

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
May 30, 2023**

The Selectmen's Meeting convened at 4:02 pm at Conway Town Hall with the following present: Mary Carey Seavey, Carl Thibodeau, John Colbath, Steve Porter and Ryan Shepard, Town Manager John Eastman and Executive Assistant Krista Day.

PLEDGE OF ALLEGIANCE

Ms. Seavey led the Board in the Pledge of Allegiance to the Flag.

APPROVAL OF AGENDA

Ms. Seavey noted that there were three additions to the agenda to include the following:

- 3a. Conservation Commission Report
- 14. Notification of Demo Permit for 62 Davidson Way and 217 Eaton Road
- 19b. MWV Cal Ripken Baseball in the Valley Nights (6/2/23 and 6/9/23)

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

CONSERVATION COMMISSION REPORT

David Weathers appeared before the Board to give the Conservation Commission report.

He explained that the Commission is recommending to expand both the parking area on Thompson Road by Pudding Pond and the Marshall property parking lot.

Mr. Weathers explained that the current parking areas are inadequate.

Mr. Colbath asked how many parking spaces this will give each lot.

Mr. Weathers stated that it would add approximately 6 to 8 spaces on Thompson Road and he was unsure about how many at the Marshall property.

Mr. Colbath moved, seconded by Mr. Thibodeau, to authorize the Conservation Commission to expand the parking areas at Pudding Pond and the Marshall property. The motion carried unanimously.

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

- a. \$500.00 from VRN Ventures LLC for Police Department Uniform Line

Mr. Colbath moved, seconded by Mr. Shepard, to accept the unanticipated revenue as listed above in a. The motion carried unanimously.

- b. \$500.00 from Rotten Rock for Summer Camp T-Shirts

- c. \$500.00 from Infinger Insurance for Summer Camp T-Shirts
- d. \$500.00 from Northeast Credit Union for Summer Camp T-Shirts
- e. \$500.00 from Eastern Slope Dental for Summer Camp T-Shirts
- f. \$500.00 from ReMaxx Presidential for Summer Camp T-Shirts
- g. \$500.00 from Garland Waste Management for Summer Camp T-Shirts

Mr. Lane explained that the above businesses donated \$500 for Summer Camp T-Shirts.

He thanked them all.

Mr. Colbath moved, seconded by Mr. Shepard, to accept the unanticipated revenue as listed above in b. through g. The motion carried unanimously.

FLAT PANDA PROJECT STUDENT INTRODUCTION

Mr. Eastman welcomed two students from Pine Tree School, Sawyer and Morgan to the meeting.

Sawyer's teacher, Ms. Davis, explained that they have been learning about community helpers and thanked the Selectmen and Mr. Eastman to participate in their "flat panda" project.

Mr. Eastman presented the two students with teddy bears with Town of Conway t-shirts made by Ms. Day.

PUBLIC HEARING FOR PROPOSED AMENDMENTS TO ENFORCEMENT AND PENALTIES FOR NUISANCE ANIMALS

Ms. Seavey opened the public hearing at 4:14 pm.

Chief Mattei explained that they have a new Animal Control Officer and they were slowly updating the fine schedules for the Town Ordinances related to nuisance animals.

Chief explained that the major differences include adding fines for second and third offenses as well as adding cats to the requirement for rabies and licensing.

Mark Hounsell stated that he thought the Board should wait a week or two to make a decision on these ordinances as they owe it to the public to get the information out.

Ms. Seavey questioned what waiting a few weeks would do.

Mr. Hounsell stated that the public could way in.

It was stated that this new document had been posted on the website and had an ad in the paper two weeks prior as is required by the public hearing statute.

Chief Mattei stated that the point of updating this document was to allow the new officer to efficiently deal with situations as they arise.

Mr. LeFebvre suggested that they do a second reading of any proposed amendments like they do at the Conway School Board.

Mr. Shepard questioned what Mr. Hounsell was looking for by waiting another few weeks.

Mr. Hounsell stated that it would be an opportunity for the public to weigh in.

Mr. Thibodeau stated that he did not see any harm in waiting another few weeks.

Ms. Seavey closed the public hearing at 4:36 pm.

VOTE ON AMENDMENTS TO ENFORCEMENT AND PENALTIES FOR NUISANCE ANIMALS

Mr. Colbath moved, seconded by Mr. Thibodeau, to approve the proposed amendments for enforcement and penalties for nuisance animals.

Mr. Thibodeau stated that he would have no problem tabling this for two weeks and allow the public to weigh in.

Chief Mattei stated that this was not time sensitive.

Mr. Colbath and Mr. Thibodeau withdrew the motion.

Mr. Colbath moved, seconded by Mr. Thibodeau, to table this decision until a future meeting. The motion carried unanimously.

Mr. Hounsell suggested a short press release.

DISCUSSION OF POLICE DEPARTMENT FEASIBILITY STUDY

Mr. Eastman explained that all of the Board has had an opportunity to meet with the Chief and Lieutenant and tour the current Police Department.

Chief Mattei explained the short comings of the current Police Department facilities.

Currently they are having space issues with storage for documents that must be climate controlled.

Many employees are sharing offices.

He added that there is a serious safety issue with the holding cell area.

The current garage barely fits a cruiser.

Mr. Colbath commended the department for adapting but it is time to look forward.

Mr. Colbath stated that the question was whether we are willing to put off a feasibility study in order to ask the voters for the funding at the next election, or if they wanted to find the money now.

Chief Mattei explained that they had planned to replace the windows at the PD as it had been on the Capital Reserve Fund schedule, however, they will hold off on that until after a study.

Chief Mattei stated that he had received two quotes of \$32,600 and \$43,900.

The funds that were going to be used for the window replacement at the Police Department will remain in the Capital Reserve Fund.

Mr. Colbath moved, seconded by Mr. Thibodeau, to authorize up to \$35,000 of ARPA funds to be used for the Police Department Feasibility Study.

DISCUSSION OF PRECINCT BOUNDARY LINE ADJUSTMENT FOR CENTER CONWAY

Glenn Merrill, Center Conway Fire Chief and Tom Caughey, Redstone Fire Commissioner, appeared before the Board.

They explained that in March of 2023, the Center Conway Fire Precinct had voted to accept Redstone Fire District effective January 1, 2024.

Following that vote, Redstone had voted to disband effective January 1, 2024.

Part of the agreement is for the Selectmen to vote to expand the Center Conway Precinct boundaries to include Redstone.

Chief Merrill presented some maps to the Selectmen.

Mr. Porter questioned whether they should be waiting in order to get more public input.

Ms. Seavey stated that it is only Center Conway and Redstone that are affected and that they had already voted to do this.

Mr. Caughey stated that their legal team says the Selectmen's vote to expand boundaries is more of a formality.

Mr. Hounsell stated that in this case, this vote is only confirming the will that has been expressed by the voters already.

Mr. Porter moved, seconded by Mr. Shepard, to grant the request to expand Center Conway Precinct boundaries to include Redstone as presented. The motion carried unanimously.

PROCLAMATION FOR NATIONAL EMS WEEK

As last week was National EMS Week, Ms. Seavey read a proclamation and gave it to Chief Solomon and Chief Merrill.

PERMISSION TO HANG BANNER FOR CHAMBER OF COMMERCE AND OTHER EVENTS AT SCHOULER AND INFORMATION BOOTH

Mr. Eastman explained that in previous meetings the Board had made a policy about voting to hang different organization's banners at both the information booth in Conway and also in Schouler Park.

They had voted to allow banners to be hung for up to 30 days.

Mr. Eastman would like the Board's permission to allow Rec Director Mike Lane to facilitate the hanging of these banners instead of having each request come to the Selectmen.

Mr. Eastman noted that the 4th of July Celebration Banner will be up soon.

Ms. Seavey stated that she believed it should only be available for non-profits and what is going on in our community and not used as a place of advertisement for businesses.

Mr. Colbath stated that he was all for leaving the decisions to the Parks and Rec Department with high preference to non-profits.

Mr. Thibodeau agreed that non-profits and community events should be the priority.

Mr. Colbath moved, seconded by Mr. Thibodeau, to authorize the Parks and Rec Department to coordinate non-profit and community event banners. The motion carried unanimously.

ELECTION ASSIGNMENTS

The Board discussed who would be at the Election on June 13th.

REQUEST FOR RECONSIDERATION OF EXEMPTION

Peter Conklin from Granite State College/UNH appeared before the Board to request reconsideration regarding the property tax exemption for Map/Lot 262-86.002.

Mr. Conklin explained that because of merger related issues, he had not submitted the application for tax exemption by the deadline and would like the Board to accept the exemption form even if it is late.

Ms. Seavey asked if they are receiving income from the Charter School who leases the property from UNH.

Mr. Conklin stated that they do receive funds from the Charter School that pay the operating costs of the condo.

Ms. Seavey stated that she does not believe the exemption from the Charter School carries through to UNH.

Mr. Conklin noted that they were also late in Concord.

Mr. Conklin stated that Concord had accepted Mr. Conklin's explanation and have accepted their application after the deadline.

Mr. Colbath explained that they need to be strict in following the rules because there are now ramifications to the Town.

Mr. Eastman noted that Ms. Hilton, the Assistant Assessor did notice UNH twice regarding the deadline.

Mr. Eastman stated that if UNH is not happy about the Boards decision, they can appeal through the Board of Tax and Land Appeals.

Mr. Thibodeau stated that it was not just UNH who had missed the deadline for the exemption and as a Board they need to take a hard line.

He explained that the advice from their Assessor was to hold to their previous decision to remove the exemption as they had missed the deadline.

Mr. Conklin stated that when he had reached out to Concord to reconsider, they had just responded with a form for them to fill out.

Mr. Conklin noted that the lease with the Charter School expires in 2024.

Mr. Colbath moved, seconded by Mr. Thibodeau, to grant the tax exemption on Map/Lot 262-86.002. The motion failed (0-5-0).

NOTIFICATION OF DEMO PERMIT FOR 62 DAVIDSON WAY AND 217 EATON ROAD

Ms. Seavey notified the public of two demo permit applications for 62 Davidson Way and 217 Eaton Road.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 259-101.14
- b. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 253-63
- c. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 259-29.142
- d. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 203-56.012
- e. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 268-162.12
- f. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 276-26
- g. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 272-9
- h. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 272-14
- i. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 202-223
- j. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 245-26
- k. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 277-72
- l. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 277-216
- m. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 262-83.064
- n. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 215-89
- o. Abatement of Taxes on Map/Lot 259-104.1
- p. Abatement of Taxes on Map/Lot 246-60
- q. Abatement of Taxes on Map/Lot 272-7
- r. Notice of Intent to Cut Wood/Timber on Map/Lot 201-17, 201-13, 201-12, 201-11
- s. Notice of Intent to Cut Wood/Timber on Map/Lot 219-106.1
- t. Special Limited Power of Attorney with Durable Clause for Auction
- u. Permit to Sell Raffle Tickets for Arts Jubilee (7/13/23, 7/20/23, 7/27/23, 8/3/2023, 8/10/23)
- v. Notice of Intent to Cut Wood/Timber on Map/Lot 250-206

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

CONSIDERATION OF BILLS

- a. AP Manifest dated 6/1/2023
- b. Payroll dated 6/1/2023

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the AP Manifest and Payroll dated 6/1/2023. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 5/25/2023

Mr. Colbath moved, seconded by Mr. Thibodeau, to ratify the AP Manifest dated 5/25/2023. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Grand Opening of the NAPA Store in Redstone (6/10/2023)
- b. MWV Cal Ripken Baseball in the Valley Nights (6/2/23 and 6/9/23)

Mr. Colbath moved, seconded by Mr. Thibodeau, to approve the special event listed above. The motion carried unanimously.

CONSIDERATION OF MINUTES

- a. Regular and Non-Public Minutes from 5/16/23

Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the regular and non-public minutes from 5/16/23 as written. The motion carried unanimously.

TOWN MANAGER REPORT

Mr. Eastman thanked the Parks and Rec for all of their work around Town for Memorial Day.

He also thanked the Highway Staff for the power at the Johnny Eastman Park as well as the new trees.

Mr. Eastman thanked Mr. DegliAngeli for all of his work with the MWV Trails Association.

Mr. Eastman noted that he had received an email over the weekend regarding the request to remove the no parking signs on part of Thompson Road as there was not a lot of parking.

There was discussion regarding how the Town does not wish to remove those signs as it had been a problem before and those in the neighborhood have a right to enjoy their properties.

Mr. DegliAngeli noted that it is the hope of the MWV Trails Association that people will utilize the parking at each end of the trail; Hemlock and Cranmore.

Mr. DegliAngeli stated that the paving of the north end of the path would begin next week.

The path is scheduled to be completed by July 1, 2023.

Mr. DegliAngeli stated that the Main Street Project is now back on track.

Mr. DegliAngeli noted that construction would hopefully begin in June of 2025.

Mr. Colbath asked for an update on the paving of the North South Road.

Mr. DegliAngeli noted that he was unsure, but he believed it was complete except for striping.

BOARD REPORTS AND COMMENTS

Mr. Shepard explained that he had attended his first Historic District Commission meeting and he thanked Mr. Porter as he believes this will be very educational.

He noted that there may be an event in the fall put on by the commission.

Mr. Thibodeau stated that the aerobatic team had been at the airport for three days.

Carl: aerobatic were at the airport for 3 days.

Steve: planning board meets on June 8th

Mr. Porter stated that the Planning Board would be meeting on June 8, 2023.

He also noted that he attended the Economic Council meeting via zoom.

Mr. Colbath stated that there was also a Town of Conway energy committee in formation.

Ms. Seavey gave Conway Fire District kudos for the flags in Conway Village.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Mr. Lefebvre noted that the Budget Committee would be meeting on June 14, 2023 at the PDC at 6:30 pm.

Mr. Hounsell stated that he was in support of the Police Department feasibility study as the current building has lived out its usefulness,

He added that this is now an opportunity to further the discussion about extending water and sewer to East Conway as that was the direction the Planning Board will be going.

He also added that the courthouse is inadequate.

Mr. Eastman noted that this coming Saturday, June 3, 2023 would be the town-owned property auction at the Marshall Gymnasium.

Daymond Steer from the Conway Daily Sun asked Mr. DegliAngeli to explain what is different about the current Main Street vs. what it will look like after the Main Street Project is complete.

Mr. DegliAngeli referred to the plans on the wall.

Mr. Steer asked if they had reached out to some other towns yet regarding the Budget Committee's urge for legislation to allow towns to collect and occupancy fee.

Mr. Eastman explained that they had sent letters to the Senator and our three representatives and that he planned to reach out to some towns as well.

Mr. Steer explained that Tamworth had decided to not allow Reach the Beach through their Town.

He questioned where Conway was on that topic.

Mr. Eastman explained that they had just received the application today and they would report back on June 27, 2023.

At 6:15 pm, Mr. Colbath moved, seconded by Mr. Shepard, to go into non-public session under RSA 91-A:3 II (G). The motion carried unanimously.

NON-PUBLIC SESSION RSA 91-A:3 II (G) – SECURITY

At 6:49 pm, the Board returned to public session.

Mr. Colbath moved, seconded by Mr. Thibodeau, to seal the minutes from this non-public session as it may affect adversely the reputation of any person other than a member of the Board. The motion carried unanimously.

At 6:50 pm, Mr. Colbath moved, seconded by Mr. Porter, 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 6:52 pm, the Board returned to public session.

Mr. Colbath moved, seconded by Mr. Thibodeau, to seal the minutes from this non-public session as it may affect adversely the reputation of any person other than a member of the Board. The motion carried unanimously.

At 6:52 pm, Mr. Colbath moved, seconded by Mr. Thibodeau, 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) – ACQUISITION OF PROPERTY

At 7:33 pm, the Board returned to public session.

Mr. Colbath moved, seconded by Mr. Shepard, to seal the minutes from this non-public session as it may affect adversely the reputation of any person other than a member of the Board. The motion carried unanimously.

ADJOURN

At 7:33 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary