

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
December 1, 2015

The Selectmen's Meeting convened at 4:00 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, C. David Weathers (Chair), Carl Thibodeau, John Colbath and Steven Porter, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell.

Selectman, Mary Carey Seavey, was not present.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mr. Colbath moved, seconded by Mr. Porter, to approve the agenda. The motion carried unanimously.

PUBLIC HEARING – REQUEST TO REDUCE SPEED LIMIT ON
HUNTING RIDGE ROAD FROM 25 MPH TO 15 MPH

Mr. Weathers opened the public hearing at 4:02 p.m.

Daniel Stewart and his daughter, Danielle Stewart, were present for discussion. Mr. Stewart briefly reviewing discussion held at the last meeting with the Board. Mr. Stewart further reviewed that he is asking that the speed limit on Hunting Ridge Road be lowered to 15 miles per hour.

Mr. Sires reviewed that in the Board's agenda packet, there is a report that was done several years ago regarding town standards for speed limits, etc.

Mr. Stewart stated his daughter also asks that the speed limit be lowered. Danielle Stewart advised that she rides her bike on this road too.

Mr. Weathers asked about speeders on the road. Mr. Stewart explained they come to the end of his road, turn around, and speed off.

There were no further public comments. Mr. Weathers closed the public hearing at 4:06 pm.

Mr. Weather explained that the Board will take this matter under consideration. No decision will be made today.

EAST SIDE ROAD COVERED BRIDGE INSPECTION REPORT - BOB LANDRY/NHDOT

Robert Landry of the NHDOT and William Horne PE of CHA Company joined the meeting.

Mr. Sires advised that the NHDOT is asking that the Board sign a Municipal Work Agreement for the East Side Road Covered Bridge project and Mr. Landry and Mr. Horne are here to today to give the Board more information on the project.

Mr. Landry and Mr. Horne distributed and reviewed a plan drawing of the bridge, photos of the bridge, bridge piers and river and, also, an aerial photo of the bridge.

Mr. Horne reviewed the history of events involving the bridge, previous work done on the bridge, and the current condition of the bridge. There was discussion with the Board as to the need for the project. Mr. Horne indicated that based on their study there was a risk of scour to the bridge.

There was next discussion regarding the scheduling and duration of the project. The NHDOT suggested doing the project in fall as there is lower river flow. Also, by doing the project in the fall they feel that once school opens up there is less people using the park. They estimate that the project will take 6-8 weeks. Their plan is to advertise the project in 2016 and do the work in 2017. Mr. Sires suggested that dates for the project be specified in the Municipal Work Zone Agreement. The NHDOT officials agreed this could be added to the Agreement.

There was next a discussion of the staging area for the project. NHDOT officials indicated that they would use Davis Park for the staging area and for access to the Bridge. There was a discussion regarding the access area. The NHDOT agreed to meet on site to discuss the access design prior to starting the project.

REVIEW OF PROPOSED 2016 BUDGET

Ambulance - Chief Solomon was present for discussion. Mr. Sires gave a brief overview of the proposed 2016 Ambulance budget. Mr. Sires next reviewed that the ambulance contract will have to be renegotiated in the summer of 2016 as it expires in 2017.

Fire and Emergency Management – Mr. Sires gave a brief overview of the proposed 2016 Fire and Emergency Management budget. Mr. Sires reviewed the non precinct fire agreement is with the Conway Village Fire District and North Conway Water Precinct to cover areas of town not covered by a precinct. Mr. Sires further reviewed that this contract is also up for negotiation next year and expires in 2017. There was next a review and discussion of fire ponds. Chief Solomon stated we need more information on the fire ponds and dry hydrants in town. Mr. Weathers reviewed a brief history. Mr. Weathers stated we need a list of the ponds and hydrants in town and then plan for maintenance costs. After further discussion, it was agreed by the Board that more information is needed to determine a budget figure.

Patriotic Purposes – Mr. Sires gave a brief overview of the proposed 2016 Patriotic Purposes budget. Mr. Sires stated this was reduced but now we have looked at it again and will need to add in additional funds if the Board wants to continue with the same level of service. Mr. Sires suggested a \$5,000 increase to the proposed 2016 budget. Ms. Gilligan reviewed the costs for the 2015 fireworks and labor. Ms. Gilligan advised that the labor is in the Recreation Labor line. Mr. Thibodeau questioned if the labor costs could be added to the Patriotic Purposes budget instead. Ms. Gilligan stated her preference would be to keep the labor in the recreation labor line due to payroll, taxes, etc. Mr. Thibodeau stated he would like to see the costs for the Fourth of July. There was further discussion of the Fourth of July and labor. Mr. Thibodeau agreed that it is okay to leave the labor in the recreation budget so long as everyone understands the costs.

Executive – Mr. Sires reviewed the proposed 2016 Executive Budget. Mr. Sires reviewed that this includes \$10,000 for 2016 for North Country Council. Mr. Sires next gave an overview of the town's relationship with North Country Council.

Legal – Mr. Sires gave an overview of the proposed 2016 Legal budget. Mr. Sires reviewed that this proposed budget decreases as we only have one remaining Transvale case in court.

Welfare – Mr. Sires gave an overview of the proposed 2016 Welfare budget. Mr. Sires explained the requested amount has decreased. An average of the past four to five years was looked at and budgeted accordingly.

Conservation Commission – Mr. Sires gave a brief overview of the proposed 2016 Conservation Commission budget. Mr. Sires advised this budget decreases and is based on projects that the commission is going to undertake next year. Ms. Weathers next gave a brief overview of the projects planned by the Conservation Commission.

Debt Principal and Debt Interest - Ms. Gilligan reviewed the proposed 2016 Debt Principal and Debt Interest budget. Ms. Gilligan advised this is for a bond payment. There are two bond payments remaining with the last one in 2017.

Interest on TANs – Ms. Gilligan gave a brief overview of the proposed 2016 Interest on TAN's budget.

Mr. Sires stated that this completes the initial review of the proposed budget. Next week we will start working on warrant articles and capital reserve funds and also have more discussion on the proposed general fund budget. Mr. Sires next stated that at the following weeks meeting or soon thereafter we will need to have an approved budget to forward to the Budget Committee.

DISCUSSION OF PROPOSED 2016 REVENUES

Finance Director, Lilli Gilligan, reviewed a list of projected revenues for 2016. There was general discussion with the Board regarding revenue sources.

REVIEW AND CONSIDERATION OF VALLEY VISION AGREEMENTS

Mr. Sires reviewed a summary memo regarding proposed cooperative agreements with the Towns of Albany, Bartlett, Fryeburg, Jackson and Madison for broadcasting and services of Valley Vision/Cable Channel 3. There was brief discussion with the Board regarding the agreements. Mr. Sires requested the Board approve the agreements for 2016. Mr. Sires also reviewed this is pending voter approval at town meeting. **Mr. Colbath moved, seconded by Mr. Porter, to approve the PEG TV agreements with the Towns of Albany, Bartlett, Fryeburg, Jackson and Madison. The motion carried unanimously.**

AUTHORIZATION FOR HOUSEHOLD HAZARDOUS WASTE DAY

Mr. Sires reviewed this Certificate of Authority form authorizes Public Works Director, Paul DegliAngeli, to enter into the grant contract for Household Hazardous Waste Day. The State of NH asks for this formal Certification. **Mr. Colbath moved, seconded by Mr. Thibodeau, to enter into the grant contract with the NH Department of Environmental Services and and to authorize Public Works Director, Paul DegliAngeli to execute any documents necessary for this grant. The motion carried unanimously.**

APPOINTMENT OF ESAA REPRESENTATIVE

Mr. Thibodeau reported the ESAA made bylaw changes. One of the changes was that they added a third Town of Conway representative to the ESAA Board. This is to achieve

parody with Fryeburg as a contributor to the airport. This representative is to be appointed by the Board of Selectmen. Currently he and Earl Sires are Board members and now the Selectmen can appoint another representative. The representative does not have to be a member of the Board of Selectmen but does need to be a Conway resident. Mr. Thibodeau next advised that the ESAA Board meets quarterly. Mr. Weathers suggested that an ad be placed in the newspaper. The Board agreed.

REVIEW OF RECEIPTS

Receipts were available for the Board's review.

SIGNING OF DOCUMENTS

- a. Abatement Tax Map/Lot 247-3
- b. Abatement Tax Map/Lot 250-159
- c. Abatement Tax Map/Lot 250-160
- d. Certification of Yield Taxes Assessed Tax Map/Lot 226-2
- e. Notice of Intent to Cut Wood or Timber Tax Map/Lot 295-3
- f. NHDES 2014 Local Government Financial Test for Town of Conway
- g. Timber Tax Levy Tax Map/Lot 226-2
- h. 2015 Equalization Municipal Assessment Data Certificate

Mr. Colbath moved, seconded by Mr. Porter to sign the Abatement Tax Map/Lot 247-3, Abatement Tax Map/Lot 250-159, Abatement Tax Map/Lot 250-160, Certification of Yield Taxes Assessed Tax Map/Lot 226-2, Notice of Intent to Cut Wood or Timber Tax Map/Lot 295-3, NHDES 2014 Local Government Financial Test for Town of Conway, Timber Tax Levy Tax Map/Lot 226-2 and 2015 Equalization Municipal Assessment Data Certificate. The motion carried unanimously.

CONSIDERATION OF BILLS

- a. Accounts Payable Manifest dated 12/3/15

Mr. Thibodeau moved, seconded by Mr. Colbath, to approve the Accounts Payable Manifest dated 12/3/15. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Accounts Payable Manifest dated 11/25/15
- b. Payroll dated 11/25/15

Mr. Colbath moved, seconded by Mr. Thibodeau, to ratify the Accounts Payable Manifest dated 11/25/15 and the Payroll dated 11/25/15. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

There were no Special Event Applications for consideration.

CONSIDERATION OF MINUTES

Consideration of minutes was carried to the next meeting.

TOWN MANAGER REPORT

ESAA – Mr. Sires reported that he attended an ESAA meeting on November 24, 2015.

CDBG – Mr. Sires reported that he will be attending a CDBG meeting this Thursday in Concord.

Oak Street Property – Mr. Sires reported the Oak Street property has been redeemed by the former owners. It is his understanding that it may be sold to an abutter.

Henderson Road property – Mr. Sires reported a closing is scheduled for December 10, 2015 for the Henderson Road property.

North Country Council – Mr. Sires reported he attended a North Country Council Transportation Advisory Committee meeting last week. At the meeting he did ask about rail transportation in town as there have been questions of what is going on in this area such as with maintaining the rail in Redstone, freight, the Conway Scenic Railroad purchase and, also, we have had two applications to the Planning Board for propane storage. Mr. Sires stated when he asked about this information; they all seem to be unrelated to each other. The NHDOT does have one proposal to use the rail but information on this is not being released yet.

Large Format Scanner – Mr. Sires reported that the town now has a large format scanner and for right now it is in the meeting room. It will eventually be moved out into other office space.

BOARD REPORTS AND COMMENTS

Planning Board – Mr. Porter reported that the Planning Board is scheduled to meet next week.

Budget Committee – Mr. Colbath reported the Budget Committee is meeting tomorrow night.

ZBA – Mr. Colbath reported that a ZBA meeting is scheduled for December 16, 2015.

Pre Bid Meeting/Town Hall Study – Mr. Thibodeau asked if the pre bid meeting was held regarding the town hall study. Mr. Sires reported that it was held on November 17, 2015 and about a half dozen firms were present. There was good discussion and, also, there was a walk through of the Town Hall building and the old Echo building. The bids for the study are due on December 16.

ESAA – Mr. Thibodeau reported the ESAA held their quarterly full Board meeting last week and the week prior the Executive Committee met. A capital project for 2016 is the pavement in front of the terminal building which is a third of the parking area for the aircraft. This will go to bid late winter/early spring of 2016 and the project will take place in the summer or fall of 2016. Mr. Thibodeau next reported that a proposed budget was also presented to them at the meeting and this does need some tweaking and so he does not have a copy for this Board as yet. It is a pretty much break event budget and a solid budget. Mr. Thibodeau next advised that the ESAA Board ratified a new set of bylaws and he will provide this Board with copies at the next meeting along with a copy of the budget. Mr. Thibodeau next advised that the ESAA Board is also in the process of developing a strategic plan.

ESAA Warrant Article – Mr. Sires stated that funding for the airport will be through a warrant article this year and the budget next year. Mr. Thibodeau pointed out in the past there

was discussion that before transferring this to the budget we would see if we got a reasonable majority of voter support for three years. He agrees and is of the opinion to put this in as a warrant article again this year.

Selectmen Meetings – Mr. Weathers advised there are Selectmen meetings scheduled for the next two weeks.

Conservation Commission – Mr. Weathers reported that the Conservation Commission will not be meeting in December. The next meeting will be held in January.

Tree Lighting – Mr. Weathers reported the tree lighting will be held in Conway Village on Saturday at 4:00 p.m.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Street of the Conway Daily Sun asked if there was any information about the lp storage projects. Mr. Porter stated they have come before the Planning Board as yet and this may be scheduled for the December 10, 2015 meeting and, if not; it will be after the first of the year. Mr. Steer asked if it will be a large facility. Mr. Porter stated it will be a similar project to the White Mountain Oil set up on East Conway Road.

Mr. Steer questioned if the town got any feedback on Airbnb, etc. Mr. Sires stated that staff will have a discussion on this with the Board of Selectmen on December 15, 2015.

ADJOURN

At 6:42 p.m. the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary