

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN**

November 27, 2007

The Selectmen's Meeting convened at 4:08 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen C. David Weathers (Chair), Larry Martin, Gary Webster, Mark Hounsell and Howard C. Dickinson; Town Manager, Earl W. Sires; and Recording Secretary, Karen Hallowell

PLEDGE OF ALLEGIANCE

Chairman Weathers 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.

CONSIDERATION OF BILLS

The Board reviewed and signed the manifest dated November 29, 2007.

APPROVAL OF MINUTES

Consideration of the regular and non public minutes of 10/16/07 was carried to the next meeting.

REVIEW OF 2010 LOCAL CENSUS PROCESS

Planning Director, Tom Irving, joined the meeting.

Mr. Sires prefaced this matter advising that Mr. Irving is here to discuss the Town's participation in the upcoming 2010 census process.

Mr. Irving discussed population figures and participation in the census at option one level with the Board. Mr. Irving advised of the need to update local addresses and number of local dwelling units. Mr. Irving discussed the difficulty and the need to get an accurate count due to the number of second homes in town.

Mr. Webster asked for the definition of resident. Mr. Irving advised he does not have as this is not what this is for but that he would ask for this and provide same. The Board next held discussion regarding residency. The Board discussed the laws for residency with regard to voting etc could be different. Mr. Irving advised he would provide a residency definition as per the census and the Board agreed.

REVIEW AND CONSIDERATION OF PROPOSED 2008 BUDGET

Capital Reserve Funds (CRF) – Public Works Director, Paul DegliAngeli, and Finance Director, Lucy Philbrick, joined the meeting.

Mr. DegliAngeli first reviewed the CRF's for landfill closure and expansion with the Board. Mr. DegliAngeli advised that the landfill is currently operating in phase two and there are five more phases. Mr. DegliAngeli next advised that we have reduced trash in the last several years due to Board policies and can reduce the CRF. At this point we won't be looking for expansion into phase three for five more years.

Mr. DegliAngeli next reviewed the Highway Equipment CRF. Solid Waste and Infrastructure CRF's are level.

Debt Service – Ms. Philbrick briefly reviewed debt service with the Board. Mr. Sires reviewed that several bonds will be retiring in the next couple of years - one in 2010 and a couple of others in 2012. Mr. Sires stated he would like to see some relief in the long term debt before adding anything else is added. Mr. Hounsell stated he feels this is significant and that we should look at that time for future plans for town hall.

TANS – Ms. Philbrick briefly reviewed and advised that it would appear that we are not going to have to use TANS this year.

Welfare – Mr. Sires reviewed the general assistance budget is holding level. There is an increase in the budget for wages for the employee. Mr. Hounsell stated he feels maybe there should be an increase in the general assistance budget due to the way things are these days. Mr. Sires reviewed that we do have until March when Town Meeting is held to adjust the figure should it be needed. Mr. Webster pointed out that it is not just the job of the town to write checks but to also refer people to the right resources as well. Mr. Webster also advised that the Town will receive funds again this year for the special fuel fund. Mr. Sires provided an explanation of the special fuel fund.

Health – Mr. Sires reviewed the Health budget stays level. Mr. Sires reviewed the Health Officer has been attending meetings in Concord and it looks as though in the future there may be a push for more involvement of the Health Officer to local levels and broadening the range of services and creating ways of funding same.

Executive – Mr. Sires reviewed the Executive budget is \$214,933 and Mr. Hounsell would like to add \$1,000 for an addition to Selectmen salaries. Mr. Dickinson has indicated he would like to add more than that and also has figures. Mr. Dickinson stated he feels the increase should be from \$3,000 to \$5,000. Mr. Hounsell advised he was going to propose a motion to increase the salary to \$4,000 per selectmen and anything other than that should be a warrant article. Ms. Philbrick reviewed the history of past increases for Selectmen from the 1980's. Mr. Dickinson indicated he did not care if the whole increase was put into a warrant article but feels it would be good to catch up on the amount. **Mr. Hounsell moved, seconded by Mr. Dickinson, that we increase the salary of the Selectmen to a total figure of \$20,000.** Mr. Sires advised he would like to determine whether this should be a warrant article or in the operating budget. There was a discussion by the Board. Mr. Dickinson also suggested the Board consider a plan of \$1,000 this year and \$1,000 the year after as he feels it should be indexed so that it keeps up with the cost of living. Mr. Weathers clarified with Ms. Philbrick that there has not been an increase in the Selectmen pay since 1983 and Ms. Philbrick replied in the affirmative. The Board agreed should wait until next week to determine whether this should be a warrant article on in the operating budget. **Mr. Dickinson withdrew his second and Mr. Hounsell withdrew his motion.**

The Board next approved the proposed 2008 budget as follows: Executive – Hold; Elections and Registration \$97,972; Finance \$220,343; Assessing 130,589; Legal \$45,000; Employee Benefits \$752,713; Planning and Zoning \$152,019; Government Buildings \$89,675; Cemeteries \$1; Insurance \$48,350; Police \$2,434,944; Ambulance \$154,000; Fire and Emergency - Hold; Inspections \$63,369; Highway Administration \$51,447; Highway \$1,635,191; Solid Waste Administration \$51,447; Solid Waste \$659,531; Health \$3,025 (The Board would like a report on kennel fees); Welfare Administration \$41,310; Welfare \$25,000; Parks and Recreation \$268,461 (Mr. Hounsell commented regarding tracking numbers for the future for the recreation revolving fund and also stated he was not happy at this time in moving forward but will support it for now and wait another year for the results to come in); Library – Hold (waiting on information from library); Patriotic Purposes \$11,200; Conservation Commission \$19,415; Debt Principle \$480,000; Debt Interest \$93,317; Interest on Tans \$5,000; Capital Reserve \$678,000. The Board agreed the three holds were Executive, Fire & Emergency, and Library. **Mr. Hounsell moved, seconded by Mr. Martin, that we establish as a Board of Selectmen budget those accounts that are not on hold so they will be inclusive of everything but Executive, Fire and Emergency, and Library. The motion carried 5-0-0.**

TOWN MANAGER REPORT

Time Warner Cable – Mr. Sires reported the Town received a notice from Time Warner Cable regarding an increase in prices for cable and internet services.

Tax Sale – Mr. Sires reported the Tax Sale is scheduled for December 5, 2007 at 1:00 p.m. in the meeting room at Town Hall.

Medical Reserve Corp – Mr. Sires reported the contract was awarded for the Medical Reserve Corp. from a local outfit. This will create a data base of medical personnel to help out in a crisis.

Olympic Lane – Mr. Sires reported he will be contact Jim Hill to discuss the ownership issue.

Kearsarge Metallurgic – Mr. Sires reported there is a meeting regarding Kearsarge Metallurgic tomorrow at 10:00 a.m.

Recreation Task Force – Mr. Sires reported there is a Recreation Task Force meeting scheduled for Thursday night. The intent of the meeting is to wrap up the process and bring forward a recommendation to the Board of Selectmen in the future for the valley.

Pennichuck- Mr. Sires reviewed correspondence was received back from Pennichuck concerning transfer of the line.

10 Year Plan – Mr. Sires reported the Town received correspondence from Gene Chandler concerning the 10 year plan and the bypass. Mr. Sires distributed a copy to the Board for review.

BOARD REPORTS AND COMMENTS

Conservation Commission – Mr. Weathers reported the Conservation Commission will not be holding a meeting in December.

PUBLIC COMMENTS / MEDIA QUESTIONS

Casey Conley of the Conway Daily Sun asked about an article in the paper concerning fuel assistance money drying up and the costs shifting to local welfare. Mr. Sires explained the Town's policy would be the same for qualifying for town assistance however our resources may not be the same.

Casey Conley next questioned billing presidential campaigns. Mr. Sires advised he briefed the Board last week on this matter and advised that the Town could try to bill campaigns. Mr. Hounsell stated that he does not feel should do this at this time of the campaign season but that we should look to forming a policy for the future. Mr. Webster pointed out that it is the police budget and manpower. Mr. Sires stated we could provide a recommendation to the Police Commission on this issue. Mr. Weathers advised Mr. Conley that no action has taken place on this item at this time.

Casey Conley questioned where the money from the upcoming auction will go. Mr. Sires advised that it goes into the General Fund.

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

At 5:51 pm **Mr. Webster moved, seconded by Mr. Martin, to go into non public session.** Mr. Weathers advised that Town Manager, Earl Sires, Tax Assessor, Tom Holmes, and Recording Secretary, Karen Hallowell, would be present for the non public session. **The motion carried by unanimous roll call vote.**

At 6:36 p.m. the Board returned to public session. A motion to seal the minutes was made a carried in non public session.

ADJOURN

Mr. Webster moved, seconded by Mr. Hounsell, to adjourn the meeting. The meeting adjourned at 6:36 p.m.

Respectfully submitted,

Karen J. Hallowell
Executive Secretary