

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
November 12, 2019

The Selectmen's Meeting convened at 4:05 pm in the Meeting Room at Conway Town Hall with the following present: C. David Weathers, Carl Thibodeau, John Colbath, 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. Porter was unable to make the meeting due to illness.

Mr. Weathers stated that there was one correction to the agenda. The date for agenda item 10a. needed to be corrected to read 11/6/19.

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

PUBLIC HEARING TO DISCUSS PROPOSED CHANGE TO POLLARD STREET
PARKING REGULATION

Mr. Weathers opened the public hearing at 4:02 pm.

Resident Jill MacMillan wanted to reiterate to the Board that while she would like to remove the no parking signs from both sides of Pollard Street, she would rather the signs be moved to the west side of the road. She went on to explain that the fire hydrants and the sidewalk are on the west side of the road and to allow parking on that side would be unsafe.

Mr. Colbath stated that no one approached him to voice an opinion either way.

Mr. Weathers closed the public hearing at 4:05 pm.

Mr. Colbath moved, seconded by Ms. Seavey, to change the ordinance to allow for parking on the east side of Pollard Street, but prohibit parking on the west side of Pollard Street when signs are erected. The motion carried unanimously

BUDGET REVIEW

a. Overview of Proposed Budget

Mr. Holmes explained that this proposal was originally constructed by former Finance Director Lilli Gilligan but had undergone a few changes since. He noted a total proposed increase of 2.6% or \$293,466 for a total budget of \$11,760,970.

It was requested by the Board that the proposed budget be put on the website.

Mr. Holmes gave a summary of the proposal.

He noted that this year there were two large elections on top of the annual elections.

Mr. Holmes also noted that the rec budget had significantly increased, but this was anticipated as the new space is larger, there are more staff, and participation is also up. It had also been requested by the Board to budget to for a software package that would allow for online registrations and payments for these programs.

Mr. Holmes explained that the previous Finance Director had broken the cemetery maintenance budget into its own line. However, Mr. Holmes was proposing to move it back into the parks and rec budget to allow for more discretion on how that money is used.

Mr. Holmes also noted that in the assessing budget, they had increased the proposed salary for the advertised assessor position and he was looking to up the salary for the assessing clerk who was going to have more responsibility in carrying that office.

Mr. Holmes explained that they are going to propose phasing out the code enforcement officer position and adding a full-time assistant building inspector position to order to cover the responsibilities of code enforcement, but also deal with short term rental regulation.

Mr. Colbath stated that he hopes they are able to add fees for short term rental licensing in order to help offset the costs of this new position.

Mr. Holmes noted that he wanted to move the temporary event permit responsibility to the rec center rather than under the code enforcement officer.

Mr. Holmes explained that under patriotic purposes, there had been a 12.8% increase due to increase costs of vendors.

Mr. Colbath noted that the Veterans Day presentation had been very well done.

b. Conservation Commission

Mr. Weathers explained that there was a decrease by about \$785 dollars.

It was unknown whether they anticipate any revenue in this area for 2020.

c. Executive

Mr. Holmes explained that they proposed increasing the executive budget by 3.2%. Areas of note included a reduction in town reports and office supplies, but an increase in funds for record binding.

d. Legal

Mr. Holmes noted that he proposed decreasing the legal budget by \$10,000.

e. Parks/Recreation & Patriotic Purposes

Mr. Eastman explained that Mr. Holmes had already touched upon the reason for the overall proposed increase in his budget.

There was discussion regarding cemetery maintenance. Page 18. Most increases Tom mentioned.

Ms. Seavey would like to see an inventory done of all the work that needs to be done at the cemeteries. She mentioned that perhaps the historical society would help.

Mr. Eastman noted an increase in overtime as they had increased their trash pickup.

Mr. Eastman noted that Veterans Day spending comes out of his budget but he does not control that spending. They work with the American Legion.

In regards to the 4th of July Celebration, Mr. Eastman noted that things are just more expensive each year.

f. Recreation Revolving Fund

g. Police

Chief Wagner explained that they were looking at a proposed increase of just under 2.9%. He noted that most of the increase comes from the radio maintenance line as their portable radios need to be replaced. It is their plan to replace 3-4 radios per year for the next 6 years.

It was stated that the new tower is up at the police station. However, concerns regarding how to keep people from climbing it were raised.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF TAN DOCUMENTS

Mr. Holmes explained that they were looking to have the Selectmen signed a Tax Anticipation Note (TAN) to be able to draw from during the Main Street Project to ensure there was enough cash flow. However, they were looking to accelerate this process tonight in order to have proper cash flow for normal operations in town as the tax bills were going out late and there could potentially be an issue in that regard.

The total line of credit would be for \$1,500,000. However, they were looking to draw \$750,000 right now to cover upcoming payments the school and payroll until property tax payments start coming in.

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the TAN documents before them. The motion carried unanimously.

SIGNING OF DOCUMENTS

- a. Warrant for Land Use Change Tax: 250-80
- b. Municipality Land Use Change Tax Bill: 250-80
- c. Warrant for Land use Change Tax: 250-51
- d. Municipality Land Use Change Tax Bill: 250-51
- e. Warrant for Land Use Change Tax: 269-71
- f. Municipality Land Use Change Tax Bill: 269-71
- g. Warrant for Land Use Change Tax: 249-5
- h. Municipality Land Use Change Tax Bill: 249-5
- i. Municipal Assessment Data Certificate
- j. Permit to Sell Raffle Tickets: Kennett Middle School Class of 2024 8th grade trip
- k. Permit to Sell Raffle Tickets: Friends of Conway Recreation
- l. Supplemental Tax Bill for 2019: 298-24

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

CONSIDERATION OF BILLS

- a. AP Manifest dated 11/14/19

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the AP Manifest dated 11/14/19. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 11/7/19
- b. Payroll dated 11/7/19
- c. Tax Warrant Dated 11/6/19

Mr. Colbath moved, seconded by Mr. Thibodeau, to ratify the documents listed above in a. through c. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATIONS

(none)

CONSIDERATION OF MINUTES

- a. Regular Minutes from 10/29/19

Mr. Colbath moved, seconded by Ms. Seavey, to adopt the minutes from 10/29/19 as written. The motion carried (3-0-1) with Mr. Thibodeau abstaining.

TOWN MANAGER REPORT

Mr. Holmes handed the Board a chart of the new tax rates that had been approved by the DRA.

Mr. Holmes noted that the bill the town had sponsored, known as the disorderly household bill was “ought to pass”.

Mr. Colbath noted that there were two webinars that looked worthwhile regarding regulating short term rentals and regarding cable tv. Mr. Holmes stated that he would be attending those and anyone else would be welcome to join him.

Mr. Colbath explained that in anticipation of the town looking for a potential voting site, a suggestion had been made that the SAU would potentially be willing to let us use the Middle School Gym for that day if the Middle School students could use the rec center gym. While there would still be potential parking concerns, it would be worth considering.

BOARD REPORTS AND COMMENTS

Mr. Colbath stated that the Budget Committee would be meeting December 11, 2019 and the ZBA would be meeting November 20, 2019.

Mr. Thibodeau noted that there can be no further progress on the transient hangar and that they were still in negotiations with Maine DEP for their permits.

Mr. Weathers stated that the Conservation Committee would be meeting on November 13, 2019.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Mr. LeFebvre inquired as to what the town was anticipating in regards to the effect of the revaluation. Mr. Holmes explained that he believed there would be a lot of appeals. He noted that the last time there had been an economic boom and assessments went up, there had been over 100 abatement applications. He noted that there will be large increases in some areas of town.

Mr. LeFebvre stated that as a citizen of Conway, he would encourage the Board to do what they can to keep tax rates as low as possible.

Ms. Seavey stated that she had already have 13 calls regarding assessment increased.

Mr. Thibodeau noted that it would be best to wait to see what your actual tax bill looks like before getting too worked up.

It was stated that tax bills were set to be mailed this week.

ADJOURN

At 5:15 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary