

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
July 10, 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, John Colbath, 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 they would be removing item number 9a., Permanent Right of Way Agreement Map/Lot 244-1.

Mr. Colbath moved, seconded by Mr. Thibodeau to approve the agenda as amended. The motion carried unanimously.

PUBLIC HEARING FOR CENTER CONWAY BOUNDARY LINE EXPANSION

Ray Leavitt, from Center Conway Fire Department, stated that he was speaking in favor of the precinct boundary line expansion by the Route 113 and 302 intersections. Mr. Leavitt gave a brief history regarding how that area became a non-precinct coverage area. He noted that two previous Town Managers had suggested that Center Conway should petition to have the boundary line changed to include this particular area in their precinct. Mr. Leavitt stated that with the new adult day care center being built, it makes more sense to move the boundary line because in its current position, the building is in the Center Conway precinct but the driveway to the center is not. He noted that this may cause confusion in regards to 911 dispatch. He stated that he did not want this boundary change to be a turf war between Conway Village and Center Conway, but instead, he hopes it would simplify things for 911.

Center Conway Fire Chief, Glenn Merrill, stated that by expanding the Center Conway boundaries, it would be less confusing for dispatchers to dispatch. He noted that Conway Village supplies ambulance coverage for Center Conway so this change would only effect Fire response.

Mr. Colbath inquired as to what properties were involved other than the adult day care. Mr. Leavitt responded that it would include Fireside Drive, but that Center Conway Fire already responds to that road.

Mr. Holmes noted that all owners of properties that this would affect have been notified via certified mail.

Chief of Conway Fire Department, Steve Solomon, handed the Selectmen a letter in opposition of the boundary line expansion. Chief Solomon explained that the letter states many reasons why this expansion is not a good idea. He noted that Conway Village sees no positive in the expansion to the people who live in that area. Not only will their tax rates increase, but their insurance rates have the potential to increase as well. Chief Solomon added that he believes this may increase confusion when it comes to 911 dispatch.

Chief Solomon stated that they currently are one year into a 5-year contract with the Town. He added that while it is possible to make changes, it would make more sense to do it during a contract renewal period.

Chief Solomon stated that he believes Conway provides unparalleled services.

Daymond Steer stated that the Town should look into simplifying things and move towards a Town-wide Fire Department.

Mr. Thibodeau inquired as to why this issue came up. Mr. Leavitt explained that up until now, they stopped coverage at the intersection, but now with the issue of the adult day care, this would simplify things.

Steve Bamsey, a Commissioner for the Conway Village Fire District, expressed that the Commissioners fully support Chief Solomon's position. He noted that they aren't against discussing this issue in the future, but that they just went through the contract negotiation and this was never mentioned. He believes that this will cause more confusion. He also expressed that he would support beginning a discussion regarding Town-wide fire.

Mr. Porter suggested that Mr. Steer attend precinct meetings and that the precincts should have these conversations.

Mr. Porter asked if Center Conway could cover these areas as well as Conway. Chief Merrill explained that the distance to these areas is closer than Conway and that the only difference is that they do not have ladder truck.

There was discussion regarding staffing. It was determined that Conway Village has at least two members at the stations 24/7 and Center Conway calls members in when needed.

Mr. Leavitt stated that he hopes Conway did not state in their letter that Center Conway is inferior to Conway Fire.

Mr. Steer inquired as to what the process was for arbitration of this issue. Mr. Holmes stated that it was ultimately up to the Board of Selectmen. Mr. Weathers stated that he wanted to wait for some input from the public and make a decision on July 24, 2018.

Mr. Porter wanted to explain to the public that most fire departments in the state are not manned like Conway Fire and most use a paging system like Center Conway.

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

- a. \$2,013.61 from the Concord Group Insurance Company

Ms. Gilligan stated that this was a reimbursement from an insurance company for damages caused in an accident this year. She noted that they had already received one reimbursement, but additional damage had been found.

It was clarified that the total cost of the repairs was now covered with this final reimbursement.

Mr. Colbath moved, seconded by Mr. Porter, to accept the \$2,013.61 from the Concord Group Insurance Company and to apply it to the Conway Police Department Vehicle Maintenance line. The motion carried unanimously.

REVIEW AND DETERMINATION OF RECREATION CENTER LEASING OF A. CROSBY
KENNETT MIDDLE SCHOOL

Mr. Holmes stated that he was proud to say that together with Paul DegliAngeli and John Eastman from the Town, and Kevin Richard, Andy Grigel, and Jim Hill from the School, they had accomplished the goal of lease terms that both defended the Town and School's best interests. He added that both sides always had the goal in mind of making this a success.

Mr. Holmes stated that the School Board had signed the lease and now it was time for the Selectmen to sign the three copies if they chose to.

Mr. Weathers asked if all Board members had had the opportunity to review it. All members answered in the affirmative.

Mr. Thibodeau stated that all parties involved in this process should be commended. He added that this showed an unprecedented level of cooperation between the School and the Town.

Mr. Steer asked to know more about the "nuts and bolts" of the lease.

Kevin Richard, Superintendent of SAU 9 explained that the process was more of a collaborative and not a competitive approach. He stated that he believes this to be a real win for the Town of Conway as a whole. He told Mr. Steer he would give him a copy of the lease.

Mr. Richard added that there was a provision in the lease that both Mr. Holmes and himself would have a joint report annually for the Selectmen and the School Board.

Mr. Colbath moved, seconded by Ms. Seavey, to sign the lease agreement as presented for the Town to Lease a space in A. Crosby Kennett Middle School for their Recreation Center. The motion carried unanimously.

Ms. Seavey did not sign the lease at this time because her name was spelled incorrectly. She plans to sign when this is fixed.

Mark Hounsell, School Board member, stated that this was a great example of good government.

MWV TRAILS ASSOCIATION PROPOSAL

Cort Hanson and Larry Garland were present to speak on behalf of the MWV Trails Association and the Conway Rec Path Committee.

Mr. Hanson explained that they were seeking a letter of intent from the Town for the application of a TAP grant that would allow them to continue construction of the Rec Path from Hemlock Lane to Smith Eastman; they called this Phase II. He stated that this was a 2019 application and that the money would be available in 2019-2020. TAP stands for Transportation Alternatives Program.

Mr. Garland stated that this is one of the only grants that awards in the 6-digit range. However, since they do not award these grants to non-profits, they were asking that the Town submit the application for this project and act as the fiscal agent. Mr. Garland noted that they had already raised 2 million dollars for Phase I at this point in time. He believes that this TAP grant would be a great way to carry on the project.

Mr. Garland explained to the Board that they are asking for this letter of intent because they cannot ask major donors for donations unless they have something showing the Town intends to apply and is in favor. He noted that the letter does not obligate the Town to apply but gives the Committee a chance to continue seeking donations.

Ms. Seavey stated that she believes in the project but wants to make sure that the Town is reimbursed for the work that they have to put in acting as the fiscal agent for the project.

After some discussion, Mr. Garland stated that while this particular grant money could not be used to pay the Town for their time, money could be used from donations to budget in for administrative work completed by the Town.

Mr. Colbath stated that that most grants include a provision for cost of administration. He added that this was important because it was going to take the time of Town Employees.

Mr. Garland stated that once they get a letter of intent from the Town, they can work to define these issues.

Ms. Seavey moved, seconded by Mr. Colbath, to sign the letter of intent for the MWV Trails Association TAP Grant. The motion carried unanimously.

Mr. Weathers stated that he had heard that some members of the Rec Path Committee were telling people that the Town was on board with this project. He wanted to be clear that while the Selectmen support the project, they are not putting forth financial resources without getting reimbursement. Mr. Garland stated that this was understood.

Ms. Seavey moved, seconded by Mr. Colbath, to revise the previous motion to state that the Board authorizes Chairman Weathers to sign the letter of intent for the MWV Trails Association TAP Grant on behalf of the Board of Selectmen. The motion carried unanimously.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Current Use Land Use Change Tax Collector's Warrant Map/Lot 250-154
- b. Land Use Change Tax Map/Lot 250-154
- c. Timber Tax Levy Map/Lot 201-1 and 201-22
- d. Certification of Yield Taxes Assessed Map/Lot 201-1 and 201-22

Mr. Colbath moved, seconded by Ms. Seavey, to sign the documents above in a. through d. The motion carried unanimously.

CONSIDERATION OF BILLS

- a. Accounts Payable Manifest dated 7/12/18

Mr. Colbath moved, seconded by Ms. Seavey, to approve and sign the AP Manifest dated 7/12/18. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 6/28/18
- b. AP Manifest dated 7/5/18
- c. Payroll dated 7/5/18

Mr. Colbath moved, seconded by Mr. Thibodeau, to ratify the AP Manifests dated 6/28/18 and 7/5/18 and the Payroll dated 7/5/18. The motion carried (4-0-1) with Mr. Porter abstaining.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Ragnar RTB, LLC Reach the Beach (9/14/18)
- b. North Conway Public Library Bike for Books (9/29/18)

Mr. Colbath moved, seconded by Ms. Seavey, to approve and sign the special event applications for Ragnar RTB, LLC Reach the Beach (9/14/18) and North Conway Public Library Bike for Books (9/29/18). The motion carried unanimously.

CONSIDERATION OF MINUTES

- a. Regular and Non-Public 6/19/18

Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the regular and non-public minutes form 6/19/18 as written. The motion carried (4-0-1) with Mr. Porter abstaining.

TOWN MANAGER REPORT

Mr. Holmes noted that the Diana's Bath Attendant had begun on June 29, 2018. He added that while she has her hands full, she is doing an excellent job keeping traffic moving and offering advice for alternative parking options. He noted that the old Glen Builders property had about 100 spaces available for a small cost.

Mr. Holmes noted that there had been some press regarding a shuttle, but he does not see the Town's role in a shuttle and believes it is more of a private enterprise.

Mr. Holmes noted that the Solar Garden has begun the engineering process. He noted that they have a meeting with Mr. DegliAngeli later this month.

Mr. Holmes informed the Board that they had been given information regarding the NHMA policy process. He noted that they Board has been asked to appoint a representative to attend the annual conference on September 14, 2018. He also noted that if there were any new policies the Selectmen were in favor of, those needed to be submitted by August 10, 2018.

Mr. Colbath stated that he would be available to attend the conference. The Board decided to wait to appoint until the next Selectmen meeting.

Mr. Holmes noted that Executive Secretary, Krista Day, had been with the Town now for 6 months.

Mr. Holmes stated that he would be on vacation from July 12-23 and that Mr. DegliAngeli would be covering as Town Manager in his absence.

BOARD REPORTS AND COMMENTS

Mr. Porter stated that the Planning Board had not met.

Mr. Porter noted that the Historical Committee had met two weeks prior, however, there was no quorum so nothing had been accomplished. He noted that they met at the North Conway Community Center.

Mr. Colbath stated that the ZBA had met two weeks prior for 8 hearings.

Mr. Colbath noted that the Budget Committee had met on June 27, 2018 to discuss some business issues and for the quarterly review by the Town and School. Mr. Colbath commended Ms. Gilligan for her detailed presentation.

Mr. Thibodeau explained that the Women's Air Race Classic had terminated at the Fryeburg Airport. He noted that it was well organized and well run. Mr. Thibodeau once again gave an overview on the great economic impact that this event had on the Mount Washington Valley and that the ESAA is looking into other opportunities similar to this.

Mr. Colbath noted that two rookies had won the race. Mr. Thibodeau confirmed that and noted how great it was to see such a plethora of ages in the racers.

Mr. Thibodeau also stated that Ed Bergeron had been working hard and would be putting on a STEM Aviation Camp July 16-20. Mr. Thibodeau gave a summary of the interesting things these students would get to do during that camp. He also noted that most of the interest for the camp had come from Kennett High School.

Mr. Thibodeau noted that they had a Board of Directors Meeting July 3, 2018 and that the Board had voted to move the hanger project forward.

Ms. Seavey stated that there were a few upcoming classes/workshops being offered by the Economic Council and that these could be found and registered for at mwvec.com or by calling 447-6622.

Ms. Seavey also noted that the Economic Council would be hosting the Democratic Congressional Primary Debate on August 23, 2018 and the Republic Congressional Primary Debate on August 29, 2018.

Mr. Weathers noted that the Conservation Commission had taken the month of July off and would be meeting again in August.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer from the Conway Daily Sun stated that he had been asked to look into Food Trucks and the regulations around their existence. He asked the Selectmen if they had a point of view on Food Trucks.

Mr. Holmes stated that food trucks are only allowed on private properties that are commercially zoned and are prohibited on Norcross Circle and the Schouler Park side of Route 16 in the right of way. He noted that there is a permitting process with Jim Yeager, Code Enforcement Officer.

Mr. Steer stated that maybe Schouler Park could be made available more for activities. Mr. Colbath noted that Schouler Park is available through Conway Recreation and the Special Event Application process, however, there is a high cost associated with using it due to the potential for damage to the expensive sprinkler system. He also noted that Schouler Park is used often for sports events.

NON-PUBLIC SESSION RSA 91-A:3 II (b) HIRING OF PUBLIC EMPLOYEE

At 5:15 pm, Mr. Colbath moved, seconded by Mr. Thibodeau, to go into non-public session under RSA 91-A:3 II (b) to discuss the hiring of an employee. The motion carried unanimously.

At 5:25 pm, the Board returned to public session.

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

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

Mr. Porter moved, seconded by Ms. Seavey, to go into non-public session under RSA 91-A:3 II (c) to discuss a tax matter. The motion carried unanimously.

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

At 5:51 pm, Mr. Colbath moved, seconded by Mr. Porter, to return to public session. The motion carried unanimously.

Mr. Colbath moved, seconded by Mr. Porter, to allow Emergency Management Director, Matthew Leavitt, to hire his own Emergency Management Assistant. The motion carried unanimously.

ADJOURN

At 5:52 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary