

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
March 4, 2014

The Selectmen's Meeting convened at 4:08 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, C. David Weathers (Chair), Michael DiGregorio (Vice Chair), Mary Carey Seavey, Stacy Sand, and Carl Thibodeau, Town Manager, Earl Sires and Recording Secretary, Karen Hallowell.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mr. Weathers advised that agenda item 4-Police Department request to expend from Capital Reserve Fund has been removed from the agenda. Also, there are two additional items to add under Signing of Documents as follows: Notice of Intent to Cut Wood or Timber Tax Map/Lot 255-37 and a Notice of Intent to Cut Wood or Timber Tax Map/Lot 255-5.12. **Ms. Seavey moved, seconded by Ms. Sand, to approve the agenda as amended. The motion carried unanimously.**

POLICE DEPARTMENT REQUEST TO EXPEND FROM CAPITAL RESERVE FUND

This item was removed from the agenda.

AUTHORIZATION TO TRANSFER \$225,900 FROM TD BANK
GENERAL FUND TO NORTHWAY GENERAL FUND

Finance Director, Lilli Gilligan, joined the meeting. Ms. Gilligan advised that the Town of Conway has multiple accounts holding general funds. Previously, she has asked that three different accounts be transferred to Northway Bank. She is now asking for monies held at TD bank be moved to Northway as well. Ms Gilligan next explained that the accounts would not be closed but that she is looking to consolidate accounts and will also review this with the Treasurer. **Mr. Thibodeau moved, seconded by Ms. Seavey, to move \$225,900 from TD Bank to the Northway Bank general fund. The motion carried unanimously.**

PREPARATION FOR THE DELIBERATIVE SESSION OF TOWN MEETING

Discussion of Proposed Tax Cap – Mr. Sires distributed information to the Board on the proposed tax cap. Mr. Sires next gave a Powerpoint presentation on the proposed tax cap. (A copy same is attached hereto). There was discussion by the Board. The Board requested that the Powerpoint presentation also be made at Town Meeting tomorrow night if possible.

Discussion of Potential Amendments to the Budget – Information was distributed to the Board and reviewed. Mr. Sires and Mr. DegliAngeli advised the Board of salt use, overtime, etc. Mr. Sires asked that the proposed budget request be increased \$50,000. Mr. Sires next reviewed that previously the Board had approved the purchase of a baler out of the Solid Waste Revolving Fund. The bailer was less expensive than anticipated and so it is also suggested that we reduce the request in the capital reserve fund warrant article this year for Solid Waste Equipment by \$50,000. There was discussion by the Board. The Board agreed to ask for the

adjustments to the budget warrant article and the capital reserve fund warrant for solid waste equipment.

AUTHORIZATION TO CONDUCT TAX SALE

Mr. Sires requested that the Board authorize a tax sale for later this year. Mr. Sires reported that we have several lots in the Wyman Avenue area that may bring some revenue to the town. There may also be a few others as well. Mr. Sires stated that we would also like to use a realtor again as this brings a better yield to the town. Mr. Sires next reported that the Hobbs Street property is now set to close sometime in March now. There was brief discussion by the Board. The Board agreed they would like to see a list of the properties before taking action.

ASSIGNMENT FOR VOTING ON MARCH 11, 2014

The Board agreed to the following time assignments for the March 11, 2014 Election: David Weathers 8:00 am to Noon, Mary Carey Seavey Noon to 2:00 pm, Stacy Sand 2:00 pm to 4:00 pm, Carl Thibodeau 2:00 pm to 4:00 pm and Michael DiGregorio 4:00 pm until the polls close.

APPOINTMENTS TO ZBA

Mr. Sires review a memo from Planning Director, Tom Irving, regarding appointments for the Zoning Board of Adjustment. Ms. Sand stated that she would like to see this advertised first and that we set a deadline before appointments are made. The Board agreed to advertise for the positions in the newspaper and to set the deadline for submissions as March 14, 2014.

SIGNING OF DOCUMENTS

- a. Abatement Tax Map/Lot 219-260
- b. Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 261-45
- c. Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 288-14
- d. Tax Anticipation Note Agreement with Northway Bank
- e. Notice of Intent to Cut Wood or Timber Tax Map/Lot 255-37
- f. Notice of Intent to Cut Wood or Timber Tax Map/Lot 255-5.12

Ms. Sand moved, seconded by Mr. DiGregorio, to approve the Abatement Tax Map/Lot 219-260, Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 261-45, Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 288-14, Tax Anticipation Note Agreement with Northway Bank, Notice of Intent to Cut Wood or Timber Tax Map/Lot 255-37, and Notice of Intent to Cut Wood or Timber Tax Map/Lot 255-5. The motion carried unanimously.

CONSIDERATION OF BILLS

- a. Manifest dated 3/6/14
- b. Payroll dated 3/6/14

Mr. Thibodeau moved, seconded by Ms. Sand, to approve and sign the Manifest dated 3/6/14 and the Payroll dated 3/6/14. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Current Use Land Use Change Tax Collector's Warrant - Tax Map/Lot 280-77.11
- b. Land Use Change Tax - Tax Map/Lot 280-77.11
- c. Supplemental Warrant Property Tax Levy State of NH 2013
- d. Warrant for 4/11/14 Election – Town of Conway
- e. Warrant for 4/11/14 Election – Hales Location
- f. Manifest dated 02/27/14

Ms. Sand moved, seconded by Mr. Thibodeau, to ratify the Current Use Land Use Change Tax Collector's Warrant - Tax Map/Lot 280-77.11, Land Use Change Tax - Tax Map/Lot 280-77.11, Warrant for 4/11/14 Election – Town of Conway, Warrant for 4/11/14 Election – Hales Location, and Manifest dated 02/27/14. The motion carried unanimously.

Ms. Sand moved, seconded by Ms. Seavey, to ratify the Supplemental Warrant Property Tax Levy State of NH 2013. The motion carried 4-0-1 with Mr. DiGregorio abstaining.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Joyce Endee Productions/Memorial Weekend Arts & Craft Show 5/24/14 to 5/25/14, and Leaf Peepers Arts & Craft Show 10/18/14 to 10/19/14

Ms. Sand moved, seconded by Mr. DiGregorio, to approve the Special Event Application for Joyce Endee Productions/Memorial Weekend Arts & Craft Show/24/14 to 5/25/14, and Leaf Peepers Arts & Craft Show 10/18/14 to 10/19/14. The motion carried unanimously.

- b. National Multiple Sclerosis Society/MS Walk North Conway 2014 5 Mile Walk 5/4/14 (Motion on the table from meeting of 2/11/14)

Mr. Weathers reviewed there is a motion on the table to approve the Special Event Application for the National Multiple Sclerosis Society MS Walk. **Mr. DiGregorio moved, seconded by Ms. Sand, to take the motion off the table. The motion to take the motion off the table carried 5-0-0.** Mr. Weathers next reviewed a note on the application stating that they will not use signs. The Board next proceeded to vote on the original motion and the **motion carried unanimously.** Ms. Seavey stated that this applicant does have a habit of putting up signs and this needs to be addressed. The Board agreed that staff will speak to the applicant regarding this matter.

CONSIDERATION OF MINUTES: 2/11/14 AND 2/18/14

Ms. Sand moved, seconded by Ms. Seavey, to approve the minutes of 2/11/14 and 2/18/14 as written. The motion carried unanimously.

TOWN MANAGER REPORT

Warrant/Town Meeting – Mr. Sires reported that the 2014 Warrant was posted last Monday. Packets for the Deliberative Portion of Town Meeting are available at the libraries, Town Hall and the web.

Drive Time – Mr. Sires reported that he and Finance Director, Lilli Gilligan, did the Drive Time radio program and discussed town meeting.

MWV Leadership Group – Mr. Sires reported that he and several staff members recently spoke to the MWV Leadership Group about town government.

CDBG – Mr. Sires stated that in the past we had asked several times about the program and if we can use money to buy leftover houses in Transvale. Recently, we toured the project with them and showed them the work done to date in Transvale and we were then advised that we could look at buying additional properties and so we will be looking into this further.

Saco River Access Committee – Mr. Sires reported that a meeting of the Saco River Access Committee is scheduled for Friday. There are some concerned landowners on the river that will be meeting with the committee as well.

Meeting with MWVEC and Business Owner – Mr. Sires reported that a meeting is scheduled with a business owner and the MWVEC to discuss a property in Conway.

Fees – Mr. Sires reported that he asked staff to look at fees.

Codification – Ms. Sand asked about the codification project. Mr. Sires reported the company is in the process of reviewing the information that we sent.

BOARD REPORTS AND COMMENTS

Sign Committee – Mr. Thibodeau reported that there was no quorum at the last scheduled meeting of the Sign Committee.

Budget Committee – Ms. Sand reviewed there have been several Budget Committee meetings and tomorrow night is the Deliberative Portion of Town Meeting.

MWVEC – Ms. Seavey reported the MWVEC met and there was a discussion of a road build. Construction will start in the early spring and then should be open for the sale of lots for commercial use.

PUBLIC COMMENTS AND MEDIA QUESTIONS

There were no public comments or media questions.

ADJOURN

At 5:45 p.m. the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary