

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
March 31, 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), Mary Carey Seavey, 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.

APPROVAL OF AGENDA

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

REQUEST TO LIFT SPRING ROAD POSTING OF WEST MAIN STREET
GREEN MOUNTAIN RIFLE BARREL

Rick Sanborn of Green Mountain Rifle Barrel Company appeared before the Board. Also present was Public Works Director, Paul DegliAngeli.

Selectman Thibodeau recused himself and sat in the audience.

Mr. Sires reviewed that in the past the Board of Selectmen have posted West Main Street in the spring along with other roads in this industrial area. The question today is does it make sense to not post roads in the industrial part of town.

Mr. Sanborn stated that they have three or four semi-trucks taking and bringing materials throughout the day at Green Mountain Rifle Barrel. Even though the road posting was there in years past, no one really paid attention. The sign is posted this year and drivers have questioned it. Mr. Sanborn next advised that he did end up posting a bond this year. Mr. Sanborn next requested that the road be waived from this list.

Mr. DegliAngeli reviewed we have seasonal road postings in town and they make sense but to have a road posting in an industrial zone doesn't make sense. Mr. DegliAngeli further reviewed that we have built those roads appropriately. Mr. DegliAngeli next reviewed that in the Hobbs Street area there are many businesses. The road posting we place is on West Main Street and this road is scheduled for repair this year. It does seem like a good road to omit from posting along with Hobbs Street, although we have not done a significant roadbed upgrade to Hobbs, but when it is due we can build it per the industrial zone.

Ms. Seavey stated that she has concerns with all of Hobbs Street not being posted and also from Kennett Street down. Mr. DegliAngeli stated that Kennett Street is a residential area and is a "tender" road and that we could put the posting on Kennett and then also just past Chick's on Hobbs Street. Mr. DegliAngeli further added that we could also post this as no thru trucking and leave Kennett Street as no through trucking. There was discussion by the Board on Kennett Street, Colbath, Hobbs Street and West Main Street. **Mr. DiGregorio moved, seconded by Ms. Sand, to change the classification for Hobbs Street up to Colbath and also West Main Street.** There was further brief discussion. The Board agreed that this is to remove the seasonal road ban. **The motion carried 4-0-0.**

Mr. Thibodeau rejoined the meeting.

REQUEST TO REPURCHASE TAX ACQUIRED PROPERTY
HENDERSON ROAD, TAX MAP/LOT 272-40

Tax Collector, Rhoda Quint, joined the meeting.

Mr. Sires advised that the former owners of a property located on Henderson Road have asked to repurchase the property. Mr. Sires next reviewed the property location. Mr. Sires next advised that this property went through the deeding process for failure to pay taxes and that this matter is more of a policy position rather than a property issue.

Ms. Quint reviewed NH RSA 80:89 with the Board regarding Notice to the former owner to repurchase property three years from the deeding date. Ms. Quint next reviewed that this property was deeded in November of 2011. Certified notices were all signed for including notice that we would be deeding the property. The person who came in to the town office is the attorney for the owner and he is the one who signed for the letters. By law their rights to repurchase the property are extinguished. Mr. Sires next advised that the former owners are asking the town to tell them how much it would cost to repurchase the property. Before we go through the process of figuring this out we are asking about the Board's policy position.

Ms. Sand stated she thinks it would be bad precedent to sell the property back but they should be advised when we do offer the property for sale. Mr. Sires next advised that we have reached out to realtors about selling tax deeded properties in town and they are getting values. Mr. Thibodeau stated that he agrees with Ms. Sand and doesn't think we should go through the exercise of figuring out the cost to repurchase. We should get fair market value from a realtor and we can let them (the former owner) know when the property is offered for sale. He is not opposed to them getting it but it should not be any different than anyone else purchasing the property. There was next brief discussion by the Board on the assessment of the property, taxes owed at time of deeding, etc. The Board agreed that no action be taken on this request but that the former property owner be notified when the property is for sale. **Ms. Sand moved, seconded by Mr. DiGregorio, to direct staff to let the old property owner know when this property goes up for sale.** Ms. Quint reviewed notices that were sent and signed for by the previous owners. **The motion carried unanimously.**

DISCUSSION OF SUMMER RECREATION FEES

Recreation Director, John Eastman, and Assistant Recreation Director, Mike Lane, joined the meeting.

Mr. Lane reviewed summer recreation program fees including early bird, half summer fee, one week fee and payment plans. Mr. Lane next reported that last summer was their busiest summer on record. Mr. Sires pointed out that we also had increased costs. Mr. Eastman advised the increased costs were approximately \$10,000 and he recommends increasing the fees a little. Mr. Eastman next advised that the town did have to hire 3 new staff for the summer based on the attendance numbers. Mr. Eastman next suggested increasing the fee about \$20 and this would bring the town in around \$4,000-\$4,300 and while this wouldn't make up the entire \$10,000 we would not be pricing the program too high.

There was discussion by the Board. Ms. Sand pointed out the program is four days per week for eight weeks. Ms. Sand further added that raising the fee for the summer program from \$175 to \$195 would come out to be about \$6.95 a day and she feels that this is reasonable. **Ms. Sand moved, seconded by Mr. Thibodeau, to increase the summer recreation fee by \$20 to \$195 and equivalent changes to other summer programs.** It was pointed out that the other

summers programs mean fees for early bird payments and weekly fees, etc. Mr. Thibodeau asked about payment plans. Mr. Eastman advised they do offer payment plans and they work with families. Mr. Eastman further added that people have asked about using a credit card but the recreation center does not have a credit card machine. Ms. Sand next asked about the swim program. Mr. Eastman advised the numbers have dropped off by about 15 children. There were 25 children including 5 from Fryeburg. Ms. Sand suggested that we ask parents about swim lessons as she feels this is an important part of the summer program. It is for the safety of children in general and they should have the opportunity to learn to swim. **The motion carried 4-1-0 with Mr. DiGregorio voting in the negative.**

Mr. DiGregorio questioned why the recreation department does not take credit cards. Ms. Gilligan advised there are fees from \$80 up to \$160 a month based on each charge. It would be a convenience but there is costs and the recreation department only has this activity certain times of the year. Also, they would need an additional phone line. There was a brief discussion by the Board. Mr. Thibodeau suggested looking into a company called Square for credit cards. It is his understanding that if you don't have transactions for a month there are no fees. It is e based and you only pay a fee at the time of a transaction. He will get more information and provide same.

Mr. Lane next advised that the Easter Egg Hunt is scheduled for this Sunday at 9:00 a.m - rain or snow.

SET PUBLIC HEARINGS FOR PROPOSED AMENDMENT TO SOLID WASTE ORDINANCE REGARDING SOFT PLASTIC ITEMS

Ms. Sand reported that we collect soft plastics our recycling our efforts. Since we have started collecting them we have collected about 6 tons and this is a lot of plastic. The LMWVSWD met recently and they realized that it is not part of our solid waste ordinance that we require the cycling of soft plastics. Ms. Sand explained that the soft plastics include grocery shopping bags, trash bags, insides of cereal boxes, cookie wrappers, storage bags, etc. Mr. Sires advised that to amend the ordinance this requires a public hearing and we would need some time to suggest a definition and, also, to make sure we have a source for the soft plastics. Mr. DegliAngeli pointed out that people also use there plastic trash bags for trash and feels we should be status quo for now and that we look at this a little further. There was brief discussion by the Board. **Ms. Sand moved, seconded by Ms. Seavey, to table the setting of the public hearing for an amendment to the solid waste ordinance for soft plastics. The motion carried unanimously.**

REVIEW AND CONSIDERATION OF PROPOSED AMENDMENT TO NON UNION PERSONNEL MANUAL REGARDING SALARIED TEMPORARY EMPLOYEES

Mr. Sires reviewed a proposed amendment to the Non Union Personnel Manual regarding salaried temporary employees with the Board. There was discussion by the Board regarding paid salary and overtime. The Board asked for clarification and agreed that staff should look into this and bring this back to the Board next week.

REVIEW AND APPROVAL OF 2014 EXPENDITURES

Finance Director, Lilli Gilligan, distributed a copy of the 2014 Actual Budgeted Expenses and Encumbrances report to the Board of Selectmen. Ms. Seavey asked for time to review the report. It was agreed that this matter would be carried to the next meeting.

DISCUSSION OF FORMING A TOWN WIDE ENERGY COMMITTEE

Ms. Sand stated she would like to have a town wide energy committee in order for the town to qualify for programs and receive grants for solar, pellets, weatherization, etc. Ms. Sand stated that towns with such committees have a better chance at getting grants etc. Also, there is a lot of competition for energy saving funds. Ms. Sand next stated she will not be a Selectman anymore but she is offering to chair a committee of this nature and to organize it. Ms. Sand further stated that she sees this as a long term committee and they could propose goals each year to present back to the Selectmen. Ms. Sand stated that with her background in energy conservation she could offer this help to the town. Mr. Thibodeau questioned how in depth the committee would go. Ms. Sand stated that the first step would be is to audit what we have. Inventory what is there and come up with a plan of what can be done. For instance the library has vermiculite and it is expensive to remove and there may be funds out there to help remove this. Ms. Seavey asked who would do the work. Ms. Sand stated that we need to audit what we have and then prioritize projects etc. She feels we could have the committee do some of the audit work such as lighting etc., and sees this as an active committee. Ms. Seavey asked if this would be a voluntary committee. Ms. Sand replied in the affirmative and added that, down the road, they may ask for a budget. Ms. Seavey asked if the committee would physically be doing audits. Ms. Sand stated yes they could do some of the auditing. They could also collect energy bills, count light fixtures, etc. and then an auditor would take the information and turn it into a plan. Ms. Sand stated she feels there are enough people in town to do this and she sees staff involved but not with compiling the information. Ms. Seavey asked who would be involved in the committee. Ms. Sand stated she would like to see it be the town, school and precincts. Ms. Seavey pointed out that we would have to ask the different entities first to see if they are interested in participating. Ms. Sand stated that with the healthcare committee this Board formed the committee and then asked for participants from the precincts, etc. Ms. Seavey questioned if town employees would be in the discovery part of this committee. Ms. Sand stated only if committee members have specific requests such as –can we have the electric bills, etc. She doesn't know how much staff time would be required at this time for things such as this. Mr. DiGregorio stated that he agrees with the idea of this but if you go back to the healthcare study committee, the town ended up fronting the costs for this and town staff did the whole thing including minutes, etc. Ms. Seavey stated that she thinks it is a good idea and is not opposed to seeing where it goes so long as it is not putting more pressure on the town. There was next discussion by the Board on forming a committee or to just investigate the idea with the other entities at this time. Mr. Weathers stated he would like to see a letter of inquiry go out first. After further brief discussion, it was agreed that a letter would be sent to the entities in town so see if this idea is supported.

REVIEW OF HEALTH COMMITTEE RECOMMENDATIONS REPORT

A copy of the report on the Healthcare Study Committee recommendations was distributed. Ms. Sand gave an overview of the report. Ms. Sand next stated that the goal of the committee was to reduce costs without reducing benefits to the employees. Ms. Sand stated that she recommends that this Board review this report and discuss the next steps on making the recommendations in the report happen. This Board should also decide if there is any area that needs more research. Ms. Sand next reviewed that the town did receive rebates on health insurance last year and that also the town insurance cost went down this year. The schools costs also went down. Ms. Sand next stated that she feels that wellness is important and she hopes that we can focus on this in the future. Mr. DiGregorio stated that he agrees regarding wellness and feels that the administration of this should be looked at further. We need to look to increase staff participation in wellness programs. Mr. DiGregorio next stated that he hopes that the other entities in town review this report and participate.

REVIEW OF MONTHLY RECEIPTS

The monthly receipts were available for the Board's review. Ms. Gilligan advised the Board that this is the past five weeks worth of receipts.

SIGNING OF DOCUMENTS

- a. Notice of Intent to Cut Wood or Timber Tax Map/Lot 255-9
- b. Notice of Intent to Cut Wood or Timber Tax Map/Lot 257-17.1 & 2 (2014-15 Supplemental)
- c. Notice of Intent to Cut Wood or Timber Tax Map/Lot 257-17.1 & 2 (2015-16)
- d. Permanent Application for Property Tax Credits/Exemptions Tax Map/Lot 202-223
- e. Permanent Application for Property Tax Credits/Exemptions Tax Map/Lot 254-29.079
- f. Permanent Application for Property Tax Credits/Exemptions Tax Map/Lot 254-64
- g. Permanent Application for Property Tax Credits/Exemptions Tax Map/Lot 256-2.2
- h. Permanent Application for Property Tax Credits/Exemptions Tax Map/Lot 276-246
- i. Permit to Sell Raffle Tickets/Friend of Conway Public Library – Drawing 5/28/15
- j. Permit to Sell Raffle Tickets/Mt Washington Valley Arts Association – Drawing 8/8/15

Ms. Sand moved, seconded by Mr. DiGregorio to sign the Notice of Intent to Cut Wood or Timber Tax Map/Lot 255-9, Notice of Intent to Cut Wood or Timber Tax Map/Lot 257-17.1 & 2 (2014-15 Supplemental), Notice of Intent to Cut Wood or Timber Tax Map/Lot 257-17.1 & 2 (2015-16), Permanent Application for Property Tax Credits/Exemptions Tax Map/Lot 202-223, Permanent Application for Property Tax Credits/Exemptions Tax Map/Lot 254-29.079, Permanent Application for Property Tax Credits/Exemptions Tax Map/Lot 254-64, Permanent Application for Property Tax Credits/Exemptions Tax Map/Lot 256-2.2, Permit to Sell Raffle Tickets/Friend of Conway Public Library – Drawing 5/28/15 and Permit to Sell Raffle Tickets/Mt Washington Valley Arts Association – Drawing 8/8/15. The motion carried unanimously.

Mr. Thibodeau moved, seconded by Ms. Sand, to sign the Permanent Application for Property Tax Credits/Exemptions Tax Map/Lot 276-246. The motion carried 4-0-1 with Mr. DiGregorio abstaining.

CONSIDERATION OF BILLS

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

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

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Manifest 3/26/15

Ms. Sand moved, seconded by Mr. Thibodeau, to ratify the Manifest dated 3/26/15. The motion carried 4-0-1 with Ms. Sand abstaining.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Kennett High School/25th Annual Crank the Kanc – 5/16/15
- b. John Fuller Elementary PTA/Flying Falcon Fun Run 5k and 1k – 5/17/15
- c. Mt Washington Valley Art Assoc/Art in the Park – 8/8/15

Ms. Seavey moved, seconded by Mr. Thibodeau, to approve the Special Event Applications for Kennett High School/25th Annual Crank the Kanc – 5/16/15, John Fuller Elementary PTA/Flying Falcon Fun Run 5k and 1k – 5/17/15, and Mt Washington Valley Art Assoc/Art in the Park – 8/8/15. The motion carried unanimously.

CONSIDERATION OF MINUTES: 2/24/15, 3/10/15, 3/17/15

Ms. Sand moved, seconded by Mr. DiGregorio, to approve the minutes of 2/24/15 as written. The motion carried unanimously.

Ms. Sand moved, seconded by Mr. Thibodeau, to approve the minutes of 3/10/15 and 3/17/15 as written. The motion carried 4-0-1 with Ms. Seavey abstaining.

TOWN MANAGER REPORT

DRA Audit – Mr. Sires reported that the DRA is now doing an audit of town records and gave us a week to provide the information. The intent of the audit is to make sure we are doing things according to law.

Mill Street Beacon – Mr. Sires reviewed that traffic accident data regarding the intersection of Mill Street and Route 113 was provided to the Board. Mr. Sires next reported that that the NHDOT still intends to turn off the flashing beacon at Mill Street. The Board requested the information be resent to them and that this matter be discussed again at a future meeting.

North Country Council – Mr. Sires reported they are ranking projects for the 10 year transportation plan.

Michele Wilder/Transvale – Mr. Sires reviewed there was a question as to whether Michele Wilder had a grandfathered right to continue to camp on her property in Transvale. The answer we received to this question from our attorney is no as grandfathering only refers to zoning and not health regulations.

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

Town Report – Mr. Sires reported that the 2014 Town Reports are available.

BOARD REPORTS AND COMMENTS

Sign Committee – Mr. Thibodeau reported that the Sign Committee is scheduled to meet on April 2, 2015.

Planning Board – Mr. Thibodeau reported that the Planning Board meeting scheduled for April 9 has been canceled. The next meeting will be held on April 23, 2015.

ESAA – Mr. Thibodeau reported that the full board of the ESAA will meet on April 21, 2015. Mr. Thibodeau next reported that the airport executive committee meets tomorrow morning along with representatives of the Town of Conway, Fryeburg, NHDOT, Maine DOT, FAA, NH Congressman Frank Guinta's office, Congressman Bruce Poliquin's office and Senator Susan Collins' office. The meeting will be held at the MWV Observatory to discuss future development of the airport for the area.

LMWVSWD – Ms. Sand reviewed that the LMWVSWD met last week and discussed soft plastics. They also discussed looking for ways to get more participation with recycling and recycling education.

Healthcare Study Committee – Ms. Sand reported the committee met last week and the report was presented earlier in the meeting today.

Budget Committee – Ms. Sand reported new members will be elected next week. There is no meeting of the committee scheduled at this time.

MWVEC – Ms. Seavey reported that the MWVEC met last week. There was discussion of the land for sale out back of the MWVEC. Ms. Seavey next reported that a building on Hobbs Street has been sold and it will become an indoor batting recreation place.

Valley Vision – Mr. DiGregorio reported that the Valley Vision board will meet on Wednesday night. They will be talking about whether they want to relocate or not.

Selectmen– Mr. DiGregorio reported that this may be the last meeting he can attend as a Selectman as his work may take him to Northern Maine next week and so he will not be able to attend next week. Mr. DiGregorio next stated that if this is his last meeting today, then he would like to thank everyone on this Board, the staff and the people at home who have supported him. Mr. DiGregorio next stated that he really enjoyed his time. Mr. Weathers stated both Mr. DiGregorio and Ms. Stacy bring so much to the table and had hoped they would run again this year. Mr. Weathers further added that it was great working with both.

Town Report – Mr. Weathers reported that the 2014 Town Report is out and available at various locations around town and Town Hall. Mr. Weathers stated thank you to Karen Hallowell and Lilli Gilligan for their work on the report.

Voting – Mr. Weathers reviewed that voting will take place on April 14, 2015. In the back of the Town Report there is a sample ballot.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer of the Conway Daily Sun questioned if the airport meeting Mr. Thibodeau spoke about earlier with the congressional delegation is open to the public. Mr. Thibodeau advised that it is an exploratory meeting and is not open to the public. When they get organized, there will be a public hearing in the future.

Mr. Steer next spoke about costs for health insurance in town and asked what the Board thinks we could save with consolidation. Mr. DiGregorio stated this is a difficult question as we buy from one pool because of the town's size, the precinct is a different size, etc. The precinct has a similar plan but pay more because of the size of the plan etc. There was further brief discussion by the Board regarding combining insurance, wellness, costs, etc.

ADJOURN

At 6:18 pm the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary

