

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN**

January 10, 2006

The Selectmen's Meeting convened at 4:03 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen Larry Martin (Chair), Karen Umberger, Dave Weathers, Gary Webster, and Mark Hounsell; Town Manager, Earl W. Sires; and Recording Secretary, Karen Hallowell

PLEDGE OF ALLEGIANCE

Chairman Martin led the Board in the Pledge of Allegiance to the Flag.

SIGNING OF DOCUMENTS

The Board reviewed and signed various documents contained in the signature folder.

APPROVAL OF BILLS

The Board reviewed and approved the manifest dated 1/12/06.

APPROVAL OF MINUTES

It was agreed that the consideration of minutes would be carried to the next meeting.

NORTH ROAD /DRIVEWAY ISSUE

North Road resident, Colleen Doe, joined the meeting. Ms. Doe's son, Scott Carr, was also present. Ms. Doe had requested a meeting with the Board to discuss an issue with her driveway.

Mr. Sires reviewed the history of this matter with the Board. Mr. Sires advised that he and Mr. DegliAngeli had previously been to Ms. Doe's house and also correspondence had been sent to Ms. Doe in this matter.

Ms. Doe explained the problem with her driveway and road to the Board. A copy of Ms. Doe's most recent letter to the Board is attached hereto. Ms. Doe drew a diagram of her property and reviewed same with the Board. Ms. Doe explained her paved driveway area and her road was hot tarred and this is when her problem started. Ms. Doe passed out photographs for the Boards review. Ms. Doe next stated that after the paving was done water started running into her basement every time it rained. The Town Manager at that time, Mr. Seavey, put a drain in 16 feet down from her driveway but this didn't help a bit so they had someone put in a ramp across the driveway and this took care of it at her expense. However, now every time it snows and a snowplow goes by she has to go out with a shovel and take the ice out of it. Mr. DegliAngeli next spoke and explained to the Board why the drain isn't functioning properly. There was a lengthy discussion with Ms. Doe and it was agreed that this matter would be brought back for further discussion in the spring after the snow to better look at the matter.

CONWAY AREA HUMANE SOCIETY
CONSIDERATION OF CONTRACT OF SERVICES

Conway Area Humane Society (CAHS) Executive Director, Roz Manwaring, joined the meeting.

Mr. Sires reviewed a proposed contract was received from CAHS. Mr. Sires reviewed that there was some concern by some by of the Board that some of the language in the contract may have seemed vague and needed clarification. Ms. Manwaring advised that with regard to the concerns regarding the language referring to medical distress that this means life or death. Mr. Sires suggested that language could be added for critical care. Ms. Manwaring advised that the language used in the paragraph (paragraph 7 of contract) is used statewide.

There was next discussion regarding a town veterinarian and it was agreed that language should be added stating the "town's" veterinarian in the Contract. After further discussion the Board asked Ms. Manwaring if she would continue to accept animals so they could further review the contract another week and Ms. Manwaring agreed.

CHILDREN UNLIMITED – REQUEST FOR
LETTER OF SUPPORT FOR GRANT

Jackie Sparks of Children Unlimited joined the meeting. Ms. Sparks requested a letter of support from the Board for a USDA grant that Children Unlimited is applying for to be used for a new copier. Ms. Sparks advised this is just a request for a letter of support, there is no cost to the town, and the grant requires evidence of local community support. There was brief discussion with the Board. **Mr. Hounsell moved, seconded by Ms. Umberger, that we give the strongest language of support for Children Unlimited for this grant request. The motion carried 5-0-0.**

PETITION FOR CONDITIONAL LAYOUT OF HIGHWAY

Attorney, Fay Melendy, joined the meeting. Public Works Director, Paul DegliAngeli, was also present. Ms. Melendy was present to discuss if the Board would be willing to support the petitions of property owners on Wylie Court for Conditional Layout of the roadway.

Mr. Sires advised that after a preliminary review of the scheduling we may have time under the statute to do this, however, this should be further reviewed. Mr. Sires next advised that Ms. Melendy has advised she was asked by the residents of Wylie court for this conditional layout and special assessment and she wants the community to understand the residents of Wylie Court would be paying the bond and is here to see what Board would like them to do. Mr. Sires advised Wylie Court residents would like to petition for layout and have public hearing. Mr. Sires advised this is so long as there is no objection by the owner of Common Court. Mr. Sires advised that Common Court would have to be brought to current standards as well. Mr. DegliAngeli agreed.

There was next discussion as the process for the petitions for layout, warrant articles, etc. There was also a suggestion that Ms. Melendy see if OVP is agreeable to relinquishing part of the roadway to reach Wylie Court.

Mr. Webster moved, seconded by Mr. Weathers, that the petition for layout for Wylie Court be a Selectmen's article. Mr. Hounsell stated he felt this motion may be premature at this point and Mr. Martin agreed. Mr. Martin stated he would like to see documentation in place before voting on any motion. Ms. Melendy stated she looked at this meeting tonight as preliminary to just get the feeling of the Board. **Mr. Hounsell moved that this be made a special order of business after the public hearing. There was no second.** After further brief discussion **Mr. Weathers withdrew his motion. Mr. Webster withdrew his second.**

Mr. Webster moved, seconded by Mr. Weathers, to establish a public hearing on the petition for layout of highway, Wylie Court, on a date that will facilitate this process while that the Selectmen have not taken a position on this request. The motion carried 5-0-0.

The Board took a recess at 6:18 p.m. and returned at 6:28 p.m.

NON PUBLIC SESSION RSA 91-A:3,II(c)/TAX MATTER

At 6:29 p.m. **Mr. Hounsell moved, seconded by Mr. Webster, to go into non-public session.** It was agreed the non-public session would include Town Clerk/Tax Collector, Rhoda Quint, Town Manager, Earl Sires, a citizen, Mr. Sidiropolous, and Recording Secretary, Karen Hallowell. **The motion carried by unanimous roll call vote.**

At 7:00 p.m. the Board returned to public session. A motion to seal the minutes was made and carried in non public session.

ROUNDBABOUTS AND NORTH-SOUTH ROAD TRAFFIC PLANNING

Mr. Sires advised that both Lowe's and Home Depot are at point where they have to resubmit applications for site plan review.

Mr. DegliAngeli next reviewed a letter from Selectman Hounsell. (See attached).

Mr. DegliAngeli next suggested the following outline for an agreement between the developers for North-South Road traffic planning:

1. IAW the drawings
2. a. Prior to Building permits –town has surety for all work
b. prior to CO all work complete
3. Developer responsible for all easements
4. Time Limits and responsibilities listed in #2
Reduce bond at completion to a retainer – 2 years
5. Maintenance of traffic
6. Town to prequalify contractors before bids
7. Hold harmless
8. Inspection and testing
9. Duration of agreement

After discussion, **Mr. Hounsell moved, seconded by Mr. Weathers, that the outline be the basis for creating an agreement as presented. The motion carried 5-0-0.**

DOT FORCE ACCOUNT AGREEMENT / NORTH CONWAY
STREETSCAPE PROJECT

Mr. Sires first distributed a copy of a letter from the North Conway Village Association regarding the North Conway Streetscape project to the Board and reviewed same. (See attached). Mr. Sires advised that he and Mr. DegliAngeli will help them decide what to do and will help them with cost estimates as well. Mr. Sires next reviewed the improvements with the Board. Mr. Sires advised that more information would be provided at a future meeting.

Mr. Hounsell suggested that a legitimate charge to the grant would be Mr. DegliAngeli's time, etc. and to also hire Mr. DegliAngeli some help as he has time constraints. There was brief discussion and the Board agreed this would be brought back for further discussion as well.

With regard to the Force Account Agreement, Mr. Sires recommended the Board signing same, however, there have been some changes and he needs to get back with the NHDOT to get the updates and modifications. Mr. Sires advised the Force Account Agreement would be back before the Board in a week or two.

BUDGET DISCUSSION

Warrant Articles – Mr. Sires advised that warrant articles would be presented to the budget committee tomorrow night.

TOWN MANAGER REPORT

There was no Town Manager report.

BOARD REPORTS AND COMMENTS

Share Information Policy – Mr. Hounsell advised the school held a second reading of the policy concerning the sharing of information between the Town and School and the policy was adopted.

Snowmobile Corridor – Mr. Webster suggested thinking about extra footage for the snowmobile corridor during the reconstruction of the North-South Road.

Budget Committee – Ms. Umberger reported the Budget Committee will meet January 11, 2006.

PUBLIC COMMENTS/MEDIA QUESTIONS

There were no public comments or media questions.

ADJOURN

At 7:56 p.m. **Mr. Weather moved, seconded by Mr. Webster, to adjourn the meeting. The motion carried 5-0-0.**

Respectfully submitted,

Karen J. Hallowell
Executive Secretary