

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
March 10, 2020**

The Selectmen's Meeting convened at 4:00 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

Mr. Weathers noted that they would be removing agenda item 17a., Regular and Non-Public Minutes from 2/4/2020 and would add them to a future agenda.

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

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

A. \$189.99 to the Town of Conway Police Department for DUI Patrol Grant

Ms. Seavey moved, seconded by Mr. Colbath, to accept the \$189.00 for the Town of Conway Police Department. The motion carried unanimously.

DISCUSSION AND SIGNING OF THE EMERGENCY MANAGEMENT PLAN GRANT

Emergency Management Director explained that this was something the Board had already discussed and the \$5,000 cost to the town had already been budgeted for.

Mr. Colbath moved, seconded by Ms. Seavey, to sign the Emergency Management Performance Grant. The motion carried unanimously.

The Select Board, in a majority vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$5,000.00 to update the community's Local Emergency Operations Plan (LEOP). Furthermore, the Board acknowledges that the total cost of this project will be \$10,000.00, in which the town will be responsible for a 50% match (\$5,000.00).

PROPOSAL BY JANICE CRAWFORD RE: MAIN STREET FUNDRAISING

Janice Crawford from the Chamber of Commerce appeared before the Board to see if there was interest in becoming involved with the sidewalk paver program that had been successful in North Conway Village. She noted that it has been a source of income for the Preservation Association

and helps fund activities such as New Year's Eve Fireworks and tree lightings. She explained that the Chamber has been managing paver sales since 2005 and knows the process and would be happy to take this on if the Board would like them too. She noted that she is aware of the process entailed having to work with Mr. DegliAngeli and DOT to develop the sidewalk process. She added that this project would be different though as they would need to use concrete pavers instead of bricks.

Mr. Porter stated that he believed this to be a wonderful idea.

Ms. Crawford stated that she does not want to add to Mr. DegliAngeli's burden.

There was discussion regarding the process that this would need to follow. Different options were discussed such as pavers all the way down the sidewalks, just in front of the Fire Department/Park area, as well as Balduc Block.

It was determined that the Board would like Ms. Crawford to meet with Mr. DegliAngeli to look at more details and come back to present to the Board.

Mr. Colbath moved, seconded by Ms. Seavey, to table this discussion. the motion carried unanimously.

DISCUSSION OF PUBLIC/PRIVATE TENNIS COURTS

Mark Guerringue appeared before the Board to see if they would consider his proposal for a public/private partnership with the North Conway Tennis Association.

He explained that with the closing of the Cranmore tennis courts, they are looking to build two enclosed tennis courts. Location ideas included Davis Park and the old Recreation Center property. He proposed the idea of demolishing the old building at the recreation center, but leaving the gym intact to be used as a polling place. He also stated that they would then keep the ball field for use by the town, as well as the playground.

Mr. Thibodeau inquired about what costs there would be to the town. Mr. Guerringue explained that they had not looked too much into specifics because they wanted to see if the Board was even interested first. In broad terms, their ideal situation would be that during the winter, the tennis courts would be used strictly by the Tennis Club members, however, in the summer, they could turn the building over to the town for their use.

Ms. Seavey inquired as to whether they had thought about adding a fitness center. Mr. Guerringue stated that it all comes down to cost.

Mr. Thibodeau stated that this seemed to be a workable scenario. There would be a benefit to the town with the ball field, polling place, and green space.

Ms. Seavey stated that this seemed to be a win-win situation.

It was stated that Mr. Eastman could utilize the building for programming during the summer. Mr. Eastman added that USTA is big in Parks and Rec and this would be a good way to offer those types of programs to the children in the Valley. Mr. Eastman also added that baseball fields are hard to come by and this would let them retain the Dick O'Brien field.

Mr. Porter stated that he was very interested.

Mr. Thibodeau and Ms. Seavey stated that they would like them to move forward with this idea and bring back more information to present to the Board focusing on the old recreation center property.

There was discussion on whether they would need to wait for the April 14, 2020 vote. It was determined that the Tennis Association should begin looking at more details regardless of the April 14 vote.

DISCUSSION OF MWV GARDEN CLUB REQUEST

Mr. Eastman stated that he had met with Margaret Marshall and Karen McDonald from the MWV Garden Club. As the Board was aware, the club works to maintain the islands in Conway. However, with the potential of the Main Street Project changing the islands, as well as safety concerns, they were wanted to see if the Selectmen would be agreeable to letting them create a garden at the Washington Street fountain. There would be good water supply and there would be no fear of safety at this location. They also would be willing to continue doing some work on the islands depending on the water supply.

It was determined that there would not be a real cost to the town to do this.

Ms. Seavey moved, seconded by Mr. Porter, to authorize the MWV Garden Club to move forward with a garden at the Washington Street park. The motion carried unanimously.

Mr. Colbath thanked the Garden Club.

DISCUSSION OF PROPOSED 2020 RECREATION FEES

Mr. Eastman explained that he and Mike Lane had met with Mr. Holmes to discuss changes in rec fees. He explained that they had been charging \$10 for most recreation programs and this was now barely covering the cost of the t-shirt for each child. He added that they were planning to go forward with a new software package on March 17, 2020, and they needed to have the fees listed.

Mr. Eastman stated that he was proposing a \$5 increase to each kids program (excluding Summer Camp and Teen Center).

In terms of Summer Camp, they had not changed their fees in over 2 years. They were proposing an early bird fee if paid before June 9th of \$290. After June 9th, the proposed fee would be \$300.

He explained that this increase would cover the 3% credit card fee that many parents would be paying if they sign up through the Rec Center Website.

Mr. Eastman noted that all adult programs are 100% paid for by the adults.

Mr. Thibodeau requested that the 3% credit card fee be charged on top of the base fee for the user.

It was stated that the Rec Center does have resources for potential scholarships if families are unable to pay the full amount.

Ms. Seavey stated that she believes these raises are necessary.

Ms. Seavey moved, seconded by Mr. Thibodeau, to approve the changes in recreation program fees as presented and to charge the 3% credit card fee to the user. The motion carried unanimously.

It was stated that if you pay by cash or check you would not have to pay this 3% fee.

Mr. Holmes took a minute to read an email from Jim Hill at SAU 9. The email thanked Mr. Eastman for the positive relationship that they are having with the School and Recreation Department.

The Selectmen thanked Mr. Eastman for his work.

Mr. Colbath added that there is also continuing cooperation with Conway Rec and NCCC in offering programs to North Conway children to ensure they get to participate if NCCC does not have the numbers.

Mr. Colbath also noted how appreciative he had been to have all of the Selectmen receive handwritten notes from Carrie Burkett from NCCC.

DISCUSSION OF CORONAVIRUS

Mr. Holmes wanted to inform the Board on what Town Hall is doing in response to the COVID-19. He explained that he has informed his staff to stay home if they are sick, and emphasized increased hand washing. They have hung posters regarding what to look out for and are in daily contact with information sources.

Emergency Management Director Matt Leavitt seconded Mr. Holmes' sentiments. He explained that the numbers are growing and it is not a matter of whether the virus will make its way here, but instead, when. He added that 81% of people are going to just experience mild illness. He added that the schools have increased their janitorial cleaning and are not looking to close as of this time.

DISCUSSION OF TOWN MEETING

There was no discussion.

REVIEW OF RECEIPTS

(none)

SIGNING OF DOCUMENTS

- a. Certification of Yield Taxes Assessed on Map/Lot 272-14
- b. Certification of Yield Taxes Assessed on Map/Lot 268-86.4
- c. Certification of Yield Taxes Assessed on Map/Lot 268-163
- d. Timber Tax Levy on Map/Lots 268-163, 268-86.4, and 272-14
- e. Permit to Sell Raffle Tickets for Carroll County RSVP (12/11/2020)

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

Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the document listed above in e. The motion carried (4-0-1) with Ms. Seavey abstaining.

CONSIDERATION OF BILLS

- a. AP Manifest dated 3/12/2020
- b. Payroll dated 3/12/2020

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

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 2/27/2020 and 3/5/2020
- b. Payroll dated 2/27/2020
- c. Notice of Intent to Cut Wood or Timber for Map/Lot 269-14
- d. Permanent Application for Property Tax Credits/Exemptions for Map/Lot 253-15
- e. Abatement of Taxes on Map/Lot 202-63
- f. Special Event Permit for Vaughan Community Services, Inc. Volley in the Valley (5/2/2020)

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

Mr. Thibodeau moved, seconded by Ms. Seavey, to ratify the document listed above in f. The motion carried (4-0-1) with Mr. Colbath abstaining.

REVIEW AND CONSIDERATION OF SPECIAL EVENT| APPLICATION(S)

- a. Conway Area Humane Society Walk for Animals (9/26/2020) PENDING INSURANCE AND CONSERVATION LETTER
- b. KHS Key Club Camp Sunshine Fundraiser (3/28/2020)
- c. North Conway Community Center Gazebo Concerts (Wednesday Nights from 7/8/2020 to 8/26/2020)

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

CONSIDERATION OF MINUTES

- b. Regular and Non-Public from 2/18/2020

Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the regular and non-public minutes from 2/18/2020 as written. The motion carried unanimously.

TOWN MANAGER REPORT

Mr. Holmes wanted to alert the Board about HB 1276 which would remove the voting rights for budget committee members who were not elected. While this had been inexpedient to legislate, there is discussion that it is going to be fought on the floor. He explained that if passed, the School Board Rep, BOS Rep, and Precinct Reps would no longer have a vote.

Mr. Holmes noted that the Conway Public Library had received a \$700 grant.

Mr. Holmes informed the Board that the potential selling of the old recreation center was on the agenda for both the Conservation Commission and the Planning Board this week.

Mr. Holmes stated that Donald Ouellete had been appointed to the Saco Advisory Board.

Mr. Holmes explained to the Board that it had been brought to his attention that there was an issue with the makeup of the newly formed Short-Term Rental Committee. He stated that as they had expanded the committee, it had resulted in 3 Planning Board members being appointed. Because you cannot legally have more than 2 members of the Planning Board on another committee together, they would be trying to figure out who will step down at the next meeting. It was determined that if they were unable to figure it out at the STR meeting, the BOS could vote to make these changes at another meeting.

Mr. Holmes informed the Board that Victoria Laracy was stepping down from the MWV Housing Coalition to take a position working for Chris Pappas.

BOARD REPORTS AND COMMENTS

Mr. Porter stated that the Planning Board would be meeting on Thursday, March 12, 2020.

Mr. Porter added that he would be attending a breakfast with the Housing Coalition next week and the newly formed Short-Term Rental Committee would be meeting next Thursday at 3:30 pm.

Mr. Colbath also stated that he would be attending the breakfast. He added that there was no ZBA meeting this month.

Mr. Colbath noted that the Budget Committee had attended the deliberative sessions and had voted on the two small amendments made during the Town portion.

Mr. Thibodeau gave the February activity report for the ESAA. He also added that they would be going to bid for the Hangar in April.

Mr. Thibodeau stated that the Maine Wing of Civil Air Patrol had operations at the airport on February 22, 2020 and it had been a big success.

Ms. Seavey stated that the Economic Council had met to discuss the ongoing development of the land out back.

Ms. Seavey added that she had sent a note off to the Town of Albany on behalf of the Valley Vision board urging them to consider funding for Albany.

Mr. Weathers stated that the Conservation Commission would be meeting the following night. He added that the Saco River Advisory Committee had met to discuss a dredge and fill application for Glen Ellis Campground. He noted that they were planning to expand and there were many issues that need to be discussed.

Mr. Holmes stated that on March 15, 2020, Governor Sununu would be at Mt. Cranmore for their 10th Mountain Division celebration and that all the Selectmen are welcomed to attend.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Chairman of the Budget Committee, Jim LeFebvre apprised the Board that 6 people had put their name in for election to the budget committee. He noted that their next meeting would be on March 25, 2020.

It was clarified that the Conservation Commission and the Planning Board would both be meeting this week to discuss the selling of the old recreation center property.

At 5:49 pm, Mr. Colbath moved, seconded by Mr. Thibodeau, to go into a 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 © – TAX MATTER

At 5:59 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 6:00 pm, the meeting adjourned at the call of the Chair.

Respectfully Submitted,

Krista Day
Executive Secretary