

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
February 3, 2015

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, Stacy Sand, and Carl Thibodeau, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell.

Selectman, Mary Carey Seavey, was not present due to another obligation.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mr. Weathers stated that the agenda item regarding lighting for the bridge over Route 16 will be carried to the next meeting. Mr. Weathers also advised that the agenda item regarding the portable radar signs will be moved up on the agenda. **Ms. Sand moved, seconded by Mr. DiGregorio, to approve the agenda as amended. The motion carried 4-0-0.**

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

- a. \$750 from an Anonymous Donor to the Town of Conway PD for Badges
- b. \$440 from Gene Brown to the Town of Conway PD for Badges
- c. \$400 from Badger Realty to the Town of Conway PD for Badges

Police Chief, Ed Wagner, and Lieutenant Walker were present for discussion.

Lt. Walker reviewed the three donations received for police badges with the Board. **Ms. Sand moved, seconded by Mr. DiGregorio, to accept the \$750 from an anonymous donor to the Town of Conway Police Department for badges, \$440 from Gene Brown to the Town of Conway PD for badges and \$400 from Badger Realty to the Town of Conway PD for Badges. The motion carried 4-0-0.**

VALLEY VISION REQUEST FOR CAPITAL EQUIPMENT
EXPENDITURE FROM THE PEG TRUST FUND

Bill Edmunds, Station Manager for Valley Vision, was present for discussion. Mr. Edmunds reviewed that when the Town of Conway renegotiated the cable contract with Time Warner Cable in 2010 it was agreed that Time Warner would provide funds for upgrading equipment. Mr. Edwards stated there is around \$65,000 left in the fund at this time. Any equipment purchased through this fund is owned by the Town of Conway. Valley Vision is now asking that \$30,741 be allocated to upgrade equipment. Mr. Edmunds next distributed a reviewed a list of equipment requested. Mr. Sires reviewed that these funds are in the PEG revolving fund and the Board of Selectmen can expend from this fund.

Mr. DiGregorio asked Mr. Edmunds if they have a list of obsolete equipment, equipment that is junk. Mr. Edmunds stated that there is a lot of equipment that has become obsolete, computer monitors, etc. Mr. DiGregorio stated that Mr. Edmunds should get a list of this equipment to the Town.

Mr. DiGregorio moved, seconded by Ms. Sand, to approve the expenditure request from the PEG fund. The motion carried 4-0-0.

PROCLAMATION – TAKE YOUR CHILD TO THE LIBRARY DAY
ON 2/7/15 AT THE CONWAY PUBLIC LIBRARY

Conway Public Library Director, David Smolen, joined the meeting. Mr. Smolen reviewed Take Your Child to the Library Day and events planned by the Conway Public Library. **Ms. Sand moved, seconded by Mr. DiGregorio, to sign the Proclamation for Take Your Child to the Library Day on 2/7/15. The motion carried 4-0-0.**

WARRANT ARTICLES

a. Portable Radar Speed Signs – Mr. Sires distributed and reviewed information received from a vendor on portable radar speed signs. Mr. DiGregorio stated we have been looking at the portable units and would the Police Chief be more interested in getting a different type that are solar. Chief Wagner stated they looked at the portables as they thought they could use them when they get calls from different streets in town. They are a lot of work however, maintenance, moving them, batteries, etc. The Chief next stated that if the Board wants a different type then he would rather have a permanent one that is solar powered and placed in an area such as coming from Fryeburg into Conway. Ms. Sand stated that she thought the police had stated before that they stop being effective if they are in the same place. Chief Wagner and Lt. Walker next advised that they did talk to a chief in another town about the signs and that locals do become desensitized to them but they do work for people from out of town. Ms. Sand next reviewed that the conversation regarding the portable radar signs started when we had a conversation with a person on Bald Hill Road and now we are talking about putting a permanent sign in Center Conway instead. In her opinion if we can't serve the needs of our constituents then the point is moot. We need portable signs and she will not vote for a radar sign that is not portable. Mr. DiGregorio stated that we have also received complaints from Center Conway in the past. There was further discussion regarding permanent versus portable radar signs. Mr. Weathers stated that he agreed with Ms. Sand and he would like to see portable radar signs as well. Mr. DiGregorio stated he feels we should try and see if the permanent signs work as the price for these is substantially less. Mr. Thibodeau stated he won't vote for signs that can't be moved. Further, he feels we need to do more research on this subject and that we should put this off until next year. After further brief discussion, the Board agreed they would take no action on this matter at this time. The Board agreed this will not go on the warrant this year.

LIGHTING FOR BRIDGE OVER ROUTE 16, CONWAY VILLAGE

This agenda item was carried to next meeting

DISCUSSION OF PROJECT PROPOSALS FOR NHDOT
TEN YEAR TRANSPORTATION PLAN

Public Works Director, Paul DegliAngeli, joined the meeting.

Mr. Sires reviewed that he recently attended a meeting of the North Country Council and they are starting on the 10 year DOT Transportation Plan. Information is in the Board of Selectmen Agenda packet regarding the process. North Country Council would like our projects submitted by February 27, 2015.

Mr. DegliAngeli stated that in the past we have talked about East Conway Road, which is a state highway. Previously, former DOT Commissioner Clement had asked if the town would take over the road. The Board had indicated they would but not before it is up to standards.

The problem for the state is that this is a big project and is approximately a \$9-12,000,000 project. Mr. DegliAngeli next stated that if this is a project this Board is in favor of then we can include it in the list and, also, we will need to know if you are willing to take it over once construction is finished.

Mr. DegliAngeli next stated there is also the intersection of East Conway Road and Route 302. It takes a long time to get out onto Route 302 and would the Board like to see a signal, a roundabout, or leave it as is.

Mr. DegliAngeli next reviewed there are also the three intersections in Conway that have been discussed previously which are Route 16 and Route 113, Route 153/Washington Street and Route 16, and Route 112/Kancamagus Highway and Route 16. There was discussion previously on these intersections and the State has a roundabout concept for Route 16 in Conway Village. Mr. Thibodeau stated he would like to see the plan. Mr. Weathers questioned if this plan would eliminate traffic lights in Conway Village. Mr. DegliAngeli responded in the affirmative.

Mr. DegliAngeli next reviewed that a rehab is in the plan already for the roadway in Conway Village but not a roundabout.

Mr. Thibodeau asked if sidewalks could be put in our plans to our specification. Mr. Thibodeau further stated that it is his understanding that there will be a request to ask the town to take over the sidewalks in Conway Village. Mr. Sires stated that there was an article passed previously and if the sidewalks are abandoned then the Board of Selectmen can consider taking them over. The District would have to vote to abandon them first. Mr. Thibodeau stated that it is his understanding that there will be a petition on the Conway Village warrant this year to ask the Town of Conway to take over sidewalks.

Mr. DegliAngeli next stated that a planned project now is to do a repave in Conway Village and the water main will also be done as well.

Mr. Thibodeau stated that in his opinion East Conway Road should be the #1 priority. Ms. Sand stated that she agrees but that we should also put the roundabout in Conway Village on the list. She also feels that just fixing the lights timing-wise would help in this area. Ms. Sand next stated that she sees and agrees that the intersection of 113/302 is an issue but we haven't heard of a lot of accidents at this location. Mr. Weathers stated he agreed, as far as priorities go, with what Ms. Sand stated.

Mr. Weathers next asked about the sidewalks in Conway Village and if this happens does it force us to maintain them and, also, if they are fixed does this force the town to fix other sidewalks as well. Mr. DegliAngeli reviewed that sidewalks were fixed in North Conway as we could get to them. Mr. Sires stated that it is still up to the Board of Selectmen as to whether the Board wants to accept the responsibility. Also, we don't know if they are all being maintained now. We would need to look at further information before deciding to accept the sidewalks.

Mr. Weathers next questioned if the Board would like to see a plan for the roundabout in Conway Village. Mr. Thibodeau stated he would like to see a roundabout plan but feels East Conway Road is a priority. There was next a question by the Board as to whether North Country Council would give more priority to the project in Conway Village because of traffic as opposed to East Conway Road. Mr. Sires stated that prioritizing East Conway Road is a good message for the community but he doesn't believe that your prioritization is going to counter the actual data for traffic volumes etc. Also, East Conway Road doesn't have a route number and may not be a priority even though it is to you.

The Board next discussed Conway Village as a priority. The Board agreed they would like to see a mock up plan for roundabouts in Conway Village. It was agreed that this would be scheduled for the next meeting.

There was next further brief discussion regarding East Conway Road. **Ms. Sand moved, seconded by Mr. DiGregorio, to direct staff to submit East Conway Road being a priority with the potential of adding other projects to the North Country Council process. The motion carried unanimously.**

FINANCE REPORT

a. Approval of projected general fund revenue - Finance Director, Lilli Gilligan, joined the meeting. Mr. Sires reviewed that the figures have not been audited yet and that we are about \$284,000 less than budgeted and also revenues are coming in at more than what was projected. We are looking at around \$600,000 to \$700,000 to submit to fund balance. We will have better numbers as we go through the audit process.

Mr. Sires next stated that he was asked by Mr. Thibodeau if we can use any of this to offset CRF's. Mr. Sires advised that the Board can do this and can put this on a warrant article. Mr. Thibodeau stated that it is the Infrastructure CRF that he has concerns with as the account will be under \$200,000. He would like to see us take \$100,000 of that money and add it to the CRF for Infrastructure Reconstruction and maybe use \$50,000 of it to do another project or just carry the whole \$100,000. It is disconcerting the projects this town has and will need over the coming years.

Ms. Gilligan next distributed and reviewed an updated proposed general fund revenue report and reviewed same with the Board. **Ms. Sand moved, seconded by Mr. DiGregorio to approve the projected revenues for 2015. The motion carried unanimously.**

b. Review of default budget - Mr. Sires reviewed that the Default Budget is set by the Budget Committee and that this information was submitted to the Budget Committee last week. Ms. Gilligan next reviewed the proposed default budget information with the Board.

Mr. DiGregorio stated that there is some proposed legislation that the default budget can only be 98% of last year's spent appropriations. The way he looks at this is that any municipality that tries to be frugal will get penalized down the road because the following year's default budget be 98%. There was discussion by the Board. **Ms. Sand moved, seconded by Mr. DiGregorio, that we create a letter to the local legislators to show the Board's opposition to this bill that the default budget can only be 98% of last year's spent. The motion carried unanimously.**

c. Review of monthly receipts - The monthly receipts were available for the Board's review.

REVIEW AND CONSIDERATION OF HEALTH TRUST CERTIFICATION TO PROTECT INFORMATION

Mr. Sires reviewed that this is a form that the Health Trust sent to the Town and is in regard to HIPAA and protecting confidential information. The Health Trust is asking the Town to sign and that we are protecting privileged and protected information. Mr. Sires next reviewed Certification with the Board. **Ms. Sand moved, seconded by Mr. DiGregorio, that we sign the Certification to Protect Information.** There was further brief review of the form. **Ms. Sand amended the motion, seconded by Mr. DiGregorio that we sign the Certification to Protect Information and that the form be signed by the Town Manager. The motion carried unanimously.**

SIGNING OF DOCUMENTS

- a. Abatement Tax Map/Lot 230-98
- b. Application for Current Use Tax Map/Lot 288-53
- c. Corrective Selectmen's Deed Tax Map/Lot 265-115
- d. Notice of Intent to Cut Wood or Timber (Supplemental) Tax Map/Lot 284-14.1
- e. Permanent Application for Property Tax Credit/Exemption Tax Map/Lot 254-29.033
- f. Permanent Application for Property Tax Credit/Exemption Tax Map/Lot 268-117.61
- g. Permanent Application for Property Tax Credit/Exemption Tax Map/Lot 276-133
- h. Permanent Application for Property Tax Credit/Exemption Tax Map/Lot 288-16
- i. Permanent Application for Property Tax Credit/Exemption Tax Map/Lot 255-10.001

Ms. Sand moved, seconded by Mr. DiGregorio, to sign the Abatement Tax Map/Lot 230-98, Application for Current Use Tax Map/Lot 288-53, Corrective Selectmen's Deed Tax Map/Lot 265-115, Notice of Intent to Cut Wood or Timber (Supplemental) Tax Map/Lot 284-14.1, Permanent Application for Property Tax Credit/Exemption Tax Map/Lot 254-29.033, Permanent Application for Property Tax Credit/Exemption Tax Map/Lot 268-117.61, Permanent Application for Property Tax Credit/Exemption Tax Map/Lot 276-133, Permanent Application for Property Tax Credit/Exemption Tax Map/Lot 288-16, and Permanent Application for Property Tax Credit/Exemption Tax Map/Lot 255-10.001.

CONSIDERATION OF BILLS

- a. Manifest 2/4/15
- b. Payroll 2/4/15

Ms. Sand moved, seconded by Mr. DiGregorio, to approve the Manifest dated 2/4/15 and Payroll dated 2/4/15. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Certification for Yield Taxes Assessed Tax Map/Lot 280-43.1
- b. Timber Tax Levy Tax Map/Lot 280-43.1
- c. Manifest 1/29/15

Ms. Sand moved, seconded by Mr. DiGregorio, to ratify the Certification of Yield Taxes Assessed Tax Map/Lot 280.43-1, Timber Tax Levy Tax Map/Lot 280.43-1 and Manifest dated 1/29/15. The motion carried 4-0-0.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. MWVCC/12th Annual Chilly Chili Cook-Off – 2/28/15

Mr. DiGregorio moved, seconded by Ms. Sand, to approve the Special Event Application for the MWVCC 12th Annual Chilly Chili Cook Off on 2/28/15. The motion carried unanimously.

CONSIDERATION OF MINUTES: 1/13/15 AND 1/20/15

Ms. Sand moved, seconded by Mr. DiGregorio, to approve the minutes of 1/13/15 and 1/20/15 as written. The motion carried unanimously.

TOWN MANAGER REPORT

East Conway Road Land Offer – Mr. Sires reviewed that the Marshall's had offered to donate land on East Conway Road for use as a recreation facility and community building. There have been a number of discussions with the Friends of Conway Rec (FOCR) and Selectmen regarding this matter. The FOCR funded a study to look at costs to convert the building, etc. The study was completed and it was determined on both the part of the Selectmen, the FOCR and the Marshalls that the cost to convert this property wasn't feasible and so everyone involved agrees not to pursue it. The FOCR is now discussing looking at improving the existing recreation site in the future. The Board of Selectmen have written a letter thanking the Marshall's for their willingness to do this for the community.

Whitaker Woods Trail/DOT Application – Mr. Sires reviewed that the Whitaker Woods trail application to the DOT was analyzed and ranked. We ended up being approved for funding but they ran out of money before we were reached. There are two other projects that would have to drop out for us to get the funding for this project. This could still happen and so the recommendation at this time is to keep the article on the warrant this year.

Budget Committee – Mr. Sires reported the Budget Committee public hearing on the budget is scheduled for next week. Mr. Sires next reviewed that the DRA has now told us that we need to enter all of the budget information into a program for the DRA on their website.

BOARD REPORTS AND COMMENTS

ESAA – Mr. Thibodeau reported the ESAA is now meeting quarterly. They also have committees that meet and then will be reporting back to the Board.

Planning Board – Mr. Thibodeau reported that the Planning Board met recently. The Sign committee had brought forward eight proposals to the Planning Board and the Planning Board has agreed to move forward with some of the proposals. Mr. Thibodeau next stated that he feels that all of the suggestions made by the Sign Committee should have been forwarded to the warrant for voters to decide on.

Budget Committee – Ms. Sand requested that a copy of the warrant articles be given to the Budget Committee before next week. The Budget Committee would also like to see the proposed articles that the Board did not vote for as well. Ms. Sand next requested that the revenue information be provided to the Budget Committee. Ms. Sand next reviewed that the Budget Committee had made a HIPAA request for certain information. Mr. Sires stated this wasn't a committee request. We did give them information regarding benefits and salary. Ms. Sand next stated that the Budget Committee met last night for questions for the town and school and that Mr. Sires also talked about bonding projects next year. No one from the school showed up to represent the school at last night's meeting. Ms. Sand next reported there is a meeting scheduled tomorrow night and the non profits will be presenting their budgets.

Stop Signs – Mr. DiGregorio referred to the proposed article for blinking stop signs and stated that he has a problem with them blinking 24 hours a day. They do make a unit that has a motion detector that attaches to the stop sign. This is an option for future Boards to look at and the cost is about \$650. This is something that would only turn on as a car approaches.

Legislation – Mr. DiGregorio reported that Representative McCarthy has entered legislation regarding the County Commissioners that would force the commissioners to get legislative approval to move money from one line of their budget to another. Mr. DiGregorio further added that he understands that Mr. McCarthy wants the town to do this as well. Mr. DiGregorio next stated that everything we are doing now is legal and the right way to handle

budgets. Mr. DiGregorio further added that if we overspend on something like salt we would have to spend money on a special town meeting and he does not understand why Mr. McCarthy put this legislation in. Mr. DiGregorio stated he just wanted to alert everyone that this is the type of legislation we are seeing now.

Mr. Thibodeau stated that another piece of legislation that is going through is regarding allowing the town to offer tax abatements to businesses that are considering moving into town. If this passes it would also have to go to town meeting to ratify same. The legislation would allow the Board of Selectmen to abate up to 100% of improvements on an addition to a building or a new building. Mr. Thibodeau stated that this worked in Coos County to bring in business. Mr. Thibodeau stated that if this passes on June 1 then we can put this on the warrant next year in Conway.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer requested a copy of the report on the Marshall property. Mr. Sires advised we will provide same.

Mr. Steer next asked about the Sign Committee proposals that didn't go forward and if the Board of Selectmen can do anything or could someone put in a petition. Mr. Thibodeau advised that this would not be a Selectmen's article. Mr. Sires advised that it is too late this year for a zoning petition.

Mr. Steer next stated with regard to the oval for Conway village that he would like to hear more opinions from the Board on this. The Board advised that they haven't seen the plan yet.

Mr. Steer next asked if a report on the money for paving the Whitaker Woods trail came with the decision. Mr. Sires advised there is no report but we did receive a letter reporting on our ranking.

Mr. Steer asked if the Board has any interest in inviting Mr. McCarthy in to discuss projects. Mr. DiGregorio stated he did not. There was no discussion on this by the Board.

ADJOURN

At 6:25 p.m. the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary