

**Minutes of Meeting**  
**CONWAY BOARD OF SELECTMEN**  
May 10, 2016

The Selectmen's Meeting convened at 4:05 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, C. David Weathers (Chair), Mary Carey Seavey, and Steven Porter, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell.

Selectman, Carl Thibodeau, joined the meeting at 4:15 pm.

Selectman, John Colbath, was in not in attendance as he was out of town.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mr. Weathers advised that Item 6 regarding the consideration of a demolition order has been removed from the agenda. **Mr. Porter moved, seconded by Ms. Seavey, to approve the agenda as amended. The motion carried 3-0-0**

APPOINTMENT OF JUDY MCGINTY AS DEPUTY TREASURER

Lucy Philbrick, Treasurer, appeared before the Board. Ms. Philbrick requested that the Board appoint Judy McGinty as the Deputy Treasurer. Ms. Philbrick advised that she checked with Judy McGinty and she is agreeable to serving as the Deputy Treasurer. **Ms. Seavey moved, seconded by Mr. Porter, to appoint Judy McGinty as the Deputy Treasurer. The motion carried unanimously.**

PUBLIC HEARING - CDBG PROGRESS PUBLIC HEARING/CONWAY  
PINES II SENIOR HOUSING PROJECT

Donna Lane, CDBG Consultant, joined the meeting along with Chris Davies of Greatbridge Properties.

Information for the public hearing was available to the public.

Chairman Weathers opened the public hearing at 4:06 p.m.

Chairman Weathers reviewed that Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for economic development, public facility and housing projects, and up to \$350,000 for emergency activities. Up to \$12,000 is available per planning study grants. All CDBG projects must directly benefit low and moderate income persons. During a CDBG project, a progress update public hearing is required. The public hearing will update the public on, and take public comment on, the progress of the CDBG Project. This hearing will discuss the progress of the Conway Pines II Affordable Senior Housing Project, 30 units of affordable housing being built on Poliquin Drive in Conway. Construction is anticipated to be complete in July 2016.

Mr. Weathers asked for Board comments and public comments.

Donna Lane stated the project is almost done and she is excited that there will be affordable housing for seniors.

Mr. Weathers questioned the application process. Mr. Davies advised that construction is about 75% complete. Mr. Davies next advised that the application process has started. People can apply through Stewart Property Management. There is someone at the building or people can call 603/641-2163. Mr. Sires questioned if they are full yet. Mr. Davies stated they are approaching about half full right now. They have been doing marketing on the radio, in the newspaper, etc.

Mr. Davies next advised that VNA will also have offices at the property and Banners Restaurant will have a meal a day that people can purchase and have delivered. Mr. Davies next advised that they are also building a community room and they look forward to sharing it with everyone.

Ms. Seavey asked about the rent. Mr. Davies advised that a one bedroom will be \$750 and includes heat and hot water. There are also six two-bedroom units and these rent for \$890.

Mr. Davies next advised that paving will be toward the end of May and they hope to then have a model open for people to look at as well.

Mr. Weathers again asked for public comments. There were none.

Mr. Weathers closed the public hearing at 4:14 pm.

CONSIDERATION OF DEMOLITION ORDER - 86 A ROAD, CONWAY (TAX MAP/LOT 251-28)

This agenda item was canceled.

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

- a. \$3,451.86 from Primex to Town of Conway
- b. \$25.00 from a homeowner to the Town of Conway PD (equipment line)
- c. \$50.00 from VRN Ventures to the Town of Conway PD (equipment line)

Police Lieutenant, George Walker, was present for discussion. Lt. Walker advised that the \$3,451.86 from Primex is an insurance payment for damage to a cruiser and this money will replace equipment. The \$25.00 was for an alarm call; however, the person was over 65 and does not get charged. The person stated they wanted to donate the \$25.00 anyway. The \$50.00 received from VRN Ventures was an extra donation over and above a fee they paid for an alarm call. Lt. Walker asked that all three amounts be accepted and put back into the police budget equipment line.

Selectman Thibodeau joined the meeting at 4:15 pm.

**Ms. Seavey moved, seconded by Mr. Thibodeau, to accept the \$3,451.86 from Primex to Town of Conway, \$25.00 from a homeowner to the Town of Conway PD and \$50.00 from VRN Ventures to the Town of Conway PD and that same be put back in to the equipment line. The motion carried 3-0-1 with Mr. Thibodeau abstaining.**

REQUEST FOR BUILDING PERMIT ON LEAVITT ROAD/MAP-LOT 297-3 – PHIL HALLE/SUMMIT BUILDERS AND ENGINEER PAUL KING (LANDOWNER DAN ROBBINS)

Engineer, Paul King, appeared before the Board regarding Map/Lot 297-3. Mr. King advised he is representing Phil Halle of Summit Builders who is representing landowner Dan Robbins. Also, present was Jim Robbins and the Town's Public Works Director, Paul DegliAngeli.

Mr. King distributed and reviewed a map of the property with the Board. Mr. King also reviewed how to access the property. Mr. King next stated that according RSA 674-41 they need authorization to get a building permit on a Class VI road. They will be going to the Planning Board this month and then they will come back before this Board again. They are here today for preliminary discussion and ask for any feedback from this Board on their request.

Mr. King next reviewed a proposed plan for the driveway, etc. Mr. King stated they have to go 135 feet on a Class VI road and then a little further along up to the house site. They can make provisions for two emergency vehicles to pass and, up at the house site, there will be a turnaround so that emergency vehicles can turn around.

Mr. DegliAngeli referred to the RSA quoted by Paul King and advised that something we have done in the past is require an agreement be executed and recorded at the registry of deed that acknowledges that they know it is a Class VI road and that the town does not maintain the road and that it may not be accessible by emergency vehicles.

Mr. Weathers asked about access through the Town of Eaton. Mr. DegliAngeli reviewed that the only way to get to the property in winter is through the Town of Eaton. Mr. DegliAngeli next reviewed the location of the property and the roads to the property.

Mr. Sires reviewed that we do maintain up to the neighbor's house (Jim Robbins – Tax Map/Lot 296-16). Mr. DegliAngeli confirmed we have been plowing. Mr. Sires next asked if Jim Robbins will run an easement to the Dan Robbins (Map/Lot 297-3) property. Mr. King responded in the affirmative and advised the easement will recorded at the Carroll County Registry of Deeds.

Mr. Sires next reviewed that there is nothing that would stop people from petitioning for the town to take care of the road in the future.

Mr. Thibodeau questioned if this is not in the floodplain and, also, if there is sufficient percolation to build. Mr. King responded in the affirmative.

There were no further questions or comments. Mr. Weathers stated the next step is to go to the planning Board. Mr. King thanked the Board for their time.

#### HUNTING RIDGE ROAD SPEED LIMIT

Daniel Stewart of Hunting Ridge Road requested that this be on the agenda. Mr. Stewart was not present for discussion.

Mr. Sires reviewed that Mr. Stewart was before the Board previously to request a lower speed limit on Hunting Ridge Road. Mr. Sires next advised that Mr. Stewart called the town office recently as he had noticed a 20 mph speed limit sign on another street in town. He felt that if there is one on that street then then he also wants one on his street.

Mr. DegliAngeli advised that this is an old sign on Pollard Street and we will take down this sign as it should not be there. The Board agreed. There were no further comments or discussion. No action was taken.

#### VALLEY VISION REQUEST FOR \$5,000 FROM THE PEG FUND TO COVER LACK OF MADISON FUNDING

Station Manager, Bill Edmunds, joined the meeting. Also present was Finance Director, Lilli Gilligan.

Mr. Edmunds viewed that the Town of Madison has opted not to participate in the local PEG channel. They will have their own channel.

Mr. Sires reported that the Town of Madison is working with the cable company to allow them to have their own channel. They are waiting for equipment. Mr. Sires next advised that he spoke with the Time Warner Cable representative and the drop dead date for Madison to view our Channel 3 content is next Friday.

Mr. Edmunds next stated that the Madison fee was \$5,000 and this has left a whole in their budget and he is asking for \$5,000 from the PEG fund to cover this shortfall. Ms. Gilligan reviewed paperwork with Mr. Edmunds and reminded Mr. Edmunds that he only asked for \$3,000 in his budget with regard to Madison. Mr. Edmunds reviewed the paperwork and agreed with Ms. Gilligan. Mr. Edmunds next requested that the Selectmen approve \$3,000 from the PEG fund.

Ms. Gilligan next distributed information to the Board regarding the PEG account and reviewed same. Ms. Gilligan reviewed the available balance, prior year contributions, spending, etc. There was brief discussion regarding subscriber fees received from cable by the Board.

Mr. Thibodeau questioned if, with or without Madison, if there is any change in the Valley Vision operating costs. If they drop out does it reduce operating costs. Mr. Edmunds advised that their operating costs are the same. Mr. Thibodeau questioned what would happen if they don't get the additional \$3,000 and where would it affect their service. Mr. Edmunds stated that they would have to find ways to reduce the budget \$3,000 and this would be in the amount we pay the videographer and they would shoot less events. Ms. Seavey commented that Valley Vision runs on a pretty tight budget now. Mr. Edmunds agreed. Ms. Seavey stated for them to lose this amount it would be critical to their budget. Mr. Edmunds agreed and added that there is no padding in their budget and they try to be responsible. Further, this past budget cycle they didn't ask for an increase in their budget. There was further brief discussion. **Mr. Thibodeau moved, seconded by Ms. Seavey, to approve the request for \$3,000 to come from the PEG fund to cover the Town of Madison's lack of funding. The motion carried unanimously.**

#### CONSIDERATION OF STREETLIGHTS IN THE FORMER INTERVALE LIGHTING PRECINCT TO BE TRANSFERRED TO THE TOWN OF CONWAY

Mr. Sires reviewed a memo in the agenda packet from April regarding the dissolution of the Intervale Lighting Precinct.

Mr. Sires next reviewed that this Board had previously discussed taking the same approach regarding streetlights as in other areas of town and turning off every other light and keeping lights on at intersections and also at sharp turns.

Mr. Sires next advised that he, Carl Thibodeau, and Sue Nelson looked at the lights and came up with the recommendation in the packet. Mr. Sires reviewed a map with the Board of proposed lights to be shut off and lights to be kept on. (See attached). Mr. Sires next advised that if the Board accepts the proposal the lights will cost \$2,214 annually, unless the rates go up. Mr. Sires next reviewed that the proposal is to leave on 13 lights and turn off 7 lights.

Mr. Thibodeau next reviewed another light recommended for turn off is the first light south of Ledgewood on the west side of Route 16. This light is not in the Intervale Lighting Precinct but it is proposed to be shut off as well in addition to the other 7 lights.

Mr. Weathers asked about the lights proposed to stay on Neighbors Row. Mr. Thibodeau stated the corners are blind on this road and that is why we elected to propose to leave these on. You can't see around the corners.

Mr. Sires next suggested that for any light we propose to turn off, that we put a note on them to advise people of when they will be turned off and if someone wants to pay for a particular light they can. Ms. Seavey questioned if we can just notify people instead of putting signs on the poles. She doesn't like the idea of the signs but she is not totally opposed to them either. Mr. Weathers advised that signs were used the last time we shut off streetlights and it worked. Mr. Sires stated that Sue Nelson may have notified people but, if it is feasible, we will notify and put up signs.

**Mr. Thibodeau moved, seconded by Mr. Porter, to turn off lights as proposed on the map submitted by the Town Planner and, also, the pole immediately south of pole 14-219 on Route 16. The motion carried unanimously.**

REVIEW AND CONSIDERATION OF AGREEMENT AUTHORIZING THE TRANSFER  
OF THE RESPONSIBILITY FOR SIDEWALK CONSTRUCTION AND MAINTENANCE  
FROM THE CONWAY VILLAGE FIRE DISTRICT TO THE TOWN OF CONWAY

Mr. Sires reviewed the warrant article that passed in April regarding sidewalks in Conway Village. Mr. Sires next reviewed a proposed agreement authorizing the transfer of the responsibility for sidewalk construction and maintenance from the Conway Village Fire District to the Town of Conway with the Board. Mr. Sires reviewed that this agreement does what the voters asked you to do. Ms. Seavey questioned when the housing of the equipment came into play. Mr. Sires advised that he spoke with the Conway Village Fire District and Paul DegliAngeli and it was agreed that we could keep the equipment in Conway Village in winter. Ms. Seavey pointed out that the agreement does not say that this will be at no cost. Mr. Weathers stated the agreement also does not specify a time period either and feels something should be added to the agreement. Mr. Thibodeau questioned if anyone talked about storing the equipment in the old auto shop (next to the SAU9 office). He feels there should be discussion on this as a backup plan. Mr. Sires stated that he can amend the proposed agreement to state that this equipment will be stored at no expense to the town and, also, add a time period. Ms. Seavey next stated that this should not be tied to this piece of equipment either as it may change. Mr. Sires advised that we could also amend the agreement to state this piece of equipment or future equipment. The Board next briefly discussed a time period for the agreement and it was agreed that it should be twenty years and we should also add that it is for the current or future maintenance machine at the CVFD plant. **Mr. Porter moved, seconded by Mr. Thibodeau, to adopt the agreement with the amendments. The motion carried unanimously.**

REVIEW OF RECEIPTS

Receipts were available for the Board's review.

SIGNING OF DOCUMENTS

- a. Abatement Tax Map/Lot 276-62
- b. Certification of Yield Taxes Assessed Tax Map/Lot 253-43
- c. Gravel Tax Levy Tax Map/Lot 207-14.5, 263-117, 226-1 and 238-1
- d. Notice of Intent to Cut Wood or Timber Tax Map/Lot 296-3
- e. Permit to Sell Raffle Tickets/Kismet Rock Foundation – Drawing 5/17/16
- f. Permit to Sell Raffle Tickets/MWV Arts Jubilee–Drawings July 14, 21, 28 and August 4 & 11, 2016
- g. Timber Tax Levy Tax Map/Lot 253-43

**Mr. Thibodeau moved, seconded by Ms. Seavey, to approve the Abatement for Tax Map/Lot 276-62, Certification of Yield Taxes Assessed for Tax Map/Lot 253-43, Gravel Tax Levy for Tax Map/Lot 207-14.5, 263-117, 226-1 and 238-1, Notice of Intent to Cut Wood or**

**Timber for Tax Map/Lot 296-3, Permit to Sell Raffle Tickets/Kismet Rock Foundation – Drawing 5/17/16, Permit to Sell Raffle Tickets/MWV Arts Jubilee–Drawings July 14, 21, 28 and August 4 & 11, 2016, and Timber Tax Levy for Tax Map/Lot 253-43. The motion carried unanimously.**

CONSIDERATION OF BILLS

- a. Accounts Payable Manifest 5/12/16
- b. Payroll 5/12/16

**Mr. Thibodeau moved, seconded by Ms. Seavey, to sign the Accounts Payable Manifest dated 5/12/16 and the Payroll dated 5/12/16. The motion carried unanimously.**

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Accounts Payable Manifest 5/5/16

**Mr. Thibodeau moved, seconded by Mr. Porter, to ratify the Accounts Payable Manifest dated 5/5/16. The motion carried unanimously.**

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATIONS

- a. White Mountain Milers/9 Week Summers Series – Tuesday nights 6/7/16–8/9/16
- b. North Conway Community Center/Farmer's Market–Saturday mornings 7/11/16-9/8/16
- c. American Diabetes Association/The New England Classic Cycling Event – 7/11/16
- d. North Conway Community Center/Mud Bowl 2016 – 9/9-9/11/16 (Pending receipt of Insurance and Liquor License)

**Mr. Thibodeau moved, seconded by Mr. Porter, to approve the special event applications for White Mountain Milers/9 Week Summers Series on Tuesday nights 6/7/16 through 8/9/16, North Conway Community Center/Farmer's Market–Saturday mornings 7/11/16 through 9/8/16, American Diabetes Association/The New England Classic Cycling Event on 7/11/16, and North Conway Community Center/Mud Bowl 2016 on 9/9/16 through 9/11/16 pending receipt of Insurance and Liquor License. The motion carried unanimously.**

CONSIDERATION OF MINUTES

Consideration of minutes was carried to the next meeting.

TOWN MANAGER REPORT

Recreation Relocation – Mr. Sires reported a meeting was held with town staff and school district staff regarding moving the recreation department to the school. We are putting information together for the committee to look at for a meeting scheduled for May 16. We had some concerns with facility access and looked at some alternatives. It will require some construction but not so much as it would put the project out of bounds.

CDBG Meeting – Mr. Sires reported he attended a CDBG meeting last week. They awarded funds to Micro Enterprise which helps small businesses.

North Country Council/Transportation Advisory Committee – Mr. Sires reported a Transportation Advisory Committee meeting is scheduled for next Thursday at North Country Council.

Ambulance and Non Precinct Fire Agreements – Mr. Sires reported he met with the Board of Selectmen representatives for this committee recently. Also, we are gathering information to give to the representatives of this committee. There was also discussion of adding some representatives to this committee who live in non precinct areas of town. The Board agreed.

Town Hall Committee – Mr. Sires reported he met with the Board of Selectmen representatives for this committee recently. The Town Hall Committee feels we should wait and see what happens with the recreation center as this may leave a building to consider.

NHDOT Meeting/Davis Park – Mr. Sires reported he and other staff met with representatives from the NHDOT on Friday at Davis Park to look at their access area to get to the bridge abutments for the repair work. We will end up in 2017 having a better access and drainage situation in Davis Park. Mr. Sires next advised that the agreement with the NHDOT for the scour project will be brought to the Board for signature soon.

Valley Pride – Mr. Sires stated that an issue came up over the weekend regarding Valley Pride Day. Valley Pride is a great effort and we have always worked with them in the past and cooperated. There were a few issues this year where some individuals came to the transfer station with pay items. The people were told they either had to pay for the item or take them to the Valley Pride dumpster at the Hampton Inn. The other person had a tv monitor which came from Bartlett and he was directed to the dumpster. There was also a situation with a tire. Mr. Sires stated that we have always worked with them in the past and are looking forward to working with them again in the future. He spoke with Donna Woodward about sitting down before the event in the future. There was further brief discussion by the Board regarding Valley Pride Day.

#### BOARD REPORTS AND COMMENTS

Historic Preservation – Mr. Porter reviewed there was discussion previously regarding historic preservation. Mr. Irving has contacted someone from the State who will be coming to a future Board of Selectmen meeting to have discussion.

Planning Board – Mr. Porter reported that the Planning Board is having a working session at their meeting on Thursday.

Homestead Property – Ms. Seavey asked about the Homestead property. Mr. Porter stated that there was someone interested in taking the building but as of today it has fallen through. His understanding is that they haven't given up yet and are still trying to see what they can do; however, the clock is ticking on this. Mr. Sires commented that there have been conversations with people regarding this and that someone asked if there is a town property where his building could go and they mentioned the Whitaker Homesite. Mr. Sires advised that he told this person they would have to come before the Board of Selectmen and ask about this and they would also need a plan for maintaining the building, etc.

ESAA – Mr. Thibodeau advised the ESAA Executive Committee met recently with Northern Borders. Northern Borders is a four state regional program that awards grants for economic development improvements. Mr. Thibodeau next advised that Northern Borders is receptive to granting them at least \$250,000 and because the airport is located in Maine the funding would come from the Maine granting pool. They left that meeting and will be going to New Hampshire to ask if the New Hampshire will take \$250,000 out of their pool for the airport as well. The congressional delegation has written letters in support of the hangar project. Mr. Thibodeau next advised that there is also a meeting with the EDA tomorrow to explore getting further funding. Mr. Thibodeau next advised that the State of New Hampshire has been in contact with him via email and said that the State of New Hampshire Aeronautics is looking to contribute 2.5% of the local share to take some of the burden off the airport. The good news is

that everyone is trying to pool resources. Mr. Thibodeau next stated that he would like to stress to the viewing public that the reason there is so much interest is because the Town of Conway is supporting the airport. We were never able to get this kind of support before. The Town of Conway has contributed \$10,000 a year for the last three years and this has generated other support for the airport. Mr. Thibodeau thanked the voters for their support of the airport.

MWVEC – Ms. Seavey reminded everyone an event will be held at the MWVEC this Thursday. The high school will be there as well. Please come by and see the exhibits.

Conservation Commission – Mr. Weathers reported a Conservation Commission meeting is scheduled for tomorrow night at the Whitaker Homestead building. Mr. Weathers next stated that with regard to the Marshall property, NEMBA has done work on there and put in a track on the property. Also, Forest Land Improvement has also been working on this property and there is now a recreation trail starting at the main gate and they are working their way in as per the plan. Mr. Thibodeau questioned if the hiking trails are marked. Mr. Weathers advised this could easily be done. There is a plan for recreation trails and mountain biking; however, there is nothing in there yet like we have in Whitaker Woods, such as a kiosk, etc. There will be a kiosk sometime in the future. There is some flagging. Mr. Thibodeau advised that there is a telephone pole knocked down on this property. Mr. Sires advised that it will be removed at some point. Mr. Thibodeau stated he is not sure if there are wires on the pole. Mr. Sires advised that he doesn't think there are live wires but we will take a look.

#### PUBLIC COMMENTS AND MEDIA QUESTIONS

Mr. Steer asked about agenda item for the demolition order. Mr. Sires advised this was regarding a property in Transvale but no discussion was held today.

#### ADJOURN

**At 5:30 pm, Mr. Thibodeau moved, seconded by Ms. Seavey to adjourn the meeting. The motion carried unanimously.**

Respectfully submitted,

Karen J Hallowell  
Executive Secretary