

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
July 23, 2019**

The Selectmen's Meeting convened at 4:00 pm in the Meeting Room of Conway Town Hall with the following present: Selectmen, 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.

APPROVAL OF AGENDA

Mr. Weathers explained that they were adding 19a. Non-Public Session RSA 91-A:3 II (c) – Tax Matter.

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

PUBLIC HEARING TO ACCEPT AND DESIGNATE A SPECIFIC PURPOSE FOR THE USE
OF THE FOLLOWING UNANTICIPATED REVENUE

- a. \$19,500 from USAA Casualty Insurance Company for payment for vehicle property damage

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

Daymond Steer from the Conway Daily Sun asked if this was related to the accident involving the town snowblower. This was confirmed and it was clarified that this payment was for the damage received to the Town's vehicle.

Mrs. Gilligan stated that she would like to see these funds placed in the highway revenue line as the expenditures for the repair were incurred during 2018.

The public hearing was closed at 4:03 pm.

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

- a. \$19,500 from USAA Casualty Insurance Company for payment for vehicle property damage

Mr. Porter moved, seconded by Mr. Colbath, to accept the \$19,500 from USAA Casualty Insurance Company for payment for vehicle property damage and place it in the highway revenue line. The motion carried unanimously.

PRESENTATION OF AUDIT AND SIGNING OF MS-535

Sheryl Pratt and Tyler Paine from Plodzick and Sanderson presented the annual audit to the Board of Selectmen.

Ms. Pratt gave an overview of the audit by directing the Selectmen to important pages and explaining what their findings were. Ms. Pratt stated that the Town should be proud as they received an unmodified opinion which is the best finding they could have received.

There was a brief explanation regarding the change from GASB 45 to GASB 75.

Both the GAAP Fund Balance and non-GAAP Fund Balance of Conway was discussed at length. The non-GAAP Fund Balance is what is available to be utilized by the Selectmen to reduce the tax rate. That amount is \$2,522,696.00.

Mr. Colbath inquired as to how many other towns Plodzick and Sanderson audits. It was stated that they audit between 58 and 60 towns and 85 schools in the State of New Hampshire.

When asked if they could do anything differently, Ms. Pratt stated that the finance department for the Town of Conway is wonderful and one of the best they work with. She stated that she would ask that Mrs. Gilligan be a sounding board for other towns if needed.

Mrs. Gilligan wanted to recognize the work of Ms. Lauri Roode, Conway's bookkeeper, for her work.

Mr. Weathers stated that they appreciate Mrs. Gilligan and Ms. Roode for all their work.

Mr. Paine added that any recommendations or issues that needed to be addressed in the past were done so immediately.

Mrs. Pratt also noted that Conway's Management Discussion and Analysis charts are noteworthy and some of the best they have seen.

Mr. Colbath thanked the auditors for their well-prepared presentation.

Mr. Colbath moved, seconded by Ms. Seavey, to accept the audit as presented and sign the MS-535. The motion carried unanimously.

DISCUSSION OF ELDER FRIENDLY COMMUNITIES

Dr. Marianne Jackson and Charlie Macomber from the Gibson Center appeared before the Board to give them an update on the progress and achievements as an Elder Friendly Community. They stated that they are now an 11 Town Cooperative.

Dr. Jackson reported that they have broken down the issues into transportation, housing, health, outdoor spaces, and community connections. She explained that they are made up of many non-profit organization members, clergy, librarians, hospital workers, and representatives from the economic council.

They stated that they believe that what can help the elderly can also help the young people in the area as well.

Dr. Jackson explained that in February, they developed an action plan that had 17 goals and were happy to report that these goals had been met. They had also received the NH Planning Associations Plan of the Year Award.

Dr. Jackson stated that they would like to get input from the Board regarding some of the issues that they would like to see addressed in Conway.

There was brief discussion regarding the development of the new Homeshare service.

Mr. Colbath asked where the public could go to find out more information about this initiative. Dr. Jackson stated that if people go to the Gibson Center website, there is a section for Elder Friendly Community.

Mr. Colbath congratulated Dr. Jackson and Mr. Macomber on their work.

VALLEY VISION REQUEST FOR EQUIPMENT

Bill Edmunds from Valley Vision appeared before the board. He stated that he first wanted to address the complaints they have been receiving regarding the change from Channel 3 to Channel 1301. He reviewed that Spectrum had made this change on their own. He did mention that Maine's governor signed a bill to have Maine's public channels back down to the lower digits. He is hopeful that this change will mean that when Fryeburg's channel is relocated, Conway's will be too.

Mr. Edmunds explained that he was requested \$837.00 from the PEG equipment line for 3 new microphones for the Budget Committee and School Board meetings.

Mr. Colbath moved, seconded by Mr. Thibodeau, to approve the \$837 from the PEG equipment fund for new microphones. The motion carried unanimously.

VICTORIA LARACY FROM THE HOUSING COALITION

Victoria Laracy from the MWV Housing Coalition appeared before the Board at their request to look into doing a charrette on the old recreation center property.

Mrs. Laracy explained that this is a hypothetical exercise on real properties that looks at what would be possible in terms of housing. While this exercise is completed without adhering to town zoning ordinances, it would be a good way to see the potential of this property.

Mrs. Laracy explained that this two-day exercise is tentatively scheduled for October 17, 2019 and October 22, 2019 if the Board wishes it to be.

Mr. Colbath moved, seconded by Ms. Seavey, to schedule the charrette on the old recreation center property. The motion carried unanimously.

DISCUSSION AN VOTE ON REVISED SPECIAL EVENT PERMIT APPLICATION

Mr. Holmes explained that they had been given the newly revised special event permit application at the prior meeting for review. He noted that in the prior permit, there was a lot of redundancy. Mr. Holmes explained that a few of the changes included a shortened version of instructions and a one size fits all approach regarding both events on public or private property. He stated that optional forms could be obtained depending on whether they applied to the specific event such as a tent, fireworks, a parade, or offsite advertising.

Mr. Holmes explained that they had also changed the requirements for the fire chiefs which now notifies the fire chiefs that they are responsible to inspect life safety items prior to the event.

Mr. Holmes noted that they would be looking to potentially revise the fee structure in September.

Mr. Thibodeau noted two areas in which it needed to be clarified they were referring to events on public property only.

Mr. Colbath moved, seconded by Ms. Seavey, to approve the special event permit application as presented, with the exception of the two changes brought forward by Mr. Thibodeau. The motion carried unanimously.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Permanent Application for Property Tax Credits/Exemptions Map/Lot 272-52.29
- b. Certification of Yield Taxes Assessed Map/Lot 260-58
- c. Timber Tax Levy Map/Lot 260-58
- d. Permit to Sell Raffle Tickets for Vaughan Community Service (9/5/19)

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

CONSIDERATION OF BILLS

- a. AP Manifest dated 7/25/19

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the AP Manifest dated 7/25/19. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUTSIDE OF SESSION

- a. AP Manifest dated 7/18/19
- b. Payroll dated 7/18/19

Mr. Thibodeau moved, seconded by Mr. Porter, to ratify the documents listed about in a. and b. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Tuckermans Brewing Company REI Event (8/25/19)
- b. Tuckermans Brewing Company Music Series (8/10/19)
- c. Makusue Ski Club Pot Luck (8/17/19)
- d. The Maize at Sherman Farm (9/21/19-10/27/19)

Mr. Colbath moved, seconded by Mr. Thibodeau, to approve and sign the special event applications listed above in a. through d. The motion carried unanimously.

CONSIDERATION OF MINUTES

- a. Regular Minutes and Non-Public Minutes from 7/9/19

Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the regular and non-public minutes from 7/9/19. The motion carried unanimously.

TOWN MANAGER REPORT

Mr. Holmes reported that the air conditioning was working in the classrooms at the new rec center.

There was brief discussion regarding the ribbon cutting at the new recreation center on September 10, 2019.

Mr. Colbath inquired about the drainage issue at the bank building. Mr. Holmes stated that an expedited application had been signed and submitted to the state.

Mr. Colbath asked about the status of the cable contract negotiations. Mr. Holmes explained that the negotiator they had hired will be at the August 20, 2019 Selectmen meeting.

Ms. Seavey inquired about the status of Jackson having channel 1301 turned on. Mr. Holmes stated that they still have not managed to get Spectrum to turn it on. He suggested that Jackson get involved and write letters as well as he believed it was important that it get resolved.

BOARD REPORTS AND COMMENTS

Mr. Porter stated that the Planning Board would be meeting on Thursday, July 25, 2019.

Mr. Holmes asked the Board what they would like to see done with the old rec center sign as he believed it needed to be either covered up or painted over. The Board was in agreement that it should be painted over.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer from The Conway Daily Sun asked Mr. Holmes to review why the town had hired a cable negotiator. Mr. Holmes explained that the town's cable franchise agreement was up at the end of 2020. They would be beginning the negotiation process now to see what may or may not be negotiated for.

Mr. Steer stated that he had been instructed to ask about the Conway Lake Beach and if the Board had heard concerns about that the possible oversight of the lake. Issues of speeding, and oil spill, the dam, and a potential incident involving a gun were noted.

Mr. Weathers stated that there are speed limit signs, and signs posted regarding the importance of staying clear of the dam. It was mentioned that there are chains in place in case of someone getting pulled towards the dam, but it was noted that the incident in question regarding someone being pulled towards the dam occurred on a day in which the dam was not open enough to pull someone who would have been swimming in the roped off swimming area towards the dam.

There was a discussion regarding possible solutions to help with the speeding problem. Mr. Holmes was tasked with looking into this.

At 5:48 pm, Mr. Colbath moved, seconded by Ms. Seavey, to go into non-public session under RSA 91-A:3 II (c) to discuss a tax matter. The motion carried unanimously.

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

At 6:08 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 6:08 pm, the meeting adjourned by the call of the chair.

Respectfully submitted,

Krista Day
Executive Secretary