

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
November 25, 2014

The Selectmen's Meeting convened at 4:05 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, C. David Weathers (Chair), Mary Carey Seavey (Vice Chair), Michael DiGregorio, 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

Ms. Sand moved, seconded by Mr. Thibodeau, to approve the agenda. The motion carried unanimously.

250TH COMMITTEE LICENSE PLATES

Jill Reynolds and Janice Crawford joined the meeting.

Ms. Reynolds stated the 250th Committee would like to order commemorative license plates for the 250th anniversary and is asking that the Board of Selectmen approve this project. The plates cost \$10 and they will sell for around \$15. The State of NH would like something in writing from the Board stating they approve this before they can place the order. The Committee would like to start with an order of 250 plates and then order more if needed. There is a six week waiting time for the plates.

Ms. Crawford stated that the cost for the plates has gone up and they are now thinking of selling them for \$20. The difference between the cost and the selling price will come back to the town. Mr. Weathers questioned if the Committee will be using the money from the money approved at the last town meeting. Ms. Crawford stated they are not asking for funds to order the plates, they just need a letter from the Board of Selectmen.

Ms. Reynolds next reviewed that there would be one plate that would go on the front of a car. Conway residents are allowed to use the plate on their car from January 1, 2015 to January 1, 2016. Non residents of Conway can also buy the commemorative plate but are not allowed to use it as a front plate. Mr. Thibodeau questioned if the original plate must stay underneath the commemorative plate. There was brief discussion. It was suggested that the Committee check on this aspect.

Ms. Reynolds next advised that she has had discussion with the Town Clerk regarding selling the plates at Town Hall. Ms. Reynold next reviewed the plate design with the Board. Ms. Reynolds further advised that the commemorative plates will be manufactured at the NH State Prison.

Ms. Sand moved, seconded by Ms. Seavey, to send the letter to the State of NH to have 250 plates made. The motion carried unanimously.

MWVPA FEDERAL FUNDS AND STREETLIGHT CONVERSION DISCUSSION

Mr. Sires advised this agenda item is for a proposal to use the remaining funds from a grant received in 2004 or 2005. Mr. DegliAngeli advised that there is somewhere in the range of \$62,000 remaining. We are planning to replace the Norcross sidewalk in the spring with the same brick pavers as everywhere else in North Conway and there will still be funds remaining. We are now asking for approval to re-lamp the lights in North Conway Village and on North-South Road to LED. The concept has been approved by the NHDOT. We are working out the details now and the budget is approximately \$22,000. Mr. DegliAngeli next reviewed that there is intended to be grass between the sidewalk and the esplanade. The grass is spotty in this location and so there is a potential project to add irrigation here between the two Norcross entrances and this has also been approved by the State.

With regard to the proposal to re-lamp, there was a discussion with the Board regarding the fixtures, lights, costs, location, etc. Ms. Crawford advised that the Mount Washington Valley Preservation Association approves this proposed project.

Mr. DegliAngeli next requested that the Board approve the request for the lighting today to move forward with this project. With regard to the irrigation project, this would not be done until the spring. There was next brief discussion of the maintenance of the area where the proposed sprinkler would be put. **Ms. Sand moved, seconded by Mr. DiGregorio, that we use \$22,000 of the funds to retrofit the lights on Route 16 and North South Road to LED's. The motion carried unanimously.**

REVIEW AND CONSIDERATION OF PROPOSED RECREATION REVOLVING FUND BUDGET

Recreation Director, John Eastman, and Assistant Recreation Director, Mike Lane, joined the meeting.

Mr. Sires first gave a brief overview of the Recreation Revolving Fund. Mr. Sires next stated that it is proposed that we do this slightly different next year. Basically there would be two budgets each year –one regular budget and one created through the Recreation Revolving Fund. Ms. Gilligan next distributed information regard this to the Board and reviewed same. There was discussion by the Board. Ms. Sand moved that we establish a separate recreation revolving fund for expenditures. There was no second to the motion. Ms. Gilligan requested this be established for the 2015 budget. There was further brief discussion. Ms. Sand stated that she is not ready to approve this budget tonight as this is the first time she saw the figures. There was further brief discussion. The Board agreed to hold on this matter in order to further review it and to re-agenda this discussion for a future meeting.

BUDGET

Parks and Recreation – Mr. Eastman gave an overview of the proposed 2015 Parks and Recreation budget to the Board. There was discussion regarding staffing, programs and attendance.

Assessing – Tax Assessor, Tom Holmes, joined the meeting. Mr. Holmes gave a brief overview of the proposed 2015 Assessing department budget.

Planning and Zoning – Mr. Sires gave a brief overview of the proposed 2015 Planning and Zoning budget to the Board. There was a brief discussion regarding seminars and

professional development. Ms. Sand stated staff should be encouraged to use this money to attend seminars.

Inspections – Mr. Sires gave a brief overview of the proposed 2015 Inspections budget.

Health – Mr. Sires gave a brief review of the proposed 2015 Health budget.

Elections and Registrations – Finance Director, Lilli Gilligan, reviewed the proposed 2015 Elections and Registration budget with the Board.

Finance – Ms. Gilligan reviewed the proposed 2015 Finance Budget with the Board.

Insurance – Ms. Gilligan reviewed the proposed 2015 Insurance budget with the Board. Ms. Gilligan advised a quote was received on Monday which showed an increase for this budget from \$107,000 to \$110,000. We have asked Primex for a breakdown for all departments and we will have more exact figures in the next few weeks. Ms. Sand questioned if there is a reason for the 3% increase and did anything happen. Mr. Sires advised this is based on the values of what we are protecting. Mr. Thibodeau asked about multi peril –building costs or value as it exists today. Ms. Gilligan advised that she would get this information to the Board.

Employment Benefits – Ms. Gilligan reviewed the proposed 2015 Employment Benefits budget with the Board.

Ms. Seavey stated that seminars and professional development are not met in any of the budget lines and she would like to see this done in the future.

REVIEW OF LIST OF TAX SALE PROPERTIES

The Board reviewed a list of potential tax sale properties. (A copy of this list is attached hereto). There was discussion regarding the use of a realtor and appraisals of the properties. There was next discussion regarding lots in Transvale and the Boards prior general policy of keeping the lots for green space etc. There was also brief discussion of association fees for lots in Transvale, camping on the lots and uses of the property. The Board agreed they would like more information on the lot located in Transvale. There was next brief discussion regarding a lot located on Henderson Road. There was next brief discussion regarding a lot on Mountain Street. The Board agreed they would like to know the value of the lots on Henderson and Mountain before making a decision on these lots. **Mr. Thibodeau moved, seconded by Ms. Seavey, to have the lots listed as 1, 2, 3, 5, 6 and 7 evaluated by realtors. The motion carried unanimously.**

There was no action taken on lot 4. Mr. Thibodeau questioned if the NCWP would want this lot for a fire pond. Mr. Weathers advised that he would ask the Chief. There was brief discussion. The Board agreed to have Mr. Weathers ask the Fire Chief about this matter.

The Board next discussed the process for using realtors, how many, etc. Mr. Sires advised that he would call a couple of realtors to see if they are willing to do the evaluations. The Board agreed.

DISCUSSION OF CEMETERIES AND CEMETERY MAINTENANCE

Mr. Sires reviewed a memo contained in the Board's agenda packet concerning cemeteries and cemetery maintenance. There was a brief discussion by the Board.

REVIEW OF BUILDING FEE DECISION

Mr. Sires reviewed that the Board had recently approved changes to the residential building permit fees. Mr. Sires stated that he suggests the base fee be the same as the renovation fee. Mr. Sires next stated that information will be brought back to a future meeting for the Board to review and consider on this item.

SIGNING OF DOCUMENTS

a. Selectmen's Deed Map/Lot 265-115 - Ms. Sand reviewed that a remapping was done and when that happened there was a mistake done in the mapping regarding this property. The ownership is known and this deed will clear up the issue. **Ms. Sand moved, seconded by Mr. Thibodeau, to sign the Selectmen's Deed for Tax Map/Lot 265-115. The motion carried unanimously.**

CONSIDERATION OF BILLS

a. Manifest dated 11/26/14 – **Ms. Sand moved, seconded by Ms. Seavey, to sign the manifest dated 11/26/14. The motion carried unanimously.**

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

There were no documents to ratify.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

There were no special event applications to consider.

CONSIDERATION OF MINUTES

Consideration of minutes was carried to the next meeting.

TOWN MANAGER REPORT

CDBG – Mr. Sires reported he attended a CDBG meeting in Concord on Thursday, November 21, 2014.

Purchase and Sales Agreement/Marshall Property – Mr. Sires reported the Purchase and Sales Agreement for the Marshall property has been signed. The property should close in a month or two.

Health Insurance – Mr. Sires reported we are planning to re-sign our health benefits through the Health Trust this year since there was a 10% reduction if the Board is okay with this. There were no objections from the Board.

BOARD REPORTS AND COMMENTS

Regional Collaborative Meeting – Mr. Thibodeau reported that a Regional Collaborative meeting was held this past Friday. There was discussion regarding IT infrastructure and transportation infrastructure.

Planning Board – Mr. Thibodeau reported the Planning Board met last Thursday. Mr. Thibodeau gave a report of items discussed at that meeting.

ESAA – Mr. Thibodeau reported the ESAA met last Tuesday. They are in the process of restructuring how the airport authority functions. They are also redoing the bylaws.

Sign Committee – Mr. Thibodeau reported that the Sign Committee met two Thursday's ago. The Committee has submitted a list of suggested changes to the Planning Board for their review. If the Planning Board approves same, they will become warrant articles. There was also discussion at the Sign Committee regarding feather flags and signage over doors.

Health Care Study Committee – Ms. Sand reported the Health Care Study Committee met last night. The Committee is at a point now where they will compile a list of what could and could not be used and then the Committee will review this list and make recommendations. The recommendations will then be presented to the various Boards.

Budget Committee – Ms. Sand reported the Budget Committee is scheduled to meet on December 17, 2014.

MWVEC – Ms. Seavey reported the annual meeting of the MWVEC was held on November 20, 2014.

Sign Committee – Ms. Sand asked about feather flags and whether the Committee was talking about a proposal to limit them. Mr. Thibodeau stated that there was discussion on a particular design and to get rid of them. This has to go to two public hearings for discussion before it would go on the warrant. Ms. Seavey asked about a-frame signs. Mr. Thibodeau reported the committee discussed a-frame signs and felt that what we have now is appropriate. Mr. DiGregorio asked about balloons and why balloons can't be put outside at a card shop but a business next to them can put out the goods that they sell. Mr. Thibodeau stated that this was discussed at the committee. Any business could sell balloons and this would open a can of worms.

Valley Vision – Mr. DiGregorio reported that the Valley Vision board met the other day. Valley vision will also be coming before the Board of Selectmen in December to talk about their budget. Mr. DiGregorio next reported that there was also discussion at the Valley Vision meeting about folks with older televisions that can't view Valley Vision and that people have complained. Mr. DiGregorio stated this is a significant issue for them because this is part of their viewership. Mr. DiGregorio asked if he, Bill Edmunds and Earl Sires could sit down with Time Warner to discuss this issue. There was discussion of the charge for the cable box needed to view Valley Vision. The Board agreed to the talk with Time Warner Cable about this matter. Mr. Thibodeau next asked about rent for Valley Vision. Mr. DiGregorio stated they pay approximately \$600 per month for rent plus heat. Mr. DiGregorio next reported that we are now halfway into the Time Warner contract and this Board will now start to see some replacement equipment requests and the numbers could be significant.

Health Care Study Committee – Mr. DiGregorio reported the Health Care Study Committee met recently and are scheduled to meet again in January. The committee is at a point to make recommendations back to the individual boards. Mr. DiGregorio next stated that he feels they definitely found out that we are way too small to create our own clinic –we are just not big enough. They committee will probably look at wellness programs and support those to try and make sure our employees are as healthy as they can be.

Conservation Commission – Mr. Weathers reported the Conservation Commission will not be meeting in December unless something major comes up.

Thanksgiving – Mr. Weathers wished everyone a healthy and happy Thanksgiving and added to be careful in the storm tomorrow.

PUBLIC COMMENTS AND MEDIA QUESTIONS

There were no public comments or media questions.

ADJOURN

At 7:25 p.m. the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary