

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
August 5, 2014

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), Mary Carey Seavey (Vice Chair), Stacy Sand, and Carl Thibodeau, Town Manager, Earl Sires and Recording Secretary, Karen Hollowell.

Selectmen DiGregorio was excused from this meeting for medical reasons.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mr. Weathers advised there is an amendment to the agenda. Under signing of Documents, the Tax Map/Lot numbers for the Abatements a-d should be 254-29.126. **Ms. Sand moved, seconded by Ms. Seavey, to approve the agenda as amended. The motion carried unanimously.**

CONFIRMATION OF APPOINTMENT OF DEPUTY TOWN CLERK/TAX COLLECTOR

Town Clerk/Tax Collector, Rhoda Quint, joined the meeting along with new employee, Louise Inkell.

Mr. Sires advised that there is a correction to the heading of this agenda item and advised that this is introduction today and then in six months, the Board will consider the confirmation.

Ms. Quint next introduced Ms. Inkell to the Board and gave a brief summary of the interview process. Ms. Inkell next gave a brief overview of her history and qualifications to the Board.

Mr. Weather's welcomed Ms. Inkell and added that the Board would see her back in six months.

TOWN HALL WATER SYSTEM

Mr. Sires gave a brief overview of the history of the town hall water system. Mr. Sires further reviewed that the water is now salty. Mr. DegliAngeli advised that tests show the water is in the 250-500 mg per liter of sodium chloride range. It is not unsafe but it is salty. Mr. DegliAngeli next stated that we don't know why this is happening. The well is far enough back from the road so it is not road salt. Also, it is far from the drains from the public works facility. There is no tampering in the vicinity either. Also, we haven't had a record of this happening since 1949. The theory is that it is shallow groundwater and not deep in the bedrock and so we should be able to see in the casing of the well. Mr. DegliAngeli next reported that a company did look at this last week and they are now preparing a proposal to put a camera down in the well. We are looking at probably \$800-\$1500 to collect more data by looking in the well and if the casing can be repaired it would put us in the \$4,500 range. Another solution is to drill a new well. Mr. DegliAngeli next advised that we are expecting a proposal from Hartley this week and we will be able to talk about this further at the meeting of the Selectmen scheduled for 8/19/14. We will know whether we will be able to either fix the well or if we have to drill a new well.

Ms. Sand questioned what part of the budget the \$4,500 would come from. Mr. Sires advised that staff will bring options to the next meeting for the Board to consider such as amending the CRF, etc. Mr. Sires next stated that we should also consider having monies on an ongoing basis in the CRF for this and this Board will also need to talk about continuing free water for the homes on this system as has been done in the past or if we should start charging something in the future.

Ms. Seavey questioned the agreement for the area homes on the water system. Mr. Sires stated that the only thing on file are deeds allowing the well. There is no agreement between the town and the owners to provide water. This is just the way it was done. Mr. DegliAngeli next gave a brief history of the well and providing water to the area homes. There was a discussion by the Board as to the costs people would have had to pay for maintenance and replacements of pumps. There was also a brief discussion regarding shared costs. Mr. Sires advised that we could invite the people on the water system to a future meeting to discuss this matter.

PROJECTS UPDATE

Meeting with NHDOT Commissioner – Mr. Sires reported that a meeting is scheduled with the NHDOT Commissioner in two weeks. Mr. Sires advised that there was discussion at a recent Regional Collaborative Committee about funding projects, etc. and discussion also came up at that meeting about the 10 year transportation plan and regional councils. Mr. Sires advised that we are not members of the regional council in this area and if you are not a member you do not get the same consideration for projects. Mr. Sires next advised that the upcoming meeting with the NHDOT Commissioner will be to talk about having the same access and communication with the NHDOT Commissioner and be part of the 10 year transportation plan. We will also talk with the Commissioner about what projects the town wants for the future.

Mr. DegliAngeli reviewed that projects to be discussed at the meeting are Main Street in Conway, East Conway Road, traffic mitigation in Conway Village and the potential for roundabouts. Also, Conway Village District wants to upgrade the water main in the area of four corners. If the Board agrees he would like to approach the State about the work in Conway Village because if we are going to tear through the road to put in a water main, he would also like to see the State rebuild the streets and sidewalks. He would like to see if the State will do this work and he would facilitate the project.

With regard to East Conway Road, this would be a \$10,000,000 project. We would like to offer to manage it for the state if they would do the work. Also we need to know if the town is willing to take over East Conway Road if the State does do the work.

With regard to traffic mitigation in Conway, there was talk in the past about a roundabout in that area and we could ask the State to do a preliminary study to see if this works. We also would have to ask the State if they are interested in this and, if so, will they set aside funds for same. Mr. Thibodeau asked about traffic loops. Mr. DegliAngeli advised that we will still be on timers. There was a discussion on loops and timers. Mr. Thibodeau next stated that if he has a choice, he feels we don't need a roundabout.

Mr. DegliAngeli questioned if the Board had a choice on which project should be done first - East Conway Road on Conway Village. Mr. Thibodeau stated that in his opinion East Conway Road based on the condition of the road and the safety factor. He would also like to see Conway Village done, but East Conway Road is in much more deplorable condition. Mr. Weathers stated that the Board needs a list of projects to look at to prioritize.

US 302 Project – Mr. DegliAngeli stated that the US 302 project is in the design phase now and the NHDOT will put this out to bid in the fall. The reason this is on the agenda today is that for a while we have been talking about fixing the problem in front of town hall which is the area where it is painted crosshatch and the curbing needs to be moved out. Mr. DegliAngeli stated that when the State came through with the design it did not include this and he did talk to them about it. They are now requesting a letter from the town asking for this to be done. **Ms. Sand moved, seconded by Mr. Thibodeau, to send a letter to the NHDOT to move the curbing toward the travel way. The motion carried unanimously.** Mr. DegliAngeli next advised that he also spoke to the owner next store. The owner still wants to keep his parking space out front of his store.

Police Department Sprinkler System – Mr. DegliAngeli reviewed that there was discussion at the last budget season about the police department sprinkler system and we postponed other work to do this work. Mr. DegliAngeli reviewed that we had a quotation from a sprinkler company for \$56,000. He then placed \$76,000 in the capital reserve account for the police department sprinkler as he gave the project some contingency to fix ceiling tile, sheetrock, etc. The project went to design and the company gave us a price of \$78,000. Mr. DegliAngeli stated that he could trim the budget a bit but that some of the work may now need to go in to the next budget. Mr. Weathers clarified that the sprinkler would be done this year and the remaining work next year. Mr. DegliAngeli responded in the affirmative. Mr. DegliAngeli next reviewed the sprinkler system that would be installed. Mr. Thibodeau asked why not a glycol system and Mr. DegliAngeli reviewed and discussed same. Ms. Sand clarified that they now want \$20,000 more to do the system. Mr. DegliAngeli advised yes and that we did send this to two other sprinkler companies and neither one could touch it for that price. Ms. Sand questioned if the price includes regular maintenance. Mr. DegliAngeli advised it does not include maintenance and these costs would be in the regular police department operating budget. Mr. DegliAngeli next stated that we need authorization to enter into a contract not to exceed \$76,000 and that this does not include the cosmetic work. **Mr. Thibodeau moved, seconded by Ms. Sand, to authorize entering into a contract not to exceed \$76,000. The motion carried unanimously.**

Landfill Office – Mr. DegliAngeli reviewed that the temporary landfill office they are using now is falling down. Mr. DegliAngeli advised that the LMWVSWD has voted to use whatever was left over from the Phase III expansion project for a building. We have a design for a 24x24 building on a slab to provide office space and storage and the building will cost \$90,000. It would be a stick built building on a slab and we are proposing to do a radiant slab. He would need a vote from this Board to use some set figure, such as \$90,000, to build this 24x24 building. Ms. Sand commented that we should also mention that the electric bill to heat the present facility is the highest bill we have in town and so there will be a payback on energy costs with a new building. Mr. Thibodeau stated that if it is \$90,000 he calculates this at \$200 a square foot for this 24x24 building. Mr. DegliAngeli stated that this includes radiant heat and, also, that the town would be doing the earthwork. He could try to divide and subcontract this out to see if we can do it cheaper. Mr. Thibodeau stated he feels we could do a garage for around \$25,000 and not \$100,000. Ms. Sand next stated that with regard to radiant heat, we have people working close to the floor in the town garage and asked why we can't we look at insulating the slab instead of using radiant heat for this building. Mr. DegliAngeli stated that we would save more in initial costs but in the long run it would not save. He can't recommend any other system as this building would be used for the next 50 plus years. Mr. DegliAngeli next stated that he does agree that we need to check on the costs for the building and spec this out. There was further discussion on the building and costs.

Mr. Sires explained that there are funds left from the last expansion project but additional funds are needed to build this building. Mr. Sires next reviewed that the Board of Selectmen have the authority to expend from the capital reserve fund but all of the discussions held this

year around town meeting talked about saving for the future. The Board would need to make sure that people understand that they are now talking about using some of the \$75,000 for the current project not future expansion. Mr. Thibodeau stated that there could be the argument that this building is for the future and is part of the operational costs of the facility going forward. Mr. Sires agreed and added that this is however different that the discussion that was held during the budget season and we just need to make sure that people know this.

Mr. Thibodeau stated that before moving forward with this he wants to see more bids and different pricing. Ms. Sand stated that she would like a breakdown on electric use so we can look to see if it would be a quicker payback on the electric costs. Mr. Thibodeau stated he would like to see the entire energy usage and projected energy usage for a new building. Ms. Sand suggested that we also look at grants through PSNH for constructing energy efficient buildings.

River Street Culvert – Mr. DegliAngeli advised that the preliminary estimate, not bid, is about \$180,000 which is less than what we were thinking. Also, today we were notified by the NHDES that they are granting expedited applications; however, the bad news is that we can't do this work until 2015. Mr. Thibodeau questioned if that means we will be plowing the one lane steel bridge. Mr. DegliAngeli advised that the temporary bridge is not maintainable. Mr. DegliAngeli next suggesting telling the NHDES that we have money to put something in temporarily until the work can be done next year but, if they say no, then we will have to do something different. He would like to do something temporary here so that we can do winter maintenance. The Board asked if anything was needed from them at this time. Mr. DegliAngeli stated if the Board supports him doing something temporary then he will ask the NHDES. There were no objections raised by the Board. Mr. Thibodeau next stated that closing the bridge is not an option.

Mr. Thibodeau next advised that since we received the last refusal from FEMA for funding to fix this situation he has contacted Executive Councilor Kenney and Senators Ayotte and Shaheen. Kenney is still working on this matter and Ayotte has advised that it is a definite denial and that they are looking for something else. He has not heard back from Shaheen's office.

Culverts and Bridges – Mr. DegliAngeli reviewed that the CRF for Infrastructure Reconstruction is funded at \$325,000 annually. We are now looking at other culverts and bridges that need to be worked on and he expects to ask for an additional \$225,000-\$250,000 a year to get this work done. Mr. DegliAngeli reviewed that we started all this work in the 1990's and we have to stick to a schedule and, also, the work we had done is also now due for maintenance.

REVIEW AND CONSIDERATION OF POLICY POSITIONS

Mr. Sires reviewed that the NHMA has asked that the Board provide comments on a list of Policy Positions. The Board is not compelled however to comment on any or all of them. Mr. Sires next stated that staff has reviewed the policy positions and feel that some are important and others are not relevant to our community. Mr. Sires next reviewed the list of positions and the staff recommendations contained in the Selectmen's agenda packet. There was a brief discussion by the Board. Mr. Thibodeau questioned if this matter was time sensitive. Mr. Weathers advised they are due to NHMA by August 15. Mr. Sires advised that the policy conference is held in September and so if the Board would like more time to review the positions then we could probably do this at the next Board meeting. There was further brief discussion and the Board agreed they would like more time to review the policy positions and reschedule this for consideration at the next meeting.

SIGNING OF DOCUMENTS

- a. Abatement Tax Map/Lot 254-29.126 (2011)
- b. Abatement Tax Map/Lot 254-29.126 (2012)
- c. Abatement Tax Map/Lot 254-29.126 (2013)
- d. Abatement Tax Map/Lot 254-29.126 (2014)
- e. Raffle Permit/North Conway Firefighters Assoc – Drawing 8/23/14
- f. Raffle Permit/Vaughan Community Service – Drawing 8/19/14
- g. Raffle Permit/Vaughan Community Service – Drawing 9/4/14
- h. Notice of Intent to Cut Wood or Timber Tax Map/Lot 223-15, 226-3 & 6
- i. Notice of Intent to Cut Wood or Timber Tax Map/Lot 260-58

Mr. Thibodeau moved, seconded by Ms. Seavey, to sign the Abatement Tax Map/Lot 254-29.126 (2011), Abatement Tax Map/Lot 254-29.126 (2012), Abatement Tax Map/Lot 254-29.126 (2013), Abatement Tax Map/Lot 254-29.126 (2014), Raffle Permit/North Conway Firefighters Assoc – Drawing 8/23/14, Raffle Permit/Vaughan Community Service – Drawing 8/19/14, Raffle Permit/Vaughan Community Service – Drawing 9/4/14, Notice of Intent to Cut Wood or Timber Tax Map/Lot 223-15, 226-3 & 6, and Notice of Intent to Cut Wood or Timber Tax Map/Lot 260-58. The motion carried unanimously.

CONSIDERATION OF BILLS

- a. Manifest dated 8/7/14
- b. Payroll dated 8/7/14

Ms. Seavey moved, seconded by Mr. Thibodeau, to sign the manifest dated 8/7/14 and payroll dated 8/7/14. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Manifest dated 7/31/14

Ms. Sand moved, seconded by Mr. Thibodeau, to ratify the manifest dated 7/31/14. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

There were no Special Events Applications presented for consideration.

CONSIDERATION OF MINUTES: 7/22/14

The Recording Secretary stated that Selectmen DiGregorio requested that the second paragraph of the minutes of 7/22/14 be amended from "Selectmen DiGregorio was excused from this meeting." to "Selectmen DiGregorio was excused from this meeting for medical reasons." **Ms. Sand moved, seconded by Mr. Thibodeau, to approve the minutes of 7/22/14 as amended.**

TOWN MANAGER REPORT

Healthcare Study Committee – Mr. Sires reported that he worked with Finance Director, Lilli Gilligan, to gather information on health insurance to present to the committee at the meeting held recently.

Meeting with NHDOT Commissioner – Mr. Sires reported a meeting with the NHDOT Commissioner is scheduled for August 19, 2014. He has also met with people from the collaborative group to talk about this upcoming meeting. Mr. Sires next advised that Mr. Weathers and Mr. Thibodeau will be attending the meeting on the 19th.

Demolition Closeout Grant – Mr. Sires reported he is collecting information to close out the grant.

Friends of Conway Rec – Mr. Sires reported he attended a meeting of the Friends of Conway Rec last night. This meeting of the Friends of Conway Rec was scheduled to consider a generous offer from the Marshalls who have offered to donate land and facilities on East Conway Road for a recreation facility. This is a seven acre property with two buildings. At the meeting last night the Friends of Conway Rec held discussion and supported doing a feasibility study of what needs to be done and what budget is needed for a community and recreation center. They did vote to fund the study with Friends of Conway Rec funds to see if this project makes sense and, also, they are committed to doing fundraising if needed. Ms. Sand questioned if there was any discussion of who would be hiring for the feasibility study. Mr. Sires stated that staff could work with them to hire someone. Also, there could be a committee of Selectmen, staff, and Friends of Conway Rec members.

BOARD REPORTS AND COMMENTS

Eastern Slope Airport Authority – Mr. Thibodeau reported that the annual meeting of the ESAA will be held on August 15, 2014.

Planning Board – Mr. Thibodeau reported that there has not been a lot going on at the last couple of Planning Board meetings. They did grant a couple of extensions at the last meeting held.

Healthcare Study Committee – Ms. Sand reported the Healthcare Study Committee met last Tuesday. Finance Director, Lilli Gilligan, gave a presentation on information that we received from Health Trust and also on information from the school and precincts. The report looks at what we are paying and how the plans break up cost wise. The report gave us a clear picture of this. Ms. Sand next reported that Jim Hill from the school also spoke at the meeting and gave an explanation as to how their insurance program works and why they chose Harvard Pilgrim. Ms. Sand next stated that at this time we have a pretty good grasp on what all the different entities now spend on insurance and so the next step is to start looking at alternatives to the insurance plans we have now. At the next meeting we will have presentations on wellness programs. Also, at a future meeting we will have presentations on other alternatives from private providers in the area. Ms. Sand next stated that the committee has about 8 to 10 more categories to look at and she has asked committee members to choose areas to gather information on to present to the committee. Hopefully in six months we will have a report to present to this Board and to other Boards in town. Ms. Sand advised that the next meeting of the Committee is scheduled for August 18, 2014.

LMWVSWD – Ms. Sand reported a LMWVSWD meeting was held yesterday. They talked about having a second hazardous waste day per year and what this would cost. Some people would like to see another hazardous waste day in the spring. The Committee talked about looking into grants to make this happen. This could be a \$8,000-\$12,000 proposition but we need to get more information on this first. Ms. Sand next reported that there was also discussion at the meeting regarding the building at the landfill. Ms. Sand further reported that they are currently running PSA's on radio stations to encourage people to recycle, especially paper.

Funergy Festival – Ms. Sand reported that September 28, 2014 is the annual Funergy Festival and this is put on by the MWV Green Team at the North Conway Community Center in North Conway. They are looking for volunteers from the LMWVSWD and Theresa Gallagher has volunteered and also there may be some other members of the committee attending.

Budget Committee – Ms. Sand reported a Budget Committee meeting is scheduled for Wednesday, August 20, 2014.

MWVEC – Ms. Seavey reported that the MWVEC met recently. The road is on target for completion. Ms. Seavey next reported on new appointments that were made to the Board, Eggs and Issues, rental space available at the MWVEC and that a new law firm will be named to represent the MWVEC by the end of the month.

Conservation Commission – Mr. Weathers reported the Conservation Commission is scheduled to meet on Wednesday, August 13, 2014 at the Whitaker Meeting House.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer of the Conway Daily Sun asked if anything came up regarding the bridge in Conway Village that the NHDOT was here to discuss previously. Mr. Sires advised that this is not scheduled for a couple of years.

Mr. Steer next asked if the August 19 meeting with the NHDOT Commissioner was a public meeting. Mr. Sires stated that there is a meeting with the Commissioner that he is attending along with some others and he is sure that the Commissioner would be willing to chat with him afterward.

Mr. Steer asked about the information for the Budget Cap discussed earlier under Policy Positions. Mr. Sires stated that he would look at this and let him know.

Mr. Steer next questioned what the biggest infrastructure issue is as it sounds like it is all coming to a head. Mr. Sires stated that we have put a lot of effort into roads that need sewer work. We had focused on these for a while but now there is other existing work that needs to be done. It all adds up to a significant funding increase request. Mr. Steer asked what is the priority. Mr. Weathers stated that the Board will have to go over this and prioritize a list.

Mr. Steer next stated that FEMA is not helping with the bridge and asked that Mr. Thibodeau keep us up to date with that issue.

Mr. Steer next stated that it is a nice offer from the Marshall's and he would like to hear more about this offer. Mr. Sires advised that he would be happy to chat with Mr. Steer on this matter.

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

At 5:37 p.m. **Ms. Sand moved, seconded by Mr. Thibodeau, to go into non public session under NH RSA 91-A:3,II (c) to discuss tax matters.** The non public session included Town Manager, Earl Sires, Tax Collector, Rhoda Quint, Recording Secretary, Karen Hallowell, and property owners. **The motion carried by unanimous roll call vote.**

The Board returned to public session at 6:07 p.m.

Ms. Sand moved, seconded by Mr. Thibodeau, to seal the minutes of this non public session. The motion carried by unanimously.

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

This agenda item was carried to the next meeting.

ADJOURN

At 6:08 p.m. the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary