

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
July 7, 2020

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 stated that they would be adding 7a. Consideration of Unanticipated Revenue Less Than \$10,000/ RSA 31:95 – B III for \$1,925.41 from Drug Forfeiture to be placed in the Drug Forfeiture Account.

He also noted that they would be voting after both public hearings took place.

Mr. Weathers noted that they would be utilizing the Zoom Platform for this Meeting on a Call in Basis.

Phone Number: 1 646 558 8656 The meeting ID: 843-5593-7629

He also noted that they would be streaming the meeting live on our Facebook Page "Town of Conway, NH"

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

PUBLIC HEARING ON PROPOSED CDBG PROJECT FOR UP TO \$500,000 FOR AVESTA HOUSING

The information packets were available at the back of the meeting room.

Chairman Weathers opened with public hearing on the Proposed Project- Residential Development at 4:03 pm.

Mr. Weathers read the following:

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a

competitive basis for public facility projects, up to \$500,000 for housing projects, up to \$500,000 for economic development projects, and up to \$350,000 annually is available for emergency activities. Up to \$25,000 is available per planning study. All projects must primarily benefit low- and moderate-income persons. The public hearings will hear public comment on the following:

This is a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant funds. The CDBG funds will be used for the development of a 40-unit, mixed-income family residential building in Conway of RT 16 within the area of Technology Village business park.

This project conforms with Conway's Housing and Community Development Plan's Goal of:

- **Goal:** Housing - Encourage safe, decent, attractive and affordable housing for all segments of the population.
- **Goal:** Economic Base and Development Coordinate efforts with the Mount Washington Economic Council.

North Country Council is seeking to write and administer this grant for the total combined fees of up to \$17,500 including grant writing of \$4,000.

General Overview Detail:

The proposed project is a 40-unit, mixed-income family residential building in Conway. Avesta hopes this will be the first of what could be up to a four-building residential community integrating income- and age-restricted and market-rate apartments in a wooded campus setting with good access to employment opportunities, services, and amenities in the Mt Washington Valley. The project will include a new access road from Rt 16, improvements to Rt 16, and on-site parking, landscaping, and resident amenities. The site is currently undeveloped, wooded land owned by the Mt Washington Valley Economic Council adjacent to their Technology Village business park.

Mr. Weathers asked for public comment.

Daymond Steer from the Conway Daily Sun asked if there were plans or pictures of the project available anywhere for the public to view.

Patrick Hess from AVESTA Housing stated that they had been available on the Town website before the Planning Board Meeting.

Ms. Seavey instructed Mr. Steer to contact Mr. Cuddy at the Economic Council.

Mr. Weathers closed the public hearing at 4:09 pm.

PUBLIC HEARING ON THE ADOPTION OF THE RESIDENTIAL ANTI-DISPLACEMENT
AND RELOCATION ASSISTANCE PLAN

Chairman Weathers opened the 2nd public hearing on the Residential Anti-Displacement and Relocation Assistance Plan at 4:10 pm.

Chairman Weathers read the following:

This Plan states in general, that if the Town were to undertake a CDBG project which involved displacement and resulting relocation they would follow the Uniform Relocation Act requirements. The Residential Antidisplacement and Relocation Assistance Plan outlines the measures they would take to find comparable, housing for persons (or businesses) displaced and/or relocated.

Mr. Weathers asked for public comment.

Mr. Colbath clarified that this did not really apply as this was new development and they were not actually displacing anyone.

Mr. Weathers closed the public hearing at 4:11 pm.

VOTE ON CDBG PROJECT AND ADOPTION OF THE RESIDENTIAL ANTI-
DISPALCEMENT AND RELOCATION ASSISTANCE PLAN

Mr. Colbath moved, seconded by Mr. Thibodeau, to approve the submittal of the application and vote to authorize the Town Manager to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the Town Manager to execute any documents which may be necessary to effectuate the CDBG contract, and any amendments thereto. The motion carried unanimously.

Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the Residential Anti-Displacement and Relocation Assistance Plan for the project. The motion carried unanimously.

Mr. Colbath moved, seconded by Mr. Thibodeau, to authorize the Town Manager to submit the application and execute any and all document necessary to effectuate the potential CDBG contract. The motion carried unanimously.

Mr. Colbath moved, seconded by Mr. Thibodeau, to have North Country Council write and administer the CDBG grant on behalf of the Town of Conway. The motion carried unanimously.

Mr. Colbath clarified that they did not need to be a member of the North Country Council for this.

CONSIDERATION OF UNANTICIPATED REVENUE LESS THAN \$10,000 RSA 31:95 – B

III

- \$1,925.41 from Drug Forfeiture to be placed in the Drug Forfeiture Account

Mr. Colbath moved, seconded by Mr. Thibodeau, to accept the \$1,925.41 from drug forfeiture and place it into the drug forfeiture account. The motion carried unanimously.

DISCUSSION OF REALIGNMENT OF TOWN RIGHT OF WAY ON FADDEN ROW

Mr. Weathers explained that this issue was slated for the CCC meeting the next night, however, it would be prudent for the Board to perhaps make a conditional approval tonight.

He explained that they want to realign the access from about 180 feet from one location to another so they can subdivide a lot.

The Board took a second to view a larger map of the current and proposed rights of way.

It was stated that Mr. DegliAngeli had reviewed the plan and had not seen any downside.

Mr. Thibodeau moved, seconded by Mr. Colbath, to allow the realignment of the Town Right of Way of Fadden Row pending the approval of the CCC. The motion carried unanimously.

DISCUSSION OF PROPERTY TAX RELIEF

Mr. Holmes explained that a recent Governor's Order would allow tax relief on interest for late tax bills for both last fall and this spring. It would be his recommendation that the Board limit this to just the most recent spring bill. He stated that it would allow the Board to take action for waiving interest as they deem proper.

He said that after talking to Ms. Inkell, there was approximately a 2% difference year over year between what they collected as of July 1st 2019 vs. 2020.

Mr. Holmes needed to know what the Board wanted to do in terms of each case. Would they prefer that each person be brought before the Board? Would they rather have written requests?

He also suggested that perhaps if taxpayers made 3 equal payments between now and October, they could come before the Board to request that the interest be waived.

There was discussion regarding whether it was necessary for them to make payments or if just having it paid in full by October would be necessary due to differences in circumstances. Ms. Seavey stated that she would like to see each case come before them.

Mr. Colbath stated that he would have liked to have the Finance Director here. He also noted that they were overdue for a financial report.

Ms. Seavey asked for Ms. Inkell's opinion on what this would entail from her.

Ms. Inkell explained that it would add some more work because she would need to reach out to each taxpayer if they do not make their agreed upon payments, and she also noted software flaws that might come into play. However, she said it was doable.

The consensus of the Board was that if they had a signed agreement from the taxpayers, monthly tracking and contacting would not be necessary by Ms. Inkell.

Mr. Thibodeau moved, seconded by Mr. Porter, to waive interest on unpaid 2020 taxes on case by case basis provided that progress payments be made unless they can demonstrate reason they are unable. In any case payment must be made the next due date of October 31 to achieve waiver. The motion carried unanimously.

DISCUSSION OF MEETINGHOUSE ROAD TREE

Mr. Holmes noted that he had been contacted by 15 people after their last meeting and 100% of them had been in favor of trying to save the tree at the end of Meetinghouse Road.

They had received quotes from two arborists who believe that the tree is in fact savable. They believe they would need to complete tasks such as trimming some branches, fertilizing, and realigning the parking lot.

Mr. DegliAngeli stated that the two quotes came in at \$2,866 from Bartlett Tree Experts and around \$2,400 for P.C. Hoag & Co.

The consensus of the Board was that they wanted to see this completed sooner than later.

Mr. Thibodeau moved, seconded by Mr. Colbath, to award the contract to P.C. Hoag & Co. to perform the described work to save the tree on Meetinghouse Road for the amount up to \$2,500, and for the work to commence as soon as possible. The motion carried unanimously.

Mr. DegliAngeli stated that his crew with work in concert with the arborist to realign the parking area to make it safe.

DISCUSSION OF DAVIS PARK BASKETBALL HOOPS

Mr. Eastman explained that he had received responses from eight towns regarding the status of their basketball courts. Currently, six of the eight that responded are opening with signage.

Mr. Porter inquired about what North Conway Community Center was doing. Mr. Eastman stated that Ms. Burkett had said that their Board never really discussed it but the courts had remained open.

Mr. Porter moved, seconded by Mr. Thibodeau, to open the basketball courts at Davis Park on Monday, July 13, 2020, with proper signage. The motion carried unanimously.

DISCUSSION OF POTENTIAL REC PROGRAM/MEETING CONFLICTS

Mr. Eastman apprised the Board that the sound system had arrived today and that he believed that installation may be complete in as little as two weeks.

Mr. Eastman explained that he had been received multiple requests from other Boards to use the gym for their meetings. These included the Budget Committee, Planning Board, ZBA, and the Library Trustees.

He noted that in the future this may pose some scheduling conflicts, particularly in the winter due to basketball programs. However, he does believe that perhaps if Boards can be flexible with their times, he thinks he can make things work.

Mr. Porter noted that he believes Boards need to be flexible because these children need these programs.

There was discussion regarding the potential use of the new Town Hall Meeting Room for some committee meetings, but they needed to be cautious as they still did not have a signed lease agreement.

Mr. Colbath asked Mr. Eastman for a Summer Camp update.

Mr. Eastman stated that they have 139 kids registered and are averaging about 108 kids a day. He noted that parents have been very complimentary and the staff is working very hard.

Mr. Eastman added that Saco Canoe Rental is going to be donating kayaks and vests every week for the kids to use.

Mr. Eastman explained that they have a very extensive sanitation protocol with all equipment being cleaned after each groups use.

Mr. Eastman also noted that the requests for scholarships this year were up, but so were the contributions to the scholarship funds. He noted that everyone does pay something, but they are going to use close to \$10,000 in scholarships this year.

REVIEW OF RECEIPTS

(none)

SIGNING OF DOCUMENTS

(none)

CONSIDERATION OF BILLS

- a. AP Manifest dated 7/9/2020

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the AP Manifest dated 7/9/2020. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 7/2/2020
- b. Payroll dated 7/2/2020
- c. Abatement of Taxes on Map/Lot 247-116
- d. Special Event Application for ESSC Annual Ski Sale (11/11/20-11/15/20)

Mr. Colbath moved, seconded by Mr. Thibodeau, to ratify the documents signed out of session as listed above in a. through d. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

(none)

CONSIDERATION OF MINUTES

- a. Regular and Non-Public Minutes from 6/23/2020

Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the regular and non-public minutes from 6/23/2020 as written. The motion carried unanimously.

TOWN MANAGER REPORT

Mr. Holmes explained that the Main Street Project is expected to out to bid this month.

Mr. Holmes noted that Valley Vision is going to be broadcast on both Channel 1301 and back on Channel 3 in the near future.

Mr. Holmes stated that he had received an email from the Forest Service commending the Diana's Bath Attendants for their great work thus far.

Mr. Holmes briefed the Board that he was waiting to hear back from the Bank on a cost for them to insure the Town's leased building. He also noted that he was going to email the CFO the next day to try and iron out the final two issues regarding parking and parking maintenance.

He noted that they have started to allow limited public access to Town Hall but are encourage people to complete as much as they can online or via phone. He did note that if possible, please call to make an appointment.

There was brief discussion regarding whether Bartlett Police Department is also towing/ticketing cars at Diana's Bath. Mr. Holmes stated he would contact them to find out.

There was discussion regarding the continued use of Meetinghouse Road by the livery services. The consensus of the Board was that a private business should not be using public property without a Memorandum of Understanding and paying a fee.

Mr. Colbath moved, seconded by Mr. Weathers, to authorize the Town Manager to write a letter to the two livery services who have not paid their fees this year explaining the guidelines and fees. The Motion carried unanimously.

Mr. Holmes noted that if this was a situation with a vending cart, they would need to get a permit for the commercial use of Town property.

BOARD REPORTS AND COMMENTS

Mr. Porter stated that the Planning Board would be meeting on Thursday, July 9, 2020.

Mr. Colbath stated that the ZBA would be meeting on Wednesday, July 15, 2020, and that the Budget Committee would not be meeting until August.

Mr. Thibodeau gave the June Airport Report and stated that the ESAA Board would be meeting on Thursday.

There was discussion regarding the need for people to complete the Broadband Survey as there was grant money available.

Ms. Seavey noted that the progress on the drop for Town Hall was still moving.

Ms. Seavey asked for a report on the Short-Term Rental Committee.

Mr. Holmes noted that Chief Solomon was the Chair. He added that they were developing ordinances and regulations and had found that the Selectmen can license them without having to go through zoning and the majority of the regulations can be developed through the Selectmen's Police Powers.

He added that the STR committee would be meeting the next afternoon at 3:00 pm. It was stated that the link to that meeting was available on the website and also a group of interested parties were always emailed the link prior to the meetings.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer from the Conway Daily Sun stated that he had received a complaint that there were not enough porta-potties or bathrooms available in North Conway. He noted that Mr. Holmes had explained where the available porta-potties were, but questioned whether the Ski-Museum was required to have their bathrooms open or not since they were not open to the public. Mr. Holmes noted that they have not been able to find anywhere that states that this would be required of them.

At 5:29 pm, Mr. Colbath moved, seconded by Ms. Seavey, to go into non-public session under RSA 91: A3 II (D) to discuss the acquisition or sale of property. The motion carried unanimously.

NON-PUBLIC SESSION RSA 91:A:3 II (D)- ACQUISITION OR SALE OF PROPERTY

At 5:34, the Board returned to public session.

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

ADJOURN

At pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary