

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
March 24, 2020**

The Selectmen's Meeting convened at 4:01 pm in the Meeting Room of Conway Town Hall with the following present: C. David Weathers, Mary Carey Seavey, Carl Thibodeau, Acting Town Manager/Public Works Director Paul DegliAngeli, and Executive Secretary, Krista Day. John Colbath and Thomas Holmes attended the meeting as virtual participants.

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 attend the meeting. He added that Town Manager Thomas Holmes and Selectmen John Colbath were attending the meeting via GoToMeeting on through the phone/computer. Per order of the Governor, Mr. Colbath was allowed to participate and vote during the meeting.

Mr. Holmes noted that by law, he and Mr. Colbath were required to state where they were attending the virtual meeting from, as well as identify any other individual in the room with them.

Mr. Holmes stated that he was at 47 Mill Street in Center Conway, NH and no one was in the room with him. Mr. Colbath stated that he was in his home in Center Conway, NH and no one was in the room with him.

Mr. Weathers explained that they would be amending the agenda to allow Emergency Management Director Matt Leavitt speak about the current situation regarding COVID-19.

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

REPORT FROM EMERGENCY MANAGEMENT DIRECTOR MATT LEAVITT

Matt Leavitt gave the Board a summary of the numbers infected with COVID-19. He noted the USA has approximately 50,931 people infected. As of the day before, New Hampshire had 101 infected and 1 fatality. He added that Carroll County has 7 people with the virus identified.

Mr. Leavitt explained that he has been in constant contact with the hospitals and the schools. The hospital is preparing for the potential influx of patients and the school system had begun

their remote learning. He added that the school was creating long term continuation plans regarding food service to the children in town.

Mr. Leavitt urged people to continue to practice social distancing and avoid social gatherings. He noted that if you are over the age of 60, you should try and stay home, limit activities, and make sure you have a 30-day supply of medications.

Mr. Leavitt explained that the State is holding that there is no issue with food supply, however, there have been noticeably empty shelves in town. He added that there would be 4 separate new conferences happening tomorrow.

Mr. Leavitt urged people to call 211 for information. He reviewed the protocol currently if you are worried that you have the virus. He stated that you should contact your primary care provider. He explained that people with potential symptoms are urged to self-isolate for at least 7 days, and then a further 72 hours after you become symptom free. He added that if you believe you have had contact with someone with COVID-19, they recommend 14 days of isolation.

Mr. Leavitt stated that he believes they are as ready as they can be at the moment.

PUBLIC HEARING ON ARTICLE 29: (NON-MONETARY) TO SEE IF THE TOWN WILL VOTE TO ALLOW THE OPERATION OF KENO WITHIN THE TOWN PURSUANT TO THE PROVISIONS OF NH RSA 284:41 THROUGH 51

Mr. Weathers opened the public hearing at 4:12 pm.

There were no public comments.

Mr. Weathers closed the public hearing at 4:12 pm.

APPOINTMENT OF ZBA MEMBERS

- a. John Colbath (3 Year Term)
- b. Luigi Bartolomeo (3 Year Term)

Mr. Weathers explained that these were requests for reappointment.

Ms. Seavey moved, seconded by Mr. Thibodeau, to appoint John Colbath to a 3-year term on the Zoning Board of Adjustment. The motion carried (3-0-1) with Mr. Colbath abstaining.

Ms. Seavey moved, seconded by Mr. Thibodeau, to appoint Luigi Bartolomeo to a 3-year term on the Zoning Board of Adjustment. The motion carried unanimously.

SHORT TERM RENTAL COMMITTEE DISCUSSION

Mr. Holmes explained that after the Board had expanded the membership of this new committee, it had been brought to his attention that there could be no more than 2 members of the Planning Board on the committee.

Mr. Thibodeau moved, seconded by Ms. Seavey, to request that Mr. Steven Steiner resign from the Short-Term Rental Committee. The motion carried unanimously.

It was stated that there is not another meeting set up for this committee as Mr. Holmes does not feel that it is a critical committee that must meet during this pandemic.

RECOMMENDATIONS FROM THE PLANNING BOARD AND THE CONSERVATION COMMISSION REGARDING SELLING THE OLD RECREATION CENTER

It was stated that the Planning Board had unanimously recommended that the Selectmen have the authorization to sell the old recreation center property.

The Conservation Commission reported that they would not object to selling the Old Recreation Center if the Selectmen and the Taxpayers choose to do so.

REVIEW OF RECEIPTS

(none)

SIGNING OF THE DOCUMENTS

- a. Permanent Application for Property Tax Credits/Exemptions Map/Lot 276-17
- b. Permanent Application for Property Tax Credits/Exemptions Map/Lot 253-54
- c. Permanent Application for Property Tax Credits/Exemptions Map/Lot 299-16
- d. Intent to Cut for Map/Lot 260-58.11

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

CONSIDERATION OF BILLS

- a. AP Manifest dated 3/26/2020
- b. Payroll dated 3/26/2020

Mr. Thibodeau moved, seconded by Ms. Seavey, to sign the AP Manifest and Payroll, both dated 3/26/2020. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 3/19/2020

Mr. Thibodeau moved, seconded by Ms. Seavey, to sign the AP Manifest dated 3/19/2020. The motion carried unanimously.

CONSIDERATION OF SPECIAL EVENT APPLICATIONS

(none)

CONSIDERATION OF MINUTES

- a. Regular and Non-Public Minutes from 3/10/2020

Mr. Weathers noted that there needed to an "s" added to the second line on the second page on the word "know".

Mr. Thibodeau moved, seconded by Ms. Seavey, to adopt the minutes from 3/10/2020 as amended. The motion carried unanimously.

TOWN MANAGER'S REPORT

Mr. DegliAngeli gave a brief overview of things that have been happening in regards to COVID-19 around the town as well as the State.

Mr. DegliAngeli explained that the Governor had issues an emergency order that would allow for Selectmen, or other committee members to attend meetings virtually and still be allowed to vote.

It was stated that the town still has no answer regarding how they will be voting on April 14th, or even if they will be able to. They are encouraging the Governor to allow for more absentee voting. There was brief note of potentially doing a drive through type of voting at the DPW garage.

Mr. DegliAngeli noted that the assessing department had stopped doing all home inspections at this time and all non-essential meetings. Conway Recreation is closed but they are using Facebook to still interact and challenge children.

They had heard from Eversource and PSNH that there were going to be no electric shut offs.

It had been reported that the Police Department was still at full power.

Mr. DegliAngeli and Mr. Holmes had received calls from the North Conway Legion as well as Mr. Steven Steiner asking how they could help. It was determined that the town will reach out to them if they see areas where they could be utilized.

Mr. DegliAngeli noted that Town Hall has been closed to the public, but they had not yet changed information on voicemails or the website. They wanted permission from the Board to

move forward with allowing those who can work remotely to do so, to change voicemail messages, and to forward calls of some staff members to their home phones.

There was discussion regarding vehicle registrations and how not all can be done online. Mr. DegliAngeli noted that they are still working through how the Town Clerk can handle those situations.

There was discussion regarding how the Department of Public Works has been operating in order to try and keep the department functioning in case of illness. They have been splitting the staff and cross training at both the landfill and the transfer station as those are still fully functioning. He also noted that half of the workers have been home for a week, and will be staying there for another week. After that, the other half of workers who have been reporting for work will take the following two weeks off. Mr. DegliAngeli noted that they have split the group into two so they have matching skill sets so that work can continue in case of infection. The workers were being paid during these two weeks off.

Mr. Thibodeau stated that these are unusual times and that he believed this to be a solid plan and they should reassess in three weeks.

There was brief discussion regarding whether one or two weeks off was preferable. Because of the potential 14 day incubation period of the virus, they believed they should stick with two weeks.

Mr. Thibodeau moved, seconded by Ms. Seavey, to implement the plan as presented by Mr. DegliAngeli regarding the changes at Town Hall to allow for more flexibility in work locations, changing of voicemail messages, and call forwarding. The motion carried unanimously.

Mr. Thibodeau moved, seconded by Ms. Seavey, to implement the plan as presented by Mr. DegliAngeli in regards to the current plan for two week rotations of the DPW staff and that they would reassess the situation in 3 weeks. The motion carried unanimously.

Mr. DegliAngeli noted that the Town Clerk was ready to issue notices of lien for those who had not paid the taxes that were due in December of 2019. She had been contacted by some individuals who wanted to see if the Selectmen would show some leniency in regards to this. However, the feeling of Staff is that they are not recommending the delaying of these notices as this has been an ongoing issue, and not something directly affected by the virus.

Mr. Thibodeau moved, seconded by Ms. Seavey, to follow recommendations of staff and allow Ms. Inkell to send out notices of lien. The motion carried unanimously.

Mr. DegliAngeli added that Ms. Inkell wanted to see if the Board was in favor of waiving the one dollar fee that is charged for online vehicle registrations. This fee covers the postage that is needed to send out the registrations.

Ms. Seavey moved, seconded by Mr. Colbath, to waive the one dollar fee for online vehicle registrations. The motion failed unanimously.

There was brief discussion regarding the potential of Selectmen waiving interest on late tax payments that would be due on July 1st if payments are made each month from July until October. It was determined that this issue would be tabled until later next month.

BOARD REPORTS

Ms. Seavey was happy to report that Albany had voted to fund Valley Vision for their town.

She also noted that the outreach committee is not currently meeting due to COVID-19. She is unsure on how that is going to affect the town.

Ms. Seavey noted that for RSVP, they were having difficulty getting enough volunteer drivers for non-emergency medical transportation and was reaching out to the general public for help.

Mr. Colbath reported that the ZBA had met for two hearings and that the Budget Committee Meeting that was scheduled from March 25, 2020 was postponed.

Mr. Thibodeau stated that he would like to see the town declare a moratorium of enforcement on their ordinance that only allows for one A-frame sign. He noted that there are multiple locations in town that have multiple businesses and that it is important to allow for these businesses to advertise what they offer so that they can remain viable.

Ms. Seavey moved, seconded by Mr. Colbath, to instruct the town staff to not enforce the a-frame sign ordinance for a period of 30 days. The motion carried (3-0-1) with Mr. Thibodeau abstaining.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer from the Conway Daily Sun inquired about potential issues and ideas regarding voting that was scheduled to occur on April 14, 2020. It was made clear that Moderator Fauver is looking into all of these issues and would be able to discuss this after the first of April.

ADJOURN

At 5:41 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary