

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
December 29, 2020**

The Selectmen's Meeting convened at 4:00 pm in the Meeting Room at the New Town Hall with the following present: C. David Weathers, Mary Carey Seavey, Carl Thibodeau, 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 the Facebook Live Stream was not working, however, they were live on Zoom.

Mr. Weathers noted that Mr. Porter was unable to make the meeting today.

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

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

- a. \$500 from an Anonymous Donor for a Family in Need

Mr. Holmes explained that at a previous meeting, the Board had accepted a donation of \$125 and an artificial Christmas tree. Someone had read about this in the paper and came in to donate \$500 for families in need. Mr. Holmes noted that this was much appreciated.

Ms. Seavey asked if Ms. Parker could use some supplies like shampoo and soap. Mr. Holmes noted that she would have lots of use for them.

Mr. Colbath moved, seconded by Ms. Seavey, to accept the \$500 from an anonymous donor for families in need. The motion carried unanimously.

Mr. Colbath thanked the donor.

AMENDMENT OF BROADBAND WARRANT ARTICLE

Mr. Holmes explained that they had received an email with the new preferred wording for the Broadband Warrant Article.

Mr. Colbath moved, seconded by Ms. Seavey, to rescind their previous recommendation regarding the Broadband Warrant Article. The motion carried unanimously.

Mr. Colbath moved, seconded by Ms. Seavey to recommend that the following be placed on the warrant:

To see if the Town of Conway will vote to authorize the Selectmen to appoint two (2) volunteer representatives from the Town to serve on the Carroll County Broadband “Communications District Planning Committee” for the purpose of drafting a “Communications District Agreement” under NH RSA Chapter 53-G:2 – Communications District Planning Committee; Formation and Responsibilities.

The Motion carried unanimously.

AUTHORIZATION TO SEND LETTER TO CHARTER COMMUNICATIONS

Mr. Holmes explained that the Broadband Committee had asked the Town to send a letter asking for better cooperation and communication to Charter Communications, formerly known as Spectrum.

Mr. Colbath moved, seconded by Mr. Thibodeau, to send a letter for Charter Communications. The motion carried unanimously.

Mr. Colbath stated that this has been an ongoing issue that had sparked Senator Bradley to sponsor a bill to increase communication as well.

APPOINTMENT OF CDBG-CV ADMINISTRATOR

Mr. Holmes explained that they needed to hire an administrator for the CDBG-CV grant. He noted that the position had been advertised, and they had only received an application from Donna Lane, who they had worked with in the past.

Ms. Seavey stated that RSVP was very fortunate to receive some funds from this grant and that Ms. Lane had done a great job.

Mr. Colbath moved, seconded by Ms. Seavey, to hire Donna Lane as the Administrator for the CDBG-CV. The motion carried unanimously.

DISCUSSION AND VOTE ON CRF MAINTENANCE OF TOWN BUILDINGS LEASED BY THE TOWN

Mr. DegliAngeli explained that they had received one bid for the Town Clerk area work. He noted that it was from L.A. Drew for \$83,138 for the Town Clerk's Area, and an additional \$22,900 for the construction of an ADA bathroom in the lobby.

Mr. DegliAngeli explained that he was tasked with coming up with the items that should be completed in 2021. These projects included converting the new Town Hall lights to LED, which would cost \$5,100. Other work to be completed included electric work, HVAC work, and signage.

There was discussion regarding the amount they needed to asked for in the warrant article to complete these jobs.

After much discussion, it was determined that because there was approximately \$120,000 left towards the Town Hall move, they would need to request an additional \$120,000 for the Capital Reserve Fund for Maintenance of Town Buildings Leased by The Town. This would include funding for the Town Hall renovations, the air conditioning for the Recreation Center gym, and the Pine Street Garage.

Mr. Colbath moved, seconded by Ms. Seavey to enter into a contact with L.A. Drew for \$106,038 for the completion of the Town Clerk's area and the ADA bathroom. The motion carried unanimously.

There was discussion regarding whether they should be using any of the fund balance to cover some of this work.

Mr. Holmes stated that he would rather keep the fund balance for next year in case they need to lower the tax rate.

Mr. Colbath noted that the funds are going to come from the tax payers regardless of whether it is from the fund balance or through taxes next year.

Mr. Thibodeau moved, seconded by Mr. Colbath, to recommend that the following be placed on the warrant:

To see if the Town will vote to raise and appropriate the sum of One Hundred Twenty Dollars (\$120,000) to be placed in the CAPITAL RESERVE FUND FOR MAINTENANCE OF TOWN BUILDINGS AND FACILITIES LEASED BY THE TOWN to be used according to the purposes for which the fund was established.

The motion carried unanimously.

DISCUSSION AND VOTE ON NOISE ORDINANCE WARRANT ARTICLE

Mr. Holmes explained that the noise ordinance, which had been recommended by the Short-Term Rental Committee, and reviewed by Town Attorney, Peter Malia, was before the Board for recommendation to be added to the warrant.

Mr. Holmes stated that he had talked with Police Chief Mattei regarding the noise ordinance, and he had expressed his support for the ordinance because it would allow the police to have the ability to address people's complaints.

There was discussion regarding whether they should have the entire text of the ordinance on the warrant.

Ms. Seavey believed that they should have it all on the warrant.

Mr. Thibodeau moved, seconded by Ms. Seavey, to place the noise ordinance on the warrant as submitted in its entirety.

Mr. Weathers stated that it is important for people to realize that this noise ordinance would be for the whole town, not just strictly for short-term rentals.

Mr. Colbath stated that the public needs to be educated before they go into the polling place.

While some of the Board did not believe that people would read the ordinance on the ballot, they decided it would be best to have it there in order to not eliminate any particular audiences.

The motion carried unanimously.

Mr. Colbath thanked the short-term rental committee again for their work.

REVIEW OF RECEIPTS

(none)

SIGNING OF DOCUMENTS

- a. Warrant for Land Use Change Tax on Map/Lot 269-64
- b. Warrant for Land Use Change Tax on Map/Lot 258-68.19
- c. Warrant for Land Use Change Tax on Map/Lot 223-14
- d. Municipality Land Use Change Tax on Map/Lot 269-64
- e. Municipality Land Use Change Tax on Map/Lot 258-68.19
- f. Municipality Land Use Change Tax on Map/Lot 223-14
- g. Abatement of Taxes on Map/Lot 252-45
- h. Abatement of Taxes on Map/Lot 251-28
- i. Abatement of Taxes on Map/Lot 251-8

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

CONSIDERATION OF BILLS

- a. AP Manifest dated 12/31/2020
- b. Payroll dated 12/31/2020

This agenda item was moved to later in the meeting.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Payroll dated 12/17/2020
- b. AP Manifest dated 12/24/2020
- c. Notice of Intent to Cut Wood or Timber on Map/Lot 266-140

Mr. Colbath moved, seconded by Mr. Thibodeau, to ratify the documents listed above in a. through c. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)\

(none)

CONSIDERATION OF MINUTES

- a. Regular and Non-Public Minutes from 12/15/2020

Mr. Thibodeau moved, seconded by Ms. Seavey, to adopt the minutes above in a. through b. The motion carried unanimously.

TOWN MANAGER REPORT

Mr. Holmes stated that two employees have tested positive for COVID-19. He explained that they had split the highway crew so that they could keep enough healthy staff to ensure that plowing can get done. He noted that all crew would be tested.

Mr. Holmes stated that the Main Street Project is done for the winter.

Mr. Holmes noted that they had received thank you cards from the Upper Saco Valley Land Trust for the Town's contributions to their projects.

BOARD REPORTS AND COMMENTS

Mr. Thibodeau gave the Board an overview of one of the amazing things that the ESAA has been offering students in the area.

He explained that all of the participants in the Aviation Academy are currently from Conway. He noted that the Academy is leasing a section of the old maintenance hangar. They have set up a classroom and a flight simulator.

Mr. Thibodeau also noted that they had partnered with the MWV Technical Center to promote STEM aviation.

Mr. Thibodeau noted that they have obtained a plane to be used by the students to learn about aviation mechanics. It is their hope that under the strict observation of a licensed FAA mechanic, they can return the plane to FAA standards.

Mr. Thibodeau emphasized that this is just one of the reasons he believes the Town should continue their support of the ESAA with their \$10,000 warrant article.

He asked the voters to vote for this warrant article so that the airport can continue to thrive and survive.

Mr. Colbath noted that the ZBA would be meeting in January.

Jim LeFebvre stated that the Budget Committee would be meeting on January 4, 2021, and the sub-committee would begin their work on the default budget.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer from the Conway Daily Sun asked if the Selectmen would be having a public hearing on the noise ordinance. Mr. Holmes explained that it is not required, however, the Deliberative Portion of Town Meeting is a public hearing.

Mr. Steer asked about whether they had considered raising the legal budget due to short-term rental issues.

Mr. Holmes explained that legal issues usually span through several years, and he believes that the legal budget is adequate for now. He noted that this could be adjusted next year depending on what 2021 brings.

It was stated that the hope for the Town Hall move would be some time in February.

CONSIDERATION OF BILLS

- a. AP Manifest dated 12/31/2020
- b. Payroll dated 12/31/2020

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the AP Manifest and Payroll dated 12/31/2020. The motion carried unanimously.

At 5:05 pm, Mr. Colbath moved, seconded by Mr. Thibodeau, to go into non-public session under RSA 91-A:3 II (C). The motion carried unanimously.

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

At 5:16 pm the Board returned to public session.

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

At 5:15 pm Mr. Colbath moved, seconded by Ms. Seavey, to go into non-public session under RSA 91-A:3 II (D). The motion carried unanimously.

NON-PUBLIC SESSION RSA 91-A:3 II (D) – CONSIDERATION OF ACQUISITION, SALE OR LEASE

At 5:50 pm, the Board returned to public session.

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

ADJOURN

At 5:50 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary