

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
January 5, 2021**

The Selectmen's Meeting convened at 4:00 pm in the Meeting Room at the New 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 there were amendments to the agenda.

The first was that agenda item 6a. should read "\$1,040".

The second amendment was that item 14a. should read, "AP Manifests dated 1/7/2021.

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

PUBLIC HEARING TO ACCEPT AND DESIGNATE A SPECIFIC PURPOSE FOR THE USE
OF THE FOLLOWING UNANTICIPATED REVENUE:

- a. \$106,000.00 from the Friends of Conway Rec for the Demolition of the Old Rec Center

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

There were no public comments.

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

CONSIDERATION OF UNANTICIPATED REVENUE MORE THAN \$10,000/RSA 31:95-B
III (A)

- b. \$106,000.00 from the Friends of Conway Rec for the Demolition of the Old Rec Center

Mr. Colbath moved, seconded by Ms. Seavey, to accept the \$106,000.00 from the Friends of Conway Rec for the Demolition of the Old Rec Center. The motion carried unanimously.

Mr. Holmes explained that this was the donation from Mr. and Mrs. Marshall through the Friends of Conway Rec for the demolition of the old recreation center. He noted that it was much appreciated and he also thanked the Friends of Rec for being the conduit.

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

- c. \$1,040 from an Anonymous Donor for a Family in Need

Mr. Holmes explained that over that last month, there had been a snowball effect of donations for needy families.

He stated that publicity can go a long way.

Mr. Colbath moved, seconded by Ms. Seavey, to accept the \$1,040 from an Anonymous Donor for a Family in need. The motion carried unanimously.

DISCUSSION OF BODY CAMERAS FOR POLICE DEPARTMENT

Police Chief Mattei and Lieutenant Kelley-Scott appeared before the Board.

Chief Mattei explained that more Governor Sununu had put out new recommendations to Police Officers in terms of training because of what is going on in the United State.

Chief noted that in-service training requirements would be increasing from 8 hours to 24 hours by 2024. Also, there would be a mandatory 6 hours per year for training on implicit bias, ethics, and de-escalation.

Chief also stated that the Governor was mandating the State Police to purchase body cameras.

He noted that he was unsure whether or not this mandate would eventually be applied to local police departments, but they wanted to start exploring the issue now just in case.

Chief stated that if it does become mandated, he is hopeful that there would be some grant opportunities available to assist with the high cost.

Chief Mattei explained that they had received a presentation from two companies for information purposes.

Chief Mattei noted that he had people ask the department quite often if they are wearing cameras, so he wanted the Board to be apprised of the subject.

Mr. Colbath asked whether the trainings were occurring in person or virtually. Chief Mattei stated that most training is happening virtually now.

Mr. Weathers asked whether the Chief envisioned each officer having a camera or sharing amongst those on duty.

Chief Mattei explained that the way the platforms are set up, it is not advised to share the cameras. He also added that some of the cameras would be sewn into the officer's uniforms.

Chief also added that on occasions, such as the Fourth of July or a situation where multiple officers had to respond, they would need to make sure they all had cameras.

Mr. Weathers stated that he believed the cameras would make the Police Department's job easier and make the public think twice about their actions. He did note that the financial support of this would need to be decided by the voters.

Chief Mattei gave an overview of how use of force complaints are handled.

Chief Mattei emphasized that they were not bringing up this subject of body cameras because they feel they have a use of force issue.

Chief Mattei noted that they had received two different quotes. For cameras in six cruisers and 24 body cameras, the cost would be \$229,000 over a five-year lease. For just the cameras for the officers, the cost would be \$166,340.

Lieutenant Kelley-Scott gave an overview of the criminal code and that if these cameras are used, the Department would need to come up with policies to address them that align with the State policies.

There was a brief discussion on the different ways in which the cameras could be activated.

It was stated that the information would be automatically uploaded to the cloud so there would be no need to backup storage at the Department.

Ms. Seavey inquired about the new officers.

Chief Mattei explained that they had hired three officers and a dispatcher. Camden Clark, Dominic Knox, and Margaret Reedy, a former State Police Officer, and dispatcher from Brownfield had joined the roster.

Mr. Colbath inquired as to how the job was going for both the Chief and Lieutenant in their new positions.

Chief Mattei stated that he felt it was going really well. He praised the ability to have been able to work closely beside former Chief Wagner.

Lieutenant Kelley-Scott also believed that things were going well. She stated that she is very happy and that they are very lucky to have the Patrol Officers they do.

DISCUSSION OF PAVERS IN CONWAY VILLAGE

Mr. DegliAngeli explained that they are in the middle of the Main Street Project, and the discussion was continuing regarding the potential paver project for the sidewalks in Conway Village.

Mr. DegliAngeli stated that in order to do the pavers in Conway, they would need to submit a change order to the construction company for a total of \$12,000 to place forms in the sidewalk when they pour the concrete.

Mr. DegliAngeli drew examples of designs on the whiteboard all including four granite pavers every 30 feet. Examples included a diamond, a horizontal line, and a vertical line.

Mr. DegliAngeli noted that because of the differences in width of the sidewalks, it was noted that some extra pavers may be needed to make up the space on either side if they went with a horizontal design.

It was determined that they would plan to have about 320 pavers to sell.

Ms. Crawford noted that she would need to check with Arthurs regarding how much engraving space they would have with the diamond design.

Ms. Crawford stated that the Preservation Association was prepared to take on the project. She explained that the funds raised would be split three ways between the Preservation Association, North Conway Village, and Conway Village.

Ms. Crawford noted that there is currently about \$2,000 in the Conway Village fund from the North Conway pavers and that some of the funds have been used over the years with the tree lightings in Conway.

Ms. Crawford noted that they only install pavers once a year.

Ms. Seavey was concerned that there was only \$2,000 in the Conway fund.

Ms. Crawford will go back and look at the books.

There was discussion regarding potential cost for the pavers. Ms. Crawford estimated \$550, but would need to look into the details further.

Mr. Holmes noted that the Library Director had contacted him and stated that he would like to be involved as a potential point of sale as it would be more convenient for people in Conway Village.

Ms. Crawford emphasized that this would be a Preservation Association project, not a Town of Conway project.

Ms. Seavey stated that she would not want another entity to sell the pavers as Ms. Crawford and the Preservation Association does a great job.

It was stated that perhaps the forms could be available at the library to pick up.

Ms. Crawford noted that the Preservation Association has the \$12,000 for the change order, but eventually, they would like to be paid back.

Ms. Crawford stated that she would now need to go back to Arthurs Memorial and gather more info regarding the potential diamond design and costs.

Mr. Hounsell explained that he believes Ms. Crawford does a good job and that a lot of people like these pavers. He stated however, that he did not like them. He wanted to maintain the integrity of the town as it was different than North Conway.

Mr. Hounsell expressed concern about people from out of State purchasing pavers just because they have the money, not because they have any ties to Conway. He wanted to make sure the names of those who have done great things for Conway were on these pavers.

Mr. Hounsell noted that if they do decide to go through with the project, they needed to do it with a Conway Village flair.

Ms. Seavey stated that she did not wish to look at this project as a money maker and that there are people who deserve to have their name on a paver but may not be able to afford it.

Ms. Crawford assured the Board that she hears these requests.

Mr. Hounsell elaborated on the potential of a historical walk. He stated that if the pavers have to be in Conway Village, this would be a good idea. He suggested placing pavers in front of important places with names of those who made an impact in Conway.

Mr. Colbath supported Mr. Hounsell's idea of a historical walk.

Ms. Crawford stated that she would like to see a committee outside of the Preservation Association to put the work into creating more concrete plans for the historical aspect of the pavers.

Mr. Weathers brought up the concern over someone feeling that they are their family were left out if they go with the idea of placing names of important people of Conway on pavers at no cost. H

Ms. Crawford stated that this is why a process of identifying these names is important, so that they can show they did their due diligence.

Ms. Crawford stated that she would come up with a memorandum of understanding.

It was determined that in some way, they would like to get the input of the residents of Conway including Mr. Hounsell, Ms. Seavey, Mr. Brian Wiggin, and perhaps the Historical Committee.

Mr. DegliAngeli stated that they would not need the change order until the end of May.

DISCUSSION OF SIGNAGE AT NEW TOWN HALL

Mr. Holmes referred the Board to the bids for the signage at Town Hall.

The Board went over the bids with options.

Mr. Porter moved, seconded by Mr. Thibodeau, to go with bidder number 2 for a total cost of \$2,515 for the signage at the New Town Hall. The motion carried unanimously.

DISCUSSION OF PARKING PROPOSAL

Mr. Holmes explained that he had emailed his proposal to the Board.

He gave an overview on the reason for the proposal. He explained that due to influx of visitors to Town last year, costs associated with the visitors from trash, sanitation, etc. had increased costs to the Town. He noted that they were lucky enough to be able to received funds to help reimburse those costs from COVID-19 relief funds, but that at this time, there is not money for these things looking forward to the summer.

Mr. Holmes' proposal included placing either an attendant or a multi-space pay station at various locations, or "hot spots" around Town.

Mr. Holmes noted that if they go with multi-space pay stations, the Town would be responsible for installing a 2' x 2' x 2' concrete pad.

Mr. Holmes noted that the reason behind charging for parking is to alleviate property taxpayers from the increased costs the town experienced due to COVID driven tourism. He estimated revenue could exceed \$200,000 a year.

Mr. Holmes noted that Conway property owners would be able to receive a sticker and park for free.

Mr. Holmes explained that they would use funds from the Recreation Revolving Fund for the first year to get this off the ground.

Ms. Seavey expressed concerns over the pay stations being difficult to see; she would rather see a physical person there.

There was discussion regarding enforcement.

Chief Mattei noted that when rolling this out, lots of education and signage will be needed.

Mr. Thibodeau stated that he would like to see a mix of both attendants and pay stations. He did note that he would prefer to see Conway Lake parking only for residents.

It was noted that Mr. Eastman is waiting for confirmation from Fish and Game that they can charge boat ramp fees.

Mr. Eastman explained that the increase in visitors led to increased trash pick up and porta-potty maintenance. He stated that they were lucky to receive the GOFERR reimbursement this past year, but that they had been missing out on revenue from parking.

There was discussion regarding the creation of a 40-space parking lot at Hussey Field.

Ms. Seavey was concerned that people would just park anywhere they wanted at Meeting House Road if they used a pay station, and there could be potential issues with people getting blocked in.

There was mention of trying a pay-station at the Depot parking lot. Mr. Colbath stated that most people who park there are working in North Conway and would not have to pay.

There was discussion regarding a parking attendant at First Bridge.

It was determined that the canoe launch attendant could cover the west side of the bridge in terms of parking, but that the east side would need a separate attendant.

Mr. Colbath moved, seconded by Ms. Seavey, to have a parking attendant at the east parking lot of First Bridge. The motion carried unanimously.

Mr. Thibodeau noted that he was leaning towards an attendant at Davis Park, but many of the people who frequent that spot are residents and would park for free.

Mr. Eastman stated he believed the spot should have an attendant.

Mr. Thibodeau moved, seconded by Ms. Seavey, to have a parking attendant at Davis Park.

There was discussion regarding potential situations with people getting off the river at Davis Park.

It was suggested that there have pick up and drop off spaces available for those who did not wish to park for long.

Chief Mattei expressed concerns regarding potential parking issues on East Side Road and Washington Street.

The motion carried unanimously.

Mr. Thibodeau moved, seconded by Mr. Colbath, to install a multi-space pay station behind the Police Station for Meeting House Road parking. The motion carried (4-1-0) with Ms. Seavey in the negative.

Mr. Thibodeau asked Mr. Eastman to inquire with Fish and Game if they can legally close the boat ramp. If this is not legal, he would like to know how much the State plans to contribute to the maintenance of the boat ramp.

Mr. Colbath moved, seconded by Mr. Thibodeau, to table the decision regarding Conway Lake parking. The motion carried unanimously.

DISCUSSION OF SPECIAL EVENT PERMIT FEES

Mr. Eastman noted that he was requesting a few changes to the Special Event Permit Instructions and Definitions.

The first addition was the word sanitation in regards to additional requirements.

The second change was in regards to "Other Fees".

The first fee change was from \$175 to \$200 per day for trash removal.

The second fee change was from \$75 to \$100 per hour for Field Set Up Fees.

The third change was from \$80 to \$95 for standard porta-potties, and from \$100 to \$120 for the handicap porta-potty. These changes were due to the increased pricing to the Town from the waste management company.

Mr. Porter moved, seconded by Ms. Seavey, to adopt the changes to the Special Event Permit Instructions and Definitions as presented.

Mr. Thibodeau brought up the issue of Special Event Permits being required on private property.

There was discussion regarding the difference between a Special Event Permit and a Temporary Event Permit.

It was determined that Mr. Holmes would have Mr. Yeager or Mr. Irving attend the next meeting to discuss the differences.

The motion carried 4-0-1 with Mr. Thibodeau abstaining.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Notice of Intent to Cut Wood or Timber on Map/Lot 283-2

Mr. Colbath moved, seconded by Ms. Seavey, to sign the document listed above. The motion carried unanimously.

CONSIDERATION OF BILLS

- a. AP Manifests dated 1/7/2021

Mr. Colbath moved, seconded by Ms. Seavey, to sign the AP Manifests dated 1/7/2021.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

(none)

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)\

(none)

CONSIDERATION OF MINUTES

- a. Regular and Non-Public Minutes from 12/29/2020

Mr. Colbath noted that on page three, “on” needed to be added to the motion.

Ms. Day noted that she would correct that.

Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the regular and non-public minutes as amended. The motion carried unanimously.

TOWN MANAGER REPORT

Mr. Holmes noted that Mr. Eastman had informed him that the Fireworks were a great success.

Mr. Colbath inquired about the construction in the lobby. Mr. DegliAngeli noted that they had a demo crew there today.

BOARD REPORTS AND COMMENTS

Mr. Colbath noted that the Budget Committee had met the night before for a review of the Town Budget. They were meeting again tomorrow.

Mr. Colbath noted that the ZBA would be meeting on January 21, 2021 for a hearing on a proposed cell tower at the end of Artist Falls Road.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer from the Conway Daily Sun asked the Board on their opinion of a Town Council form of government.

Mr. Thibodeau stated that he believed it would be a good idea but did not think it was possible due to the complexity of Conway with the multiple precincts.

Mr. Steer asked if they would have a public hearing regarding the parking issues. Mr. Weathers stated that they would not, but the first year would be a trial run to see how it goes.

Mr. Holmes notified the Board that the County is going to be charging the Town interest as they said they did not receive our tax payment on time even though it was mailed on the due date.

Mr. Porter moved, seconded by Ms. Seavey, to instruct Mr. Holmes to file for an abatement from the County. The motion carried unanimously.

Mr. Colbath questioned whether they had made a formal motion to move forward with the parking lot at Hussey Field. It was determined that they would agenda this for the next meeting.

At 6:44 pm, Mr. Colbath moved, seconded by Ms. Seavey, to go into non-public session under RSA 91-A:3 II (C). The motion carried unanimously.

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

At 6:52 pm, the Board returned to public session.

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

At 6:52 pm, Mr. Thibodeau moved, seconded by Mr. Colbath, to go into non-public session under RSA 91-A:3 II (D). The motion carried unanimously.

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

At 7:10 pm, the Board returned to public session.

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

ADJOURN

At 7:10 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary