

**Minutes of Meeting**  
**CONWAY BOARD OF SELECTMEN**  
October 22, 2013

The Selectmen's Meeting convened at 4:17 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, C. David Weathers (Chair), Michael DiGregorio, Mary Carey Seavey, Stacy Sand, and Carl Thibodeau, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

**Ms. Sand moved, seconded by Ms. Seavey, to approve the agenda. The motion carried unanimously.**

CONSIDERATION OF UNANTICIPATED REVENUE LESS THAN \$5,000/RSA 31:95-B, III (B):

- a) \$1,678.50 to the Town of Conway Police Department from the US Department of Justice for bullet proof vests;
- b) \$1,800.62 to the Town of Conway Police Department from the State of NH for Sobriety Checkpoints;
- c) \$100.00 from Phil Murray to the Town of Conway for the DARE program

Mr. Sires reviewed unanticipated revenue received. **Mr. DiGregorio moved, seconded by Mr. Thibodeau, to accept the unanticipated revenue of \$1,678.50 to the Town of Conway Police Department from the US Department of Justice for bullet proof vests, \$1,800.62 to the Town of Conway Police Department from the State of New Hampshire for Sobriety Checkpoints and \$100.00 received from Phil Murray to the Town of Conway for the DARE program. The motion carried unanimously.**

CONSIDERATION OF RIGHT OF WAY TRAIL EASEMENT

Mike Weeks from the NH Bureau of Trails joined the meeting to discuss a right of way trail easement. Mr. Sires reviewed this is for an existing trail. Mr. Weeks reviewed that the Board of Selectmen have given approval in the past for a 3 year agreement. Mr. Weeks next gave a brief description of the trail and location. Mr. Thibodeau questioned if this is for ATV and snowmobiles. Mr. Weeks advised it is for snowmobiles in winter. There was next brief discussion of ATV trails in the northern part of New Hampshire.

Ms. Sand stated that she agreed with having this right of way trail easement as A three year agreement in case there may be any changes in the future. Also, we are working with the state on the lands and the town will be taking care of them and this gives us options for the future. **Ms. Sand moved, seconded by Mr. DiGregorio, to approve the Right of Way Trail Easement for a three year period. The motion carried unanimously.**

Mr. Weeks next stated that he was supposed to get a trail count for this area but they had some trouble getting the figures here, however, south of here the count was about 5,000 a month on trails.

TIF DISTRICT – JAC CUDDY/MWVEC

Jac Cuddy of the Mount Washington Valley Economic Council joined the meeting.

Mr. Cuddy distributed information to the Board on TIF (Tax Increment Financing) Districts and reviewed same. Mr. Cuddy advised that the area of town he would like considered for a TIF District in the future is an area on East Conway Road and the area of the Tech Village. Mr. Cuddy stated that he is here today to ask the Board to think about this matter for the future.

VALLEY VISION CHANNEL 3 PRICING PROPOSAL

Mr. Sires reviewed a proposal regarding Valley Vision levels of service and pricing for area towns with the Board. Mr. Sires also reviewed the history of participation, etc. by area towns.

Mr. DiGregorio stated that Eaton only has about 69 subscribers and feels we would have to adjust the figure for Eaton. Mr. Sires suggested language be added instead that it be 100% of franchise fees instead.

There was further brief review and discussion of the proposal. Mr. Sires advised that we have not yet talked with the other towns as yet as this Board needs to approve a proposal to present to them.

REVIEW AND CONSIDERATION OF PROPOSED PUBLIC HEALTH REGULATIONS

Mr. Sires reviewed proposed Public Health Regulations with the Board. There was discussion by the Board. The Board suggested some changes and additions to the proposed Health Regulations. It was agreed the changes would be made and the document will be brought back to the next meeting for further consideration.

SIGNING OF DOCUMENTS

a. Raffle Permit/White Mountain Waldorf School – Drawing 10/25/13 - **Mr. DiGregorio moved, seconded by Ms. Seavey, to approve the Raffle Permit for the White Mountain Waldorf School for a drawing on 10/25/13. The motion carried unanimously.**

CONSIDERATION OF BILLS

a. Manifest 10/24/13 - **Mr. DiGregorio moved, seconded by Ms. Sand, to approve the manifest dated 10/24/13. The motion carried unanimously.**

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Manifest 10/17/13
- b. Payroll 10/17/13

**Ms. Sand moved, seconded by Mr. DiGregorio, to ratify the manifest dated 10/17/13 and payroll dated 10/17/13. The motion carried unanimously.**

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

There were no Special Event Applications presented for consideration.

CONSIDERATION OF MINUTES

10/8/13 – **Ms. Sand moved, seconded by Mr. DiGregorio, to approve the public and non public minutes of 10/8/13. The motion carried 3-0-2 with Messrs. Thibodeau and DiGregorio abstaining.**

TOWN MANAGER REPORT

CDBG – Mr. Sires reported that he attended a meeting of the CDBG Board last week.

Finance Director Search – Mr. Sires reported that six candidates are scheduled to be interviewed on November 6, 2013.

Budget Reviews – Mr. Sires reported that all proposed budgets for the departments have been reviewed except for the Library, which will be done tomorrow. The proposed 2014 budget will be presented to the Selectmen on November 5, 2013.

Storage and Scanning Project – Mr. Sires reported that Corie Frechette has been doing the scanning project and has a lot of it done. Mr. Sires next reported that we may now need a better software program and data base for the information. Mr. Sires feels that for little money we can get this going.

Codification – Mr. Sires reported we are reviewing and sending information to the code publishers.

Vacation – Mr. Sires reported that he will be out of town on the upcoming Thursday, Friday and Monday.

BOARD REPORTS AND COMMENTS

Budget Committee – Ms. Sand reported the Budget Committee meets tomorrow night, October 23, 2013.

LMWVSWD – Ms. Sand reported the LMWVSWD met recently and they approved the changes as proposed for the next public hearing.

ESAA – Mr. Thibodeau reported that the new taxiway at the ESAA is complete. This was done with 95% federal funding.

Planning Board – Mr. Thibodeau reported the Planning Board met recently. Also, the Sign Committee is in the process of being formed and will schedule its first meeting in the next couple of weeks.

Selectmen Meeting Time – Mr. DiGregorio reported that his hours changed again at work and if this Board would like, we can go back to the 4:00 pm meeting time slot. **Mr. DiGregorio moved, seconded by Ms. Seavey, that we start meetings at 4:00 p.m.** Ms. Sand stated that she feels that we should put this item on a future agenda for public notification. Mr. DiGregorio agreed. **Ms. Seavey withdrew her second and Mr. DiGregorio withdrew his motion.**

Selectmen Meeting Schedule – Mr. Weathers reviewed the meeting schedule for the Selectmen for November. Mr. Weathers suggested changing the schedule to meet on

November 5, 12 and 19 and then have off for the Thanksgiving week meeting on November 26. All agreed.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer of the Conway Daily Sun questioned if the next meeting of the Selectmen will be at 4:00 p.m. Mr. Weathers advised it will be at 4:15 p.m. and there will be an agenda item for discussion of a 4:00 p.m. meeting time for future meetings.

Mr. Steer next asked if there are any updates on Norcross Circle. Mr. Sires stated that budget figures will be brought to the Board of Selectmen in the near future.

NON PUBLIC SESSION / NH RSA 91-A:3,II(d) – CONSIDERATION OF ACQUISITION, SALE OR LEASE OF REAL ESTATE

At 5:27 p.m., **Ms. Sand moved, seconded by Mr. Thibodeau, to go into non public session under NH RSA 91-A:3,II(d) to discuss the acquisition, sale or lease of real estate.** The non public session included Town Manager, Earl Sires and Recording Secretary, Karen Hallowell. **The motion carried by unanimous roll call vote.**

The Board returned to public session at 5:45 p.m.

**Ms. Sand moved, seconded by Mr. DiGregorio, to seal the minutes of this non public session. The motion carried unanimously.**

Mr. DiGregorio left the meeting at 5:46 p.m.

NON PUBLIC SESSION: NH RSA 91-A:II(a)– TOWN MANAGER EVALUATION

At 5:46 p.m. **Ms. Sand moved, seconded by Mr. Thibodeau, to go into non public session under NH RSA 91-A:II(a) to discuss the Town Manager Evaluation.** The non public session included Town Manager, Earl Sires. **The motion carried by unanimous roll call vote.**

At 6:15 p.m., the Board returned to public session.

**Mr. Thibodeau moved, seconded by Ms. Sand to seal the minutes of this non public session. The motion carried 4-0-0.**

ADJOURN

At 6:16 p.m. the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell  
Executive Secretary