

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
July 28, 2015

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, Steven Porter and John Colbath, 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. Porter moved, seconded by Mr. Colbath, to approve the agenda. The motion carried unanimously.

PRESENTATION OF CERTIFICATE OF APPRECIATION TO PAUL PINKHAM

Paul Pinkham and Connie Pinkham were present. Also, present was Rob Adair, Chair of the Conservation Commission.

Mr. Weather presented Paul Pinkham with a Certificate of Appreciation for his years of service on the Conservation Commission. There was round of applause for Mr. Pinkham.

CONSIDERATION OF LETTER OF SUPPORT FOR STARTING HOME INC

Dorothy Solomon appeared before the Board.

Ms. Solomon reviewed that she was before the Board previously to explain the Starting Home project and now she is here today asking for a letter of support. Ms. Solomon next spoke about the homeless veterans and advised that in Carroll County there may be up to 40 that need help. What her group is trying to do is to get the Carroll County Delegation to agree to them using two wings of the old Carroll County Nursing Home to house homeless veterans, both men and women. Ms. Solomon explained this would be to house them for a certain period of time not to exceed a year so they can get the help they need overcoming any problems they may have including jobs, etc. Ms. Solomon next explained that they will need to do renovations to the building including a new roof, etc, and as they get more money they will use it for the renovations. Ms. Solomon again stated she is here asking for a letter to support the project.

Mr. Thibodeau questioned if this matter has the support of the Commissioners and the Delegation. Ms. Solomon stated that when she was there they did support it and she believes she still has the support. Mr. Thibodeau asked if this is still the case. Ms. Solomon stated no one has said anything to the contrary.

Ms. Seavey stated that if this is no burden on the taxpayers, then she sees no problem with it.

Mr. Colbath questioned if the number of veterans is verified or is it a guess. Ms. Solomon advised that one day in time they take a count. The count is taken at a county shelter, but we don't have a county shelter in Carroll County and this is the best number than can come

up with. Mr. Colbath asked how many veterans will be sheltered. Ms. Solomon stated seventeen. Mr. Colbath questioned if this will be supported by a 501c3. Ms. Solomon responded in the affirmative. Mr. Colbath questioned what happens if the 501c3 is dissolved. Ms. Solomon advised that the building then goes back to the county. Mr. Colbath asked if they will be leasing the building. Ms. Solomon advised they would lease it for \$1.

Mr. Weathers stated he would feel more comfortable knowing how the delegation feels about this matter. Ms. Solomon stated it is her understanding that the Commissioners have signed off on this.

There was further discussion regarding the request for a letter of support. Ms. Solomon stated that Carroll County will be voting on this on August 10. Without their stamp yet, they have not been able to get any grants as they do not have the building yet. This is why she is coming to the towns so that she can show them that the towns support the County allowing the use of the building.

Mr. Weathers asked about support from other towns. Ms. Solomon advised that they have two letters of commitment so far from Jackson and Albany. She is awaiting a letter from Bartlett and will be going to ask Madison later tonight. They have also gone to Moultonboro and other towns as well.

Mr. Weathers asked who would administrate the shelter day to day. Ms. Solomon stated they would hire people to qualify veterans and supervise the shelter. They would have one full time and two part time persons. Ms. Solomon next stated that this would be transitional facility for vets in the North Country.

There was further brief discussion. **Mr. Thibodeau moved, seconded by Mr. Weathers, to postpone the issuance of this letter until after the delegation has weighed in. The motion carried 3-2-0 with Messrs. Porter, Thibodeau and Weathers voting in the affirmative and Mr. Colbath and Ms. Seavey voting in the negative.**

Ms. Solomon stated that Representative Karen Umberger had asked that the letters come from the town with their vote.

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

- a. \$622.66 from Hannaford for Town of Conway Police for DARE

Mr. Sires reviewed this is a donation received from Hannaford specifically for the DARE program. **Mr. Colbath moved, seconded by Mr. Porter, to accept and designate the \$622.66 from Hannaford to the Conway Police Department for the DARE program. The motion carried unanimously.**

NHDOT BRIDGE SCOUR PROTECTION PROJECT: EAST SIDE RD
COVERED BRIDGE OVER SACO RIVER

NHDOT Representatives, L. Robert Landry, PE, Project Manager and Ronald L. Kleiner, Jr. PE, Project Engineer, and William A. Horne PE of CHA Associates were present for discussion. Also present was the town Public Works Director, Paul DegliAngeli.

The NHDOT representatives distributed Bridge Scour information, construction plans and photos to the Board for review.

Mr. Horne reviewed the project with the Board. Mr. Horne explained that the project is to protect the bridge from additional erosion in the future. Additional stone protection is needed for this bridge in the event of a flood.

Mr. DegliAngeli asked about data for flood events in the past. Mr. Landry advised that he didn't have it with him but would provide same to Mr. DegliAngeli. There was further brief discussion about flood incidents and also materials for this project.

Mr. Landry next advised that they are looking to do the project mid September as there would be less people using the area they will be working on. Mr. Sires questioned if they would be disturbing traffic on top of the bridge as it is foliage season. Mr. Horne stated they do not anticipate using any cranes but there will be some construction activity and they will need to access the work area. Mr. Weathers commented that bathers will be out of the water but there are a lot of people in the area for fall foliage. Mr. Landry stated that they don't need the top side of the bridge but they do need access on the sides.

Mr. Colbath asked about funding for the project. Mr. Landry advised that funding for the project will come from a federal historic bridge program and, also, state funds.

Mr. Thibodeau asked if they are not using cranes, then how will they get the rip rap to the middle of the river. Mr. Horne advised they will build a temporary causeway to get to the pier.

Mr. Thibodeau asked about the depth of the deterioration and how much deterioration in the last 20 years. Mr. Horne stated there is some displacement of stone that was placed roughly 25 years ago around the pier and they will also work on grouting and concrete. Mr. Thibodeau asked if the concrete around the pier has deteriorated. Mr. Horne responded in the negative.

Mr. Colbath questioned if there will be any disruption of traffic on the bridge. Mr. Landry responded in the negative. Mr. Colbath stated he thinks mid September would be a good time to do the work.

There was next brief discussion of other construction in the area. Mr. Landry advised that they will work around and coordinate with the other construction work.

REQUEST FOR UTILITY POLE LIGHTING AT 675 WHITE MOUNTAIN HIGHWAY

Jason Stretch appeared before the Board.

Mr. Stretch is asking for a light in front of a business on 675 White Mountain Highway. Mr. Sires questioned if the light Mr. Stretch is requesting is similar to others on the highway as this would be okay; however if he wants a box light then this would be more of a zoning issue.

Mr. Stretch stated that in order to make the lighting compliant he would have to go to the Planning Board and that could cost him thousands. There is no illumination to the property and he would like illumination for the entrance of the property. Mr. Stretch further advised that he has also been in touch with the NHDOT regarding this matter and advised them he would not pollute or cause safety issues.

Mr. Weathers questioned which style light. Mr. Stretch stated there are a couple of options. He wanted more wattage but it is too expensive. There was next brief discussion of his second choice of light fixture contained in the information Mr. Stretch provided to the Board.

Mr. Sires questioned if the light is going to be perpendicular to the lot line. Mr. Stretch stated not completely perpendicular but the primary illumination area would be the driveway. Mr. Sires explained that this would then be site lighting and this would be a zoning matter. Mr. Stretch next stated that he would then ask that it be along the road and in a position exactly the same as the light at the next property, KFC.

It was next explained that Mr. Stretch is planning to pay for the light and also for the operation of the light.

Mr. Thibodeau asked Mr. Stretch if it would be the same as the light next to it. Mr. Stretch stated it would be the same but it might look newer and may be brighter.

Mr. Sires next reviewed that a standard street light can be installed with the Board's approval. Mr. Sires next reviewed that the property owner will maintain and pay for the light.

Mr. Porter reviewed that it will be angled over Route 16. Mr. Stretch responded in the affirmative. The purpose is for illuminating the roadway and not the parking lot.

Ms. Seavey moved, seconded by Mr. Colbath, to approve the installation of a cobra head streetlight. The motion carried unanimously.

CONSIDERATION OF RAIL TRAIL AGREEMENT

Rob Adair, Chair of the Conservation Commission was present for this discussion. Mr. Sires reviewed that this matter has been discussed by the Board a couple of times at previous meetings. This Rail Trail Agreement is being presented today for signature. The only obligation of the Town at this time is to pay the \$350 fee to enter into the agreement. The Town at this time is not obligated to do anything further and if this matter does move forward, it will be brought to Board of Selectmen for approval.

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

Mr. Colbath moved, seconded by Ms. Seavey, that we approve the Rail Trail Agreement. The motion carried unanimously.

FINANCIAL REPORT – SECOND QUARTER

Finance Director, Lilli Gilligan, joined the meeting.

Ms. Gilligan reviewed the Recreation Revenue report, Recreation Revolving Fund report and General Fund Revenue reports with the Board.

Ms. Gilligan next advised that the board will review information and sign the MS form at the next meeting. Also, decisions will need to be made so that the tax rate can be set.

Ms. Gilligan next distributed a memo regarding performance bonds and reviewed same with the Board.

Ms. Gilligan next reviewed the Actual Budgeted and Encumbrances report with the Board. Ms. Gilligan advised that since the Cemetery line was left open with \$1 she was able to get insurance money for a post that was hit at the cemetery located on West Side Road. If we didn't have that line in the budget we could not have accepted this money.

10 YEAR TRANSPORTATION PLAN – EXECUTIVE COUNCILOR JOE KENNEY

Executive Councilor Joe Kenney appeared before the Board. Mr. Kenney advised that there will be meetings in August with all of the regional planning commissions regarding the State of NH 10 Year Transportation Plan. They will have a final draft by the end of August and will hold public hearings on same in the fall. He would like to hold one of the Public Hearings here in Conway.

REVIEW OF MONTHLY RECEIPTS

Monthly receipts were available for the Board's review.

SIGNING OF DOCUMENTS

- a. Abatement Tax Map/Lot 251-125
- b. Abatement Tax Map/Lot 254-29.133
- c. Notice of Intent to Cut Wood or Timber Tax Map/Lot 210-16
- d. Notice of Intent to Cut Wood or Timber Tax Map/Lot 257-6&7

Mr. Thibodeau moved, seconded by Mr. Colbath, to sign the Abatement for Tax Map/Lot 251-125, Abatement for Tax Map/Lot 254-29.133, Notice of Intent to Cut Wood or Timber Tax Map/Lot 210-16 and Notice of Intent to Cut Wood or Timber for Tax Map/Lot 257-6&7. The motion carried unanimously.

CONSIDERATION OF BILLS

- a. Accounts Payable Manifest 7/30/15

Ms. Seavey moved, seconded by Mr. Thibodeau, to approve the Accounts Payable Manifest dated 7/30/15. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Accounts Payable Manifest 7/9/15
- b. Accounts Payable Manifest 7/16/15
- c. Accounts Payable Manifest 7/23/15
- d. Payroll 7/9/15
- e. Payroll 7/23/15
- f. Abatement Tax Map/Lot 235-40
- g. Certification of Yield Taxes Assessed Tax Map/Lot 259-104
- h. Notice of Intent to Cut Wood or Timber Tax Map/Lot 252-80
- i. Timber Tax Levy Tax Tax Map/Lot 259-104
- k. Special Event Permit - North Conway Fire Department / Firemen's Muster – 7/18/15
- l. Special Event Permit -Tin Mountain Conservation Center/MWV Century Ride–7/18/15

Mr. Colbath moved, seconded by Ms. Seavey, to ratify the Accounts Payable Manifest 7/16/15, Accounts Payable Manifest 7/23/15, Payroll 7/23/15, Abatement Tax Map/Lot 235-40, Certification of Yield Taxes Assessed Tax Map/Lot 259-104, Notice of Intent to Cut Wood or Timber Tax Map/Lot 252-80, Timber Tax Levy Tax Map/Lot 259-104, Special Event Permit for North Conway Fire Department for Firemen's Muster on 7/18/15, and Special Event Permit for Tin Mountain Conservation Center/MWV Century Ride on 7/18/15. The motion carried unanimously.

Mr. Colbath moved, seconded by Mr. Porter, to ratify the Accounts Payable Manifest 7/9/15 and Payroll 7/9/15. The motion carried 4-0-1 with Mr. Thibodeau abstaining.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

a. Northeast Passage/Three Notch Century Cycling Event – 9/13/15

Ms. Seavey moved, seconded by Mr. Colbath, to approve the Special Event Application for the Northeast Passage/Three Notch Century Cycling Event on 9/13/15. The motion carried unanimously.

CONSIDERATION OF MINUTES: 6/30/15

Mr. Colbath moved, seconded by Mr. Porter, to approve the minutes of 6/30/15 as written. The motion carried unanimously.

TOWN MANAGER REPORT

Vacation – Mr. Sires reported that he was on vacation for the previous two weeks.

Marshall Land – Mr. Sires reported that he worked with Rod Adair this morning to put together an RFQ to work on the Marshall land trails.

Codification Project – Mr. Sires reported he is still working on the codification project.

Security – Mr. Sires reviewed that we are working on security at town hall and working on written procedures.

On Line Vehicle Registration – Mr. Sires reported that, as of today, people can now register vehicles on line in the Town of Conway. Mr. Colbath questioned if additional manpower will be needed to run this. Mr. Sires responded in the negative and explained that people will put information into the program at home and then the stickers, etc., will be mailed to them and this will be done during the workday.

BOARD REPORTS AND COMMENTS

Inspections – Mr. Colbath commented that the ZBA has to do equitable waivers because the town does not have an inspection process. Mr. Colbath next stated that he thinks that down the road, as Conway grows, we should have an inspection process instead of addressing things that happen afterward. Mr. Weathers stated that this has been turned down in the past. Ms. Seavey stated that she agrees with Mr. Colbath and feels it is needed but also understands that it may be a cost factor to the town to administer this. Mr. Colbath stated he feels the town needs to weigh the costs of doing the work now or later. Mr. Porter stated that there may be people who interpret this as an invasion on their property.

Sign Committee – Mr. Thibodeau reported that he met with the Planning Board as the Chair of the Sign Committee and made a presentation. The Planning Board accepted the recommendation of the Sign Committee to put an article on the warrant next year regarding interior lit signs.

ESAA – Mr. Thibodeau reported that the Airport board met last month in Augusta, Maine, to discuss the capital improvement plan for the airport. Mr. Thibodeau next advised that the Airport's next project is to tear up the old apron and put in a new one. They cannot

construct a new hangar until the new apron is put in. Mr. Thibodeau next advised that the Annual Meeting for the Airport is scheduled for August 28, 2015 and the Town Manager and Selectmen are invited to attend.

Valley Vision – Ms. Seavey reported that she attended a Valley Vision board meeting. There was an introduction of new members and they also discussed programming and ways to raise money.

Conservation Commission – Mr. Weathers reported that the Conservation Commission met last month and came up with a name for the Marshall land on West Side Road. The Commission agreed to call it the Marshall Conservation Area.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer of the Conway Daily Sun questioned with regard to the Starting Home matter discussed earlier, why the Board wouldn't give Dorothy Solomon a heads up before the delegation meeting. Mr. Weather stated we want to hear from the delegation first on this matter. Mr. Thibodeau stated that he knows that some of the delegation are not in favor of this and he wanted to see how many are going to actually vote in favor of it before he decides if he is supporting it or not. He also wants to make sure this is not going to cost the taxpayer in the future. Ms. Seavey stated that she does not make decisions on how she feels but bases it on the opinion of what the people want. Ms. Seavey stated she feels that we should let the delegation know how we feel on this matter and whether we support it or don't support it.

Mr. Steer next asked about discussion held at a previous meeting regarding a precinct dissolving. Mr. Sires advised that this is the Intervale Lighting Precinct and not the Kearsarge Lighting Precinct. Intervale Lighting Precinct is deciding now how they want to proceed.

NON PUBLIC SESSION / NH RSA 91-A:3,II(d) CONSIDERATION OF ACQUISITION, SALE OR LEASE OF REAL ESTATE

At 5:51 pm, **Mr. Colbath moved, seconded by Mr. Porter, to go into non public session under NH RSA 91-A:3,II(d) regarding consideration of acquisition, sale or lease of real estate.** The non public session included Realtor, Greydon Turner, Town Manager, Earl Sires, and Recording Secretary, Karen Hollowell. **The motion carried by unanimous roll call vote.**

The Board returned to public session at 6:02 pm.

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

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

At 6:03 pm, **Mr. Thibodeau moved, seconded by Mr. Colbath, to go into non public session under NH RSA 91-A:3,II(c) to discuss tax matters.** The non public session included three property owners, Tax Collector, Rhoda Quint, Town Manager, Earl Sires, and Recording Secretary, Karen Hollowell. **The motion carried by unanimous roll call vote.**

The Board returned to public session at 6:52 pm.

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

NON PUBLIC SESSION / NH RSA 91-A:II(a) - TOWN MANAGER EVALUATION

At 6:56 pm **Mr. Colbath moved, seconded by Mr. Thibodeau, to go into non public session under NH RSA 91-A:II(a) to discuss the Town Manager Evaluation. The motion carried by unanimous roll call vote.**

The Board returned to public session at 7:02 p.m.

There was no motion to seal the minutes.

ADJOURN

At 7:03 pm the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary