

**Minutes of Meeting  
CONWAY BOARD OF SELECTMEN**

June 13, 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 document contained in the document folder.

APPROVAL OF BILLS

The Board reviewed and signed the manifest dated June 15, 2006.

APPROVAL OF MINUTES

**Ms. Umberger moved, seconded by Mr. Hounsell, to approve the regular and non public minutes of 5/9/06 as written.** Ms. Umberger noted that one of the cases in the non public minutes was resolved, Sullivan v. Town of Conway, and the motion to seal was to release minutes pending resolution. It was noted that there were other cases discussed in the same non public session and that a note would be made that this section could be released if necessary. All agreed. **The motion carried 5-0-0.**

WASHINGTON STREET PARKING CONCERNS

Dr. Sporcic joined the meeting to discuss his parking concerns on Washington Street. Dr. Sporcic has a dental office on Washington Street.

Dr. Sporcic advised he put up a sign in front of his office for parking and he was called by the town office asking that he take the sign down. Dr. Sporcic advised he would like to resolve the parking issue for his patients and he is asking for four or five spots for his patients in front of his office.

Mr. Sires reviewed that the Town had a public hearing several years ago regarding parking in Conway Village and parking limits were set for the village. The Town never signed this area as one hour parking but this could be done if the Board would like it done now. Mr. Sires further added that a business can't reserve public parking space for private use. Mr. Hounsell suggested the Board of Selectmen send a letter to the Saco River Medical Group requesting they try to utilize parking behind Echo. After further brief discussion, **Mr. Weathers moved, seconded by Ms. Umberger, that the Board of Selectmen send a letter to the Saco River Medical Group requesting they try to utilize the parking behind Echo.** The Board agreed the letter would be

signed by the Chair. Dr. Sporcic agreed to take down his the signs that he had put up regarding parking. **The motion carried 5-0-0.**

#### BRIEFING ON FOURTH OF JULY CELEBRATION

Recreation Director, John Eastman, and Assistant Recreation Director, Mike Lane, joined the meeting. Also present was local Veteran, John Pandora. Mr. Eastman distributed a schedule of events planned for the Fourth of July celebration and reviewed same with the Board. Mr. Eastman advised that due to the construction on Route 16 in North Conway the parade will be held in Conway Village this year. Mr. Eastman reviewed the proposed route of the parade with the Board and advised that the parade is scheduled to begin at 1:30 p.m. Mr. Eastman next advised that information concerning the Fourth of July celebration is available on the Town website and, further, the local newspaper will list information on the events planned as well.

#### CONSIDERATION OF APPOINTMENTS TO ZONING BOARD OF ADJUSTMENT AND CONSERVATION COMMISSION

Conservation Commission – The Board reviewed a memo from the Chair of the Conservation Commission regarding appointments to the Commission. Mr. Sires also reviewed that an ad was placed advertising the vacancies. **Mr. Hounsell moved, seconded by Mr. Webster, to appoint Phil Haynes to a three year term on the Conservation Commission and to appoint Conrad Briggs and Linda Kearny as alternates for three year terms to the Conservation Commission. The motion carried 5-0-0.**

Zoning Board of Adjustment – The Board reviewed a memo from Planning Director, Tom Irving, concerning vacancies on the Zoning Board of Adjustment. Mr. Sires reviewed that an ad was placed advertising the vacancies. The Board also reviewed a letter from a citizen, Hud Kellogg, who is interested in becoming a member of the Zoning Board of Adjustment. **Mr. Hounsell moved, seconded by Mr. Webster, to appoint Andrew Chalmers to a three year term on the Zoning Board of Adjustment. The motion carried 5-0-0.** The Board next considered appointments to the alternate positions. **Mr. Hounsell moved, seconded by Mr. Weathers, to appoint Hud Kellogg as an alternate to the Zoning Board of Adjustment.** There was a brief discussion regarding the term. **Mr. Hounsell amended the motion, seconded by Mr. Weathers to appoint Hud Kellogg as an alternate to the Zoning Board of Adjustment with a term expiring in 2009. The motion carried 5-0-0.** The Board next briefly discussed and agreed they would await a formal letter of interest as per the memo from Ms. Duane before considering an appointment to the Zoning Board of Adjustment.

#### WESTERN MAINE CULTURAL ALLIANCE – REQUEST FOR LETTER OF SUPOORT FOR PROPOSED MAINE SCENIC BYWAY (ROUTE 113 CORRIDOR)

Toni Seger of the Western Maine Cultural Alliance joined the meeting. The Western Maine Cultural Alliance requests a letter of support for the proposed scenic byway.

There was discussion with the Board. The Board raised concerns that should this become a Byway that the Corridor Committee would usurp local authority on decisions regarding the roadway that travels through New Hampshire, particularly

Conway. Ms. Seger assured the Board that the Committee cannot usurp any local authority over the roadway. Ms. Seger also advised that they would like to have a member of the Board of Selectmen on the Committee. The Board also questioned if the Committee would have any rights to control or shut down a snowmobile corridor, bicycle corridor, etc. Ms. Seger again assured the Board the Corridor Committee does not make these decisions. Ms. Seger next advised that every town has to sign off on a plan and nothing happens on a byway without local participation.

The Board next discussed signage along the corridor and explained that there is concern in our community with extra signage. The Board questioned if they would be approached before any signage was placed should this Byway be approved. Ms. Seger advised this would have to be approved first. Ms. Seger also explained the design of the sign is standard for scenic/cultural byway signs.

Mr. Hounsell left the meeting at 4:47 p.m.

**Mr. Webster moved, seconded by Ms. Umberger, to authorize town staff to write a letter of support to be reviewed by the Chair of the Board. The motion carried 4-0-0.**

#### EMERGENCY MANAGEMENT

Mr. Sires distributed a copy of an Emergency Management Plan for the Town for the Board's review. Mr. Sires also distributed information on Pandemic Flu Planning.

Mr. Sires discussed the position of an Emergency Management Director with the Board and, also, where to get funding for same and the need to be prepared. Mr. Sires also requested authorization to speak to the Budget Committee regarding this matter as well. **Mr. Weathers moved, seconded by Mr. Webster, to authorize Earl Sires, to go before the Budget Committee to review and advise where we are with the Emergency Management Plan and talk about funding.** There was a brief discussion. **The motion carried 4-0-0.**

**Mr. Webster moved, seconded by Ms. Umberger, to authorize Earl Sires with staff support to advertise and interview candidates and see where that takes us. The motion carried 4-0-0.**

Mr. Sires next reviewed a Memorandum of Understanding from the State wherein Conway is the lead community for northern Carroll County with regard to pandemic planning. Conway will handle grant monies coming into the area for planning. Mr. Sires next advised an advertisement was placed for Statements of Qualifications to put this together. Approximately \$15,000 is coming from the state to help put this together. Ms. Umberger questioned if the grant money provided is just for preparation of the plan and not for hiring a person and Mr. Sires confirmed this is correct. **Mr. Webster moved, seconded by Mr. Weathers, to sign the agreement between the New Hampshire Department of Health and Human Services/Department of Safety and the Town of Conway. The motion carried 4-0-0.**

Mr. Sires next distributed copies of pandemic flu preparedness for home and business to the Board for review.

Mr. Weathers left the meeting at 5:17 p.m.

KGI ROAD AGREEMENT

Randy Cooper, Attorney for KGI, joined the meeting. Also present for discussion was Town Engineer, Paul DegliAngeli.

Mr. Cooper reviewed the proposed Road Construction Agreement between KGI, et al and the Town of Conway with the Board. **Mr. Webster moved, seconded by Ms. Umberger, that we approve the Road Construction Agreement between the Town of Conway and KGI Mountain Valley Mall LLC and North Conway Fairways, LLC. The motion carried unanimously 3-0-0.**

PEAKED MOUNTAIN SUBDIVISION/OFFSITE DEVELOPMENT ISSUES

Attorney, Ed McBurney, and Doug Burnell of H. Edmund Bergeron Engineers joined the meeting.

Mr. McBurney and Mr. Burnell reviewed maps of the Peaked Mountain subdivision area with the Board.

The Agreement Fixing Right of Way was first reviewed. It was explained that this Agreement says they will build a road, put a barrier at the end and give the Town the keys. There was a brief discussion. **Mr. Webster moved, seconded by Ms. Umberger, that we accept the Agreement Fixing Right of Way between the Town of Conway and Peaked Mountain LLC. The motion carried 3-0-0.**

Attorney McBurney next briefly reviewed the Release of Right of Way with the Board. **Mr. Webster moved, seconded by Ms. Umberger, to accept the Release of Right of Way to Peaked Mountain. The motion carried 3-0-0.**

The Deed of Easements was next reviewed and there was brief discussion. **Mr. Webster moved, seconded by Ms. Umberger, to accept the Deed of Easements, conservation and recreation, between the Town and Peaked Mountain, LLC. The motion carried 3-0-0.**

There was next discussion on regarding a Road Construction Agreement concerning Thompson Road. **Mr. Webster moved, seconded by Ms. Umberger, to accept the Road Construction Agreement between the Town of Conway and Peaked Mountain, LLC, as presented. The motion carried 3-0-0.**

CONSIDERATION OF RAILROAD PARKING LOT LEASE

Mr. Sires reviewed a proposed lease that could provide additional parking for North Conway Village. There was a brief discussion by the Board. **Ms. Umberger moved, seconded by Mr. Webster, that we accept the MOA for using the Railroad as parking. The motion failed 0-3-0.**

TOWN MANAGER REPORT

Seavey Street Property – Mr. Sires reported that Town Counsel has advised that the Seavey Street property was given to the town for public purpose and to turn it over to

the NCWP would require a vote at town meeting. Another option may be to consider 50 year land lease instead. The Board suggested contacting the NCWP to see if they are interested in the lease option and advise.

PRESENTATION BY TOWN CLERK

Town Clerk/Tax Collector, Rhoda Quint gave a presentation on the general responsibilities of the Town Clerk/Tax Collectors office as well as the qualifications for her position. Ms. Quint next gave a progress report for her office.

It was agreed that a discussion would be held in the near future regarding compensation with Rhoda Quint.

BOARD REPORTS AND COMMENTS

School Building Committee – Ms. Umberger reported that Rebecca Moore resigned as Chair of the School Building Committee and that George Fredette has taken over as Chair of that Committee. Mr. Umberger further reported that a preliminary design for the new middle school has been completed.

ESAA - Ms. Umberger advised that several parties have expressed interest in the vacant board position and this Board should try to have someone in place by the next meeting. Mr. Webster stated that he recently attended a meeting of the Airport and they expressed their regret in losing Mr. Sires as a Board member and thanked him for his time and expertise. The Airport Board will be electing officers at their next meeting.

Baseball – Mr. Martin congratulated local, Jeff Locke, who was #51 in the draft to the Atlanta Braves. Mr. Martin also sent congratulations to the Kennett baseball team for making it to the finals.

Budget Committee Meeting – Ms. Umberger reported a Budget Committee meeting is scheduled for tomorrow evening, June 14, 2006 at 6:30 p.m. The Committee will be reviewing the School Budget at this meeting.

PUBLIC COMMENTS / MEDIA QUESTIONS

There were no public comments or media questions.

ADJOURN

**Mr. Webster moved, seconded by Ms. Umberger, to adjourn the meeting.**  
The meeting adjourned at 6:22 p.m.

Respectfully submitted,

Karen J. Hallowell  
Executive Secretary