

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
June 21, 2022**

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, 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 explained that there were the following additions to the agenda:

- 4a. Public Hearing on the Anti Displacement and Relocation Assistance Plan
- 8a. Discussion of Parking Meters
- 15p. Abatement of Taxes on Map/Lot 260-58.2

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

PUBLIC HEARING ON THE PROPOSED THE BLUEBIRD PROJECT – 109 PINE STREET

Mr. Weathers opened the public hearing at 4:01 pm.

Donna Lane noted that there were public handouts available on the front table.

Ms. Lane 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 for Economic Development Projects, up \$500,000 for Housing Projects, up to \$500,000 for Public Facility Projects, up to \$500,000 in Emergency Funds, up to \$25,000 per Planning Study grant. Up to \$1,000,000 is available for each Permanent Supportive Housing Grant Project under the CDBG-CV allocation due to COVID-19. All projects must directly benefit a majority of low- and moderate-income persons. This is a proposed application to the Community Development Finance Authority for up to \$500,000 in CDBG Housing Grant Funds. Of the funds, \$25,000 will be retained by the town for administrative costs associated with the project, \$475,000 of the funds will be subgranted to The Bluebird Project LLC toward the rehabilitation of 109 Pine Street, North Conway, NH into at least 7 units of housing, of which the majority will be affordable units.

This project conforms with Conway’s Housing and Community Development Plan’s goal of: Encourage safe, decent, attractive and affordable housing for all segments of the population.

Mr. Weathers asked for public comment.

There was no public comment.

Mr. Weathers closed the public hearing at 4:04 pm.

PUBLIC HEARING ON THE ANTIDISPLACEMENT AND RELOCATION ASSISTANCE
PLAN

Mr. Weathers opened the public hearing at 4:04 pm.

Ms. Lane read the following:

This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the Town were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated. Once new units are completed existing tenants will be relocated to those units, The Bluebird Project will cover relocation costs.

Ms. Lane noted that the two tenants in the building now will be moving into the first renovated units therefore they will not be displaced.

Mr. Weathers asked if there was public comment.

There was not public comment.

Mr. Weathers closed the public hearing at 4:06 pm.

VOTE ON THE 109 PINE STREET PROJECT

Mr. Colbath moved, seconded by Mr. Thibodeau, to approve the submittal of the CDBG 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 Ms. Seavey, to adopt the Antidisplacement and Relocation Assistance Plan. The motion carried unanimously.

SELECTION OF GRANT WRITER FOR BLUEBIRD PROJECT – 109 PINE STREET

Mr. Colbath moved, seconded by Mr. Porter, to select Donna Lane as the Grant Writer for the Bluebird Project, 109 Pine Street. The motion carried unanimously.

DISCUSSION OF EAST CONWAY ROAD ROUNDABOUT

Fran Sarro, concerned citizen, appeared before the Board.

He explained that he had attended the informational meeting regarding the State's plan to improve the East Conway Road/Route 302 intersection a while ago where he said all but one person voiced their objection to the construction of a roundabout.

He stated that he believed a roundabout would create a safety issue and that their data is not a valid comparison due to the volume of commercial vehicles utilizing that intersection.

Mr. Sarro stated that he had reached out to Mike Dugas at DOT and had not received a reply.

Mr. Holmes noted that he had forwarded Mr. Sarro's email to the Board of Selectmen.

Resident and business owner Kurt Buke stated that when this intersection was built it was a disaster.

He wants to ensure that it is built correctly and that it is safe.

Jon Munro Jr. expressed his concern of the traffic on East Conway Road.

Vicky Fadden from Fadden Trucking expressed that she was in favor of a light instead of a roundabout.

Mr. Weathers invited Mr. DegliAngeli to answer the questions that were brought up.

Stuart Heath mentioned that roundabouts with square curbing are dangerous.

Mr. DegliAngeli stated that they don't use square curbing.

Mr. DegliAngeli also stated that he is not going to disagree that the current intersection is problematic.

Mr. DegliAngeli reminded the Board that they had already voted in favor of a roundabout and sent that letter to the State.

In terms of data, Mr. DegliAngeli explained that they had been collecting data since 2002 and have 20 years of metrics and statistics.

Therefore, the Town has statistics to support their position.

In terms of big trucks using the roundabouts, he reminded the room that they already have two roundabouts being utilized by big trucks right now.

Mr. DegliAngeli stated that the highest accident intersection used to be the old Walmart entrance. However, since the roundabout went in, there has not been a single accident.

Mr. DegliAngeli noted that when he went to France, all they use are roundabouts in the= commercial and industrial areas.

He noted that the State's planned roundabout would be a bit bigger than those built by the Town.

Kurt Burke asked about the clearance for his low bed trucks that are only 2 inches off the ground.

Mr. DegliAngeli stated that he and Mr. Burke could go take a look using the current roundabouts because he was unsure about that.

Mr. Colbath asked Mr. DegliAngeli to let Mr. Dugas know that there are people awaiting a response from him.

DISCUSSION OF TRANSFER STATION HOURS

Ms. Seavey stated that she wanted to apologize for insinuating that second home owners did not have a right to be able to utilize the Transfer Station.

She emphasized that they are not visitors and she apologized.

Mr. Holmes stated that after much discussion, Staff believe it would be best to stay open late on Saturday and Tuesday (7:00 am to 5:00 pm) and be closed on Sunday and Monday.

Mr. Colbath noted that he was more than willing to try it.

Mr. Holmes stated that he likes the idea of a trial.

It was emphasized that they would need to do their best to inform the public.

Mr. Porter moved, seconded by Mr. Thibodeau, to alter the Transfer Station hours as of July 5, 2022 to being open Tuesday (7:00 am – 5:00 pm), Wednesday (7:00 am – 3:00 pm), Thursday (7:00 am – 3:00 pm), Friday (7:00 am – 3:00 pm), and Saturday ((7:00 am – 5:00 pm). The transfer station will be closed on Sunday and Monday. The motion carried unanimously.

DISCUSSION OF PARKING METERS

Mr. Eastman explained that he and Mr. Smith have been looking into the potential for parking meters/parking apps from Depot Street to River Road in North Conway Village.

Options include pay stations such as the one at Smith-Eastman Landing, or a Pay by App option.

It was stated that startup costs differ depending on which option is used.

Mr. Eastman added that some Towns and Cities use a combination of the app and pay stations.

If they used just pay stations, start up costs would be approximately \$295,740 for the first year versus approximately \$4,000 for the pay by app.

Mr. Eastman stated that Bar Harbor makes approximately \$1.5 million in revenue from their parking program from Memorial Day to Columbus Day.

Mr. Colbath noted that he would like to have public input.

Mr. Eastman stated that he has been told that we are one of the only “tourist towns” in America that are giving parking away for free.

Daymond Steer from the Conway Daily Sun stated that he thinks it will make it difficult for employees as they would essentially have to pay to work.

DISCUSSION OF PRECINCT DRONE

Center Conway Fire Chief Glenn Merrill and Jason Bagley appeared before the Board.

They explained that they would like to have a letter from the Town authorizing Center Conway to fly their rescue drone of the line of sight for search and rescue missions.

It was made clear that Center Conway could use their drone to assist other departments in Town.

Mr. Thibodeau asked for clarification that they are restricted to emergency service use only.

Chief Merrill confirmed this.

Mr. Colbath moved, seconded by Mr. Porter, to authorize the Chairman to sign a letter stating the following:

On behalf of the Board of Selectmen for the Town of Conway, we authorize Center Conway Fire with Pilot Jason Bagley to act on behalf of the Town of Conway, NH regarding the request of a First Responder Tactical BVLOS (Beyond Visual Line of Sight) 91.113 waiver.

The motion carried (4-0-1) with Mr. Weathers abstaining.

REQUEST BY CVFD FOR ARPA FUNDS

Conway Village Fire District Superintendent Bruno Valliere's appeared before the Board.

He thanked the Board for the \$100,000 they had received from the ARPA funds for the relining of some of the district's pipes.

Mr. Vallieres explained that while those funds helped, there is a lot more work to be done.

He explained that they need to do more lining, but also, they need a new pump.

He stated that they are currently saving \$22,000 per year for the Conway Village Fire District taxpayers with the lining they just did.

Mr. Vallieres stated that he was requesting \$300,000 for the CVFD for \$50,000 for engineering of a new pump, and \$250,000 for relining.

Mr. Vallieres was asked what other funds the precinct had applied for because there were federal funds available for water and sewer projects.

The Selectmen encouraged Mr. Vallieres to look into other grant funding and get a written request from the Commissioners.

Mr. Weathers inquired as to whether the precinct has budgeted for any of this work.

Mr. Vallieres stated that no due to the already high precinct rates.

They are trying to come up with funding that will not affect the taxpayers of the precinct.

Mr. Weathers asked Mr. Vallieres to look into other funding options and come back before the Board.

Mr. Holmes asked Mr. Vallieres for a letter from the CVFD Commissioners making a formal request.

DISCUSSION OF SALE OF MAP/LOT 252-5.001 BY THE STATE OF NEW HAMPSHIRE

Mr. Colbath moved, seconded by Ms. Seavey, to purchase Map/Lot 252-5.001 from the State of New Hampshire. The motion failed (0-5-0).

DISCUSSION OF EMAIL ADDRESSES FOR TOWN BOARD MEMBERS

Mr. Holmes explained that a 91A request had opened up the conversation regarding whether Town Board members should be comingling their personal emails with Town Related business.

Mr. Holmes explained that in order to give Town Board members conwaynh.org email addresses, it will cost \$3.00 per month.

Mr. Holmes suggested perhaps giving each Chair a conwaynh.org email address and having other Board members open up a free gmail or yahoo account.

Mr. Colbath moved, seconded by Mr. Thibodeau, to authorize the Town to look into alternatives for email for Town staff and Board members. The motion carried unanimously.

DISCUSSION OF SURPLUS LAND DISPOSAL FOR NHDOT INFORMATION BOOTH PROPERTY

Ms. Seavey explained that she had received a request from some of the public for picnic tables near the information booth right when you enter Conway Village.

However, currently the State owns that land.

Ms. Seavey explained that she had been informed by the State that we could request to purchase the State-owned land.

Mr. Colbath moved, seconded by Ms. Seavey, to direct staff to pursue the acquisition of the land currently owned by the State (Map/Lot 277-321). The motion carried unanimously.

REVIEW AND REAFFIRMATION OF SELECTMEN POLICIES

- a. Communication between TOC and School
- b. Discretionary Preservation Easements for Preserving Historic Agricultural Structures
- c. Ethical Conduct

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

PUBLIC FACILITIES COMMITTEE UPDATE

Ms. Seavey explained that they had a good meeting and they have addressed the subcommittee issues of having too many members on each sub had a good meeting.

The committee has decided to revisit the idea of public bathrooms at Whitaker Woods.

They would like to do a beta test this summer to see if having the Whitaker Building bathrooms open would work.

There was discussion regarding the opening of the Whitaker Bathrooms.

Ms. Seavey moved, seconded by Mr. Thibodeau, to open the Whitaker Building bathrooms for the summer, ending Columbus Day weekend with the stipulation they find attendants to man the building. Furthermore, to authorize spending up to \$25,000 of ARPA funds for

this endeavor. The motion carried (3-2-0) with Mr. Colbath and Mr. Thibodeau in the negative.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Warranty Deed for Map/Lot 218-30
- b. Quitclaim Deed for Map/Lot 218-27
- c. Warrant for Land Use Change Tax on Map/Lot 250-33
- d. Warrant for Land Use Change Tax on Map/Lot 263-70
- e. Warrant for Land Use Change Tax on Map/Lot 249-4
- f. Warrant for Land Use Change Tax on Map/Lot 249-2
- g. Warrant for Land Use Change Tax on Map/Lot 250-83
- h. Municipality Land Use Change Tax Bill on Map/Lot 250-33
- i. Municipality Land Use Change Tax Bill on Map/Lot 263-70
- j. Municipality Land Use Change Tax Bill on Map/Lot 249-4
- k. Municipality Land Use Change Tax Bill on Map/Lot 249-2
- l. Municipality Land Use Change Tax Bill on Map/Lot 250-83
- m. Abatement of Taxes on Map/Lot 290-43
- n. Abatement of Taxes on Map/Lot 272-49.1
- o. Notice of Intent to Cut Wood or Timber on Map/Lot 296-21
- p. Abatement of Taxes on Map/Lot 260-58.2

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

CONSIDERATION OF BILLS

- a. AP Manifest dated 6/23/2022

Mr. Colbath moved, seconded by Ms. Seavey, to sign the AP Manifest dated 6/23/22. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 6/16/22
- b. Payroll dated 6/16/22

Mr. Colbath moved, seconded by Ms. Seavey, to ratify the documents signed in a. and b. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Art in the Park (8/6/22-8/7/22) PENDING INSURANCE
- b. RAGNAR Reach the Beach (9/16/22)
- c. New England Classic Charity Bike Tour (7/11/22)

Mr. Colbath moved, seconded by Ms. Seavey, to sign the special event permits signed in a. through c. The motion carried unanimously.

CONSIDERATION OF MINUTES

- a. Regular and Non-Public Minutes from 6/7/2022

Mr. Colbath moved, seconded by Ms. Seavey, to adopt the regular and non-public minutes from 6/7/2022 as written. The motion carried unanimously.

TOWN MANAGER REPORT

Mr. Holmes noted that the pickleball courts would be open as of Thursday.

Mr. Colbath inquired as to whether we had obtained more information on electric car chargers.

Mr. Holmes had not, however, Mr. Thibodeau stated that he will connect Mr. Holmes with someone who has information on installation of electric car chargers at no cost to the property owner as long as they share in the profits.

BOARD REPORTS AND COMMENTS

Mr. Porter stated that the Historic District Commission would be meeting the next evening and the Planning Board would be meeting on Thursday.

Mr. Colbath stated that the Budget Committee met the previous week and would like the Board's input for changing the application for non-profits.

Ms. Seavey stated that she would like to say that the Economic Council acted correctly in regards to the issue with the Charter School that was noted in the newspaper.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Resident Tammy Shackford requested that the Town do a better job with painting and signing the crosswalks in North Conway Village and the North South Road.

Mr. Steer asked if the parking meters would have to go to a Town vote.

It was determined that it would not.

It was stated that the \$399,000 for bathrooms would need to be encumbered by December 31, 2022.

ADJOURN

At 7:23 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary