

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN**

January 17, 2006

The Selectmen's Meeting convened at 4:13 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 1/19/06.

APPROVAL OF MINUTES

The minutes of 12/7/05 were considered. The Recording Secretary reviewed a correction that was made on page one, in the third paragraph, under Police Budget, wherein the words "from \$35,000" were struck from the motion. The Board agreed. **Mr. Weathers moved seconded by Mr. Webster, to accept the minutes of 12/7/05 as amended. The motion carried 5-0-0.**

PUBLIC HEARING: TO ACCEPT UNANTICIPATED REVENUE
\$14,281 FROM DEPT OF JUSTICE TO CONWAY PD

Police Chief, Ed Wagner, joined the meeting.

Chairman, Martin, opened the public hearing regarding the acceptance of unanticipated revenue in the amount of \$14,261 from the Department of Justice to the Town of Conway at 4:15 p.m.

Chief Wagner explained that part of the funds (\$2,975) have already been designated for the Carroll County Sheriff's Department for the accident reconstruction program. Further, they would like to use some of these funds for the purchase of a digital voice recorder and transcribing equipment as well as a projector and other equipment to go along with that for in-house training purposes at a cost of approximately \$3,500. The remaining \$7,800 would be used for other major purchases, or to offset any major purchases, the police department needs to make in the next couple of years. The Chief also advised the funds from this grant need to be spent by September 30, 2008.

There were no comments or questions from the public. Chairman Martin closed the public hearing at 4:18 p.m.

Ms. Umberger moved, seconded by Mr. Weathers to accept the unanticipated revenue in the amount of \$14,281 from the Department of Justice to the Town of Conway. The motion carried 5-0-0.

DISCUSSION OF CARROLL COUNTY BUDGET

Carroll County Commissioner, David Sorenson, joined the meeting.

Mr. Sorenson first gave an overview of the responsibilities of the County Commissioners. Mr. Sorenson next provided a brief budget history and overview of the County budget. Mr. Sorenson next distributed and reviewed information regarding the Carroll County Budget with the Board. (Copies attached). There was discussion regarding the concerns over the increase in the county budget over the past few years and the effect it will have on Conway taxpayers. Mr. Hounsell suggested sending the information received today to the Conway Budget Committee for review as well. Mr. Sorenson thanked the Board for the opportunity to present this information today and the Board thanked Mr. Sorenson for his presentation.

DISCUSSION OF AMBULANCE REQUEST FOR PROPOSAL (RFP)

Mr. Sires reviewed that the Town advertised for Ambulance Requests for Proposals and they were due on January 13, 2006. The Town received two replies, one from North Conway Ambulance and the other from Conway Village Fire. Both were received on Friday, January 13, 2006 before the deadline of 5:00 p.m.

The Board next agreed to open the proposals in public and distribute same to the Board members. Mr. Sires next proceeded to open and distribute the proposals to the Board. There were six copies of the proposals in notebooks from both North Conway Ambulance and Conway Village Fire. There was also a box containing six copies of financial records in notebooks from Conway Village Fire as well.

Mr. Webster moved, seconded by Mr. Hounsell, that due to the volume of material received and pursuant to RSA 91-A:5,IV that the information, which contains a lot of financial and personal information, be therefore exempted from disclosure and the Board be prepared next week to release those portions that would be considered public information. There were no comments or discussion. **The motion carried 5-0-0.**

PETITION FOR CONDITIONAL LAYOUT OF HIGHWAY / WYLIE COURT AND A PORTION OF COMMON COURT

Attorney, Fay Melendy, representing Wylie Court residents was present for discussion, along with two residents of Wylie Court. Town Attorney, Peter Malia, was also present for discussion.

Mr. Sires reviewed the conditional layout and betterment process with the Board. Mr. Sires reviewed that public hearings are needed and a bond hearing is needed. Mr. Sires reviewed the timelines and calendar deadlines with the Board and explained there is not much time left for all the hearings before the warrant needs to be posted. Attorney Malia explained that this could all be done on the same night and, if the Board chooses to do so, suggested holding the public hearing and bond hearing on February 21, 2006. **Mr. Webster moved, seconded by Mr. Hounsell, for the Conway Board of**

Selectmen to post a notice of public hearing pursuant to RSA 43:2, RSA 231:9 and RSA 33:8-a with regard to Wylie Court and the portion of Common Court to its entranceway with the North-South Road. The motion carried 5-0-0.

VALLEY VISION MEMORANDUM OF AGREEMENT

Mr. Sires reviewed the Valley Vision Memorandum of Agreement (MOA) with the Board. Mr. Sires reviewed the changes that were made to the dollar amount as well as changes made to sections 19 and 20.

Ms. Umberger stated she would like to see other meetings covered by Valley Vision such as School Committee meetings, Infrastructure meetings, etc. Mr. Sires suggested that language be added to the MOA to broaden the contract to include other committee airings to be included as well. There was next brief discussion regarding adding language regarding high school students participating in the training program and Mr. Sires suggested language be included. The Board next agreed that Mr. Sires would make these amendments to the MOU and bring same back to the next week for approval and signatures.

CONWAY AREA HUMANE SOCIETY
CONSIDERATION OF CONTRACT FOR SERVICES

Mr. Sires first advised that there was a question last week as to who pays the bill for the services of the Conway Area Humane Society. Mr. Sires advised that it is the Board of Selectmen who receive and pay the bill.

With regard to the Contract for Services with the Conway Area Humane Society, Mr. Webster stated he would strongly suggested an amendment to the Contract that it be for a year and another suggestion would be to clarify the first sentence of paragraph seven which defines medical distress to the satisfaction of the Board. Mr. Webster stated he felt with these changes we could authorize Mr. Sires to sign the Contract for Services. **Mr. Webster moved, seconded by Mr. Hounsell to put an amendment on the contract making it valid for one year and to clarify paragraph seven (7) concerning medical distress, and once we satisfy this, we authorize Town Manager, Earl Sires, to sign the contract. The motion carried 5-0-0.**

Mr. Sires and the Board next reviewed paragraph seven (7) of the Contract for Services and agreed on the following language for the first sentence: "The Town shall deliver any animal that the Society deems to be in medical distress (injured or critical), to Town's local veterinarian at the Town's expense." (The remainder of the paragraph shall stay the same).

Mr. Sires also clarified that with regard to paragraph one (1) term of agreement. This sentence will be broke into two and read as follows. "The term of this agreement shall be for one year. This contract may be formally terminated in writing by either party given 30 days notice." The Board agreed.

Mr. Hounsell next stated that he would like to have continued discussion on this matter in the future and strongly feels this should be a police matter.

Mr. Webster moved, seconded by Mr. Weathers, that we approve the changes and look at the Contract again in one year.

The Board took a recess at 5:45 p.m. and returned to regular session at 5:52 p.m.

DOT FORCE ACCOUNT AGREEMENT/
NORTH CONWAY STREETSCAPE PROJECT

Mr. Sires reviewed the DOT Force Account Agreement with the Board and recommended entering into same. **Mr. Hounsell moved, seconded by Mr. Webster, to accept the Force Account Agreement with the change of North Conway to Town of Conway in the Agreement.** There was further review and discussion of the contract. Ms. Umberger questioned if NCVA was coming to a meeting to have discussion and if we would be dropping the warrant article for Schouler Park improvements. Mr. Sires advised he is waiting for estimates and then a determination could be made regarding deleting the warrant article or, in the alternative, the article could be left on for now and then a final decision could be made on the floor at the deliberative session if necessary. Mr. Weathers commented he is not sure if a sprinkler system is needed and justified and would like to hear more about this. There was next a brief discussion as to who should sign the Force Account Agreement. **Mr. Hounsell amended the motion, seconded by Mr. Webster, to accept the Force Account Agreement with the change of North Conway to Town of Conway in the Agreement and to authorize, Town Manager, Earl Sires to sign. The motion carried 5-0-0.**

BUDGET DISCUSSION

Warrant Articles – Mr. Martin advised that the Planning Board requests that the Board of Selectmen put an article on the Warrant for \$13,500 to be expended on technical assistance and associated costs for preparing a capital improvements plan for the town. Mr. Martin further advised that last year it was supported by the voters that the Planning Board do this. The Board reviewed the memo and supporting information provided by the Planning Director, Tom Irving, regarding this request. There was discussion. The Board agreed they would like to invite the Planning Director, Tom Irving, to a future meeting for further review, explanation, and discussion of this matter.

Mr. Sires next advised that the rest of the proposed articles to date remained unchanged. Mr. Sires advised he anticipates looking at the warrant articles with the Budget Committee on January 30, 2006.

TOWN MANAGER REPORT

There was no Town Manager report.

BOARD REPORTS AND COMMENTS

School Building Committee – Ms. Umberger reported the School Building Committee is meeting Thursday at Conway Elementary School.

Budget Committee – Ms. Umberger reported the Budget Committee will be meeting January 25 and will be discussing the school budget.

Public Hearings/Water Interconnection – Ms. Umberger reported that public hearings are scheduled regarding the proposed interconnection between Conway and North Conway if anyone is interested in attending. The first will be held at the North Conway Fire Department at 7:00 p.m. on January 24, 2006 and the second hearing will be held in Conway at 7:00 p.m. on January 26, 2006

Public Comment Meeting/Communication Policy – Mr. Martin read aloud the public notice scheduling the public comment session by this Board regarding the proposed Communication Policy between the Town of Conway and the School for January 24, 2006 at 4:00 p.m.

PUBLIC COMMENTS AND MEDIA QUESTIONS

There were no public comments or media questions.

ADJOURN

At 6:30 p.m., **Mr. Weathers moved, seconded by Mr. Webster, to adjourn the meeting. The motion carried 5-0-0.**

Respectfully submitted,

Karen J. Hallowell
Executive Secretary