

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
June 20, 2017

The Selectmen's Meeting convened at 4:01 pm in the Meeting Room of Conway Town Hall with the following present: Selectmen, C. David Weathers, Mary Carey Seavey, Carl Thibodeau, and John Colbath; Town Manager, Earl Sires, and Recording Secretary, Holly Meserve.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mr. Weathers stated the agenda should be amended to add item 7.b., Consideration of Rec Feasibility Proposal. **Mr. Colbath moved, seconded by Mr. Thibodeau, to approve the agenda as amended. The motion carried unanimously (4-0-0).**

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

- a. \$1,281.72 to the Town of Conway from Primex for reimbursement to the Police Department for water system repairs
- b. \$3,158.10 to the Town of Conway from the State of NH for reimbursement for Drug Task Force overtime.

Finance Director, Lilli Gilligan, joined the meeting. Ms. Gilligan stated Primex is our insurance company; there was a frozen pipe that burst at the Police Department, there was a \$1,000 deductible and this is the balance of what was owed. Ms. Gilligan stated the money would be put back to the cost of repairing. Ms. Gilligan stated the Police Department received a grant for overtime.

Mr. Colbath moved, seconded by Mr. Thibodeau, to accept \$1,281.72 to the Town of Conway from Primex for reimbursement to the Police Department for water system repairs; and to accept \$3158.10 to the Town of Conway from the State of NH for reimbursement for Drug Task Force overtime. The motion carried unanimously (4-0-0).

MAIN STREET PROJECT/CONWAY VILLAGE

- a. Intersection Improvements Review
- b. Review of Federal Surface Transportation Block Grant Program and State Aid Highway Program/Revised Local Project Agreement

Public Works Director, Paul DegliAngeli, joined the meeting. Mr. DegliAngeli stated he had a teleconference with NHDOT and they are having an internal meeting today at 3:00 pm.

Mr. DegliAngeli stated they discussed moving the 10-year funds into the project so 100% would be NHDOT and there would be no town funds east of Washington Street. Mr. DegliAngeli stated we have a contract pending, the 8812, and they would like to ink something so that we could continue with the design to further it. Mr. DegliAngeli stated they suggested that we just sign that document, but we asked that they modify the language on the front to indicate that the project scope has grown, that we have a place marker on the ten-year plan and the town and the state would like to work together and do the projects at the same time.

Mr. DegliAngeli stated he told NHDOT that he would bring this to the Board for your consideration. Mr. DegliAngeli stated we have to have enough money to continue through 2017. Mr. DegliAngeli stated like the 8812 NHDOT seemed favorable to that, they said they would like to put an upper end on that; for him being a project manager for this project is no different than any other project. Mr. DegliAngeli stated the good news is they were completely amenable.

Mr. DegliAngeli stated the GACIT hearings don't happen until the fall so they cannot move that money until then. Mr. DegliAngeli stated at the last Selectmen's meeting the Board directed staff to draft a letter, but now the letter should really be where this project is heading. Mr. DegliAngeli stated he would follow up tomorrow with the NHDOT to see what discussions came out their meeting today.

Mr. Weathers stated the 8812 took us up to the intersection. Mr. DegliAngeli stated it went through the intersection and includes the signal improvements. Mr. DegliAngeli stated the \$400,000 pledge was to do the project east of Wilder Street and the sidewalks. Mr. DegliAngeli stated we finally said when the project grew, and had some takings and the addition of lanes, since we are operating under the presumption that we are going to set a limit to our contribution, the 8812 becomes moot. Mr. DegliAngeli stated when we ink a contract we will have a fixed amount of \$325,000; and once we reach that number at 12% we stop contributing and the rest is reimbursed by NHDOT.

Mr. DegliAngeli stated we would still have a cost of funding under this plan, and NHDOT confirmed that they would prefer us to manage the project. Mr. Weathers asked are they going to give an update after their meeting today. Mr. DegliAngeli stated he would follow up with them tomorrow. Mr. DegliAngeli stated he asked them to revise the 8812 contract to add that language.

Mr. Sires asked if this would be for 2018-2019 or 2019-2020. Mr. DegliAngeli answered probably more like 2019-2020. Ms. Seavey asked why. Mr. DegliAngeli stated they moved money around, but they want to do this project under the federal money, so the feds want to see the project as one. Mr. DegliAngeli stated they don't want to see one contract with dollars coming out of two pools of money.

Mr. DegliAngeli stated he doesn't see the utility work being done until 2018 and we cannot start until those utilities are out of the way. Mr. Thibodeau asked if NHDOT could boost the utilities to get this done any earlier, do they have any leverage. Mr. DegliAngeli stated they are playing it out, they are progressing, but slowly. Mr. DegliAngeli stated the only way for boosting is persuading that they are not getting cooperation and direct us to contract it out to a third utility company and then go through the courts for payment.

Mr. DegliAngeli stated the Block Grant Program was discussed at the last meeting. Mr. Sires stated it would be on the next agenda, July 11, 2017. Mr. DegliAngeli agreed. Mr. DegliAngeli stated we could redraft the agreement, but it is their draft; he will write them a letter on what we would like to see.

Mr. Colbath stated he wanted to mention while Mr. DegliAngeli was in attendance that the construction work and paving of Stark Road went extremely well.

CONSIDERATION OF AMENDMENTS TO THE SPECIAL EVENTS PERMIT

Mr. Sires stated this is basically some clean up and clarification of the permit application. Mr. Sires reviewed the proposed changes. Ms. Seavey suggested on page 5, under Events in Conway Village should be consistent with page 19 in regards to the Fire Departments; and the signature of who at the town received it should just indicate the position and not a person's name. Mr. Sires stated they are both good ideas and he will make those changes as well. **Ms. Seavey moved, seconded by Mr. Colbath, to approve as submitted and amended. The motion unanimously carried (4-0-0).**

APPOINTMENT OF MEMBERS OF THE CONWAY REC PLANNING COMMITTEE AND CONSIDERATION OF REC FEASIBILITY PROPOSAL

Mr. Sires stated we received three applicants. Mr. Weathers asked if they were going to determine the whole committee. Mr. Sires stated he believes it was agreed that it would consist of the Town Manager, the Recreation Director, two members of the Board of Selectmen, a member of the Friends of Rec, and two members-at-large. **Mr. Weathers moved, seconded by Mr. Thibodeau, to recommend Ms. Seavey and Mr. Colbath to the Conway Rec Planning Committee. The motion carried unanimously (4-0-0).**

Mr. Colbath suggested appointing two members-at-large and an alternate so all three could be included. Mr. Colbath suggested notifying all three that two positions are available and ask if one would be willing to serve as an alternate and let them self-select. The Board agreed. Mr. Sires stated he would contact them.

Mr. Sires stated in regard to the Rec Feasibility proposal as per their RFP it is not to exceed \$28,600 and the warrant article was for \$35,000. Mr. Colbath stated he did attend a meeting with them and he was impressed with the people, he felt good about them. **Mr. Colbath moved, seconded by Ms. Seavey, to accept the proposal of Alba Architects, LLP and grant them the contract. The motion carried unanimously (4-0-0).**

Mr. Thibodeau asked as they go through this process and the initial site assessment if they get through that and determine this site is not feasible will they report that to us before continuing. Mr. DegliAngeli answered in the affirmative.

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 291-22
- b. Notice of Intent to Cut Wood or Timber Tax Map/Lot 291-27
- c. Abatement Tax Map/Lot 263-58.3
- d. Abatement Tax Map/Lot 273-37
- e. Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 268-117.24
- f. Permit to sell raffle tickets – Mt. Washington Valley Arts Association – Drawing August 5, 2017

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the Notice of Intent to Cut Wood or Timber Tax Map/Lot 291-22; Notice of Intent to Cut Wood or Timber Tax Map/Lot 291-27; Abatement Tax Map/Lot 263-58.3; Abatement Tax Map/Lot 273-37; Permanent Application for Property Tax Credit/Exemptions Tax Map/Lot 268-117.24; and Permit to sell raffle tickets – Mt. Washington Valley Arts Association – Drawing August 5, 2017. The motion (0-0-0). The motion carried unanimously (4-0-0).

CONSIDERATION OF BILLS

- a. Accounts Payable Manifest 6/22/17
- b. Payroll 6/22/17

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign Accounts Payable Manifest dated 6/20/17 and Payroll dated 6/20/17. The motion carried unanimously (4-0-0).

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Accounts Payable Manifest 6/15/17

Mr. Colbath moved, seconded by Ms. Seavey, to ratify the Accounts Payable Manifest dated 6/15/17. The motion carried unanimously (4-0-0).

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Mt. Washington Valley Chamber of Commerce – Artisan Fair – July 4, 2017
- b. Mt. Washington Valley Skating Club – 4th Annual Midnight Owl 15K Run – August 5 – 6, 2017
- c. Mt. Washington Valley Art Association – Art in the Park @ Schouler Park – August 5, 2017
- d. North Conway Community Center – Mud Bowl 2017 (pending liquor license and insurance) – September 6 – 10, 2017
- e. North Conway Farmers Market/Upper Saco Valley Land Trust – Farmer's Market @ Twombly's Market - Every Saturday morning
- f. North Conway Public Library – Bike for Books – September 20, 2017

Mr. Colbath moved, seconded by Mr. Thibodeau, to approve the Special Event applications for Mt. Washington Valley Chamber of Commerce – Artisan Fair – July 4, 2017; Mt. Washington Valley Skating Club – 4th Annual Midnight Owl 15K Run – August 5 – 6, 2017; Mt. Washington Valley Art Association – Art in the Park @ Schouler Park – August 5, 2017; North Conway Community Center – Mud Bowl 2017 (pending liquor

license and insurance) – September 6 – 10, 2017; North Conway Farmers Market/Upper Saco Valley Land Trust – Farmer's Market @ Twombly's Market - Every Saturday morning; and North Conway Public Library – Bike for Books – September 20, 2017. The motion carried unanimously (4-0-0).

CONSIDERATION OF MINUTES – 06/06/17

Mr. Colbath moved, seconded by Mr. Thibodeau, to approve the Minutes of 06/06/17 and the nonpublic minutes of 06/06/17 as written. The motion carried with Ms. Seavey abstaining from voting (3-0-1).

TOWN MANAGER REPORT

Mr. Sires stated letter to the congregational delegation regarding student loans is ready to be sent. Mr. Sires stated we are continuing to work with Bank of NH, but there is nothing significant to report. Mr. Sires stated we have had conversations with the solar gardens, their approach may change, we will keep you updated. Mr. Sires stated the Airport Authority meets on Thursday night. Mr. Sires stated there have been several meetings for planning and security for Fourth of July; there is a good plan for crowd control and any potential problems in place.

Mr. Sires stated we are upgrading some of the parks and recreational facilities; especially First Bridge where we will be constructing a kiosk for all the signs. Mr. Sires stated some changes to the park staff have been made, Jeremy Gibbs is the lead person of a three-person crew and is doing a good job. Mr. Colbath stated the first bridge memorial park bench always has someone sitting there. Mr. Sires stated it would be nice to have another bench there.

Mr. Sires stated there is supposed to be some cutting of trees at Davis Park for the bridge work, but the tape has been removed from the trees so we have asked them to send a map of what they want to cut before they do it. Mr. Sires stated we are trying to get former Board of Selectmen members to gather on July 11th for a for replication of picture in the hallway.

Ms. Seavey stated there was someone who had an interest in the cemeteries. Mr. Sires asked for the contact name and he will get in touch with Jeremy. Mr. Colbath asked if there is a food vending cart process. Mr. Sires answered in the affirmative.

BOARD REPORTS AND COMMENTS

Mr. Colbath stated the ZBA meets tomorrow night as well as Budget Committee. Ms. Seavey stated she has another meeting tomorrow night, but might be able to attend the Budget Committee meeting.

Mr. Thibodeau stated that the Airport Authority meets Thursday night for a quarterly full board meeting. Mr. Thibodeau stated they are making progress on the new hanger building; and fuel sales were down during the winter.

Ms. Seavey stated that she had nothing to report.

Mr. Weathers stated that the Conservation Commission met last Wednesday night; Don Johnson and Mr. DegliAngeli are coordinating to expand the parking lot at the Marshall Property parking lot on West Side Road. Mr. Weathers stated there is some work to be done at Whitaker Woods, trail improvements where there is some erosion. Mr. Weathers stated there will not be a meeting in July.

Mr. Sires stated in regards to Diana's Bath, there is not much to report. Mr. Sires stated with the additional saw horse signs it seems people realize they really shouldn't be parking on the road. Mr. Sires stated there has not been an issue there over the last two weekends. Mr. Colbath stated he spoke with two residents of the condos and they were thankful and said it was working well.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer of the Conway Daily Sun asked in regards to the Main Street project can it wait until 2019. Mr. Weathers stated they will handle any leak or rupture from now until then and hopefully there won't be any issues.

NON-PUBLIC SESSION / NH RSA 91-A:3,II(c) – TAX MATTER

At 5:13 pm, Mr. Colbath moved seconded by Ms. Seavey, to go into nonpublic session under NH RSA 91-A:3,II(c) to discuss a tax matter. The nonpublic session included Thomas Holmes, and Recording Secretary, Holly Meserve. Mr. Sires left at this time. **Motion carried by unanimous roll call vote.**

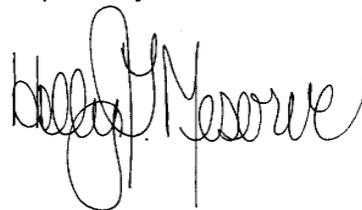
At 5:18 pm, the Board returned to public session.

Mr. Thibodeau moved, seconded by Mr. Colbath, to seal the minutes of this nonpublic session. The motion carried unanimously.

ADJOURN

At 5:19 pm, the meeting adjourned at the call of the Chair.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Holly Meserve". The signature is fluid and cursive, with the first name being more prominent.

Holly Meserve
Recording Secretary