

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
January 31, 2017

The Selectmen's Meeting convened at 4:06 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, C. David Weathers, Mary Carey Seavey, Carl Thibodeau, John Colbath, and Steven Porter; Town Manager, Earl Sires, and Executive Secretary, Karen Hallowell.

PLEDGE OF ALLEGIANCE

Ms. Seavey led the Board in the Pledge of Allegiance to the Flag.

APPROVAL OF AGENDA

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

CONSIDERATION OF OFFER OF GIFT OF LAND / 2859 WHITE MOUNTAIN HIGHWAY, TAX MAP LOT 215-7

Mr. Weathers reviewed that two public hearings have been held regarding the offer of gift of land at 2859 White Mountain Highway, Tax Map/Lot 215-7. Also, the Town received recommendations from both the Planning Board and Conservation Commission in favor of the proposal. Mr. Sires next reviewed the location of the property with the Board. Mr. Sires further reviewed that the two-story structure on the lot will be demolished and the area will be returned to greenspace. **Mr. Colbath moved, seconded by Mr. Porter, to accept the gift of property Tax Map/Lot 215-7. The motion carried unanimously.**

CONSIDERATION OF GIFT OF SIGNS FROM THE CONWAY AREA LIONS CLUB

Christine Sortwell of the Conway Area Lions Club joined the meeting.

Ms. Sortwell advised that their club in Atkinson, NH, has been working with the NH Government Relations Committee to bring into law SB471 regarding parking access aisles. Ms. Sortwell next advised that it took affect January 1, 2017. Ms. Sortwell next reviewed RSA 265:69 and 265-74a.

Ms. Sortwell next stated that the Lions Club wants to gift signs to the Town which have a value of \$150 so the town can start complying with the law. (A picture of the sign is attached hereto).

Ms. Seavey questioned where they would be put in town. Ms. Sortwell stated that the Board of Selectmen can decide where to place the signs. The signs they would like to donate are for public spaces. Private property owners would put up their own signs.

Mr. Sires questioned if there is a requirement regarding the design of the sign. Ms. Sortwell stated she is not aware of any requirement regarding the design. The information she got was from the Lion Club NH District. The sign was put together by the Lions Club in accordance with the laws.

Ms. Seavey asked if the sign is a promotion for the Lions Club. Ms. Sortwell stated it is to have visibility in the community. They have provided other gifts to the town and this is

another way to give back to the community and give the club visibility with the name on the sign. Ms. Seavey commented the design of the sign is busy. There was next brief discussion of the design and Ms. Sortwell stated she could find out more about the design if needed.

Mr. Weathers commented we would need to check with the Public Works Director to see where the signs are needed or could be placed around town. Mr. Sires added we would have to look at all town locations. Mr. Colbath pointed out that parking spots are posted and, also, beside the access spaces there are slashes painted on the ground.

Mr. Colbath moved, seconded by Mr. Porter, that we accept the signs. The motion carried unanimously.

CONSIDERATION OF SOLAR GARDEN AGREEMENTS

- a. Transfer Station Lease
- b. Transfer Station PILOT
- c. Landfill Lease
- d. Landfill PILOT

Mr. Sires reviewed the Solar Garden Transfer Station and Landfill Lease and Payment in Lieu of Taxes (PILOT) agreements with the Board. Mr. Colbath asked if the agreements have had total legal review. Mr. Sires responded in the affirmative advising that Peter Malia has reviewed the agreements and has also work with staff and with Solar Garden folks. **Mr. Porter moved, seconded by Mr. Colbath, to approve the leases and PILOT agreements.** Mr. Thibodeau questioned if there is a downside. Mr. Sires stated if someone defaults; however, we do have language in the agreement for same. Also, they are required to remove the materials when the lease is done. Staff has also discussed this and Paul DegliAngeli is of the opinion that it wouldn't be a huge downside for us to take them down ourselves. Mr. Sires next reviewed that this will also go through the site plan and planning process as well. Mr. Sires further reviewed that the property as it is now has limited other uses other than for what is planned for now. **The motion carried 5-0-0.**

BUDGET

Finance Director, Lilli Gilligan, joined the meeting. Ms. Gilligan reviewed updated budget information with the Board. With regard to the operating budget, last week the Board wanted to add \$3,000 back in for food pantry. Other adjustments include the library lines, employee benefits, highway, solid waste, welfare, and parks and recreation. Ms. Gilligan reviewed the new recommended budget figure of \$10,773,365. There was brief discussion by the Board. **Mr. Porter moved, seconded by Ms. Seavey, to approve the adjusted budget of \$10,773,365. The motion carried unanimously.**

Ms. Gilligan next reviewed and projected revenue information in the Board's agenda packet. Ms. Gilligan requested a vote on same. There was brief discussion. **Mr. Colbath moved, seconded by Mr. Porter, to accept the increases as presented with a bottom line of \$3,550,331. Motion carried unanimously.**

WARRANT ARTICLES

McMillan Lane – Mr. Sires reviewed proposed language for the warrant article for McMillan Lane with the Board.

Charter – Mr. Sires next reviewed the Board reviewed the Charter amendment warrant article a few weeks ago and placed in on the warrant. We have recently received approval from the Attorney General's office and approval of the article by the Board should be within 10 days. **Mr. Colbath moved, seconded by Mr. Porter, to place the proposed Charter amendments on the warrant. The motion carried unanimously.**

Ms. Gilligan next distributed and reviewed information for the CRF for infrastructure – 5 year and 6 year plans. Ms. Gilligan advised that she, Paul, and Earl have looked at this and moved some projects around (see 6 year plan). This would keep culverts in the same year as scheduled and pushes out other projects that are total reconstruction. Pequawket Drive moves the furthest to 2022.

Mr. Weathers asked for an update on the Main Street project. Mr. DegliAngeli joined the meeting at this time and advised that he will reach out to the State next week for a response. He would also like to have a meeting in the future with the right people who can make a decision. Mr. Thibodeau stated that an email was received from Councilor Kenney who is supportive of the project. Mr. DegliAngeli stated this is the only response received so far.

Ms. Seavey next asked about deferred paving projects on the list. Mr. DegliAngeli reviewed the list of projects.

Mr. Colbath moved, seconded by Ms. Seavey, to adopt the 6 year plan as presented. Mr. DegliAngeli next reviewed that a property owner had come to Board of Selectmen meeting in the past to discuss Seavey Street. Mr. DegliAngeli stated that we should reach out to him and let him know we have deferred this project again. Mr. Colbath agreed and suggested sending him a letter. **The motion carried unanimously.**

REVIEW OF RECEIPTS

Receipts were available for the Board's review.

SIGNING OF DOCUMENTS

- a. Notice of Intent to Cut Wood or Timber Tax Map/Lot 295-3
- b. Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 269-50
- c. Pole License Petition – 1 replacement pole and 5 existing poles on Longview Terrace
- d. Permit to Sell Raffle Tickets – Home Run Bulldogs – Drawings Daily in March, 2017

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the Notice of Intent to Cut Wood or Timber Tax Map/Lot 295-3; Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 269-50; Pole License Petition for 1 replacement pole and 5 existing poles on Longview Terrace; Permit to Sell Raffle Tickets for Home Run Bulldogs with Drawings Daily in March, 2017. The motion carried unanimously.

CONSIDERATION OF BILLS

- a. Accounts Payable Manifest dated 2/2/17
- b. Payroll dated 2/2/17

Mr. Thibodeau moved, seconded by Ms. Seavey, to sign the Accounts Payable Manifest dated 2/2/17 and Payroll dated 2/2/17. Motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

There were no documents signed out of session.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. 14th Annual Chilly Chili Cook Off and 5K – April 8, 2017
- b. National MS Society, MS Walk (5K) North Conway 2017 – May 5, 2017

Mr. Thibodeau moved, seconded by Mr. Colbath, to approve the Special Event Applications for the 14th Annual Chilly Chili Cook Off and 5K scheduled for April 8, 2017 and the National MS Society, MS Walk (5K) North Conway 2017 scheduled for May 5, 2017. Motion carried unanimously.

CONSIDERATION OF MINUTES: 1/17/17

Mr. Thibodeau moved, seconded by Mr. Colbath, to approve the minutes of 1/17/17 as written. The motion carried unanimously.

TOWN MANAGER REPORT

MWV Collaborative – Mr. Sires reported that he attended a MWV Collaborative Meeting on Friday.

Budget Committee – Mr. Sires reported he attended a meeting of the Budget Committee last night. Mr. Sires next reviewed that the Budget Committee public hearing is scheduled for February 15, 2017.

RFP – Mr. Sires reported a meeting is scheduled to discuss the RFP scope of work regarding the recreation center.

CDBG – Mr. Sires reported a CDBG meeting is scheduled for this Thursday in Concord.

BOARD REPORTS AND COMMENTS

Planning Board – Mr. Porter reported that the Planning Board met last Thursday and held a public hearing on proposed zoning amendments. There was also discussion regarding an article for a zoning amendment to Chapter 147.

Historic District Commission – Mr. Porter reported that a Historic District Commission meeting is scheduled for Thursday at 6pm at the Library.

Budget Committee – Mr. Colbath reported that Ms. Seavey attended the most recent meeting of the Budget Committee on his behalf.

ZBA – Mr. Colbath reported there were no applications this month and so there will be no ZBA meeting.

ESAA – Mr. Thibodeau reported that the ESAA Boards have not met recently but they are moving forward with the EDA application.

MWVEC – Ms. Seavey reported that the MWVEC has not met recently. Ms. Seavey next reported on boot camps for email marketing and other things will be held and also Eggs and Issues.

Valley Vision – Ms. Seavey reported the Valley Vision Board has not met.

Budget Committee/Board of Selectmen Meeting – Mr. Weathers reported a meeting of the Budget Committee and Selectmen is scheduled for tomorrow night to review non profit budgets.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer of the Conway Daily Sun asked about the gift of land discussed earlier in the meeting and if the building on the property was gone yet. Mr. Weathers responded in the negative and advised that the present owners will take care of taking down the building.

Mr. Steer next asked about the Solar Garden lease agreements and presentation at the Deliberative Session. Mr. Sires reviewed the agreements are contingent on voter approval. The one year agreement allows the company to get started. If the voters say no, then the project won't move forward.

NON PUBLIC SESSION / NH RSA 91-A:3.II(D) CONSIDERATION OF ACQUISITION, SALE OR LEASE OF REAL ESTATE

At 5:00 pm, **Ms. Seavey moved, seconded by Mr. Thibodeau, to go into non public session to discuss a real estate matter.** Included in the non public session is Realtor Greydon Turner, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell. **Motion carried by unanimous roll call vote.**

At 5:10 the Board returned to public session. **Mr. Thibodeau moved, seconded by Mr. Porter, to seal the minutes of the non public session. Motion carried unanimously.**

MISCELLANEOUS DISCUSSION

There was brief discussion regarding the meeting scheduled for tomorrow to discuss non profit budgets.

There was also a brief general discussion regarding the bank building in Conway Village.

ADJOURN

At 5:18 pm, the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary