

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
June 5th, 2018**

The Selectmen's Meeting convened at 4:00 pm in the Meeting Room of Conway Town Hall with the following present: C. David Weathers, Mary Carey Seavey, Carl Thibodeau, Steven Porter, Town Manager, Thomas Holmes, and Executive Secretary, Krista Day

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mr. Weathers noted that Mr. Colbath was not present tonight because he was attending his son's graduation.

Ms. Seavey moved, seconded by Mr. Thibodeau, to approve the agenda as written.

REQUEST FOR LETTER OF SUPPORT FOR GIBSON CENTER FOR AARP AGE FRIENDLY
COMMUNITY DESIGNATION

Mr. Holmes introduced George Cleveland and Charlie Macomber.

Mr. Macomber thanked the Board for entertaining their request for a letter of support for the Gibson Center to obtain an AARP Age Friendly Community Designation. Mr. Macomber noted that the support from the Town would require no financial component, but instead, they would ask that someone from the Town join the steering committee whose goal is to help make this area more age friendly.

Mr. Cleveland noted that while there are 50 age friendly communities in the State of Maine, there are none in the State of New Hampshire. He noted that the designation may enable to MWV to have a better chance of obtaining certain kinds of AARP grants in the future.

Mr. Holmes referred the Selectmen to a draft letter of support in their packets and stated that he was asking for authorization from the Board to have Chairman Weathers sign it. He noted that they can discuss further who should be appointed to the steering committee sometime before August.

Mr. Porter moved, seconded by Ms. Seavey, to authorize Chairman Weathers to sign a letter of support for the Gibson Center to receive the AARP Age Friendly Community Designation. The motion carried unanimously.

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

- a. \$645.39 from Granite Shield
- b. \$3,905.19 from the Concord Group Insurance
- c. \$1,035.00 from drug forfeiture money
- d. \$4,855.00 from the Damon O'Neal Scholarship Fund

Lt. Mattei asked the Selectmen to accept the \$645.39 and put it into the officer overtime fund.

Ms. Seavey moved, seconded by Mr. Porter, to accept the \$645.39 and put it into the officer overtime fund. The motion carried unanimously.

Lt. Mattei asked the Selectmen to accept the \$3,905.19 that had been received by Concord Group Insurance as reimbursement from work done on a police vehicle after an accident.

Mr. Porter moved, seconded by Ms. Seavey, to accept the \$3,905.19 and place it in the vehicle maintenance fund. The motion carried unanimously.

Lt. Mattei explained that the \$1,035 was money that was taken in as evidence in a drug case. It was determined that the Town has to accept those monies, turn it over to the Department of Justice, and the Town will receive a percentage of that money back.

Mr. Thibodeau moved, seconded by Ms. Seavey, to accept the \$1,035 received from drug forfeiture money. The motion carried unanimously.

Town Finance Director Lilli Gilligan explained that as in previous years, the Damon O'Neal Scholarship actively fundraised and accepts donation. Because this account is held by the Trustees of the Trust and cannot be budgeted for, it must be accepted as unanticipated revenue.

Mr. Thibodeau moved, seconded by Ms. Seavey, to accept \$4,855.00 from the Damon O'Neal Scholarship. The motion carried unanimously.

APPOINTMENTS TO THE LOWER MOUNT WASHINGTON VALLEY SOLID WASTE DISTRICT

- a. Stacy Sand as a Regular Member from Conway, Term Expires 2021
- b. Lilli Gilligan as an Alternate Member, Term Expires 2021

Mr. Holmes stated that the LMWVSWD had their first organizational meeting. He noted that Mr. Weathers had been appointed as the Secretary and the committee would like Ms. Gilligan to be the treasurer. In order for Ms. Gilligan to become treasurer, she needs to be an appointed member.

Mr. Thibodeau moved, seconded by Mr. Porter, to appoint Stacy Sand as a regular member to the LMWVSWD with a term expiring in 2021, and Lilli Gilligan as an alternate member with a term expiring in 2021. The motion carried unanimously.

APPOINTMENT OF EMERGENCY MANAGEMENT DIRECTOR

Mr. Holmes explained that the Board of Selectmen had reviewed the applications for the Emergency Management Director position and that it was his recommendation that Matthew Leavitt be appointed.

Mr. Porter moved, seconded by Mr. Thibodeau, to appoint Matthew Leavitt as the Emergency Management Director. The motion carried unanimously.

Mr. Holmes congratulated Mr. Leavitt and asked him to get in touch with him to choose an assistant.

SCHEDULE A PUBLIC HEARING FOR CENTER CONWAY BOUNDARY EXPANSION

Mr. Holmes stated that the Board needed to schedule a public hearing regarding a boundary line expansion near the new adult day care center. He explained that the actual building is in the Center Conway Precinct area while the driveway falls in the non-precinct area that is covered by the Conway Fire Precinct.

Mr. Holmes stated that the Center Conway Precinct has already had their meeting and now it is on the Board of Selectmen to have a public hearing and notify all interested parties.

Mr. Holmes suggested holding the hearing on July 10th.

Mr. Porter moved, seconded by Mr. Thibodeau, to schedule a public hearing regarding the boundary line expansion for July 10, 2018. The motion carried unanimously.

APPROVAL OF REVISED TAXI CAB LICENSE APPLICATION

Mr. Holmes presented a draft of a revised Taxi Cab License Application that no longer had Rhoda Quint's name on it and had updated insurance requirements.

Mr. Holmes quickly noted that the State reserves control over UBER drivers and that this application is only required of taxis.

The Selectmen decided that they would like to add the date of application as well as the date that both the Town Clerk and Police Chief sign off on the application.

Mr. Thibodeau moved, seconded by Ms. Seavey, to adopt the taxi cab license application as amended. The motion carried unanimously.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Permit to Sell Raffle Tickets for the Conway Area Humane Society (6/22/18)
- b. Permit to Sell Raffle Tickets for the MWV Arts Association (8/4/18)
- c. Permit to Sell Raffle Tickets for the Kismet Rock Foundation (6/19/18)
- d. Timber Tax Levy Map/Lot 254-11
- e. Notice of Intent to Cut Wood or Timber Map/Lot 208-1
- f. Permanent Application for Property Tax Credits/Exemptions Map/Lot 268-117.11
- g. Certification of Yield Taxes Assessed Map/Lot 254-11

Mr. Thibodeau moved, seconded by Mr. Porter, to sign the documents listed about in a. through g. The motion carried unanimously.

CONSIDERATION OF BILLS

- c. Accounts Payable Manifest dated 6/7/18
- d. Payroll dated 6/7/18

Mr. Thibodeau moved, seconded by Ms. Seavey, to approve and sign the Accounts Payable Manifest and Payroll for 6/7/18. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 5/31/18
- b. Abatement of Taxes Map/Lot 215-68.001
- c. Abatement of Taxes Map/Lot 202-171

Mr. Thibodeau moved, seconded by Mr. Porter, to ratify the AP Manifest dated 5/31/18, the Abatement of Taxes Map/Lot 215-68.001, and the Abatement of Taxes Map/Lot 202-171. The motion carried unanimously/

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. MWV Art Association's Art in the Park (8/4/18)
- b. American Legion Post 46 Campout Fundraiser for our Troops and Veterans (7/26/18-7/30/18)

Mr. Thibodeau inquired as to if this was the annual event at the Conway Legion and if they had been notified about noise level. Mr. Holmes stated that he believed they had been.

Mr. Thibodeau moved, seconded by Mr. Porter, to approve and sign the special event applications for the MWV Art Association's Art in the Park (8/4/18) and the American Legion Post 46 Campout Fundraiser for our Troops and Veterans (7/26/18-7/30/18). The motion carried unanimously.

CONSIDERATION OF MINUTES

- a. Regular and non-public 5/22/18

Mr. Thibodeau moved, seconded by Mr. Porter, to adopt the Regular and Non-Public minutes from 5/22/18. The motion carried (3-0-1) with Ms. Seavey abstaining.

TOWN MANAGER REPORT

Mr. Holmes stated that the tree that was being donated by Eversource was due to arrive next week and he will inform the Board on the details when he receives them.

Mr. Holmes stated that the contract with Atlas Pyrotechnics had been signed for the fireworks at the Fourth of July event.

Mr. Holmes noted that he and a few of the Selectmen had attended the ground breaking for the adult day care center.

Mr. Holmes stated that he had not additional news regarding the Town Hall move but that hopefully the bank would have plans into the Planning Board for their small branch sometime this month.

Mr. Holmes stated that he had been working with the Forest Service to potentially fund the Diana's Bath position.

To review from the last meeting, the reason for this new position was briefly discussed

Mr. Thibodeau inquired as to what they would take the potential money from the Forest Service. Mr. Holmes stated that they may potentially expand hours and/or days during busy weekends or holidays.

There was a brief discussion regarding signage for potential shuttle service to and from Diana's Bath.

Mr. Holmes stated that the property owner who had been in front of the Board to discuss curb cuts to be made during the Seavey Street Reconstruction had accepted the Town's proposal.

Mr. Holmes stated that Lynore Wagner had accepted the position of Deputy Town Clerk and would be working part-time for the next few weeks at which point she would go full-time.

Mr. Holmes noted that two new assessing data collectors started work today; Megan Croce and Laura Uggerholt. He wanted the public to be aware that they would be about and about measuring properties and counting rooms, bathrooms, etc.

Mr. Holmes read a letter from a new Conway resident, Jonathan Hebert, in which many of the departments at Town Hall were praised.

BOARD REPORTS AND COMMENTS

Mr. Porter stated that the Planning Board will meet June 14, 2018.

Mr. Thibodeau noted that the ESAA Board of Directors met on May 31, 2018 and are in the process of restructuring the Board and rewriting the bylaws.

Ms. Seavey requested that there be a discussion regarding the potential for sidewalks on Skimobile Road at the next Board of Selectmen meeting.

Mr. Weathers stated that the Conservation Commission would be having their monthly meeting on Wednesday, June 13, 2018.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Jim LeFebvre inquired as to if there was any news regarding the move of the recreation center to the middle school. Mr. Holmes stated that they were currently involved in negotiations to work out the final details before moving the agreement forward.

Daymond Steer from the Conway Daily Sun inquired as to if the Town had received cooperation from the fire departments and ambulance services regarding the information for the Opioid Lawsuit. Mr. Holmes stated that no further discussion or decisions have been made regarding the lawsuit at this time. Mr. Holmes stated that he was going to be asking Attorney Malia to come discuss this issue with the Board.

Mr. Steer asked if the membership on the Board of Directors for the ESAA was going to be reduced with the changes being made. Mr. Thibodeau stated that Conway would have two appointed members and a

member from the Chamber of Commerce. However, it was affirmed that all Selectmen are able to vote on this change.

Mr. Steer asked if the Cadet Program may still happen if the Forest Service is able to pay for some of the costs associated with the Diana's Bath Attendant. Mr. Holmes stated that anything could happen.

Mr. Steer stated that he felt the Town should re-work all of the existing precinct boundary lines so that there are no areas that could be considered non-precinct areas. Mr. Holmes stated that the Town does not control that and those requests must come from the precincts.

ADJOURN

At 4:40 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary