

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
November 15, 2016

The Selectmen's Meeting convened at 4:01 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 Executive Secretary, Karen Hallowell.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mr. Weathers advised that Item 21 is removed from the agenda. **Mr. Thibodeau moved, seconded by Mr. Colbath, to approve the agenda as amended. The motion carried unanimously.**

PUBLIC HEARING - PROPOSED LAND EXCHANGE BETWEEN THE NORTH CONWAY COMMUNITY CENTER AND THE TOWN OF CONWAY INVOLVING PORTIONS OF TAX MAP/LOTS 218-28, 29 AND 30. (HEARING 2 OF 2)

Mr. Weathers opened the public hearing at 4:02 pm regarding a proposed land exchange between the North Conway Community Center and the Town of Conway regarding portions of Tax Map/Lot 218-28, 29 and 30. Attorney Randy Cooper was present on behalf of the North Conway Community Center.

Mr. Weathers asked for public comments or questions. There were none.

Mr. Weathers closed the public hearing at 4:05 p.m.

PUBLIC HEARING – CHAPTER 88/PROPOSED CHANGES TO BUILDING PERMIT APPLICATION FORM

Mr. Weathers opened the public hearing at 4:05 pm regarding Chapter 88/Proposed change to the Building Permit Application.

Mr. Weathers asked for public comments or questions. Steve Bamsey asked what the change is to the Building Permit Application. Mr. Weathers explained that the proposed change is to add language to the permit application regarding inspections, specifically to make sure that a foundation is in the right spot on a property.

There were no further questions or comments and Mr. Weathers closed the public hearing at 4:07 pm.

PUBLIC HEARING – PROPOSED CHARTER AMENDMENTS

Mr. Weathers opened the public hearing regarding proposed Charter amendments at 4:08 pm.

Mr. Sires reviewed that this is part of the recodification project. Mr. Sires reviewed that some items in the code weren't law such as how government is organized and also personnel policies and other administrative items. There were also items in the code that are now in the

proposed charter where it belongs. Mr. Sires next advised that the proposed changes are listed on the town website and we also have paper copies available for review.

Mr. Weathers asked for public comments or questions. There were none.

Mr. Weathers closed the public hearing at 4:09 p.m.

REVIEW OF PETITION FROM CONWAY VILLAGE FIRE DISTRICT
TO CHANGE BOUNDARY AND REQUEST TO SET PUBLIC HEARING

Conway Village Fire District Commissioners Janine Bean and Steve Bamsey, and Conway Village Fire Chief, Steve Solomon, were present for discussion

Mr. Sires reviewed a Petition received from the Conway Village Fire District to change the boundaries of the precinct. (Copy attached). The Petition asks the Board of Selectmen to expand the boundaries to include the C9 fire area. Mr. Sires distributed a map and reviewed same. (Copy attached). It is most of the area between Route 113 on the south, Rt. 16 on the west and Rt. 302 on the east. The area south and west of the High School. Mr. Sires next suggested that we do come up with a better map and a defined boundary.

Mr. Thibodeau questioned if there are any structures on the property. Mr. Solomon advised that the high school campus is on the property. Mr. Solomon further reviewed the precinct boundary and the area for the proposed boundary change with the Board.

Ms. Seavey asked the reason for this requested change of boundary. Chief Solomon stated that it came up in non precinct fire negotiations. There is unoccupied land and it makes sense to absorb it while it has no residents. Also, with regard to Pine Hill, they (Conway Village) were told that sewer would have to be provided when they did the project and they put in a stub to be ready for it when and if development occurs there. Mr. Solomon next stated that he will provide a better map for the public hearing. Chief Solomon next suggested holding a joint public hearing with the Town of Albany on this matter as they have to have a public hearing as well. There was brief discussion by the Board on request to change the boundary. **Ms. Seavey moved, seconded by Mr. Thibodeau, to move forward with a public hearing. The motion carried unanimously.**

OFFER OF GIFT OF LAND FROM RIVER RUN CO – TAX MAP 215-77

Joe Berry and Sheila Duane were present for discussion.

Mr. Berry reviewed the location of the property they would like to gift to the land. Mr. Berry also distributed a photo of the property and the structure for review. Mr. Berry reviewed that they negotiated a purchase price of \$68,000 for the property and there were people in the neighborhood involved. He is also putting \$20,000 forward to purchase and restore this property to its natural state. Others involved include The Connie Davis Watson Foundation, White Mountain Oil and the Gibson Woodbury Foundation. Mr. Berry next advised that they hope to close on the property next month or soon thereafter and they are requesting that the town accept the property thereafter.

Mr. Weathers explained that this requires a review and recommendation from both the Planning Board and Conservation Commission. Thereafter, the Board of Selectmen will proceed with Public Hearings on the matter.

Mr. Weathers next questioned if the purpose is to remove the structure and revegetate the property. Mr. Berry responded in the affirmative.

Mr. Colbath moved, seconded by Mr. Porter, to forward this to the Planning Board and Conservation Commission. There was brief review and discussion of the size of the lot, easements, etc. **The motion carried unanimously.**

APPOINT TRUSTEE OF TRUST FUNDS AND ALTERNATE

Mr. Sires reviewed that there is a vacant seat as a Trustee of Trust Funds and also position of alternate. The Board reviewed that Mary Conlon and Joe Mosca have volunteered. Ms. Gilligan pointed out that Ms. Conlon used to manage Trustee of Trust Funds in the past. Ms. Gilligan further reviewed that this appointment will be filling the position until the next election. Ms. Gilligan further reviewed that no one ran for the seat at the last election and the seat has been vacant. There was brief discussion by the Board. **Mr. Thibodeau moved, seconded by Ms. Seavey, that we appoint Mary Conlon as a Trustee of Trust Funds and Joe Mosca as Alternate. The motion carried unanimously.**

EVERSOURCE AREA LED CONVERSION

Public Works Director, Paul DegliAngeli, was present for discussion. Mr. Sires reviewed a spreadsheet contained in the Board agenda packet regarding an Eversource area LED conversion including costs etc. (See attached). There was discussion by the Board regarding the costs and fixtures. **Mr. Thibodeau moved, seconded by Mr. Colbath, to proceed with developing the documents and place a warrant article for the lights on the warrant. The motion carried unanimously.**

Mr. Sires next reviewed that we have explored LED with NH Electric Cooperative but it turns out it would cost us more money. The response we received from Bill Johnstone is that they include the rate for the electric plus a capital cost for them to pay themselves back on their investment. Mr. Sires next advised that we are waiting to hear back from the Vice President of NH Electric Cooperative on this matter.

OVERVIEW OF PROPOSED 2017 BUDGET

Mr. Sires gave an overview of the proposed 2017 Budget. Mr. Sires next reviewed that on December 20, 2016 this Board will need to approve a budget to forward on to the Budget Committee.

Parks and Recreation – Recreation Director, John Eastman, joined the meeting. Mr. Eastman gave an overview of the proposed 2017 Parks and Recreation budget increases. There was brief discussion by the Board.

Police – Police Chief, Ed Wagner, Lt. George Walker, Lt. Chis Mattei, and Police Commissioner, Rodney King, appeared before the Board. Chief Wagner gave an overview of the proposed 2017 Police Department budget to the Board and reviewed proposed increases.

Mr. Porter asked about police vehicles. Chief Wagner advised there is a warrant article each year and they replace two cars each year.

Police Commissioner Rodney King stated that the last police union contract was a two year contract and he would like to discuss having a three year contract with the Board. Mr. Colbath stated that his understanding was that the two year contract was at the request of the Budget Committee. Commissioner King stated that the Board of Selectmen and the Budget Committee wanted a two year contract. Negotiating this is challenging and he feels it would be better to have a three year contract.

Highway/Solid Waste/Govt Bldgs – Public Works Director, Paul DegliAngeli, joined the meeting. Mr. DegliAngeli first reviewed the proposed highway budget and increases with the Board. Mr. DegliAngeli pointed out the paving budget and stated that the Board of Selectmen may want to consider increasing this budget. There was brief discussion by the Board.

Mr. Thibodeau asked if we have a commitment for 2018 for the Main Street project. Mr. DegliAngeli responded in the negative and stated we may want to consider contacting our State Representatives at this point. Mr. Thibodeau agreed. Mr. Weathers asked about the proposed roundabouts. Mr. DegliAngeli advised that it was determined that they would fail during peak periods and that lights could handle more traffic. There was next brief discussion regarding signals, proposed roundabouts and costs. Mr. DegliAngeli next gave a brief overview of the status of the project.

Mr. DegliAngeli next reported that the NHDOT has contacted him and advised they will be paving Route 16 from Burger King to Intervale in the spring. Mr. DegliAngeli stated that he has asked that the NHDOT come in and speak with this Board regarding same.

There was next brief discussion regarding the paving budget. Mr. Weathers stated he would like to see the schedule for paving. The Board agreed they would like to review the schedule at a future meeting.

Mr. DegliAngeli next gave an overview of the proposed 2017 Solid Waste Budget. Mr. DegliAngeli reviewed overtime, staffing and hours worked.

Mr. DegliAngeli next gave an overview of the proposed 2017 Government Buildings budget to the Board. The proposed budget decreases due to fuel costs.

REVIEW OF RECEIPTS

Receipts were available for the Board's review.

SIGNING OF DOCUMENTS

- a. Certification of Yield Taxes Assessed Tax Map/Lot 296-3
- b. Notice of Intent to Cut Wood or Timber Tax Map/Lot 265-157.1 and 265-157.2
- c. Timber Tax Levy Tax Map/Lot 296-3
- d. Requests to Trustees of Trust funds for the following
 - \$113,313.20 from Highway Equipment CRF;
 - \$760,905.20 from Infrastructure Reconstruction CRF and transfer \$25,397.72 to the Traffic and Road Improvements account for retainage on the West Main Street Project from the Infrastructure CRF;
 - \$137,317.17 from the Maintenance of Town Buildings and Facilities CRF;
 - \$18,153.96 from the Parks Vehicle and Equipment CRF;
 - \$61,040.00 from the Police Vehicle CRF; and
 - \$46,361.48 from Public Educational-Government Cable Television Trust Fund

Mr. Colbath moved, seconded by Ms. Seavey, to sign the Certification of Yield Taxes Assessed for Tax Map/Lot 296-3; Notice of Intent to Cut Wood or Timber for Tax Map/Lot 265-157.1 and 265-157.2; Timber Tax Levy for Tax Map/Lot 296-3; Requests to Trustees of Trust funds for the following: \$113,313.20 from Highway Equipment CRF, \$760,905.20 from Infrastructure Reconstruction CRF and transfer \$25,397.72 to the Traffic and Road Improvements account for retainage on the West Main Street Project from the Infrastructure CRF, \$137,317.17 from the Maintenance of Town Buildings and Facilities

CRF, \$18,153.96 from the Parks Vehicle and Equipment CRF, \$61,040.00 from the Police Vehicle CRF, and \$46,361.48 from Public Educational-Government Cable Television Trust Fund. Motion carried unanimously.

CONSIDERATION OF BILLS

- a. Accounts Payable Manifest 11/17/16

Mr. Colbath moved, seconded by Ms. Seavey, to sign the Accounts Payable Manifest dated 11/17/16. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Accounts Payable Manifest 11/10/16
- b. Payroll 11/10/16

Ms. Seavey moved, seconded by Mr. Thibodeau, to ratify the Accounts Payable Manifest dated 11/10/16 and Payroll dated 11/10/16. The motion carried 4-0-1 with Mr. Colbath abstaining.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

There were no special event applications to consider.

CONSIDERATION OF MINUTES OF 11/1/16

Mr. Thibodeau moved, seconded by Mr. Colbath, to approve the minutes of 11/1/16 as submitted. The Motion carried unanimously.

TOWN MANAGER REPORT

CDGB – Mr. Sires reported he attended a CDBG meeting on November 3, 2016.

Tabletop Exercise – Mr. Sires reported he attended a tabletop exercise hosted by the town's Emergency Management Director, Lt. George Walker, on November 9, 2016.

Union – Mr. Sires reported there is a tentative agreement on the Union contract and this will be considered at an upcoming Board meeting.

NCC-TAC – Mr. Sires reported he will be attending a Transportation Advisory Committee meeting at North Country Council later this week.

Policies – Mr. Sires reviewed that we are working on assembling Board of Selectmen policies and will bring information to the Board in a few weeks.

Ambulance – Mr. Sires reported that the committee is continuing to review information.

BOARD REPORTS AND COMMENTS

Planning Board – Mr. Porter reported that the Planning Board's next meeting is scheduled for December 8, 2016.

ZBA – Mr. Colbath reported the next meeting of the ZBA is scheduled for December.

Budget Committee – Mr. Colbath reported the next meeting of the Budget Committee is scheduled for December 14, 2016.

ESAA – Mr. Thibodeau reported that the new apron at the airport is being wrapped up. They are scheduled to put the final pavement down on Thursday. Final acceptance for the work on this will be done in the spring. Mr. Thibodeau next reported that the ESAA Executive Committee is scheduled to meet this Thursday.

MWVEC – Ms. Seavey reported that the MWVEC Annual Meeting is scheduled for Thursday night at the Red Jacket.

Conservation Commission – Mr. Weathers reported that the Conservation Commission met last week and they reviewed and prioritized projects for the upcoming season. Mr. Weathers next reviewed that there is an increase in the Conservation Commission proposed 2017 budget and the Chair of the Committee, Rob Adair, will be coming before this Board to explain same.

Election Day – Mr. Weathers stated thanks to the staff and volunteers that worked Election Day. There were over 5000 voters and everyone did a great job.

Holiday Parade – Ms. Seavey stated they are still looking for participants for the parade that will be held after Thanksgiving.

PUBLIC COMMENTS AND MEDIA QUESTIONS

There were no public comments or media questions.

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

At 6:00 pm, **Mr. Colbath moved, seconded by Mr. Thibodeau, to go into non public session under NH RSA 91-A:3,II(c) to discuss a tax matter.** Included in the non public session were Town Manager, Earl Sires, Tax Assessor, Tom Holmes, Public Works Director, Paul DegliAngeli, and Karen Hollowell, Recording Secretary. **The motion carried by unanimous roll call vote.**

At 6:05 pm, the Board returned to public session.

Mr. Colbath moved, seconded by Mr. Thibodeau, to seal the minutes of his non public session. The motion carried unanimously.

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

At 6:06 pm, **Mr. Colbath moved, seconded by Mr. Thibodeau, to go into non public session under NH RSA 91-A:3,II(d) to discuss real estate matters.** Included in the non public session were Town Manager, Earl Sires, Tax Assessor, Tom Holmes, Public Works Director, Paul DegliAngeli, and Karen Hollowell, Recording Secretary. **The motion carried by unanimous roll call vote.**

At 6:38 pm, the Board returned to public session.

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

ADJOURN

At 6:39 pm, the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J. Hallowell
Executive Secretary