

ADOPTED: 5/8/18

As Written

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
May 1st, 2018**

The Selectmen's Meeting convened at 4:00 pm in the Meeting Room of Conway Town Hall with the following present: C. David Weathers, Mary Carey Seavey, John Colbath, Town Manager, Thomas Holmes, and Executive Secretary, Krista Day.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mr. Weathers stated that item #10, Valley Pride was going to be moved ahead on the agenda because Ms. Woodward had another commitment to attend. Valley Pride would now be discussed before item #4, Rates for Summer Camp.

Mr. Colbath moved, seconded by Mr. Porter, to approve the agenda as amended. The motion carried unanimously.

Mr. Weathers noted that Selectmen Thibodeau was out of Town and unable to make it to the meeting.

VALLEY PRIDE DAY

Donna Woodward, coordinator for Valley Pride Day was present. Ms. Woodward explained that these clean up efforts span from all of the Mount Washington Valley, Western Maine, Northern New Hampshire, and as far south as Keene, New Hampshire. However, she stated that the only Town that seems to have an issue with items being taken to the transfer station for disposal is Conway.

Ms. Woodward explained that all trash and recyclables are taken to the Hampton Inn and disposed of in roll away dumpsters. These dumpsters are then taken to be incinerated out of Town. However, items such as televisions, tires, and furniture need to be taken to our transfer station. However, she noted that in the past there has been an issue with the transfer station allowing these items to be disposed of for free.

Ms. Woodward stated that she has no way of monitoring who helps with Valley Pride. She suggested the Town have one "free" day where there is no cost for those items which are normally required to be paid for. She suggested having it be the same day as Valley Pride each year.

Mr. Colbath thanked Ms. Woodward for what she does through Valley Pride and asked if there was a way to process the items through the Hampton Inn. Ms. Woodward explained that there is not enough room in the parking lot.

Mr. Holmes explained that the concern at the transfer station came last year when someone tried to dispose of an item that he said he picked up during Valley Pride Day. However, he had no way to show the attendant that he was involved in Valley Pride Day.

Mr. Holmes stated that he was in favor of an amnesty day for those with a Conway transfer station sticker; he did not want non-taxpayers bringing items to the Conway transfer station.

Ms. Seavey noted that she does not have a sticker because she does not go to the transfer station; she believed a driver's license would be sufficient. Ms. Seavey expressed that she felt bad that it was just Conway that was having issues.

Ms. Woodward stated that Valley Pride saves Conway a lot of money by taking the 3-4 tons of trash collected to be incinerated.

Mr. Weathers stated that it isn't a matter of not supporting Valley Pride, but instead, a matter of logistics. He asked if there was a card or something people with Valley Pride could show the gatekeeper. Ms. Woodward said there was not a way to do that. She noted that if the Selectmen wanted, they could leave the trash by the side of the road and Town staff could pick it up or Valley Pride could just not clean up the Town of Conway.

Mr. Weathers reiterated that they the intention was not to hinder Valley Pride, but instead, protect the tax payers in Conway. Mr. Holmes added that there is no way to tell if the pay for items are coming from a volunteer or a private citizen.

Mr. Porter moved, seconded by Ms. Seavey, to allow residents of Conway, Albany, and Eaton to dispose of normally paid for items at no cost on May 5, 2018 at the Conway Transfer Station. Residents must show transfer sticker or identification proving residency. Only items from residential properties will be accepted for free. The motion carried unanimously.

Ms. Woodward wanted to let the Selectmen know that she had been contacted by citizens in Transvale because they have worked diligently to clean up from the flood. However, they have piles of trash that need to be brought to the transfer station and paid for. Ms. Woodward hopes the Town can work with them to get it cleaned up.

RATES FOR SUMMER CAMP

Recreation Director, John Eastman, was present to discuss the proposed rates to the Summer Program. Mr. Eastman presented the Selectmen with a spreadsheet displaying the Summer Program rates for the last 10 years.

Mr. Eastman explained that the Summer Program is going to be shorter this year due to schools getting out late in June. He noted that even with adding a couple days on to the end of camp, it would be about a week shorter than normal. Because of this, Mr. Eastman proposed keeping the Summer Program fees the same as in 2017 (Full Summer: \$235; Early Bird: \$210; and Weekly: \$85).

Ms. Seavey inquired as to why there was no longer a price for half the summer. Mr. Eastman explained that it was too difficult to keep track of each family's schedules and maintain the amount of staff members to cover those children on any given week.

Mr. Eastman clarified for Mr. Weathers that the Summer Program would begin on June 25, 2018 and end on August 14, 2018 and that the entire week prior to camp beginning would be spent training the staff.

Before voting on Summer Program fees, Mr. Eastman brought up another issue regarding the current deadlines to Special Event Applications. He explained that their office is processing 30-35 special event applications a year. Mr. Eastman noted that it is becoming increasingly difficult for his staff to process these applications fast enough because many people are not adhering to the 90 days out deadline. Mr. Eastman said that because many of the applications are incomplete, those who are sending applications in less than 30 days out are really cutting it close.

Mr. Eastman reiterated that he is in favor and supports all of these special events, however, it is important that they are received in a timely manner to make sure they can get before the Selectmen in time.

Mr. Eastman suggested perhaps raising the fee for those who hand them in with less than 60 days before the event.

Mr. Eastman also added that 90% of the applications are repeat events and should know about the 90-day deadline.

Mr. Colbath asked how many special event applications have been denied. Mr. Eastman stated that none have because he and his staff do whatever they can to help these applications get completed. However, it is becoming too much for their part-time staff member to handle with such short notice.

Mr. Eastman explained to the Selectmen that a reminder letter is sent to all previous applicants in January reminding them of this 90-day deadline, yet many are not adhering to it.

Mr. Holmes stated that they would come back to the Selectmen with a proposal regarding this issue.

Mr. Colbath moved, seconded by Mr. Porter, to keep the Summer Program fees consistent with those from 2017. (Full Summer: \$235; Early Bird: \$210; and Weekly: \$85). The motion carried unanimously.

VOTE TO ACCEPT GIFT OF PICNIC TABLES

Mr. Eastman explained that he had been offered a gift of 3 picnic tables by Ted Phillips, a volunteer coach in both basketball and baseball.

Mr. Porter moved, seconded by Mr. Colbath, to accept the gift of 3 picnic tables. The motion carried unanimously.

CONSIDERATION OF UNANTICIPATED REVENUE LESS THAN \$10,000/RSA 31:95-B III (B)

- a. \$732.44 from State of New Hampshire Department of Safety

Lilli Gilligan, Finance Director, explained that these funds were a reimbursement from a grant and the Police Department requested that they be applied to the Police Department Officer Overtime Line.

Mr. Porter moved, seconded by Mr. Colbath, to accept the \$732.44 from the State of New Hampshire Department of Safety and apply it to the Police Department Officer Overtime Line. The motion carried unanimously.

DISCUSSION OF CROSSWALKS IN CONWAY VILLAGE

Mr. Holmes stated that this discussion was requested by Ms. Seavey due to many people having trouble crossing the street in front of the Brown Church in Conway Village.

Ms. Seavey explained that no crosswalks are very visible in Conway Village. She also stated that while there is a crosswalk by Salyards and by Café Noche, she thinks it would be more beneficial to have one in front of the Brown Church due to all of the foot traffic. Ms. Seavey stated that she almost got hit one night trying to cross the street.

There was further discussion on the current crosswalk locations.

Mr. Weathers noted that the cross walks will be painted when the weather is warm enough.

Ms. Seavey stated that a crosswalk in front of the church would make sense because of all of the handicap people.

Mr. DegliAngeli explained that at this time, due to the current configuration of the sidewalk, a new crosswalk could not be put in front of the church. However, he noted that during the Main Street Project in the future, there is potential to put a crosswalk there.

Mr. Holmes added that Chief Solomon expressed concerns of losing parking spaces in front of the church if a crosswalk was to be put there.

PUBLIC HEARING IN ACCORDANCE WITH RSA 31:95-B III (A) CONSIDERATION OF UNANTICIPATED REVENUE \$10,000 OR MORE

- a. \$10,000 from Francesca and Peter Combs to be used on the Seavey Street Reconstruction

Mr. DegliAngeli explained that the Town is going to be beginning the reconstruction of Seavey Street. He stated that at the top of the hill on Seavey Street, there is another private road, Patton Court. This gravel road causes issues with drainage and safety at the sharp corner of Seavey Street.

Mr. DegliAngeli approached the owners of that road and offered to fix the problem if the owners would pay for the necessary materials. Therefore, the reason for this public hearing was to accept the funds to complete the work on Patton Court.

Daymond Steer asked Mr. DegliAngeli to explained what was being done to Seavey Street. Mr. DegliAngeli stated that this was part of the long-term maintenance plan for North Conway. He stated that they would be removing old sidewalk and roadway in its entirety. They would be installing curbing, drainage, and sidewalks on one side of the road.

Mr. Porter inquired as to when this project was going to begin. Mr. DegliAngeli is hopeful that it will begin the third week of May. Because of the long winter, the project will not be finished before the 4th of July. He noted that there will be no night work.

Mr. Colbath moved, seconded by Mr. Porter, to accept the \$10,000 from Francesca and Peter Combs to be used on the Seavey Street Reconstruction. The motion carried unanimously.

PUBLIC HEARING IN ACCORDANCE WITH RSA 31:95-E II ACCEPTANCE OF PERSONAL PROPERTY
DONATED TO TOWNS AND VILLAGE DISTRICTS WITH A VALUE OF \$5,000 OR MORE

- a. Furniture Donation

Mr. Holmes explained that the Town accepted a furniture donation. He believes that the value is approaching \$5,000 and under the statute, he would like to have the board's vote in case they receive another shipment of furniture in the future.

Mr. Porter moved, seconded by Mr. Colbath, to accept the gift of furniture by Jon Marquis. The motion carried unanimously.

DISCUSSION OF NORTH COUNTRY COUNCIL MEMBERSHIP

Mr. Holmes explained that he is the third Town Manager to be involved in North Country Council, and the third Town Manager who has expressed the opinion that the Town of Conway should not continue their North Country Council membership. He explained that with the cost of dues and the time commitment by the Town's two representatives, he believes that the Town is paying almost \$40,000 a year to be part of the NCC. He also believes that because Conway is unique, most of what the NCC is offering is already being done by in house staff here at the Town level.

Mr. Holmes does not believe that it is in the best interest of the taxpayers to continue the membership. Finance Director, Lilli Gilligan, agreed with Mr. Holmes.

Mr. Porter moved, seconded by Mr. Colbath, to withdraw the Town of Conway's membership in the North Country Council. The motion carried unanimously.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Corrective Selectmen's Deed
- b. Notice of Intent to Cut Wood or Timber Map/Lot 282-3
- c. Notice of Intent to Cut Wood or Timber Map/Lot 284-14
- d. Notice of Intent to Cut Wood or Timber Map/Lot 201-1 and 201-22
- e. Notice of Intent to Cut Wood or Timber Map/Lot 247-112 and 247-113

Mr. Colbath moved, seconded by Ms. Seavey, to sign the documents listed in a. through e. The motion carried unanimously.

CONSIDERATION OF BILLS

- a. Accounts Payable Manifest dated 5/3/18

Mr. Porter moved, seconded by Ms. Seavey, to approve and sign the Accounts Payable Manifest dated 5/3/18. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Accounts Payable Manifest Dated 4/26/18
- b. Payroll Dated 4/26/18
- c. Tax Abatement Map/Lot 202-100
- d. Tax Abatement Map/Lot 264-54
- e. Permanent Application for Property Tax Credits/Exemptions Map/Lot 264-54

Mr. Colbath moved, by Ms. Seavey, to ratify the documents in a. through e. The motion carried (3-0-1) with Mr. Weathers abstaining.

REVIEW AND CONSIDERATION OF SPECIAL EVENT| APPLICATION(S)

- a. White Mountain Milers (8 Week Summer Series Every Tuesday Night, 6/12/18-8/14/18 (5:30-7:00))

Mr. Colbath moved, seconded by Mr. Porter, to approve and sign the special event application for the White Mountain Milers 8 Week Summer Series. The motion carried unanimously.

(4-0)

CONSIDERATION OF MINUTES

- a. Regular and Non-Public from 4/17/18
- b. Deliberative Town Meeting Minutes from 3/7/18

Mr. Colbath moved, seconded by Mr. Porter, to approve the regular and non-public minutes from 4/17/18. The motion carried unanimously.

Mr. Colbath moved, seconded by Mr. Porter, to approve the Deliberative Town Meeting minutes from 3/7/18. The motion carried (3-0-1) with Ms. Seavey abstaining.

TOWN MANAGER REPORT

Mr. Holmes stated that he, Paul DegliAngeli, and John Eastman had met with Kevin Richard, Jim Hill, and Andy Grigel to discuss the Middle School/Rec Center move. They had begun the discussion on exterior lighting needs.

Mr. Holmes explained that the lease was now in the hands of the Town Attorney and will appear in front of the Board when it is ready.

Mr. Holmes noted that the furniture that had been donated is currently being stored in a space donated by Selectmen Carl Thibodeau. He added that Kevin Richard has given permission to store some of it in the old graphics room at the middle school.

Mr. Holmes is very encouraged with this partnership between the School and the Town. They are hoping to be finished with necessary renovations by November 15, 2018.

Mr. Holmes and the Board of Selectmen Congratulated Krista Day, Executive Secretary, for receiving her New Hampshire Notary Commission.

Mr. Porter inquired as to if there has been any progress with the Bank. Mr. Holmes stated that there has been no further communication since the last meeting but he believes the Bank is going to have their plans in for their new branch by the end of the month.

BOARD REPORTS AND COMMENTS

Mr. Porters noted that the Planning Board met last week and that Steve Hartmann was voted to be the Chair of that Board.

Mr. Porter explained that the Historical Committee will not meet until the end of the month. They are still looking at applicants and may be moving their meetings to the North Conway Community Center.

Mr. Colbath stated that there is no ZBA meeting in May.

Mr. Colbath stated that the Budget Committee has had their reorganization meeting. He noted that there was contention among a few members and even the resignation of a member. He stated that Jim LeFebvre and Dave Jensen had been elected Chairman and Vice Chairman again. The Budget Committee will meet next on June 27, 2018.

Ms. Seavey, representative on the Economic Council, shed light on some of the upcoming events. She explained that there would be an upcoming Eggs and Issues with Scott McKinnon, the CEO at Memorial Hospital. She noted a workshop entitled, "Making Team Work" would be help on May 15, and another entitled "Sales Optimization" would be offered on May 29. She also added that the 11th Annual Regional Science and Technology Fair would be held on May 10.

Ms. Seavey stated that Valley Vision had not met.

Mr. Colbath noted that on May 3, it is National Day of Prayer and he is representing the Town at the Gazebo in North Conway and reading the Governor's Proclamation.

Mr. Weathers stated that the Conservation Commission would be meeting next Wednesday, May 9.

Mr. Weathers suggested that the Selectmen go look at a property on Seavey Street that is looking to have a 3rd driveway permit on a single lot because it would be on the agenda next week.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer from the Conway Daily Sun asked Mr. DegliAngeli if there had been any progress made in terms of the mixed paper issue. Mr. DegliAngeli answered that it was the same as when they had talked previously.

Mr. Steer commented that in regards to the topic of electioneering, Bartlett and Jackson do not all it at all. He asked the Selectmen if they were still thinking about that problem. There was discussion regarding both the positives and negatives of electioneering. No action is being pursued at this time.

Mr. Steer commented about the tick problem this year and recommended that those participating in Valley Pride be aware.

Mr. Weathers noted that the next meeting would be on May 8, 2018 at 4:00 p.m.

ADJOURN

At 5:33 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary