman. Also, with the other increases in the budget, she feels this should be kept at 20 hours per week as if it goes to full time we would also have to pay

benefits for the position. Ms. Seavey stated that she agreed with Ms. Sand. Mr. Sires suggested that the following year may be the time to change staffing. There was next a brief discussion by the Board as to whether to increase the hours of the position to 32 hours year round or leave it at 20 hours per week. The Board agreed to leave the budget for this as is.

Mr. Sires next reviewed the Warrant Article Study Sheet with the Board. With regard to the Collective Bargaining article, Mr. Sires advised we have a status quo agreement except for the requirement for safety shoes which is \$900. Mr. Sires next reviewed the Capital Reserve Fund articles with the Board. With regard to the Buildings Capital Reserve, Mr. DegliAngeli distributed updated information to the Board for buildings and reviewed the changes. Mr. DiGregorio stated that he felt the Recreation Center Roof and Library Roof need to be included. There was discussion by the Board. Mr. Sires advised that revisions could be made to the information and brought back to the Board for review.

Mr. Sires next advised that Valley Vision will be before the Board next week to discuss their budget.

Mr. Sires next reviewed that the Board voted earlier in the meeting to add a warrant article for the Airport and this will be updated.

Mr. Sires next reviewed the total for proposed warrant articles to date and the tax rate impact for same.

Mr. Sires next advised that the Supervisors of the Checklist have asked for an increase in their compensation of \$200. This is for the upcoming year only as there will be extra elections due to the election for an Executive Councilor. They are asking for a warrant article for \$200 each for one year for a total of \$600. Mr. Sires stated that this Board could forward an article or the Supervisors could put forward a petitioned article. Ms. Seavey asked what they are paid now. Mr. Sires advised they are paid \$1,000 each for a total of \$3,000 per year. There was brief discussion. The Board agreed they were not in favor of putting forth this article.

#### MISCELLANEOUS UPDATES

Mr. DegliAngeli next reported that the hazardous and dilapidated structure on Hobbs Street (Hurd property) has been removed. Mr. Thibodeau questioned what the cost was to remove the structure. Mr. DegliAngeli advised the cost was \$11,370. Mr. Thibodeau asked if this was because of asbestos and Mr. DegliAngeli responded in the affirmative.

Mr. DegliAngeli next reported that the cost to remove structures in Transvale was \$50,000.

Mr. DegliAngeli next reported that at a regularly scheduled meeting of the Conway Village Fire District they agreed to maintain the Greenwood Avenue sidewalk.

Mr. Sires reviewed that there was a lot in Transvale taken for back taxes recently. The taxes have now been paid by the former owner.

Mr. Sires next reported that with regard to the Hobbs Street property owned by the Town, we have received information back from Corporation Trust advising no owner. This information has been given to our attorney and the attorney for the title company.

#### SIGNING OF DOCUMENTS

- a. Current Use Land Use Change Tax Collector's Warrant Tax Map/Lot 262-64.101
- b. Current Use Land Use Change Tax Collector's Warrant Tax Map/Lot 262-64.102
- c. Land Use Change Tax Tax Map/Lot 262-64.101
- d. Land Use Change Tax Tax Map/Lot 262-64.102
- e. Memorandum of Understanding between Towns of Fryeburg and Conway / Cable Channel 3
- f. Notice of Intent to Cut Wood or Timber Tax Map/Lot 276-86
- g. Notice of Intent to Cut Wood or Timber Tax Map/Lot 291-22,23 & 27

**Mr. Thibodeau moved, seconded by Ms. Sand, to sign the Current Use Land Use Change Tax Collector's Warrant for Tax Map/Lot 262-64.101, Current Use Land Use Change Tax Collector's Warrant for Tax Map/Lot 262-64.102, Land Use Change Tax for Tax Map/Lot 262-64.101, Land Use Change Tax for Tax Map/Lot 262-64.102, Memorandum of Understanding between Towns of Fryeburg and Conway / Cable Channel 3, Notice of Intent to Cut Wood or Timber for Tax Map/Lot 276-86, and Notice of Intent to Cut Wood or Timber for Tax Map/Lot 291-22,23 & 27. The motion carried unanimously.**

#### CONSIDERATION OF BILLS

a. manifest 12/12/13 - **Ms. Sand moved, seconded by Mr. Thibodeau, to approve the manifest dated 12/12/13. The motion carried unanimously.**

#### RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

There were no documents signed out of session.

#### REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

There were no Special Event Applications presented for consideration.

#### TOWN MANAGER REPORT

Possible Land Acquisition – Mr. Sires reported that a meeting was held last week with a party who the Conservation Commission is looking to acquire land from.

Legal Budget – Mr. Sires reported the legal budget will run over this year. There are a couple of legal cases in court that we tried to postpone but the judge would not allow it. Mr Sires stated that he still feels comfortable however, at this point, lowering the budget request for 2014. Mr. Sires next reported that the budget will be over this year by about 10-15%.

Executive Council Candidate – Mr. Sires reported that Chris Boothby, candidate for the position of Executive Councilor, came to town hall and met with staff. We do expect to hear from the other candidates who are running for this position as well.

CDBG Meeting – Mr. Sires reported that a CDBG meeting is scheduled for next Thursday, in Concord.

#### BOARD REPORTS AND COMMENTS

ESAA – Mr. Thibodeau reported that projects at the Airport are moving along.

Planning Board/Sign Committee – Mr. Thibodeau reported the Sign Committee met last Thursday. It was determined that the sign ordinance as written is not terrible but they are looking at tweaking some small items. The Committee is scheduled to meet again on January 9, 2014.

LMWVSWD – Ms. Sand stated that the LMWVSWD is still in need of a Town of Conway representative. Ms. Sand next advised that a citizen, Theresa Gallagher, has indicated an interest in serving as the representative. There was a brief discussion by the Board. The Board agreed that Ms. Gallagher should either appear before this Board or submit something in writing regarding her interest.

MWVEC – Ms. Seavey distributed a copy of the 2013 MWVEC report to the Board and reviewed same.

Valley Vision – Mr. DiGregorio reported the Valley Vision Board is scheduled to meet this Thursday and will discuss equipment, etc.

Transfer Station – Mr. Weathers reported that he has received phone calls regarding the Transfer Station and there wasn't one person who was not happy with the way we are doing recycling at the transfer station and they hope it continues.

Tree Lighting Ceremony – Mr. Weathers stated that there was some confusion as to whether there was to be a parade or not on the day of the Tree Lighting Ceremony. The Police had a permit in hand but there was not a parade. Santa did arrive. In talking with people, there was some concern as to why there wasn't a parade. Ms. Seavey stated that the person responsible for the parade had some personal issues and the Celebrations Committee found out too late to pull a parade together for this year. However, there will be a parade next year.

#### PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer of the Conway Daily Sun questioned if the discussion held earlier in the meeting regarding single stream recycling has curbed this Board's enthusiasm for same. Mr. DiGregorio stated that it did not curb his enthusiasm but that it is all about numbers. We should always keep the discussion open. Ms. Sand stated that if this Board requests it in the future, the LMWVSWD will look at this matter. Mr. Thibodeau stated that from what he heard, there will be no savings in personnel, an increase in trucking and a decrease in revenue from recyclables and this curbs it for him.

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

At 6:18 p.m., **Mr. DiGregorio moved, seconded by Ms. Sand, to go into non public session under NH RSA 91-A:3,II(c) to discuss tax matters.** Included in the non public session were Town Manager Earl Sires, Tax Collector Rhoda Quint, and Recording Secretary, Karen Hallowell. **The motion carried by unanimous roll call vote.**

At 6:33 p.m., the Board returned to public session. A motion to seal the minutes of this non public session was made and carried in non public session.

#### ADJOURN

At 6:34 p.m., the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell  
Executive Secretary