

**Minutes of Meeting  
CONWAY BOARD OF SELECTMEN  
July 24, 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, Carl Thibodeau, John Colbath, Steven Porter, 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 noted that item 6a, the Public Hearing for the Consideration of Unanticipated Revenue More Than \$10,000/RSA 31:95-B III (a) for \$12,920.89 from USAA Casualty Insurance Company was removed from the agenda.

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

PRESENTATION OF AUDIT AND SIGNING OF MS-535

Sheryl Pratt and Tyler Paine from Plodzick and Sanderson presented the annual audit to the Board of Selectmen.

Ms. Pratt gave an overview of the audit by directing the Selectmen to important pages and explaining what their findings were. Ms. Pratt stated that the Town should be proud as they received an unmodified opinion.

Mr. Colbath thanked the auditors for coming and noted a few particular areas in which the Town had favorable increases.

Both Mr. Paine and Ms. Pratt commended Finance Director Lilli Gilligan and her staff for everything they did to get through the audit efficiently. Mr. Weathers added that he hoped the public appreciated what Lilli and her staff do and continue to do. Ms. Gilligan added that Lauri Roode is instrumental in the Finance Department.

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

- a. \$1,936.00 from drug forfeiture
- b. \$4,032.30 from Primex

Lieutenant Mattei explained that the \$1,936.00 was evidence taken as a result of a drug arrest. The money will be sent to the State and the Town can expect to see about 40% of that total returned to them.

**Mr. Porter moved, seconded by Mr. Colbath, to accept the \$1,936.00 from drug forfeiture. The motion carried unanimously.**

Finance Director Lilli Gilligan explained that this was a payment from our insurance company for an accident that occurred on Seavey Street with our mini-loader; a rock caused it to flip. The \$4,032.30 was the total damages minus our \$1,000.00 deductible.

**Mr. Porter moved, seconded by Mr. Colbath, to accept the \$4,032.30 from Primex. The motion carried unanimously.**

DISCUSSION OF QUINT STREET LOT

Mr. Holmes directed the Selectmen to a letter written by ASM Realty Inc. in which they have been offered a gift of land on Quint Street. The parcel, Map/Lot 276-249 is .89 acres. Mr. Holmes stated that he approached by Bayard Kennett to see if the Town was interested in receiving this land as a gift. He noted that that piece of property is very close to the footbridge near to what we hope will be the new Town Hall. Mr. Holmes noted that this property could potentially be used as overflow parking.

There was discussion regarding the cost and process that would go into creating a parking lot or a park. There was also discussion regarding the environmental impact of changing the lot from its current state.

Mr. Holmes stated that the use of the property could be determined at a later time.

**Mr. Thibodeau moved, seconded by Mr. Colbath, to accept the gift of Map/Lot 276-249, subject to any easements that may complicate it. The motion carried unanimously.**

DISCUSSION OF TAXIS AND TOUR BUSES

Police Chief Ed Wagner was present to discuss the issue of parking for taxis and tour buses in Town. He wanted the Selectmen to assist him in deciding where the taxis and buses can and cannot park in North Conway.

Mr. Holmes noted that it may be beneficial to designate a specific area to be a taxi/bus stand. Chief Wagner was in agreement.

Mr. Thibodeau stated that it would be nice to find an under-utilized area in which we could allow them to park. He noted that he did not want taxis to go out of business due to parking restrictions.

Mr. Porter noted that some tour bus businesses are using private property to park on.

Mr. Porter suggested the gravel lot across the North South Road on Depot Road. The Board was unable to identify who owned that property.

Mr. Weathers stated that they would look at the area and discuss potential locations in two weeks.

VOTE POSITIONS ON NHMA POLICES AND APPOINT NHMA CONFERENCE REPRESENTATIVE

Mr. Holmes explained that he had asked department heads to give their feedback regarding the NHMA proposed policies; he had received no negative responses.

Mr. Colbath noted that approximately 2/3 of the policies are existing policies and 1/3 of the policies were submitted by other Towns.

**Ms. Seavey moved, seconded by Mr. Thibodeau, to appoint John Colbath as the NHMA Conference Representative. The motion carried (4-0-1) with Mr. Colbath abstaining.**

DISCUSSION OF CENTER CONWAY BOUNDARY EXPANSION

Mr. Weathers asked if any other Selectmen had heard comments from the public regarding the issue of expanding the Center Conway boundary line. Both Ms. Seavey and Mr. Colbath answered that the responses they had gotten were about 50% in favor and 50% against the boundary expansion.

Mr. Weathers noted that he would be abstaining from the vote due to his long-time involvement with the Conway Fire Department.

Ms. Seavey inquired as to what the tax implications of this would be for the property owners. Finance Director Lilli Gilligan said that she had done the calculations and those property owners on Fireside Drive would expect to see a 2-cent increase on their tax rate.

**Mr. Colbath moved, seconded by Mr. Porter, to approve the expansion of the Center Conway boundary line as depicted on the map. The motion failed (2-2-1) with Mr. Porter and Mr. Colbath in the affirmative, Mr. Thibodeau and Ms. Seavey in the negative, and Mr. Weathers abstaining.**

#### REVIEW OF RECEIPTS

The receipts were available for review.

#### SIGNING OF DOCUMENTS

- a. Current Use Land Use Change Tax Collector's Warrant Map/Lot 279-12
- b. Land Use Change Tax Map/Lot 279-12
- c. Waiver of Municipal Liability Map/Lot 263-76.6
- d. Current Use Land Use Change Tax Collector's Warrant Map/Lot 288-31.216
- e. Land Use Change Tax Map/Lot 288-31.216
- f. Permit to Sell Raffle Tickets for Conway Area Lions Club (9/8/18)
- g. Memorandum of Understanding for Channel 3 with Bartlett

**Mr. Colbath moved, seconded by Mr. Thibodeau, to approve and sign the documents above in a.-g. The motion carried unanimously.**

#### CONSIDERATION OF BILLS

- a. Accounts Payable Manifest dated 7/26/18

**Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the Accounts Payable Manifest dated 7/26/18. The motion carried unanimously.**

#### RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 7/19/18
- b. Payroll dated 7/19/18

**Mr. Colbath moved, seconded by Mr. Thibodeau, to ratify the AP Manifest and Payroll dated 7/19/18. The motion carried unanimously.**

#### REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. MWV Supports Recovery Coalition's Take a Walk in Our Shoes (9/16/18)
- b. The Maize at Sherman Farm (9/22/18-11/14/18)
- c. Conway Area Lions Club Yard Sale (9/1/18)

- d. NH Intertribal American Council Lou Black Eagle Saco River Memorial Pow Wow 8/4/18

**Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the special event permits for the events a.-d. listed above. The motion carried unanimously.**

Mr. Colbath noted that once again, none of these events are complying with the 90 day time frame for applications.

CONSIDERATION OF MINUTES

- a. Regular and Non-Public 7/10/18

**Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the Regular and Non-Public minutes from 7/10/18 as written. The motion carried unanimously.**

**Mr. Porter moved, seconded by Mr. Colbath, to sign the MS-535. The motion carried unanimously.**

TOWN MANAGER REPORT

Mr. Holmes stated that he had been on vacation the previous week.

Mr. Holmes noted that Town Planner Tom Irving had completed an intensive task of the Census corrections from 2010.

Mr. Holmes noted that there would be a library book sale on July 27, 2018.

Mr. Holmes noted that John Eastman and the Summer Camp had broken a record for 188 children in attendance in one day; the previous record was 181.

Mr. Holmes noted that Mr. Eastman had been contacted by the coordinators of Art in the Park. While they already have a signed Special Event Permit, they are looking to extend their permit from Thursday-Monday instead of Friday-Sunday due to an art delivery. Mr. Holmes inquired as to whether the Selectmen would approve extending their permit under the stipulation that they receive and provide proof of extended insurance coverage for those additional days.

**Mr. Porter moved, seconded by Mr. Colbath, to revise the Art in the Park Permit to cover from August 2-6, 2018 pending proof of extended insurance coverage. The motion carried unanimously.**

Mr. Holmes noted that they had received a thank you from Tri County Cap thanking the Town for their continued funding.

Mr. Holmes noted that NHPR was looking for a volunteer to come speak upon how the Valley has changed on Thursday, July 26, 2018. After some discussion, it was determined that Mark Hounsell would represent Conway if there was still room on the panel. Mr. Holmes noted that he would be in touch with Mr. Hounsell.

Mr. Colbath stated that he would be asking Mr. Holmes for an update at each meeting regarding the progress of the Rec. Center renovation.

There was brief discussion on the bidding process and potential timeline.

Mr. Colbath noted that soon they would need to begin the discussion regarding what they were going to do with the existing Rec Center building.

BOARD REPORTS AND COMMENTS

Mr. Colbath stated the next Budget Committee meeting would be held in August and they would be going to look at the summer work that had been done at Pine Tree Elementary School.

Mr. Colbath stated that he was not able to attend the last ZBA meeting. He noted that there were only 4 members present and he wished that more people would become involved in these committees.

Mr. Thibodeau stated that the airport had held their aviation camp and it was a great success. He noted that the ESSA will be meeting Thursday, July 26, 2018 at 6:00 p.m. at the Fryeburg Fairgrounds.

Mr. Colbath stated that her loved the picture in the paper of the child and John Saxby.

Mr. Thibodeau noted that the next aviation camp is in the works.

Ms. Seavey stated that she had been at an event where Angel Flights had been a topic of discussion and the airport had been commended. She noted that RSVP and Angel Flights were going to try and work together at some point.

#### PUBLIC COMMENTS AND MEDIA QUESTIONS

Mark Hounsell stated that he hoped the public realized the good things happening at the airport. He noted that he was going to make sure that the School was aware.

Mr. Hounsell noted that if the Board chooses to do something with the Quint Street lot that they go through the Conservation Commission.

Mr. Thibodeau noted that Ed Bergeron should be given the credit for the Aviation Camp. He also noted that the airport can be a big economic engine and it is important that it continues to get support.

Mr. Colbath noted that 15 years ago when he was on the School to Career advisory committee for the Tech Center, they came up with the idea of the Health Camps. He noted that now, even though the State funding has gone away, these types of programs have really expanded. He noted that Flatbread does a lot to help support them. Mr. Hounsell noted that his son participated in those camps and they really inspired him.

Daymond Steer from the Conway Daily Sun asked if the Board had heard from the Hospital regarding the Center Conway Boundary Line Expansion. Mr. Colbath stated that they make their opinions known during the ZBA Application Process. Mr. Porter noted that the adult daycare center would be covered by Center Conway.

Mr. Steer inquired about whether the Town had received reimbursement for the damage caused to the snowblower this past winter. Mr. Holmes stated that they had received partial payment but intended to seek the remainder.

There was brief discussion regarding the Wayfair decision. It was determined that the State is going to have to wait and see if the Governor has any success blocking the decision in New Hampshire.

Mr. Steer commented on one of the children in the Aviation Camp who was able to land a plane in the simulator under difficult conditions. There was brief discussion regarding the potential impact of video games on simulator experiences.

#### NON-PUBLIC SESSION RSA 91-A:3 II (c) – TAX MATTER

**At 5:26 p.m., Mr. Colbath moved, seconded by Mr. Thibodeau, to go into non-public session under NH RSA 91-A:3 II (c) to discuss a tax matter. The motion carried unanimously.**

**At 5:45 p.m., the Board returned to public session.**

**Mr. Colbath moved, seconded by Ms. Seavey, to seal the minutes from this non-public session. The motion carried unanimously.**

NON-PUBLIC SESSION RSA 91-A:3 II (I) LEGAL COUNSEL

**At 5:45 p.m., Mr. Colbath moved, seconded by Ms. Seavey, to go into non-public session under NH RSA 91-A:3 II (I) to obtain legal counsel. The motion carried unanimously.**

**At 6:12 p.m., the Board returned to public session.**

**Mr. Colbath moved, seconded by Mr. Thibodeau, to seal the minutes of this non-public session. The motion carried unanimously.**

SIGNING OF LETTER TO CARROLL COUNTY COMMISSIONERS

As voted on during closed session, the Board signed a letter to the Carroll County Commissioners regarding \$12,176.14 that had been paid by the Department of the Interior for Payment in Lieu of Taxes from 1999-2016.

ADJOURN

At 6:15 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day  
Executive Secretary