

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
January 13, 2015

The Selectmen's Meeting convened at 4:07 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.

HAPPY VIDEO

The Board partook in the filming of a clip for the Happy Video for the Conway 250th Anniversary.

CONSIDERATION OF UNANTICIPATED REVENUE LESS THAN \$10,000/RSA 31:95-B, III (b):

- a. \$1,000 from an anonymous donors to the Town of Conway PD for new police badges
- b. \$300 from Anita Brochu to the Town of Conway PD for the DARE account

Lt. Walker of the Conway Police Department joined the meeting and reviewed the two donations with the Board. Ms. Seavey asked if the badges are the 250th anniversary. Lt. Walker responded in the affirmative and showed his badge to the Board to review. Ms. Sand questioned if the amount received was enough for all of the badges they need. Lt. Walker stated that they were shy of about \$600 or \$700. Ms. Seavey commented that if people see this there may be more donations. **Ms. Sand moved, seconded by Ms. Seavey, to accept the unanticipated revenue in the amount of \$1,000 from anonymous donors to the Town of Conway Police Department for new police badges and \$300 from Anita Brochu to the Town of Conway Police Department for the DARE account. The motion carried unanimously.**

DISCUSSION OF PROPOSED WARRANT ARTICLES

Mr. Sires distributed a copy of proposed warrant articles to date, a warrant article study sheet, and information on bonding to the Board.

Mr. Sires first reviewed the warrant article study sheet with the Board and the possible effect on the tax rate if the articles are passed. Mr. Sires also pointed out that the proposed article for the police prosecutor should read \$21,000 instead on \$20,000 on the sheet. Ms. Sand stated that the Board voted for \$28,000 for this article previously. Mr. Sires advised that he has information on this and will present same when the Board reviews the warrant articles.

Mr. Sires next gave an overview of the bonding information provided to the Board. Mr. Sires reviewed that this is just an exercise and that we probably don't really have the time to bond this year but the Board can think about it for next year. There was discussion on bonding, terms, scheduling projects, etc.

Lilli Gilligan next distributed a copy of capital reserve fund (CRF) plans for review.

Mr. DegliAngeli first reviewed the CRF for Infrastructure. Mr. DegliAngeli reviewed the projects, balances in the reserve, bonding, etc. Mr. DegliAngeli reviewed the three approaches available are to bond, stick to the schedule or defer projects. Mr. DiGregorio questioned if the town could get an extension on the River Street culverts and then look to bond all culverts. Mr. DegliAngeli reviewed that the bid for the River Street culvert was awarded last week and a contract has been signed. Mr. DegliAngeli next stated that we could ask if they have committed to anything yet. There was further discussion of bonding culverts. There was no action to put off the River Street culvert. There was next further discussion on what amount should be put on the warrant article for the infrastructure CRF. The Board agreed to hold on a decision on this article until later in the meeting.

Mr. DegliAngeli next reviewed the CRF for Highway Equipment. There was discussion by the Board on the plow package for truck #26, the sweeper and the reserve amount.

Mr. DegliAngeli next reviewed the CRF for Solid Waste Equipment. Mr. DegliAngeli reviewed that the request is for \$105,000. There was a brief discussion on the Dozer.

Mr. DegliAngeli next reviewed the CRF for Landfill Expansion. Mr. DegliAngeli stated that the amount listed on the sheet is \$100,000 but the amount requested is actually \$110,000. The Board discussed the schedule and amounts to propose for this warrant article.

Mr. DegliAngeli next reviewed the CRF for Maintenance of Town Buildings and Facilities. The amount requested is \$325,000. Mr. DegliAngeli next reviewed that the office building at the landfill was previously voted on to be taken out of the landfill expansion CRF and so it is not on this sheet as it is in the expansion CRF. Mr. DegliAngeli further reviewed that we are still looking at a price for this 24' x 24' garage/office.

Mr. DegliAngeli next reviewed the CRF for Parks Department Vehicles and Equipment Replacement. The amount proposed is \$20,000. There was no discussion on this CRF.

Mr. Thibodeau next referred back the Maintenance of Town Buildings CRF and asked about the police station. Mr. DegliAngeli reviewed information on the sprinkler system and testing the system. Mr. DegliAngeli reviewed that the police department is collecting pricing for patching the sheetrock and fixing the ceiling tiles. Mr. DegliAngeli next reviewed that insulation has been put out to 2016. Mr. DegliAngeli next reviewed that there was also problems with the HVAC but we have been able to fix same. There was next a discussion by the Board on the insulation, type of insulation, amount of insulation, and costs.

Mr. Sires next reviewed a proposed warrant article for \$60,000 for the CRF for Police Vehicles. Mr. Sires reviewed this is for two vehicles.

The Board next discussed voting on Warrant Articles. The Board agreed to proceed with voting on the CRF articles.

Infrastructure CRF - **Ms. Sand moved, seconded by Ms. Seavey, that we approve the CRF warrant article for Infrastructure for \$400,000. The motion carried unanimously.**

Highway CRF – **Ms. Sand moved, seconded by Mr. DiGregorio, to approve the CRF warrant article for highway equipment for \$300,000. The motion carried unanimously.**

Solid Waste Equipment CRF – There was a brief discussion by the Board of \$100,000 versus \$80,000 for this article. Mr. Thibodeau stated he felt this should be left at \$105,000. **Mr. Thiobodeau moved, seconded by Ms. Sand, to approve the CRF warrant article at \$105,000 for Solid Waste Equipment. The motion carried 4-1-0 with Mr. DiGregorio voting in the negative.**

Landfill Expansion CRF – Mr. DiGregorio moved to make the article for Landfill Expansion \$20,000. There was no second to the motion. Ms. Sand moved to approve the Landfill Expansion CRF article for \$100,000. There was no second. **Mr. DiGregorio moved, seconded Mr. Weathers, to approve an article for \$80,000 for Landfill Expansion CRF.** There was brief discussion of the amounts and scheduling. **The motion failed 2-3-0 with Messrs. DiGregorio and Weathers voting in the affirmative and Mr. Thibodeau and Meses. Sand and Seavey voting in the negative.** Mr. Thibodeau moved, seconded by Ms. Sand, to approve the warrant article for \$110,000 for the Landfill Expansion CRF. The motion carried 3-2-0 with Mr. Thibodeau and Meses. Sand and Seavey voting in the affirmative and Messrs. DiGregorio and Weathers voting in the negative.

Town Buildings CRF – **Mr. Thibodeau moved, seconded by Ms. Sand, to approve a warrant article for \$325,000 for the CRF for Maintenance of Town Buildings and Facilities. The motion carried 5-0-0.**

Parks Department Vehicles and Equipment CRF – **Mr. Thibodeau moved, seconded by Ms. Sand, to approve a warrant article for \$20,000 for the CRF for Parks Department Vehicles and Equipment. The motion carried unanimously.**

Town Hall Water System - Mr. Sires next briefly reviewed a proposed article regarding the Town Hall Water System. **Mr. Thibodeau moved, seconded by Ms. Sand, to approve a warrant article for \$30,000 for a new town hall water system.** Mr. Thibodeau reviewed that this article will have an impact this year but in future years we will get the money back. There was next brief discussion regarding options to take if the article should fail i.e. do nothing or find money in the budget. Mr. Sires next questioned that if the neighbors say no and don't want to be involved does the Board still want a warrant article to go forward. Mr. Thibodeau asked how much the cost is for potable water for town hall. Ms. Gilligan advised it is about \$35 per month. Ms. Sand stated that she feels we would still need to fix the system as the water could affect the pipes. There was next review and discussion of the salt levels in the water and also that lead and copper have also been found in the town hall water. It has been posted at town hall to not drink the water. There was further brief discussion. **The motion carried 5-0-0.**

Illuminated Stop Signs - Mr. Sires reviewed a proposed warrant article for illuminated stop signs. Mr. DiGregorio asked if the signs are solar for \$8,000. Mr. DegliAngeli responded in the affirmative.

Portable Radar Signs – Mr. DiGregorio stated the signs are not solar. Mr. Sires reviewed these will also need to be moved by the public works department. Ms. Sand reviewed that the reason the police didn't go with solar is because they were limited to where you can put them and they have to be in an area without trees.

Police Vehicles CRF – **Mr. Thibodeau moved, seconded by Ms. Seavey, to approve a CRF warrant article for \$60,000 for police vehicles.** It was reviewed that the police are on a plan to do two cars a year. There was brief discussion on vehicle replacement and the types of vehicles purchased. **The motion carried unanimously.**

Town Employee Earned Benefits – **Mr. Thibodeau moved, seconded by Ms. Sand, to approve a warrant article for \$30,000 for employee earned benefits.** The motion carried unanimously.

PEG Trust Fund – **Mr. DiGregorio moved, seconded by Ms. Seavey to approve the warrant article for \$110,000 for the PEG trust fund.** The motion carried unanimously.

Eastern Slope Airport – **Ms. Sand moved, seconded by Mr. Thibodeau, to approve a warrant article for \$10,000 for the Eastern Slope Airport**

Illuminated Stop Signs – **Mr. DiGregorio moved, seconded by Ms. Seavey to approve a warrant article for \$8,000 for illuminated stop signs.** Mr. DiGregorio stated that he is torn on this issue as we have been asked to do something for the intersections (Grove Street and Seavey Street at the North South Road). Mr. Sires reviewed that this is for four signs at two intersections. Ms. Sand pointed out that the police had commented that once the signs are there that people get used to them. She feels that we need to ask the police to enforce instead. Drivers need to take responsibility to stop at stop signs. Mr. Thibodeau stated that he would like to see language in the article that says the signs are solar. The Board agreed. The Board also agreed that the article should state the quantity of signs. **Mr. DiGregorio amended the motion, seconded by Ms. Seavey to approve a warrant article for \$8,000 for illuminated stop signs and to add language that this article is for four solar powered signs.** Mr. Thibodeau next questioned if the signs are on all night. Mr. Sires advised that we can get this information for the Board. Mr. DiGregorio stated he agreed with Ms. Sand regarding the responsibility of drivers to stop at stop signs however, we got a report that Grove and Seavey Streets were high on the list of accident intersections and have had people come before us and ask about these intersections. He does not want to see this type of sign all over town but this matter should go before the voters. There was further brief discussion. **Mr. DiGregorio moved, seconded by Mr. Thibodeau, to table the motion. The motion to table carried 3-2-0 with Messrs. Thibodeau and DiGregorio and Ms. Seavey voting in the affirmative and Ms. Sand and Mr. Weathers voting in the negative.**

Portable Radar Signs - Mr. Thibodeau asked to have the police back in again to ask why they are not solar. **Mr. DiGregorio moved, seconded by Mr. Thibodeau, to table this matter.** Mr. DiGregorio stated he would like to see the actual pamphlet for this unit and information on costs, etc. Ms. Sand reviewed that the portable radar signs were something that this Board had requested. Mr. DiGregorio stated he would also like to know how many signs this article is for. **The motion to table carried 4-1-0 with Ms. Seavey and Messrs. Thibodeau, DiGregorio and Weathers voting in the affirmative and Ms. Sand voting in the negative.**

Crime Scene Evidence and Accident Reconstruction Mapping Equipment/Total Station – **Mr. DiGregorio moved, seconded by Ms. Seavey, to approve a warrant article for \$30,000 for the Cime Scene Evidence and Accident Reconstruction Mapping Equipment.** Ms. Sand stated that although it would be nice to update the equipment, she doesn't feel this is the year to do it and this is based on the amount it would be used. This would be an equipment upgrade and we haven't lost a court case yet because we don't have it. Further she does

understand that it takes more time to process a scene without it and understands the argument for it but she feels that we need to put this off again this year. Ms. Thibodeau stated that he agrees with Ms. Sand and added that we don't 100% need it. Mr. Weathers stated that he agrees as well. Mr. Sires noted that if the motion fails, then the proposed article would be removed from the draft warrant. **The motion failed 1-4-0 with Mr. DiGregorio voting in the affirmative and Mses. Sand and Seavey and Messrs. Thibodeau and Weathers voting in the negative.** The Board acknowledged that this would not appear on the warrant.

Multipurpose Trail – **Ms. Sand moved, seconded Mr. Thibodeau, to approve a warrant article for \$825,000 for the Whitaker Woods Multipurpose Trail.** Mr. Sires reported that we will hear in a few weeks if we are getting this grant. **The motion carried unanimously.**

Police Commercial Duty Revolving Fund – Mr. Sires reviewed the article with the Board. Mr. Sires reviewed that there are no funds attached to this article. This article expands the uses for the fund to include supplies, equipment, etc. **Ms. Sand moved, seconded by Ms. Seavey, to approve the warrant article for the expansion of the uses of the police commercial duty revolving fund. The motion carried unanimously.**

PEG Trust Fund – Mr. Sires reviewed that this article is also to expand the purposes of the previously established fund. Mr. Sires reviewed the proposed language of the article. **Ms. Sand moved, seconded by Mr. DiGregorio, to approve the warrant article for the expanded use of the PEG Cable TV fund to also include other broadcasting media such as the internet.** Ms. Sand stated that she feels the more people that have access the better. Mr. DiGregorio stated he will support this but wanted to note that if everyone went to the internet to watch then there would be no money to pay for this as the revenue stream is TV viewers. **The motion carried unanimously.**

Reclassify Henderson Road from Class 6 to Class 5 – Mr. Sires reviewed the proposed article for the reclassification of Henderson Road with the Board. Mr. Sires reviewed the section of Henderson Road with the Board. **Ms. Sand moved, seconded by Mr. DiGregorio, to approve the warrant article to reclassify Henderson Road from Class 6 to Class 5.** Ms. Sand questioned if the length of road should be added to the proposed article. There was next a discussion of the length of road, the turnaround area, etc. Ms. Sand stated that she would like to have more information on this for the next meeting. **Ms. Sand moved, seconded by Mr. Thibodeau, to table the motion. The motion to table carried unanimously.**

Victim Witness Advocate – Mr. Sires reviewed that the Board approved \$28,000 for this article at a previous meeting. Mr. Sires next advised that he spoke with the Police Chief today and the figure has been adjusted from \$28,000 to \$21,000 as the position would not be for the whole year in 2015 as this is voted on in April. Mr. Sires next reviewed language for the proposed article. **Ms. Sand moved, seconded by Mr. DiGregorio, to amend the original motion from \$28,000 to \$21,000 for the Victim Witness Advocate position.** Mr. Thibodeau stated that his concern is that a year or two down the road this position will be a full time position with full time salary and benefits and then this position will be \$60,000. If this was going to stay a part time position he would have no problem with it. Mr. DiGregorio stated he doesn't disagree that it may migrate into a full time position with benefits but that it would have to come before this Board for budget approval. There was further brief discussion on the future of this position. Ms. Sand commented that this Board did take this requested position out of the budget request for this year as we wanted to see it go before the voters. Whether it is put in for a part time or full time position in the following year, this Board still has the right to approve that or not. **The motion carried unanimously.**

Dispose of a Lien or Tax Deeded Property - Mr. Sires reviewed the proposed article with the Board. Mr. Sires advised this clears up any questions regarding disposing of property and gives the town the ability to sell property by listing it or by other means. **Ms. Sand moved, seconded by Ms. Seavey, to approve the warrant article for authority of the Board of Selectmen to dispose of a lien or tax deeded property in a manner than otherwise provided in RSA 80:80 III, as justice may require. The motion carried unanimously.**

REVIEW OF LETTER FROM WAKEFIELD, NH

Mr. Sires reviewed a copy of a letter sent from the Town of Wakefield to Carroll County Board of Commissioners regarding timely filing of documentation needed to set the tax rate. The Town of Wakefield has now asked if other communities want to join in with this letter and also attend a meeting that is to be scheduled regarding this matter. The Board asked how much of a delay was caused by the County. Ms. Gilligan reported on the late filing of the paperwork by the county and the effect of this on the cash flow for the town of Conway and how this was handled. There was further brief discussion by the Board. **Mr. DiGregorio moved, seconded by Mr. Thibodeau, to send a letter and, if a meeting is scheduled, staff should be down there to testify as to the way it affected us. The motion carried 5-0-0.**

SIGNING OF DOCUMENTS

- a. Abatement Tax Map/Lot 250-5
- b. Abatement Tax Map/Lot 250-96
- c. Notice of Intent to Cut Wood or Timber Tax Map/Lot 243-21
- d. Notice of Intent to Cut Wood or Timber Tax Map/Lot 247-1

Ms. Sand moved, seconded by Mr. DiGregorio, to sign the Abatement Tax Map/Lot 250-5, Abatement Tax Map/Lot 250-96, Notice of Intent to Cut Wood or Timber Tax Map/Lot 243-21, and Notice of Intent to Cut Wood or Timber Tax Map/Lot 247-1. The motion carried unanimously.

CONSIDERATION OF BILLS

a. Manifest 1/15/15 - **Ms. Sand moved, seconded by Ms. Seavey, to sign the Manifest dated 1/15/15. The motion carried unanimously.**

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Certificate of Appreciation for Jill Dicey

Ms. Sand moved, seconded by Ms. Seavey, to ratify the Certificate of Appreciation for Jill Dicey. The motion carried unanimously.

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

Town Reports – Mr. Sires reported that we are awarding the printing of the Town Reports to Smith and Town Printers again this year.

North Country Council/TAC – Mr. Sires reported he will be attending the North Country Council Transportation Advisory Committee meeting on Thursday at 3:00 pm in Bethlehem, NH.

BOARD REPORTS AND COMMENTS

ESAA – Mr. Thibodeau reported that the Airport Authority will now be holding quarterly meetings instead of monthly. They are also forming separate committees to report back to the Authority.

Planning Board – Mr. Thibodeau reported the Planning Board has not met since December.

Sign Committee – Mr. Thibodeau reported that the Sign Committee met last Thursday but failed to attract a quorum.

Budget Committee – Ms. Sand reported that the Budget Committee met last Wednesday and will meet again tomorrow. The School budget will be discussed at the meeting tomorrow.

Healthcare Study Committee – Ms. Sand reported the Healthcare Study Committee met yesterday and had discussion on what they have done so far. The committee did not make any recommendations yet.

Budget Committee – Ms. Sand reviewed that the meeting to review non profit budgets is scheduled for February 4, 2015 and that petitions are due by February 10, 2015.

MWVEC – Ms. Seavey reported that the MWVEC has not met recently.

250th Anniversary – Ms. Seavey questioned if the town employees would be buying an ad for the 250th publication. Mr. Sires advised that Rhoda Quint is working on this. Ms. Seavey stated that this should also include the Board of Selectmen.

Valley Vision – Mr. DiGregorio reported that a Valley Vision Board of Directors meeting is scheduled for Thursday, January 15, 2015, at 4:00 p.m.

Healthcare Study Committee – Mr. DiGregorio reported the Healthcare Study Committee met yesterday. There was a discussion about the information gathered so far. There wasn't a quorum and so they didn't vote on anything or make any final recommendations. The next meeting of the committee is scheduled for March 16, 2015. Ms. Sand stated that since both she and Mr. DiGregorio are up for reelection this year, and she is not running, she wants to make sure that people show up for the March meeting as there will not be time for another meeting before her term is up.

Jill Dicey/Retirement Party – Mr. Weathers reported that a retirement party was held for Jill Dicey at the Police Station this past Friday.

Conservation Commission – Mr. Weathers reported the Conservation Commission is scheduled to meet tomorrow night, January 14, 2015, at the Whitaker Meeting House.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer of the Conway Daily Sun asked about the bonding issue discussed earlier in the meeting. Mr. Sires stated there is no real proposal as of yet but if they were to look at this they would take the largest projects and bond them.

ADJOURN

At 7:17 p.m. the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hollowell
Executive Secretary