

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
December 4, 2018**

The Selectmen's Meeting convened at 4:01 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 stated that they would be removing the Valley Vision agenda item under the 2019 Budget Discussions.

Mr. Colbath moved, seconded by Mr. Thibodeau, to approve the agenda as amended.

TOWN OF CONWAY CERTIFICATE OF AUTHORITY

Mr. Weathers stated that the Board needed to vote to accept Household Hazardous Wastes Collection grant funds and enter into a grant contract with the NH Department of Environmental Services. And further authorize Paul A. DegliAngeli, the Public Works Director, to execute any documents which may be necessary for the grant contract.

Mr. Colbath moved, seconded by Ms. Seavey, to accept Household Hazardous Wastes Collection grant funds and enter into a grant contract with the NH Department of Environmental Services, and to authorize Paul A. DegliAngeli, the Public Works Director, to execute any documents which may be necessary for the grant contract. The motion carried unanimously.

Town Clerk and Tax Collector Louise Inkell signed the certificate of authority.

LETTERS TO CARROLL COUNTY DELEGATES

Mr. Weathers noted that the Selectmen were signing the letters to the current and future Carroll County Delegates regarding supporting the County Commissioners proposed 2019 budget that included funds to repay the Town of Conway for monies owed from the Department of the Interior for the 366 acres of National Forest Land for Payment in Lieu of Taxes that had mistakenly been going to the County since 1999.

2019 BUDGET DISCUSSIONS

Prior to Mrs. Gilligan's presentation, Chief Wagner appeared before the Board to address the public's questions regarding the need for every officer to have their own taser which is the Equipment budget line included in the proposed budget for the Police for 2019.

Chief Wagner stated that after talking to 8 different Police Departments around the State, he would feel comfortable going from 24 requested tasers to 15. He noted that that would equal a savings of approximately \$4,000.

Chief Wagner stated that out of all the Towns he talked to, only Dover shares tasers. He noted that there are logistical questions that would need to be answered, but he believes the department could get by with only purchasing 15 tasers in 2019. Chief Wagner asked the Selectmen that he would appreciate it if the Selectmen were open minded in the future, if the Police Commissioners decided that sharing tasers was not practical.

Mr. Porter and Ms. Seavey stated that \$4,000 was not much of a cost savings and felt that each officer having their own taser would allow for the protection of both themselves and the public.

Chief Wagner stated that on the 4th of July, there would be more officers on duty than the number of tasers.

Mr. Colbath asked how the Dover Police Department handles sharing of tasers. Chief Wagner stated that they have a bigger force and are able to have a shift commander to sign the tasers in and out. The Conway Police Department would be unable to replicate this practice.

a. Non-Precinct Fire + Emergency Management

Mrs. Gilligan stated that the Emergency Management Director was proposing an increase to \$8,633. This budget included the stipends paid for the Director and his Deputy, as well as the Town's cost for the LEOP grant.

Mrs. Gilligan stated that she was recommending no change in the Fire Pond proposed budget of \$1,500 as there is no way to predict whether or not they will need to perform maintenance on a fire pond in 2019.

There was brief discussion regarding routine maintenance of the 12-15 ponds.

In regards to the non-precinct fire contracts, those were voted upon during 2017's Town Meeting and equal a 6% increase to \$381,074.

b. Ambulance

Mrs. Gilligan stated that this amount was voted upon during 2017's Town Meeting and the total cost would be \$240,121.

c. Employee Benefits

Mrs. Gilligan stated that this budget included health insurance for all employees except for those employed in Solid Waste, the Library, and the Police Department.

Mrs. Gilligan noted that the insurance premiums increased 5% while statewide rates went up to 11%/

She also noted that this portion of the budget also included life insurance, long term disability, and dental benefits totaling \$504,399.

Ms. Gilligan stated that they had used quite a bit of workers comp in 2018 and the company had increased their premiums 10% to \$51,548 which is the maximum increase.

Mrs. Gilligan noted that unemployment insurance was proposed to remain even at \$4,212. Social Security was budgeted for an increase to \$186,347.

New Hampshire State Retirement was budgeted for an increase to \$271,328.

Mrs. Gilligan stated that the sick leave incentive happens during the last payroll period in January. She noted that her projections show a need for \$23,638 in that budget line.

Mr. Colbath asked if our health insurance is separate from the SAU. Mrs. Gilligan explained that they cannot combine and buy with the SAU because they are under different federal employer identification numbers.

d. Insurance

For vehicles and property liability insurance, Mrs. Gilligan stated that they were increasing by 1.7% over last year at a total of \$36,065.

e. TANS

Mrs. Gilligan stated that she recommends no change in the TANS budget. Although she has not pulled a TAN in years, she was unsure of whether or not it will be necessary in 2019 with the beginning of the Main Street Project. She noted that DOT is slow to issue reimbursement.

f. Revenue

Mrs. Gilligan stated that she is recommending a reduction of \$200,000 in budgeted revenue for the 2019 proposed budget. The proposed amount for total general fund revenues for the 2019 budget is \$4,063,256. She noted the areas of reduction included yield tax, interest on late tax payments, building permits, and sale of Town owned property.

Mrs. Gilligan noted that the State was reducing the amount of interest the Town can charge for late tax payments from 12% to 8% to begin in May. She noted that they would be reducing the interest allowed on lien payments in 2020.

Ms. Seavey asked where the revenue comes from in terms of patriotic purposes. Ms. Gilligan stated that it is a combination of funds collected in a donation bucket during the 4th of July festivities and the fees charged to the vendors who set up on Schouler Park.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

(none)

CONSIDERATION OF BILLS

- a. AP Manifest dated 12/6/18
- b. Payroll dated 12/6/18

Mr. Colbath moved, seconded by Ms. Seavey, to approve and sign the AP Manifest and Payroll, both dated 12/6/18. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

(none)

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Mt. Washington Valley Promotions Cupcake Battle on 2/17/19

Mr. Colbath moved, seconded by Mr. Thibodeau, to approve the Special Event application for Mt. Washington Valley Promotions Cupcake Battle on 2/17/19. The motion carried unanimously.

CONSIDERATION OF MINUTES

- a. Regular Minutes from 11/13/18 and 11/27/18
- b. Non-Public Minutes from 11/13/18

Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the regular minutes from 11/13/18 and 11/27 and the non-public minutes from 11/13/18 as written. The motion carried unanimously

TOWN MANAGER REPORT

Mr. Holmes stated that the Dartmouth Helicopter was still planning to land at Hussey Field. If for some reason they cannot, a decision will be made that day. Their backup location will be Memorial Hospital.

Mr. Holmes stated that there would be a walking tour for potential bidders at the new recreation location at the middle school on December 5, 2018 at 10:00 am.

BOARD REPORTS AND COMMENTS

Mr. Porter, Mr. Colbath, and Ms. Seavey had nothing to report.

Mr. Thibodeau stated that the ESAA would be having their vote on the proposed bylaws with the Selectmen and Town Managers from participating towns on December 6, 2018.

Mr. Weathers stated that the Conservation Commission would be meeting on Wednesday, December 12, 2018.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer from the Conway Daily Sun asked the Selectmen how they planned to vote on the proposed ESAA bylaws. Mr. Porter stated that he would be unable to make the meeting. Mr. Colbath, Ms. Seavey, and Mr. Weathers were all in favor of the new bylaws.

Mr. Steer asked about any progress on the new Town Hall. Mr. Holmes stated that they had not received an application yet but the bank still had time.

Mr. Steer asked when the Selectmen would have to make a decision regarding the number of tasers for the Police budget. It was determined that the initial vote would occur in 2 weeks.

ADJOURN

At 4:45 pm, Mr. Colbath moved, seconded by Ms. Seavey, to adjourn the meeting. The motion carried unanimously.

Respectfully Submitted,

Krista Day
Executive Secretary