

**Minutes of Meeting  
CONWAY BOARD OF SELECTMEN**

October 19, 2010

The Selectmen's Meeting convened at 4:05 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, Larry Martin (Chair), C. David Weathers, Howard C. Dickinson, Bob Drinkhall, and Michael DiGregorio; 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.

CONSENT AGENDA

A. Ratification of

1. Intent to Cut Wood or Timber - Tax Map/Lot 226-2
2. Warrant for the General Election
3. Manifest dated 10/7/10
4. Payroll dated 10/7/10
5. Manifest dated 10/14/10

**Mr. Dickinson moved, seconded by Mr. Drinkhall, to ratify the Intent to Cut Wood or Timber-Tax Map/Lot 226-2, the Warrant for the General Election, the Manifest dated 10/7/10, the payroll dated 10/7/10 and the manifest dated 10/14/10. The motion carried 5-0-0.**

B. Signing of Documents

1. NHEC Petition and Pole License
  - a) Pole #2781-T – Thompson Road

**Mr. Dickinson moved, seconded by Mr. Weathers, to sign the NHEC Petition and Pole License/Pole #2781-T – Thompson Road. The motion carried 5-0-0.**

2. Raffle Permit(s)

- a) Vaughan Community Svc d/b/a North Conway Day Care  
Drawing 10/12/10
- b) White Mountain Waldorf School – Drawing 11/5/10

**Mr. Weathers moved, seconded by Mr. Drinkhall, to approve the Raffle Permit for Vaughan Community Service drawing 10/21/10 and the Raffle Permit for White Mountain Waldorf School drawing 11/5/10. The motion carried 5-0-0.**

C. Consideration of Bills and Payroll:

1. Manifest dated 10/21/10
2. Payroll dated 10/21/10

**Mr. Drinkhall moved, seconded by Mr. Dickinson, to approve the manifest dated 10/21/10 and payroll dated 10/21/10. The motion carried 5-0-0.**

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

There were no special event applications presented for consideration.

CONSIDERATION OF MINUTES

The Board considered the minutes of 9/15/10. **Mr. Drinkhall moved, seconded by Mr. Weathers, to approve the minutes of 9/15/10.** Mr. Drinkhall offered the following amendment. Page 7, 2<sup>nd</sup> to last paragraph, the word bring should be changed to bridge. **Mr. Drinkhall amended the motion, seconded by Mr. Weathers, to accept the minutes as amended. The motion carried 5-0-0.**

AUDIT EXIT INTERVIEW - GREG COLBY/PLODZIK & SANDERSON

Finance Director, Lucy Philbrick, and Greg Colby of Plodzik and Sanderson, joined the meeting. Mr. Colby gave an overview of the 2009 audit with the Board. A copy of the audit report is on file at town hall.

Mr. Colby commented the financial situation of the town is in good shape. There was discussion with the Board regarding safeguards, finances and fund balance.

REVIEW OF STREETLIGHTS DESIGNATED FOR SHUT OFF

Mr. Sires reviewed a map of the street lights proposed for shut off with the Board. Mr. Sires next advised he received a call from Crawford Butler asking for information on the shut off and same was provided to him. This was the only call we received from the public regarding the decision made at the last meeting by the Board to shut off every other street light. Mr. Drinkhall advised that he reviewed the lights proposed for shut off in Mr. Butler's area. Mr. Drinkhall suggested that we leave on 32-14, 32-10 and 32 A 4, and turn off 32-12, 32-7 and 32 A 2. The lights are located on Hillside and Muster Avenues. Mr. Weathers questioned the 90 degree corner. Mr. Drinkhall advised he didn't think it was supposed to be on the corner; however, the residents have also advised that they will be paying for some of the lights themselves. There was discussion by the Board on the intersections, high volume corners, etc. Mr. Dickinson advised that he walked the neighborhood with Mr. Butler and what he was talking about made sense. Mr. DiGregorio advised that he drove around the town at night and there is a number of lights that are dim. Mr. Martin explained they may be lower wattage lights. However, if this is not the case and it is a light that has dimmed, to please get the pole numbers and report them to the electric company and/or the town. Mr. Drinkhall also reviewed that there are some lights on the North-South Road that are on all the time and we need to correct this situation.

**Mr. Drinkhall moved, seconded by Mr. Dickinson, that we move forward with the motion that was originally approved with the addition to leave on any intersection as well as leave on 32-14, 32-10 and 32 A 4 and to turn off 32-12, 32-7 and 32 A 2.** Mr. Martin questioned if we can change intersections to major intersections. There was brief discussion by the Board and it was agreed the motion would be left as stated. Mr. DiGregorio asked if the Town received any response from the precinct. Mr. Sires advised we did receive a response from the Conway Village Fire District and they are not interested in paying for any lights that will be shut off. We have also heard that North Conway Water Precinct does not have statutory authority to take on lights; however, we have not received a letter from them to date. There was further brief discussion by the Board. Mr. Sires advised if the Board passes this motion we will finalize the maps and forward same to the electric companies. Also, we will get

information out to the public. There was next a brief review of the individual prices for people who may want to pay for their own lights. A vote was taken and the **motion carried 5-0-0.**

### UPDATE ON GARAGE PROJECT

Public Works Director, Paul DegliAngeli, joined the meeting.

Mr. DegliAngeli reported on the garage project. Mr. DegliAngeli advised the contract is 99% done. There is a punch list of items that were wrong from suppliers and we are awaiting these items. The heating, garage doors, lighting, etc, are all in. Mr. DegliAngeli invited the Board of Selectmen to come over and take a look at the garage. Mr. Martin commented he is more than pleasantly surprised on where we are at with the garage.

Mr. Martin asked about paving at the garage. Mr. DegliAngeli reported that he took the opportunity to straighten out the water supply during paving. The water was routed under the garage and with the decision to replace the slab we took care of this and rerouted the water and, also, took care of the drains as well. There was no way to do this without paving and, if the Board is concerned, we can take it out of garage project or we can take the money out of the paving budget. The Board agreed the paving should go with the garage project. **Mr. Drinkhall moved, seconded by Mr. Dickinson, to add paving to the garage project. The motion carried unanimously.**

Mr. Martin next asked if we can get 30 years out of the garage if we put on a new roof. Mr. DegliAngeli reviewed the Board asked him to look into this at the last meeting. There was also a questions of staying with a flat roof or if trusses and a steel roof should be put on. Mr. DegliAngeli advised he is gathering information on the options and will be able to report on this at the next meeting. Further, if this additional work is done, there is no reason we cant get 30 more years out of the garage. Mr. Martin questioned, for clarification, if we are all up to code with plumbing, heating, electrical etc., with the exception of up to code for seismic activity. Mr. DegliAngeli replied in the affirmative.

Mr. DegliAngeli next reported we needed to purchase a compressor at a cost of \$2700. This could be taken out of the tools line of the budget or it could be put under the garage project. It is up to the Board, but he would suggest we charge this to the operating budget. The Board all agreed this should be taken out of the operating budget.

Mr. Drinkhall stated that even though he did not support this route (fixing the existing garage), at this point he does not feel there isn't a reason to not go forward with the roof. He was hearing 20 years of life for the garage and now he is hearing 30 with a new roof.

Mr. DegliAngeli next reviewed that he had the concrete tested. The concrete is 70 years old and usually lasts for 100 years. With regard to the roof, the steel is not in a corrosive environment. The existing roof is a 25 year roof and was put on 20 years ago. The products they have out now have a 30 to 40 year life. If the Board wants to move forward, we can do the roof, insulation and windows and get 30 years out of the garage. Mr. DegliAngeli next discussed the paint and advised that this will not last 30 years.

Mr. DiGregorio questioned if we go with a truss roof, will you put in a higher door on the garage. Mr. DegliAngeli advised we would only have to remove one door to get a taller door and this would be an added expense. This also would be up to the Board.

Mr. Dickinson stated he is in support of a pitched roof and hopes staff will give the Board a comparison of all costs for a flat roof versus a pitched roof.

**Mr. Dickinson moved, seconded by Mr. DiGregorio, for a letter to the employees that have been working there, the mechanics, etc, thanking them for going the extra mile during the repairs. The motion carried unanimously.**

Mr. Martin suggested a letter of commendation go on file for Mr. DegliAngeli for a job well done. **Mr. Drinkhall moved, seconded by Mr. Dickinson, that a letter of commendation be placed on file for Public Works Director, Paul DegliAngeli, for a job well done on this project. The motion carried unanimously.**

#### PROPOSED TREE REMOVAL POLICY

Mr. Sires presented a proposed Tree Removal Policy to the Board for review. Mr. Sires reviewed that we have to cut trees along the roadways if there is a problem. Also, sometimes we have people call and ask the Town to take down certain trees. Mr. Sires reviewed we own the right of way along the road but the tree is the property of the landowner. When we take trees down for the maintenance process, we have a process we have to go through. The proposed policy before the Board states the process. Mr. Sires further reviewed that this does not apply to scenic roads and in emergency situations. Mr. Sires next briefly reviewed the packet of information and proposed policy with the Board.

Mr. DiGregorio questioned who pays for tree removal. Mr. Sires stated the town does if we are doing this by our statutory duty. Mr. DiGregorio questioned if this is a dead or dying tree or a tree blocking a road or also bushes blocking a view. Mr. Sires advised that brush and smaller trees can be removed during general operations and if in the town right of way.

Mr. Drinkhall questioned if it is just for trees in the right of way. What about a 100' tree back further on a property but over the right of way. Mr. Sires advised the town will take a look at this. Mr. DegliAngeli stated the right of way line extends up and if there is something leaning over the right of way, he believes this is included but will check into this and confirm. Mr. Martin questioned what about a 100 foot tree that is 25 feet back and falls. Mr. DegliAngeli said this would not be included but trees leaning over into the right of way would be included.

Mr. Martin requested the Board review the policy and that this matter would be placed on a future agenda for consideration.

#### REQUEST FOR WELCOME TO CONWAY SIGNS - DANA HYLEN

Dana Hylan joined the meeting. Mr. Hylan explained he is here today to ask the Board of Selectmen for input on new Welcome to Conway signs. Mr. Hylan stated he will raise the money for the signs and there will be no cost to the Town of Conway. Mr. Hylan stated currently there are signs in Center Conway, one near Beep Beep Deli and he believes one up north. He would like to replace the signs with new signs.

Mr. Martin and Mr. Sires advised that these may be state signs and we would have to check into same. Mr. Hylen further clarified that he is talking about the signs that say Welcome to Conway and please stop for pedestrians. Mr. Hylen advised that he spoke with Janice Crawford of the MWV Chamber of Commerce and they were wondering if they have to stay there or can they add to the signs. Mr. Hylen next questioned if there is a place where Kiwanis and Rotary signs can be added with the Town of Conway signs. He will be going to them to see if they will help with the signs as well. Mr. Hylen next stated that he is here before going forward to see what the Board would want the signs to say, i.e. Town of Conway, Welcome to Conway, etc. Mr. Martin suggested Mr. Hylen put a design together so that this Board can preview same so we know what direction we are headed. We will need to see what Mr. Hylen has in mind. Mr. Martin next advised that this Board is also mindful of having too many signs up in town. Mr. Hylen stated this is the point of him attending the meeting today to get an idea of what the Board would like to see. He is also aware of the sign issues and would also like to consolidate some signs. He also came here today to let the Board know what he is thinking so the Board would not be blindsided. Mr. Hylen advised that what he plans to do next is to go to Gemini Sign and ask them to put together a few designs and come back to the Board and ask which design they prefer if we are to have new signs and if it is okay to proceed. He would then, over the winter, ask businesses so he can raise the money for the signs.

Mr. DiGregorio questioned what kind of sign – decorative, etc., and will they be wood. Mr. Hylen replied it would be something aesthetically pleasing. Mr. DiGregorio stated that he personally would like to see something with the Town Seal.

Mr. Weathers stated he does feel that we should have some updated signs; however, we have to find out first who sponsored the signs we have now. Mr. Weathers further added that this also should be put out to everyone and not just businesses. Mr. Weather next questioned what will also be expected by the businesses if they sponsor the signs, do they want to be recognized on the signs. Mr. Weathers stated we can't put them on the sign but we could do an article in the paper advising of same.

Mr. Dickinson referred to signs that are in the Town of Meredith with civic organizations, etc, on the signs and asked everyone to take a look at them. Mr. Dickinson further suggested that Mr. Hylen do some drawings himself first before spending money.

Mr. Martin pointed out that the snow removal signs must stay as it alerts people regarding winter snow removal in the Town of Conway.

Mr. Hylen questioned again if the Board would like to see just Town of Conway or Welcome to the Town of Conway on the signs. The Board agreed the sign should state Welcome to the Town of Conway. Mr. DiGregorio asked if Mr. Hylen was asking for the sign to include the MWV Chamber of Commerce, etc. or is it just a sign for the Town of Conway. Mr. Hylen stated he solely wants something to say Welcome to the Town of Conway. The only reason he mentioned the Chamber was to save money but, also, we could to welcome to the Mount Washington Valley and Town of Conway.

Mr. Martin reiterated that Mr. Hylen should put a package together and bring back before the Board of Selectmen. Mr. Martin further advised that we cant get rid of the no parking signs either. Also, he does not want the Rotary or Kiwanis incorporated onto the signs. The Board generally agreed. Mr. Hylen asked about incorporating the white signs that state pedestrians in crosswalks, etc., with the Welcome to the Town of

Conway sign. Mr. Martin stated those signs have to stand out – they are instructive signs. We still need these separate of the Welcome to Conway signs. The Board agreed.

Mr. Hylen stated this is why he was here today to get direction. The Board advised they appreciated this. Mr. Hylen advised he will get designs and bring same back to the Board for review.

### TOWN MANAGER REPORT

Proposed 2011 Budgets – Mr. Sires reviewed that all proposed budgets for 2011 have been received from staff.

North Country Council Bypass Roundtable – Mr. Sires reported that he and Mr. DiGregorio attended the Bypass meeting held by the North Country Council on September 30, 2010. Mr. Sires advised that he and Mr. DiGregorio went over the Board's position regarding building the southern portion and putting the traffic in town and, also, our concerns about starting to build without the funding to finish. Mr. Sires further reported that other towns want to start building and feels that if it started they will keep it going. They also want to write a letter for the project. Mr. Sires next advised they did also talk about truck traffic and the DOT said they will take a look into this matter. Mr. Sires reviewed that even people from the North said they take I-93. The DOT will take a look at this and they will do a traffic study about dumping traffic to the middle of town.

Mr. Sires next advised that other towns have representatives on the Advisory Committee and he did ask the North Country Council why we don't have a representative on this committee. We were advised by the North Country Council that we don't have a representative because we don't have a membership to the North Country Council. We don't pay the membership fee. They want the Town of Conway to be on the Committee but we can't join in because we are not members. There was brief discussion regarding not being a member of the North Country Council.

### BOARD REPORTS AND COMMENTS

Cable TV Meeting – Mr. DiGregorio reported a meeting regarding the Cable Television contract is scheduled for Monday, October 25, 2010 in Portland, Maine.

Budget Committee – Mr. Drinkhall reported a Budget Committee meeting is scheduled for October 20, 2010. Mr. Drinkhall commented that with what has happened at the School Board meeting recently, they may need a larger meeting room for this Budget Committee meeting.

Conservation Commission – Mr. Weathers reported a Conservation Commission meeting was held last week on October 13, 2010 and they finished up on the budget. Mr. Weathers further reported they also did the cutting by the Elks Lodge and the State is now gearing up to start work in that area. The State will be working just south of where they did the cutting.

Manholes – Mr. Martin commented on the manhole covers issue that was in the newspaper recently. He wanted to clarify that our Highway Department and Town Engineer had nothing to do with this and that this work was done by the North Conway Water Precinct. Mr. Drinkhall commented the placement of them is determined by where sewer is versus where water is and, hence, they have to be separated. The state

requires they be recessed so they are not ripped up by plows and someone came in and filled them in with cold patch. Mr. Martin commented the cold patch is now above existing roadway.

Budget – Mr. Martin commented on a response he read in the newspaper today regarding the school budget and it was said that the budget should be cut at the town level. Mr. Martin commented that the person who made this statement has no sense of the budget and where the tax dollars are spent. Mr. DiGregorio commented this was in *Teletalk* in the newspaper. Mr. Martin agreed and added that this was misinformation and this is why he brings it up.

Recreation Field Lighting – Mr. Martin stated that someone asked him about the lights we have on in the ballparks, Whitaker, etc. These are metered lights and he tried to explain that when outside organizations such as Pop Warner, soccer, etc., use the fields with the lights, they pay for same. Mr. Martin next stated the lights are also on at the Recreation Center at times. Mr. Sires stated it is during when the Teen Center activities going on but he would take a look into this and advise.

Street Lights – Mr. Drinkhall stated that there was also a letter in the paper today and he wanted to make the clarification that we never voted to take lights out –we voted to turn them off.

#### PUBLIC COMMENTS AND MEDIA QUESTIONS

Bart Bachman of the Conway Daily Sun questioned how much was allocated for the garage upgrade. Mr. Martin advised that about \$210,000 was spent and \$228,000 was authorized. Mr. Bachman next asked if the roof options were part of this or is this for in the future. Mr. Weathers advised this is something yet to be decided. The Board next explained the \$228,000 was to bring the building up to code, put in new floor, heat, doors, etc. We have gotten the building to a point where it could last for 30 years and need to look at putting a roof on the building. Also, we need to do the roof due to heat loss and costs. Mr. Dickinson suggested Mr. Bachman go over to the garage with a photographer to take pictures.

#### NON PUBLIC SESSION: RSA 91-A:3II(C) –TAX MATTERS

At 6:15 pm, **Mr. Weathers moved, seconded by Mr. Dickinson, to go into non public session under RSA 91-A:3,II(c) to discuss tax matters.** The non public session included Town Manager, Earl Sires, Tax Collector, Rhoda Quint, Recording Secretary, Karen Hallowell, and taxpayers to discuss tax matters. **The motion carried by unanimous roll call vote.**

The Board returned to public session at 7:15 p.m. **Mr. Drinkhall moved, seconded by Mr. Weathers, to seal the minutes of this non public session. The motion carried unanimously.**

#### NON PUBLIC SESSION: RSA 91-A:3II(A) –TOWN MANAGER EVALUATION

At 7:20 p.m., **Mr. Drinkhall moved, seconded by Mr. Dickinson, to enter into executive session under RSA 91-A:3,II(a) to discuss the Town Manager Evaluation.** The executive session included Town Manager, Earl Sires. **The motion carried by unanimous roll call vote.**

At 7:34 the Board returned to public session. **Mr. Weathers moved, seconded by Mr. Drinkhall, to seal the minutes of this non public session. The motion carried unanimously.**

ADJOURN

At 7:35 pm the meeting adjourned at the call of the chair.

Respectfully submitted,

Karen J. Hallowell  
Executive Secretary