

**Minutes of Meeting  
CONWAY BOARD OF SELECTMEN  
August 25, 2020**

The Selectmen's Meeting convened at 4:00 pm in the Marshall Gymnasium at the Conway Recreation Center 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

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

Mr. Weathers noted that they would be utilizing the Zoom Platform for this Meeting on a Call in Basis.

Phone Number: 1 646 558 8656 The correct meeting ID: 864 6006 6316

He also noted that they would be streaming the meeting live on our Facebook Page "Town of Conway, NH"

REQUEST FOR SECOND DRIVEWAY ON MAP/LOT 231-11

Patricia Long from Map/Lot 231-11, which is located on Birch Hill Road, appeared before the Board to request a second driveway curb cut.

Ms. Long explained that when they purchased their home, they thought the curb cut was permitted. She explained that the curb cut would be used to park their 40-foot RV. She stated that Mr. Holmes had informed them that this cut was not permitted so they would like to do things legally.

Mr. Holmes explained that this road is scheduled to be reconstructed next year, so before the Board makes a decision, he would like Town Engineer Paul DegliAngeli to look at the location to make sure there are no issues with drainage, etc. Mr. DegliAngeli is on vacation this week.

The Board would review this request after Mr. DegliAngeli had a chance to review it.

Ms. Long thanked the Board.

DISCUSSION OF UPCOMING STATE PRIMARY ELECTION

a. Election assignments

Mr. Holmes explained that Moderator Deb Fauver was unable to attend the meeting tonight. However, after discussions with her, she stated she was prepared for the election, but was looking for the Town to purchase six tables for use at elections. He added that this could be a COVID-19 related expense.

Mr. Colbath explained that he had talked with Ms. Fauver and the Secretary of State had sent everything in regards to PPE except for gowns, so she is going with the idea that they are not being required.

The election will be taking place in the Public Works Garage behind the Center Conway Fire Station. He added that it would not be a drive-thru style this time and they would be setting up on the Friday before as that Monday was Labor Day.

Town Clerk Louise Inkell explained that she would be in the Town Hall on Labor Day, September 7, 2020 to begin the preprocessing of absentee ballots. She would also be available to collect absentee ballots that day from 3:00-5:00 pm. This would be the deadline for those who wished to drop off their ballots at the Town Hall.

She noted that they had received approximately 850 requests for absentee ballots so far, and received about 50% of those back.

Mr. Weathers asked for the cutoff date for dropping off ballots. Ms. Inkell reviewed that it would be 5:00 pm on September 7, 2020 at the Town Hall, or by 5:00 pm at the polling location on September 8, 2020.

There was a discussion regarding those who chose not to wear a mask and wanted to vote. It was stated that there would be an alternate area in the polling place for those voters to go.

The polling hours on September 8, 2020 will be from 8:00 am to 7:00 pm.

a. Election Assignments

Mr. Porter stated that he was unavailable to be at the polling place on election day.

Ms. Seavey stated that she would check with Marshall Allen to see if he would be willing to take Mr. Porter's place for the day.

Mr. Thibodeau would be able to be at the polls from 1:00-7:00 pm.

The Board was going to see if Kris Cluff was interested in covering for Mr. Thibodeau in the morning.

Ms. Inkell also suggested Mike DiGregorio who had volunteered in the past.

Mr. Colbath, Ms. Seavey, and Mr. Weathers would be at the polls all day.

#### DISCUSSION OF REC CENTER STAGE

Mr. Eastman explained that the Friends of Rec had been working on fundraising and putting together proposals for the stage. While the project is being completely funded by the Friends of Rec, Mr. Eastman wanted to keep the Board in the loop and get their blessing to move forward. The work will include the building of the stage, the rigging for the curtains, and the rigging for lighting.

The Friends of Rec had received three quotes and selected the local company, Cormack Construction to complete the work. He explained that they would like to begin as soon as tomorrow. He explained that because they already have the lift and the ramp in place from the sound system installation, the work can begin immediately. If they cannot start right away, the work would most likely need to be pushed off until next year.

**Mr. Colbath moved, seconded by Ms. Seavey, to authorize the Friends of Rec. to go ahead with the construction of the stage at the recreation center immediately. The motion carried unanimously.**

Mr. Weathers asked for clarification regarding what would be left to complete in the gymnasium after this project.

Mr. Eastman explained that the air conditioning was the big component that has not been funded yet, and they will still be looking for additional lighting for the stage in the future.

Ms. Seavey added that Arts in Motion had donated the curtain and the lights to the Friends and they were very adequate.

#### FILLING OF LIBRARY TRUSTEE VACANCY

Mr. Holmes explained that he had received this letter of interest from Kathy Bennett to be appointed to the Library Trustees.

Ms. Seavey asked if the vacancy had been advertised.

Mr. Holmes stated that it had not.

Ms. Seavey and Mr. Colbath both agreed that Ms. Bennett was great and very capable of filling the position, however, they believed it should be advertised.

The Board decided to table this appointment until the vacancy could be advertised.

DISCUSSION OF TEMPORARY LIGHTS AT EAST CONWAY RD/ROUTE 302  
INTERSECTION

Mr. Holmes explained that after the presentation from NHDOT at the previous meeting, and the Boards request to have temporary lights placed at the intersection of East Conway Road and Route 302 in Redstone, he believed that it might be a good idea to send a formal letter requesting this.

Mr. Colbath added that he had talked to several people in Town and they felt that the news article alluded that this project was a done deal when in fact there are many more steps that have to be gone through to even get to a potential construction date in 2023.

Ms. Seavey stated that she would really like to request overhead street lighting as well.

**Mr. Colbath moved, seconded by Mr. Thibodeau, to write a letter to NHDOT requesting the installation of temporary traffic lights and street lighting at the intersection of East Conway Road and Route 302. The Board would also like to ask for a tentative installation date. The Board furthermore authorizes the Chairman to sign the letter on behalf of the Board. The motion carried unanimously.**

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Permit to Sell Raffle Tickets for Hands of Hope of India on 12/2/2020
- b. Certification of Yield Taxes Assessed on Map/Lot 241-3.101
- c. Certification of Yield Taxes Assessed on Map/Lot 269-14

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

CONSIDERATION OF BILLS

- a. AP Manifest dated 8/27/2020
- b. Payroll dated 8/27/2020

**Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the AP Manifest and Payroll dated 8/27/2020. The motion carried unanimously.**

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

(none)

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Andrew Drummond's Run the Whites Running Race (10/10/2020)
- b. Conway Area Humane Society's Walk in the Woods (10/17/2020)

**Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the special event applications listed above in a. and b. The motion carried unanimously.**

CONSIDERATION OF MINUTES

- a. Regular Public Minutes from 8/18/2020

**Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the minutes from 8/18/2020 as written. The motion carried unanimously.**

TOWN MANAGER REPORT

Mr. Holmes received word this afternoon that the Town and Settlers Green had prevailed with the Market Basket case.

Mr. Holmes informed the Board that he had the signed lease and keys to the Bank of New Hampshire building.

He added that they are currently making plans and contacting vendors for the multiple projects that need to get done.

BOARD REPORTS AND COMMENTS

Mr. Colbath stated that the ZBA met last week. He reiterated that they do not have enough alternates and many of the hearings had been postponed until more members could attend the meeting.

Mr. Porter volunteered to be an alternate to the ZBA.

**Mr. Colbath moved, seconded by Ms. Seavey, to recommend Steve Porter as an alternate to the ZBA. The motion carried (4-0-1) with Mr. Porter abstaining.**

Mr. Colbath stated that the Budget Committee would be meeting in September.

Mr. Thibodeau stated that things are moving forward at the airport. They had run into a paperwork snag with the North Borders Grant but have since figured it out.

Mr. Thibodeau explained that the Short-Term Rental Committee has been meeting on a regular basis. He stated that he believes they have made some realistic and significant progress towards rules and regulations that would help govern the short-term rentals in Conway. He added that they were planning to submit recommendations to the Planning Board soon as their deadlines were sooner than those of the Selectmen.

Mr. Thibodeau explained that they had elected to go with the Board of Selectmen as the enforcement authority for short-term rentals instead of the Planning Board because changes could be made much faster if necessary.

Mr. Holmes stated that just a few items need to go in the zoning ordinance and the majority would go under selectmen police powers.

Ms. Seavey stated that they had been in contact with Spectrum and hopefully the drop at Town Hall would be happening soon.

Ms. Seavey commented on the craft fair that took place over the weekend at Schouler Park. She commended the visitors and crafters. She was very happy to see that Joyce Endee had followed the Governor's guidance on masks. She stated that it was nice to see the positive side of those visiting the Valley.

Mr. Weathers stated that the Saco/Swift River Advisory had met via zoom and had been working on an application for a solar panel project.

#### PUBLIC COMMENTS AND MEDIA QUESTIONS

(none)

**At 4:59 pm, Mr. Colbath moved, seconded by Ms. Seavey, to go into non-public session under RSA 91: A:3 II(D) – consideration of the acquisition, sale, or lease of property. The motion carried unanimously.**

NON-PUBLIC SESSION RSA 91:A:3 II (D)- CONSIDERATION OF THE ACQUISITION,  
SALE, OR LEASE OF PROPERTY

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

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

ADJOURN

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

Respectfully Submitted,

Krista Day  
Executive Secretary