

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
June 30, 2015

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, Steven Porter and John Colbath, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell.

Selectman, Carl Thibodeau, was not in attendance due to attending a meeting in Augusta, Maine, with the ESAA.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

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

DISCUSSION OF PURCHASING 18 HANDHELD RADIOS FOR THE
RECREATION DEPARTMENT FROM THE RECREATION REVOLVING
FUND IN THE AMOUNT OF \$2400.00

Recreation Director, John Eastman joined the meeting.

Mr. Sires reviewed the Recreation Revolving Fund with the Board advising that it receives fees from recreation that can be used for Recreation Department purposes only. Currently, we have a balance of about \$33,000 in the account. Mr. Sires next stated that Mr. Eastman is proposing to buy handheld radios for the Recreation Department that are of a higher quality than the ones they have been using.

Mr. Eastman stated they would like to replace the Talkabout Motorola radios they have been using. These radios have to be replaced every year and he would like to upgrade the radios to something sturdier. Mr. Eastman advised that his department usually spends about \$500 a year for the disposable radios. If we upgrade the radios they will have their own charger bases, etc. Mr. Eastman next stated that communication between staff is very important during summer programs. Mr. Eastman next advised that the radios they are looking to buy are about \$139 each and have a two year warranty. They are called light duty business models. The company we are looking to purchase them from has advised that customers are getting about 5 to 6 years of use out of them. Mr. Eastman next advised that the radios are used heavily in the summer and then about 2 or 3 staff members use them year round. There was brief discussion by the Board. **Mr. Colbath moved, seconded by Mr. Porter, that the Board of Selectmen are the authorized agents to expend \$2,400 from the Recreation Revolving Fund. The motion carried unanimously.**

UPDATE ON SUMMER RECREATION PROGRAMS

Recreation Director, John Eastman, reported on summer recreations programs, registration numbers, attendance, trips, and training.

FOURTH OF JULY UPDATE

Recreation Director, John Eastman, Police Chief, Ed Wagner, and North Conway Fire Chief, Pat Preece, were present for discussion. Also, present was Brian Wiggin and Jill Reynolds of the 250th Anniversary Committee.

Mr. Eastman gave an update on the Fourth of July, reviewed a schedule of events, and reviewed a vendor map. Mr. Eastman advised that the Conway Recreation float for the parade will have a theme honoring veterans. Mr. Eastman next reviewed where parking will be blocked off for events in Conway Village and North Conway. Mr. Sires reviewed that once the parking spaces are closed, if people ignore the tape, etc, the town will tow the cars and that this is an FYI notice for the public. Mr. Sires further advised that we do have a towing company ready should the need to tow cars arise. Mr. Eastman advised that we will also have the areas clearly marked for no parking and that violators will be towed.

Chief Wagner stated that the Conway Police Department is ready. They anticipate their main problem will be traffic. They will be running 12 to 17 officers from morning until midnight and will be using cars, bicycles, etc.

Chief Wagner next advised that it was reported today that Hillary Clinton will be in Glen on the Fourth of July and that his department is trying to get more information on this and to find out if a stop is planned here as well.

Chief Wagner next advised that they will be utilizing people from the Conway Recreation department for traffic control on side streets.

Chief Preece of the North Conway Fire Department advised that they are prepared and have a plan in place for mutual aid. Chief Preece thanked the Board for stepping up to the plate and having the no parking areas. Chief Preece next reported that everything for the fireworks is all set. This was a lengthy process this year and they will have to man the large fire truck down in the area where the fireworks are set up and will probably add an additional five hours of standby service. Further, he will meet with John Eastman early Saturday to make the call on the fireworks due to weather.

Mr. Sires next commented that the Police, Fire, and John Eastman have been meeting for about a year now to make sure we have everything taken care of for this event. They have put a lot of work into keeping people safe and being able to respond to anything that may arise.

Jill Reynolds of the 250th Committee stated that people should also not set up lawn chairs in any of the no parking areas as well.

Mr. Weathers asked about throwing candy during the parade. Mr. Eastman advised that it is on the application to please not throw candy and this is also a reminder to people to please not do it.

CONSIDERATION OF A THREE WAY AGREEMENT FOR THE MANAGEMENT OF THE NHDOT/CVFD/TOC PROJECT

Mr. Sires reviewed previous discussion on the project in Conway Village regarding the road, sidewalks, etc. Mr. Sires next reviewed a proposed agreement between the NHDOT, Town of Conway, and Conway Village Fire District with the Board. This contract is set up so no town funds other than the allocation of Paul DegliAngeli's time to manage the project would be used. Mr. Sires next advised that we are waiting to hear back from the NHMA attorneys on the agreement. Mr. Sires asked that the Board approve the agreement today contingent upon the

NHMA saying that the agreement is ok and, also, that the Board can sign the agreement out of session. There was a brief discussion by the Board. **Mr. Colbath moved, seconded by Mr. Porter, to approve the Federal Highway Resurfacing Program State Aid Highway Program Third Party Project Agreement for the Town of Conway, Conway Village Fire District and NHDOT as presented and that the Chair of the Board of Selectmen sign the agreement out of session contingent on the NHMA legal review. The motion carried unanimously.**

DISCUSSION OF DOT STREET LIGHT REMOVAL

Mr. Sires distributed and reviewed information regarding the lights the NHDOT wants to remove to the Board. Mr. Sires reviewed that this matter was discussed at a previous meeting and the Board asked about costs, etc. Mr. Sires stated that it would cost about \$4,000 to keep all 12 lights on. We have had communication with both Eversource and NHDOT on this matter. The NHDOT advised we would have to enter into an agreement to be responsible for the maintenance and upkeep of the lights although they would still own them and we would have to pay the utility bill. Mr. Sires next stated we could either let them shut the lights off or just keep some of the lights. Mr. Sires next stated that disconnect would be mid to late July. Mr. Sires next reviewed the locations of the lights with the Board.

Mr. Weathers stated that the state wants to take the lights out and that there is no money in the town budget to keep them on. Mr. Sires stated that we didn't plan for this this year. The town originally heard about this from the NHDOT about three years ago and now they are bringing it up again.

Mr. Colbath asked if there has been any feedback at town hall about shutting the lights off. Mr. Sires responded in the negative.

Ms. Seavey stated that people on Thorne Hill are concerned with lights being shut off. Mr. Sires stated that the lights are across from Profile

Mr. Colbath questioned if all over town there are poles and lights that are paid for by different entities. Mr. Sires responded in the affirmative. Mr. Sires added that the DOT owns a number of lights mostly at intersections. The town owns lights up through town. There are two lighting precinct in town that pay for some lights as well. Mr. Colbath asked if some lights are privately paid for. Mr. Sires replied in the affirmative and advised that some people did continue to pay for some lights that were proposed for shut off a few years ago.

Mr. Porter stated that if we have no money in the budget for this –then how do we react to it? Mr. Weathers stated that we would have to find money in the budget from some other part of the budget or we could wait until the next budget and turn them back on. Mr. Sires stated if we wait until the next budget we may have to them pay to put them back up. He would have to check on this.

Mr. Porter stated that he feels we should keep the lights on for safety purposes, especially when dealing with intersections – the one by the Kancamaugus, one by the High School and the one by Walmart. We stand to lose the fixtures if we don't keep them on and we need to know what the cost is to put them back up and turned on if they are taken down.

Mr. Colbath asked for a recommendation. Mr. Sires reviewed that when the Board talked about lighting previously, it was the intent to leave them on at intersections. He feels we should keep some of these on, but not all 12 lights such as at the Kancamaugus Highway and 302/113. Ms. Seavey agreed the lights at the Kancamaugus should be kept on. Mr. Colbath

asked about the cost for each. Mr. Sires advised it is about \$30-40 each to keep them on and that we could find this somewhere in the budget.

There was further discussion by the Board. The Board agreed that some lights should be kept on and they would like to know if the others are taken down what the cost would be to put them back up and, also, can they leave the fixtures up for a period of time so that we have time to assess the situation. **Mr. Colbath moved, seconded by Mr. Porter, to leave the street light on on Route 16 north of the Kancamaugus and over by the school leave the light on on Route 302 east of the North-South road. The motion carried unanimously.**

CONSIDERATION OF A THREE WAY AGREEMENT FOR THE
MANAGEMENT OF THE NHDOT/CVFD/TOC PROJECT

(Discussion continued from earlier in meeting)

Mr. Sires advised that he received an update from the attorney regarding the agreement discussed earlier in the meeting and it is okay to sign. The Agreement was signed by Chairman Weathers.

CONSIDERATION OF A HAZARDOUS AND DILAPIDATED PROPERTY
FOR UTSAV REAL ESTATE LLC/ TAX MAP/LOT 230-1

Mr. Sires reviewed there was previous discussion on this matter and that staff has been communicating with the owner and they advised they are in the process of pulling a permit to demolish the building on their own. Mr. Sires recommended holding off on issuing the H&D order at this time as he thinks they will comply.

REPORT ON RESPONSES TO INVITATIONS TO JOIN A
PROPOSED TOWNWIDE ENERGY COMMITTEE

Mr. Sires advised that letters have been sent to the precincts and the school regarding the proposed Townwide Energy Committee. The town has heard back from the school, however, no responses have been received from the precincts. There was brief discussion by the Board. It was agreed by the Board that a follow up be sent.

SIGNING OF DOCUMENTS

- a. Notice of Intent to Cut Wood or Timber Tax Map/Lot 226-2
- b. Permit to Sell Raffle Tickets / NH Intertribal Native American Council-Drawing 8/2/15

Mr. Porter moved, seconded by Ms. Seavey, to sign the Notice of Intent to Cut Wood or Timber Tax Map/Lot 226-2 and the Permit to Sell Raffle Tickets for the NH Intertribal Native American Council –Drawing 8/2/15. The motion carried unanimously.

CONSIDERATION OF BILLS

- a. Accounts Payable Manifest 7/2/15

Ms. Seavey moved, seconded by Mr. Colbath, to approve the Accounts Payable Manifest dated 7/2/15. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Accounts Payable Manifest 6/11/15

- b. Payroll 6/11/15
- c. Accounts Payable Manifest 6/25/15
- d. Payroll 6/25/15
- e. Notice of Intent to Cut Wood or Timber Tax Map/Lot 233-9,10,13, 14

Mr. Colbath moved, seconded by Ms. Seavey, to ratify the Accounts Payable Manifest 6/11/15, Payroll 6/11/15,, Accounts Payable Manifest 6/25/15, Payroll 6/25/15, and Notice of Intent to Cut Wood or Timber Tax Map/Lot 233-9,10,13,14. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. American Diabetes Assoc / The New England Classic Cycling Event – 7/13/15
- b. Frosty's Ski Shop / Ski and Snowboard Annual Sale – 8/2-8/15/15
- c. NH Intertribal Native American Council / Lou Black Eagle Memorial Saco River Pow Wow – 8/1-8/2/15 (Pending receipt of Insurance)
- d. White Mountain Milers / White Mountain Milers Half Marathon – 10/25/15

Mr. Colbath moved, seconded by Ms. Seavey, to approve the special event applications for the American Diabetes Assoc/The New England Classic Cycling Event – 7/13/15, Frosty's Ski Shop/Ski and Snowboard Annual Sale – 8/2-8/15/15, NH Intertribal Native American Council/Lou Black Eagle Memorial Saco River Pow Wow – 8/1-8/2/15 pending receipt of insurance, White Mountain Milers/White Mountain Milers Half Marathon – 10/25/15. The motion carried unanimously.

CONSIDERATION OF MINUTES: 6/16/15

Mr. Colbath moved, seconded by Ms. Seavey, to approve the minutes of 6/16/15 as written. The motion carried unanimously.

TOWN MANAGER REPORT

Happy Video – Mr. Sires reported that there was a preview of the Happy Video today at town hall.

Board of Selectmen Meetings/Internet – Mr. Sires reported that the meetings of the Selectmen are now on the Internet on the Valley Vision website. There is also a link to the meetings from the town website. This will expand to meetings of other Boards and entities over the next few months.

Right to Know Request – Mr. Sires reported that a Right to Know Request was received from Fairpoint asking for permits and other information. He and staff met with Attorney Malia to review this matter and we will be providing the information.

Emergency Operations Plan – Mr. Sires reported that the last meeting for the EOP was held recently and the plan should be done by the end of the summer.

Farmers Market – Mr. Sires reported that the special event application for a Farmers Market submitted by Sheila Duane has been voluntarily withdrawn. They will be bringing this back again next year. This was for the Friday night Farmers Market. There will still be the Wednesday night market held at the Community Center.

Kearsarge Lighting Precinct – Mr. Sires reported that he had discussion with the sole commissioner of the precinct. They are considering presenting a warrant to their voters to dissolve and turn their responsibility over to Conway and Bartlett. (Note: Discussion was held regarding Kearsarge Lighting Precinct but it should have actually been stated as Intervale Lighting Precinct).

Request for Sign – Mr. Sires reported that Rocky Thompson contacted him. Mr. Thompson lives on West Side Road near the Lobster Trap and feels that the traffic travels too fast in this area. He has asked for signs so that people slow down. Mr. Sires next stated that he advised him that we don't generally do this but he is asking the Board of Selectmen. Mr. Sires stated that he would ask for police to do more patrols in the area. There was brief discussion by the Board. No action was taken.

Turnaround at First Bridge – Mr. Sires reported that the turnaround at First Bridge is working well. Mr. Sires next reported that the Town did receive a donation from Trout Unlimited in the amount of \$300 for police patrols.

BOARD REPORTS AND COMMENTS

Speeding – Ms. Seavey reported that she received calls from people on Pollard Street regarding speeding and can we do anything. Mr. Colbath reported he also received calls about Pollard and Wilder Streets. Mr. Colbath next pointed out that there are already signs on the streets that they are not a thru street and, obviously, they are not effective. Mr. Sires stated that he would mention this to the police as well. The Board agrees to ask police to patrol.

Planning Board – Mr. Porter reported that there was no Planning Board meeting last week.

Sign Committee – Mr. Porter reported that there is a Sign Committee meeting scheduled for this week.

MWVEC – Ms. Seavey reported that the MWVEC has not met recently.

Selectmen Meeting – Mr. Sires stated there is a Board of Selectmen meeting scheduled for next week but we do not have a lot for the agenda. Mr. Weathers stated that he will be unable to attend the meeting next week. There was brief discussion. The Board agreed that they may not need a meeting next week and, if so, Mr. Sires will advise.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer of the Conway Daily Sun asked the Board for traffic predictions. Mr. Weathers stated he hopes it will be busy for the Fourth of July.

Mr. Steer stated that someone called regarding the lack of flags in town. Mr. Steer next questioned if the town will be putting flags up. Mr. Sires stated that if the person who called is asking about the flags that were on poles in the villages, etc, in the past these were community driven efforts and it was not the town that put them up.

Mr. Steer next asked that with regard to lighting discussion earlier, if the town takes responsibility for the lights, will you ask them to leave the fixtures on the lights not being left on. Mr. Colbath explained that the discussion held earlier was that if they could leave the others up to wait and see about these before they take them down and, also, what is the cost if they do take them down and we have to put them back up.

Mr. Steer asked about the band, Discount Gigolos, playing on the Fourth of July. Mr. Sires stated this is the band that is scheduled for the Fourth of July and they have played in town before.

Janice Spinney advised that she is here today to talk about an Opiate Addiction Awareness Walk that she is planning. She does not have a permit yet for this event but is working on it. She is here today to introduce herself to the Board and discuss the event. Ms. Spinney next briefly discussed the heroin epidemic and the planned event for September 28 which includes a walk and will end at Schouler Park. There was a brief discussion by the Board.

Mr. Weathers reviewed Fourth of July Events and reminded everyone that the parade is at noon in Conway Village and the Fireworks are scheduled for 9:30 pm in North Conway.

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

This agenda item was canceled.

ADJOURN

At 5:25 pm the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary