

**Minutes of Meeting**  
**CONWAY BOARD OF SELECTMEN**  
February 2, 2016

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 (Chair), Mary Carey Seavey, Carl Thibodeau, John Colbath and Steven Porter, 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

**Mr. Colbath moved, seconded by Ms. Seavey, to approve the agenda. The motion carried unanimously.**

INTERVALE LIGHTING PRECINCT DISSOLUTION

Sue Nelson of the Intervale Lighting Precinct was present for discussion.

Mr. Sires reviewed that the Board has three options should the Intervale Lighting Precinct dissolve. The options are the Board could agree not to pay for the lights, they could pay for the lights or apply the same rationale as other parts of town with every other light except at intersections. Mr. Sires reviewed that the Board reviewed a map of the lights last week and wanted to take a look at them in person.

Mr. Porter stated he feels we should go with the third option and go with every other light and keep lights on at intersections. Ms. Seavey agreed and added that if people want to keep a light on then they can pay for it themselves. Mr. Sires stated we would then need to add \$4,000 to the budget to pay for the lights. Mr. Weathers asked if this is for an entire year. Ms. Nelson advised that she got a hold of the electric company to review the map she gave the Board of the lights as it was from 1986. The map is not the same as what the Precinct was being billed for. She needs more information but some of the lights on the map are not there and there are other lights that are there that are not on the map. The total number of lights for Bartlett and North Conway is 39 and that is what the Precinct is being billed for; however, the amount for the billing is the same. She is not sure how the billing cycle goes. Ms. Gilligan advised she is working with Meg Lavender of the Intervale Lighting Precinct and the timing will get them through the July billing. We would need 5/12 or approximately \$1,800.

There was discussion by the Board of the lights and budgeting for the lights. It was reviewed that if the Board adds money to the proposed budget for the lights this will be discussed at town meeting. Voters could also vote to take out the money for the lights. There was further brief discussion. **Mr. Porter moved, seconded by Mr. Thibodeau, to add \$2,000 to the lighting budget of the operating budget for the purpose of assuming responsibility for Intervale Lighting Precinct streetlights.** Mr. Colbath also reviewed that this is contingent on the Precincts vote to dissolve. If they don't dissolve, we will not need the \$2,000. All agreed. **The motion carried unanimously.**

### OPERATING BUDGET REVIEW

Mr. Sires reviewed a list of suggested reductions to the 2016 proposed budget. (See attached). Reductions to the mileage line in the executive budget, town hall supplies, finance mileage, employee benefits, sick buyout, government building heating lines, police budget for heat, electricity and gasoline, non precinct fire, salt, and library benefits were reviewed.

The Board discussed gasoline use and price. It was agreed that the figure of \$1.80 per gallon be used for police department gasoline. It was agreed it could be adjusted again at town meeting if needed. Ms. Gilligan advised new figure for this line would then be \$22,850.

There was next discussion of salt and whether the figure should be reduced. There was a question as to whether this amount could be lowered even further. Mr. DegliAngeli reviewed that the salt shed if full at 7,000 ton and this is two to three storms worth of salt. Tomorrow we are supposed to get sleet, snow, etc and this type of storm is different than a regular snowstorm and so after this storm we will have one more storms worth left in the shed. There was further discussion of reducing this budget line \$60,000 to \$80,000 or to wait until the deliberative session of town meeting. The Board agreed to wait until town to make any further reductions.

Ms. Gilligan next reviewed that \$2,000 would be added to the budget for Intervale Lighting Precinct lights. All agreed.

Ms. Gilligan advised that she would add up the proposed changes and advise the Board on same later on in the meeting.

### REVIEW OF WARRANT ARTICLES

Mr. Sires reviewed a proposed article to call a special meeting should the police union article fail has been added after the union article. It is recommended that this be added as it allows the Board to call a special meeting if the article fails. This is considered a safeguard to address the union agreement. There was a brief discussion by the Board. The Board unanimously agreed to have this article on the warrant.

Mr. Sires next reviewed the proposed sidewalk warrant article. Mr. Sires reviewed suggested language changes for the article and that the last paragraph has been expanded and it should include information on the sidewalk plow. Mr. Sires reviewed the added language with the Board. Mr. Colbath stated that there was discussion at a Budget Committee meeting from Mr. Hounsell about the wording of this article. He felt that including Pollard Street would cloud the issue and the way it is worded will set it up to fail. Mr. Sires explained that trying to do things though a warrant article can be difficult and complicated. The article states shall the voters take responsibility for sidewalks and then to raise money for things you will need if you take over the sidewalks. It is complicated but not sure how else we would do it. Mr. Colbath stated that this will take place before the CVFD meeting and, also, Mark doesn't believe that the Commissioners have the authority to give this equipment to the town. Mr. Weathers questioned if they are having a warrant article for the \$90,000 to transfer to the town too. Ms. Seavey stated she doesn't believe they will be putting forward an article for the \$90,000. It is not a sure thing that it will be voted on at the district level. There was further discussion of the warrant article, sidewalks, wording of article, etc. Mr. Colbath stated that if the precinct meeting doesn't allocate funds for the equipment, then nothing happens. Also, Pollard Street will not be plowed. After further brief discussion the Board agreed to leave the article as is now.

Mr. Sires next reviewed the proposed warrant article for HB359. Mr. Sires advised the article will need statutory language and other decisions on wording by the Board. Mr. Sires

next reviewed that it will make more sense for us to focus on the industrial zones as other areas don't need or don't necessarily create higher end jobs, etc. It would be in light and heavy industrial zones, Conway Village and East Conway. Ms. Seavey stated they are trying to develop land out back of the Mount Washington Valley Economic Council and would hate to not see this land included. Mr. Thibodeau agreed. Mr. Porter stated this area is commercial with a special exception. Mr. Thibodeau stated he feels we need to include this area but the only concern he would have is if we are trying to look at industrial use. This area can be used for office use. Mr. Thibodeau stated this article is to attract higher paying jobs and he doesn't want to end up with a retail situation, etc. to get what this is supposed to do. Mr. Colbath stated that the article should also state completion of construction and take out the language date of approval. Ms. Seavey stated this warrant article increases job opportunities in the valley no matter if they are paying \$10, \$15, etc. We want to increase jobs and we can't look at industrial jobs. There could be a call center, etc., or anything to support this area. Mr. Colbath pointed out that this was used in Coos County for the Whitefield Hotel and also the Balsams will be using this as well.

Mr. Sires next reviewed that at next Tuesday's meeting the Board will look at all of these articles for final approval and recommendations. The meeting will start at 4:30 pm.

#### OPERATING BUDGET REVIEW (discussion continued from earlier in meeting)

Ms. Gilligan next reviewed information regarding reductions to the proposed budget. **Ms. Seavey moved, seconded by Mr. Colbath, to approve the reductions to the budget as presented. The motion carried unanimously.** The new budget figure is \$10,503,296.

Mr. Sires next reviewed the preliminary tax rate calculation with the Board. The projection is \$5.78 for the 2016 tax rate. There was next further discussion of removing the warrant articles for the car and the employee earned benefits and also reducing the article for CRF for Infrastructure Reconstruction by \$50,000 and the article for the CRF for Maintenance of Town Buildings by 57,000. Ms. Seavey stated she does not feel we should remove the car warrant article. The Board agreed to reducing the two CRF fund articles as suggested and also remove the article for earned benefits and leave the article for the car. Mr. Thibodeau questioned if anyone did a cost analysis for the car. Ms. Gilligan stated this replaces personal use of cars in town. Mr. Thibodeau stated he agrees to leave the car on as a warrant article. Mr. Colbath agreed. Mr. Thibodeau stated staff shouldn't be using their cars and not be reimbursed for it. The Board all agreed to take everything out with the exception of the car article.

#### NAME REPRESENTATIVE TO BE AT POLLS DURING 2/9/16 BOARD OF SELECTMEN MEETING

Mr. Sires reviewed that the law states that members of the Board of Selectmen should be present at the polls. Mr. Sires next advised that we will also need to have a meeting next Tuesday which is the same day as the primary election next week. Mr. Sires suggested having the meeting at 4:30 pm on 2/9/16 and that the Board appoint Lucy Philbrick as their representative to be at the polls during the time that the Board of Selectmen meeting will be held. **Mr. Thibodeau moved, seconded by Mr. Porter, to appoint Lucy Philbrick as the Board of Selectmen representative at the polls. The motion carried unanimously.**

The Board next agreed to keep the schedule for being at the polls made at the last meeting with the exception of the time to be at the meeting here at Town Hall.

Mr. Sires next reviewed that the deadline for receiving petitions for the warrant is also on February 9, 2015 at 5:00 pm.

REVIEW OF MONTHLY RECEIPTS

The monthly receipts were available for the Board's review.

SIGNING OF DOCUMENTS

- a. Notice of Intent to Cut Wood or Timber Tax Map/Lot 283-26
- b. Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 202-54
- c. Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 262-83.277
- d. Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 263-11
- e. Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 288-14

**Mr. Colbath moved, seconded by Mr. Porter, to sign the Notice of Intent to Cut Wood or Timber for Tax Map/Lot 283-26, Permanent Application for Property Tax Credit/Exemptions for Tax Map/Lot 202-54, Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 262-83.277, Permanent Application for Property Tax Credit/Exemptions for Tax Map/Lot 263-11, and Permanent Application for Property Tax Credit/Exemptions for Tax Map/Lot 288-14. The motion carried unanimously.**

CONSIDERATION OF BILLS

- a. Accounts Payable Manifest dated 2/4/16
- b. Payroll dated 2/4/16

**Ms. Seavey moved, seconded by Mr. Thibodeau, to sign the Accounts Payable Manifest dated 2/4/16 and Payroll dated 2/4/16. The motion carried unanimously.**

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

There were no documents signed out of session to be ratified.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION

- a. Gibson Center for Senior Services/Craft Fairs, 5/28-5/29/16, 7/2-7/4/16, 9/3-9/4/16 and 10/8-10/9/16 (Pending insurance)

**Mr. Colbath moved, seconded by Mr. Porter, to approve the special event application for the Gibson Center for Senior Services/Craft Fairs 5/28-5/29/16, 7/2-7/4/16, 9/3-9/4/16 and 10/8-10/9/16 pending receipt of insurance. The motion carried unanimously.**

CONSIDERATION OF MINUTES: 1/19/16

**Mr. Colbath moved, seconded by Mr. Thibodeau, to approve the minutes of 1/19/16 as written. The motion carried unanimously.**

### TOWN MANAGER REPORT

MWV Leadership – Mr. Sires reported that he spoke to the MWV Leadership group today about local government.

CDBG – Mr. Sires reported that a CDBG meeting is scheduled for Thursday.

Budget Committee – Mr. Sires reported a Budget Committee meeting was held last night. The joint meeting of the Selectmen and the Budget Committee is scheduled for tomorrow night to review non profit budgets. The Budget Committee public hearing is scheduled for February 10, 2016 starting at 6:00 pm and will be held in the auditorium at Kennett High School. The Budget Committee will also meet no Thursday night and will make recommendations on warrant articles.

Election Day – Mr. Sires reviewed that next Tuesday is Election Day and, also, there is a Board of Selectmen meeting scheduled.

Zoning Petitions – Mr. Sires reported that zoning petitions will be discussed at the Planning Board meeting on Thursday.

Emergency Management Director – Mr. Sires reported he met with Steve Solomon yesterday and that Mr. Solomon is resigning as the Emergency Management Director. Mr. Solomon has done a great job as Emergency Management Director. We will have a recommendation for a new Emergency Management Director in the next few weeks.

### BOARD REPORTS AND COMMENTS

Planning Board – Mr. Porter reported that the Planning Board met last week. They reviewed petitioned articles and non petitioned articles. There will be another public hearing on Thursday.

Budget Committee – Mr. Colbath reviewed the Budget Committee met last night. Library Director, David Smolen, came back and presented the library budget again. Mr. Colbath next reviewed that the joint meeting of the Board of Selectmen and Budget Committee is tomorrow night to review non profit budgets.

Conservation Commission – Mr. Weathers reported that a Conservation Commission meeting is scheduled for next Wednesday at the Whitaker Meeting House.

Town and City Magazine Article – Mr. Weathers reviewed an article by Representative Tom Bucu in the recent issue of Town and City Magazine.

### PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer of the Conway Daily Sun asked about the car discussed earlier. Mr. Sires stated he would have updated information for him tomorrow.

Mr. Steer next stated that El Nino is this year and there is a warming trend every 7-10 years. If we are reducing budgets, are we thinking next year will be warm or not. Mr. Weathers reviewed the town does take yearly averages to do budgets. Trying to guess mother nature and give information to the voters.

NON PUBLIC SESSION / NH RSA 98-A:3.II(D) CONSIDERATION  
OF ACQUISITION, SALE OR LEASE OF REAL ESTATE

The non public session was canceled.

ADJOURN

At 6:10 pm the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell  
Executive Secretary