

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
June 23, 2020**

The Selectmen's Meeting convened at 4:02 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

Removing 5 DISCUSSION OF HUSSEY CANOE LAUNCH FEES

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 correct meeting ID: 825 1182 6585

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

Mr. Weathers stated that they would be removing item number 5, the Discussion of Hussey Canoe Launch Fees. He noted that they would be adding 5a., Discussion of ATT Pole Attachments. They would also be adding h. Permit to Sell Raffle Tickets for Center Conway Fire Dept. (9/21/2020) and i. Notice of Intent to Cut Wood or Timber on Map/Lot 231-4 under the signing of the documents.

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

REQUEST FOR SECOND DRIVEWAY AT 50 DINSMORE ROAD, MAP/LOT 202-162

Richard Oaks appeared before the Board to request a second driveway at the home he shared with Ms. Doucet at 50 Dinsmore Road.

Mr. DegliAngeli stated that the new location is acceptable and they have permission from the abutter.

Mr. Thibodeau moved, seconded by Mr. Porter, to approve the second driveway request at 50 Dinsmore Road. The motion carried unanimously.

DISCUSSION OF AT&T POLE ATTACHMENTS

Kelly Sanders appeared before the Board via Zoom.

Daymond Steer asked if this was 5G. It was clarified that it was not.

There was clarification that the total height with the attachment would be 33 feet 7 inches.

Mr. Colbath asked what the purpose was. Ms. Sanders stated that it was to raise it to a particular height that gives off the best frequency.

Mr. Thibodeau moved, seconded by Mr. Porter, to approve the request for the pole attachment in Schouler Park. The motion carried unanimously.

REQUEST FOR LETTER OF SUPPORT FOR RESURFACING AND EXTENDING CONWAY REC PATH ONTO PINE HILL PROPERTY

Mr. Weathers explained that the Upper Saco Valley Land Trust was looking to apply for a grant to resurface and extend a half mile of existing trail that runs parallel to the Saco as it is in fairly rough shape. They were looking for a letter of support and a letter of landowner permission.

Mr. Porter moved, seconded by Mr. Colbath, to send a letter of support for resurfacing and extending Conway Rec Path onto Pine Hill Property and to authorize Chairman Weathers to sign on behalf of the Board of Selectmen. The motion carried unanimously.

REQUEST FOR LETTER OF LANDOWNER PERMISSION FOR RESURFACING AND EXTENDING CONWAY REC PATH ONTO PINE HILL PROPERTY

Mr. Porter moved, seconded by Mr. Thibodeau, to send a letter of land owner permission for resurfacing and extending Conway Rec Path onto Pine Hill Property and to authorize Chairman Weathers to sign on behalf of the Board of Selectmen. The motion carried unanimously.

DISCUSSION OF MEETINGHOUSE ROAD TREE

Mr. Thibodeau stated that he went and looked at the tree, and it looks like it does need to be taken down. He asked if they needed to open it up to the public or if they could just let the person who had contacted Mr. Weathers remove it.

Mr. Weathers stated that he agreed that it needed to come down, however, he does think that it should be offered to the public.

Mr. Colbath stated that he believes they should get an opinion of an arborist. It was determined that Mr. DegliAngeli had reached out to Peter Hoag, but had not gotten a response.

Mr. Colbath stated that he showed pictures to his friend who was a forester and that it would be a shame to not try and salvage the tree.

Mr. Thibodeau stated that perhaps they could pursue a parallel path and accept offers or proposals to remove the tree, but also try and find out from an arborist if they can do anything to salvage it.

Mr. Weathers noted that if anyone from the public was interested in taking a look at the tree to remove it at their own expense and liability, they should contact Town Hall.

They would also get a hold of an arborist in the meantime.

Mr. Colbath noted that they could look into contacting UNH who have a service to bore and evaluate.

Mr. Colbath moved, seconded by Mr. Thibodeau, to table this decision until they get more information. The motion carried unanimously.

DISCUSSION OF DAVIS PARK BASKETBALL HOOPS

Mr. Eastman appeared before the Board as he has been getting pressure from the public to reopen the basketball courts at Davis Park.

He explained that after doing some research, some courts in New Hampshire are starting to reopen, but the it has been suggested that to open, they should follow certain criteria including having clear signage, allowing for physical distancing and monitoring of distance requirements, limit equipment sharing, wash stations, and be sure to frequently clean surfaces.

Mr. Eastman stated that he could not ensure that those were all followed.

Mr. Porter agreed that they are not able to do the things that are being recommended, however, at some point they need to relax and let people make their own decisions.

Mr. Porter moved, seconded by Mr. Thibodeau, to open the basketball courts at Davis Part with signs posted to practice social distancing.

Mr. Thibodeau stated that he was in favor as long as there was clear signage.

Ms. Seavey stated that she was against opening the courts.

Mr. Colbath stated that he could see it from both sides. He questioned whether because there were guidelines in place, would the Town be liable if they were not following the guidelines, particularly the monitoring of social distancing.

There was discussion regarding potential issues of liability.

Mr. Porter and Mr. Thibodeau withdrew the motion.

Mr. Colbath moved, seconded by Mr. Thibodeau, to wait two weeks to make a decision in order to get a legal opinion. The motion carried unanimously.

Mr. Porter asked Mr. Eastman to inquire with the NCCC to see if they have guidelines, they are following for their basketball court.

Mr. Colbath asked for an update on Summer Camp.

Mr. Eastman stated they were in the fifth day of staff training. They currently have 125 children registered which was about 50% of the total campers from 2019.

Mr. Eastman noted that he represented the North Country on a conference call with Senator Jeanne Shaheen.

Mr. Eastman reviewed their screening process that will be followed each day with the staff and children.

Mr. Colbath noted that the NCCC will be doing summer camp but that they would only be taking 40 children and were not starting until July 6, 2020.

Mr. Eastman also noted that they were not going to be having adult softball at this point, but they would be trying to do Co-Ed softball in August.

DISCUSSION OF RETAIL TENTS

Dot Seybold appeared before the Board via Zoom.

Mr. Holmes explained that she had requested that perhaps the Town could do something similar to what they did for restaurants to have outdoor seating, but in regards to retail stores being able to utilize outdoor space and tents to help make up for some of the lack of space due to the Governor's guidelines.

Mr. Holmes noted that his concerns were mainly parking issues and that retail stores in North Conway Village would most likely have a harder time than those at Settlers Green.

He suggested a similar application process that would include a sketch of the store's plan and permission from both the landowner and the store owner.

Ms. Seybold explained that she had a couple of stores ask if this was something that could be done as they had been forced to thin out their merchandise and fixtures due to distancing requirements and 50% occupancy limits.

She stated that she would like it if they could take each store on a case by case basis at least through the summer.

Mr. Porter stated that he does not personally have a problem with this request as they have been very accommodating to restaurants.

Mr. Colbath stated that he was 100% for it. He questioned who would process the applications.

Mr. Holmes stated that they would utilize the same method as the restaurants and have John Eastman process the applications and Mr. Holmes could sign off on them.

Mr. Thibodeau agreed that this would be a good idea and he believed that parking would self-regulate itself.

Ms. Seavey stated that she believed the parking issues would fall on Ms. Seybold and she did not see a problem with this request.

Mr. Colbath moved, seconded by Mr. Porter, to allow for Mr. Eastman and Mr. Holmes to issue retail tent/outdoor retail space permits. The motion carried unanimously.

There was discussion regarding where people should turn these permits in. Ms. Seavey stated that she did not believe it would be fair to allow people to turn in applications at the recreation center when parents of summer campers were not being allowed there.

Mr. Holmes stated that they could be dropped off at Town Hall.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Waiver of Municipal Liability for Map/Lot 298-47
- b. Abatement of Taxes on Map/Lot 202-161
- c. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 268-93
- d. Yield Tax Levy on Map/Lot 240-28, 244-17, 244-16
- e. Certification of Yield Taxes Assessed on Map/Lot 240-28
- f. Certification of Yield Taxes Assessed on Map/Lot 244-17

- g. Certification of Yield Taxes Assessed on Map/Lot 244-16
- h. Permit to Sell Raffle Tickets for Center Conway Fire Dept. (9/21/2020)
- i. Notice of Intent to Cut Wood or Timber on Map/Lot 231-4

Mr. Colbath clarified that the raffle permit was to sell tickets from **7/4/2020-9/21/2020**.

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 6/25/2020

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the AP Manifest dated 6/25/2020. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 6/18/2020
- b. Payroll dated 6/18/2020
- c. Notice of Intent to Cut Wood or Timber on Map/Lot 202-64
- d. Notice of Intent to Cut Wood or Timber on Map/Lot 284-7
- e. Abatement of Taxes on Map/Lot 234-4.2
- f. Abatement of Taxes on Map/Lot 265-161-354
- g. Abatement of Taxes on Map/Lot 203-37
- h. Abatement of Taxes on Map/Lot 262-83.277

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

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Mt. Washington Observatory's Seek the Peak (7/18/2020)

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

CONSIDERATION OF MINUTES

- a. Regular Minutes from 6/9/2020

Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the minutes from 6/9/2020 as written. The motion carried unanimously.

TOWN MANAGER REPORT

Mr. Holmes recognized John Eastman who had represented the North Country on a conference call with Senator Shaheen.

Mr. Holmes noted that the Parks Department has been notified that the porta-potties are being overwhelmed at Schouler Park and First Bridge. He wanted to know if the Board would be amenable to increasing the pumping to twice a week which would cost an additional \$500 a month.

Mr. Colbath moved, seconded by Mr. Porter, to allocate an additional \$500 a month to have the porta-potties pumped twice a week. The motion carried unanimously.

Mr. Holmes stated that they had been having some issues regarding the collections of the First Bridge Canoe Launch Livery Fees. Those funds generally pay for the attendant at that location and two of the three businesses did not want to pay this year.

Mr. Eastman handed the Board a fact sheet regarding the boats or tubes that are put in at that location.

Mr. Eastman stated that Pete Gagne is ready to pay, but the two other campgrounds are not wanting to pay this year which would make it so the burden would fall entirely on Mr. Gagne.

Mr. Holmes explained that they could waive the fees this year and find the money elsewhere to pay the attendants, or not man the launch and lock the gate so it couldn't be accessed.

Mr. Holmes noted that they could ban the other two companies from using the launch, but it wouldn't be fair if Mr. Gagne had to pay the entire fee.

There was mention that companies have also been seen accessing the river on Meeting House Road and that they needed to think about potentially charging for that next year.

Mr. Weathers stated that he did not think this was the year to ban access as people are recreating. Mr. Holmes stated that if people are recreating, these two other companies should be able to pay their share.

Mr. Colbath asked Mr. Eastman what he suggested. Mr. Eastman said that if perhaps they do not let the two companies use the launch for the next week, they may change their mind about paying.

The consensus of the Board was that they should be revisiting the fee structure next year and that for the time being, the other two companies should not be allowed to use the launch.

Mr. Holmes told the Board that the North Conway Water Precinct was requesting a renewal for their large groundwater application.

Ms. Inkell had informed Mr. Holmes that they were about 11% behind in regards to tax bill collections. However, last year's bills were mailed a week earlier.

Mr. Holmes noted that he had received a few calls regarding the waiving of interest for tax payments and that they will need to revisit this.

Mr. Holmes noted that the final three points under discussion for the Bank lease were in the Bank's hands now.

Mr. Holmes noted that they were in the process of preparing to open up Town Hall. He explained that they were continuing to make improvements such as intercom systems, buzzer systems, working cameras etc.

He noted that they would be keeping visitor logs for contact tracing if it becomes necessary.

Mr. Holmes noted that they would be having a public hearing for the CDBG project at the Technology Village on July 7, 2020.

BOARD REPORTS AND COMMENTS

Mr. Colbath noted that the Budget Committee had met the previous Wednesday and had approved their meeting schedule. He added that the Board of Selectmen were requested for the joint meeting for non-profit presentations on January 25, 2021.

Mr. Colbath noted that they met in their subcommittees; the bylaws committee, the questions for the Town, and the questions for the school.

Mr. Thibodeau explained that the ESAA met via teleconference. He noted that they were moving forward with the hangar project and official notice of the award would happen on August 1, 2020 and hopefully the ground breaking on September 15, 2020

Ms. Seavey stated that the Economic Council would meet on June 24, 2020 and that Valley Vision was continuing to work on getting the drop here at Town Hall. She added that they were looking to go for a non-profit grant.

Mr. Colbath stated that the Budget Committee had discussed the letter of support for improvements to the Marshall Gymnasium and he had also submitted a letter on behalf of the ZBA.

Mr. Porter added that Mr. Hartmann was supposed to be submitting a letter from the Planning Board.

Mr. Weathers noted that the CCC had met to discuss the rec path resurfacing project.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Mr. Steer from the Conway Daily Sun clarified that the Town was doing no public celebrations for the 4th of July.

Mr. Steer asked who people should contact if they have an opinion regarding the tree on Meeting House Road. Mr. Holmes noted that they can reach out to the Town Manager's office.

At 5:41 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 6:41 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 6:41 pm, Mr. Colbath moved, seconded by Mr. Thibodeau, to go into non-public session under RSA 91: A-3 II (A). The motion carried unanimously.

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

At 6:47 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 6:47 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day

Executive Secretary