

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
November 2, 2021

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, 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 explained that they would be removing item 4, adding 11b. Payroll dated 11/4/2021, and adding two Non-Public Sessions under RSA 91-A:3 II (A) and (B).

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

PRESENTATION BY HARRISON KANZLER RE: PLANNING "MINI-GRANT" AND
PROPOSED CLUSTER HOUSING ORDINANCE

Harrison Kanzler, Executive Director for the MWV Housing Coalition, appeared before the Board to explain a proposed mini-grant application to help fund the process of creating a warrant article to allow for cluster housing to be placed on the next warrant.

Mr. Kanzler noted that the requested grant amount would be for \$4,600 that would help cover a technical consultant, advertising, a mailing, and a venue fee for a public information event.

The idea would be for Mr. Kanzler to coordinate with Town Staff .

There was a discussion over the need to clarify the definition of a long-term rental.

Mr. Colbath moved, seconded by Mr. Porter, to give their permission to apply for the mini-grant and allow Mr. Kanzler to work with Town Planner and Planning Board to put a warrant article for cluster housing before the voters. The motion carried unanimously.

Mr. Holmes noted that cluster homes have a restriction that they have to be primary residences.

DISCUSSION OF TRUST FUND TRUSTEE VACANCY

Mr. Holmes noted that the Board needed to accept Mr. Ted Sares resignation as a Trustee of the Trust Funds.

Mr. Colbath moved, seconded by Mr. Porter, to accept, with regret, Mr. Sares resignation from the Trustees of the Trust Funds. The motion carried unanimously.

Mr. Holmes noted that Mr. Tom Reed is interested in this vacancy.

Ms. Seavey moved, seconded by Mr. Porter, to appoint Mr. Thomas Reed as a member of the Trustees of the Trust Funds. The motion carried unanimously.

Mr. Thibodeau stated that he believed Mr. Reed would be a great individual to take this position as he is very community minded.

REVIEW OF TOWN COVID PROTOCOLS

Mr. Holmes raised the question on what the Board would like to do regarding masks or other COVID-19 prevention protocols at Town Hall.

Mr. Colbath stated that they should have some sort of definitive policy.

There was discussion between the Board, Deputy EMD Linda Burns, and Fire Chief Solomon, regarding current COVID-19 numbers and some of the data regarding mask effectiveness.

Mr. Eastman stated that he would like to be able to continue the current protocols at the Recreation Center.

The consensus of the Board was to have further discussion of masks and other covid protocols in their non-public meeting.

REVIEW OF TOWN REVENUES, ESTIMATED TAX RATE AND SURPLUS FUNDS

Ms. Golding explained that the revenues were coming in well and the Town is right where they should be at this time of year.

She noted that they were expecting to get approximately \$200,000 more in rooms and meals tax than they were expecting.

There was discussion regarding the number of sales of Town owned property.

Mr. Colbath moved, seconded by Mr. Thibodeau, to accept the revenue report as presented. The motion carried unanimously.

Ms. Golding explained that the DRA is behind in setting the tax rate, however, they needed to decide whether to add any unreserved fund balance to help offset the tax rate.

It was noted that last year the tax rate was \$4.93, however, this was mainly due to the fact that the voters had voted down the warrant articles that the Town has suggested.

If no unreserved fund balance is applied, the tax rate is estimated to be \$5.42.

Ms. Golding stated that in her opinion they should not use any more than the \$550,000.

There was discussion regarding how much fund balance they needed to keep.

Mr. Thibodeau explained that he felt they should not put more than \$275,000 towards the tax rate as there were multiple Public Works projects that could be completed with some of these funds.

Mr. Colbath agreed.

Mr. Thibodeau moved, seconded by Mr. Colbath, to use \$275,000 of unreserved fund balance to help lower the tax rate. The motion carried unanimously.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

(none)

CONSIDERATION OF BILLS

- a. AP Manifest dated 11/4/2021
- b. Payroll dated 11/4/2021

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the AP Manifest and Payroll dated 11/4/2021. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

(none)

REVIEW AND CONSIDERATION OF SPECIAL EVENT| APPLICATION(S)

(none)

CONSIDERATION OF MINUTES

(none)

TOWN MANAGER REPORT

Mr. Holmes noted that the audio test that had been scheduled for this week was going to be rescheduled as the floors were being refinished in the Marshall Gymnasium.

Mr. Holmes noted that the ground breaking for the recreation path would be the next morning.

Mr. Holmes stated that he had received a request from Mr. LeFebvre to instruct Valley Vision to cover the School Co-op meetings as he feels that it may be of considerable interest to the public.

Mr. Colbath moved, seconded by Mr. Porter, to direct Valley Vision to cover at least the next two meetings of the School Co-op Committee. The motion carried unanimously.

Mr. Holmes notified the Board that he had directed the staff to identify technology needs and planned to purchase as much as he could this year because of impending inflation, price increases, supply chain issues and chip shortages.

BOARD REPORTS

Mr. Colbath noted that the ZBA would be meeting on the 17th.

Mr. Porter stated that the Planning Board would be meeting on Thursday.

The CCC will be meeting on Wednesday, November 10, 2021.

Mr. Thibodeau requested that Mr. Porter bring up the idea of changing zoning to allow for outdoor dining and a-frame signs.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer from the Conway Daily Sun suggested that the Board meeting in a larger venue.

At 5:35 pm, Mr. Colbath moved, seconded by Mr. Thibodeau, to go into non-public session under RSA 91-A:3 II (A). The motion carried unanimously.

NON-PUBLIC SESSION RSA 91-A:3 II (A) – PERSONNEL

At 5:59 pm, the Board returned to public session.

Mr. Colbath moved, seconded by Mr. Thibodeau, to seal the minutes from this non-public session as divulgence of the information would render the proposed action ineffective. The motion carried unanimously.

At 5:59 pm, Mr. Colbath moved, seconded by Mr. Thibodeau, to go into non-public session under RSA 91-A:3 II (B). The motion carried unanimously.

NON-PUBLIC SESSION RSA 91-A:3 II (B) – HIRING

At 6:24 pm, the Board returned to public session.

Mr. Colbath moved, seconded by Ms. Seavey, to seal the minutes from this non-public session as divulgence of the information would render the proposed action ineffective. The motion carried unanimously.

ADJOURN

At 6:24 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary