

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
July 20, 2021**

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 (4:16 pm), 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 stated that there would be three additions to the agenda.

13c. Abatement of Taxes on Map/Lot 202-161

13d. Abatement of Taxes on Map/Lot 251-14

16c. Granite Outdoor First Mingler on August 21, 2021 (Rain date 7/29/21)

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

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

- a. Conway Area Lions Club donation to the Canine Program, \$800 check to deposit to the K9 account.

Ms. Seavey moved, seconded by Mr. Thibodeau, to accept the \$800 from the Conway Area Lions Club and place it in the K9 Account. The motion carried unanimously.

DISCUSSION OF ARPA FUND POTENTIAL PROJECTS

Jason Gagnon from the North Conway Water Precinct appeared before the Board.

He explained that he had looked into Conway's Master Plan and it was mentioned that East Conway Road is an area that has been considered for industrial development. However, in order to really allow for that, public sewer and water would need to be made available.

The biggest barrier to creating the infrastructure for this is how much it costs. However, with the infrastructure bills coming out, Mr. Gagnon noted that this might be a once in a lifetime opportunity.

The Board looked at a map of the proposed project.

Mr. Gagnon stated that he was here today to see if the Board would be interested in helping to fund this project.

Mr. Gagnon explained that the North Conway Water Precinct already has the extra capacity to support water and sewer out in East Conway. He explained that having the infrastructure in place would help to support more economic development in Town, including potential affordable housing.

Ms. Seavey noted that it would be a good idea to contact the people in the area of the proposed project to see if there is even any interest.

Mr. Gagnon explained that the first step would be to get a preliminary engineering report in order to have more information for the Board. He said it sets the baseline for any project in the future.

Mr. Gagnon stated that this preliminary engineering report would cost approximately \$600,000 with the total project cost in the \$25 million range.

Mr. Gagnon noted that they would not extend the precinct boundaries, but instead enter into a franchise agreement for the new area.

Mr. Holmes noted that one positive of this project would be that the Town could use pipes to get the leachate from the landfill to the water precinct instead of having to truck it.

Mr. Colbath arrived.

Mr. Holmes asked if Mr. Gagnon was looking for the entire \$600,000 from the Town.

Mr. Gagnon explained that he would need to talk to the North Conway Commissioners, but wanted to see if there was interest from the Town yet. He noted that the potential schedule for the preliminary report would be 9-12 months out.

Mr. Holmes noted that the Town has yet to receive a check for their ARPA funds.

QUARTERLY BUDGET UPDATE

a. EXPENDITURES

Finance Director Kathleen Golding noted that the reports they the Selectmen were looking at were from generated from the new software.

As of last week, there were a few lines that looked overspent, however, they are trying to fix some line issues because in every department the sick leave buy back incentive has been underspent and wages are overspent.

Currently they are right around where they should be in terms of expenditures.

Mr. Colbath moved, seconded by Mr. Porter, to accept the expenditure report as presented. The motion carried unanimously.

b. REVENUES

Ms. Golding explained that, they in good shape on the revenue side due to increased interest on late tax payments and that they had already collected 60% of the estimated revenue for motor vehicle registrations.

Ms. Golding noted that they would most likely be amending their estimated revenues at a future meeting.

Ms. Golding noted that while they had only budgeted \$1,200 for the sale of Town-owned property, they had already collected \$120,000.

Mr. Colbath moved, seconded by Mr. Porter, to accept the revenue report as presented. The motion carried unanimously.

Ms. Golding noted that she had applied for a TANS and they will be continuing to fine tune the new software.

PARKING PROGRAM UPDATE

Mr. Holmes explained that this summer had not been going as well as they planned due to the number of bad weather days.

He explained that they had been sending attendants home during inclement weather so they wouldn't have to continue paying them.

Mr. Holmes also attributed the low number of paying visitors to the fact that the livery services are able to van people back and forth this year instead of customers using their own vehicles.

Mr. Holmes also explained that many people are finding alternative recreation sites to avoid paying.

However, Mr. Holmes stated that he had heard from many locals that they were truly enjoying this program.

Recommendations to the Board included removing the attendant at Meeting House Road and perhaps shorten the staffed hours. This attendant would then be freed up to go write tickets at all of the parking sites.

Mr. Holmes also recommended potentially allowing 3-5 trailers to park in the Conway Lake Lot.

Currently they are in the red due to the attendant salaries and poor weather.

They may look into programming the kiosk at Smith Eastman Landing to allow for hourly parking for those who are just there to walk their dogs and such.

Mr. Holmes recommended that next year they purchase kiosks for all sites.

Ms. Seavey stated that the weather has so impacted the attendance at the recreation sites and therefore they are not going to be able to get a realistic idea of how things will be in the future.

There was discussion regarding adding no parking signage at certain spots on River Road.

Mr. Weathers moved, seconded by Mr. Porter, to allow three cars with trailers and parking stickers to park in the identified parking area in the Conway Lake Parking Lot. The motion carried (4-1-0) with Mr. Thibodeau in opposition.

SUMMER CAMP UPDATE

Assistant Recreation Director Mike Lane gave the 2021 Summer Camp update.

As they head into week 5 of camp, he explained that they on course for a record number of total visits this year. They currently have 234 kids registered.

While the weather has not been favorable, they are lucky to have the space to spread out in the new facility.

While they are still keeping the children in pods, they have returned to a lot of their normal activities.

They are taking field trips again, but are spreading them out to four days a week in order to have less children on the bus.

Last week they got to participate in "Touch a Truck" and they will be holding an in-person family festival again this year.

Mr. Lane was proud to say that their camp photos had been featured on the Nation Parks and Recreation Association Instagram page four times. This is a big honor as there are 10,000 recreation programs that could be featured and they only choose 10 a day.

It was noted that they are grateful for their summer staff of 15 counselors who have been working extremely hard.

Mr. Lane noted that the parents have been fantastic.

Mr. Eastman wanted to note that this year when advertising for counselors, they had received no applications from the ad in the Conway Daily Sun. They had to physically recruit counselors.

In the future, he explained that they will have to increase hourly pay because they don't want to have to limit attendance due to staffing insufficiencies.

Mr. Colbath noted that they may see even more registrations as two residential camps have closed due to the inability to safely hold their camps.

Mr. Colbath gave kudos to Mr. Eastman and his staff for the excellent work.

Mr. Eastman also wanted to recognize the Conway School District who was providing lunch daily free of charge to any camper who wanted it.

NATIONAL PARKS AND REC MONTH PROCLAMATION

Mr. Colbath presented the Conway Recreation Center a proclamation declaring July as Parks and Recreation Month in the Town of Conway.

DISCUSSION OF A-FRAME SIGN ORDINANCE MORATORIUM OF ENFORCEMENT

Mr. Porter moved, seconded by Mr. Colbath, to continue the moratorium of enforcement on the A-frame sign ordinance until December 31, 2021. The motion carried (4-0-1) with Mr. Thibodeau abstaining.

DISCUSSION OF SALE OF TOWN OWNED PROPERTY ON MAP/LOT 252-46

Mr. Holmes explained that they had taken the property located on Map/Lot 252-46 over three years ago for back taxes.

He noted that he had received multiple inquiries from people who were interested in purchasing the property.

They had given the former owner a few months to clean out his personal belongings, however, they still remain.

Mr. Holmes explained that Attorney Malia recommended selling the property via sealed bid for a minimum bid of the total back taxes, liens, fines, and interest that is owed.

Mr. Holmes noted that he will get that number from Tax Collector Louise Inkell.

Ms. Seavey noted that she was under the impression that the Town had to store the contents of the property.

Mr. Holmes stated that Attorney Malia recommended selling it as is and it would then be the responsibility of the owner to begin eviction processes.

Mr. Porter moved, seconded by Ms. Seavey, to sell the property located at Map/Lot 252-46 via sealed bid with a minimum bid price of the total back taxes, liens, fines, and interest that is owed to the Town. The motion carried unanimously.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Permit to Sell Raffle Tickets for Kevin Memorial Skate Park (9/4/21-9/5/21)
- b. Permit to Sell Raffle Tickets for NH Association of Chiefs of Police (8/9/21-12/4/21)
- c. Abatement of Taxes on Map/Lot 202-161
- d. Abatement of Taxes on Map/Lot 257-14

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

CONSIDERATION OF BILLS

- a. AP Manifest dated 7/22/2021

Mr. Colbath moved, seconded by Ms. Seavey, to sign the AP Manifest dated 7/22/2021. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 7/8/21
- b. AP Manifest dated 7/15/21
- c. Payroll dated 7/15/21

- d. Selectmen's Deed on Map/Lot 225-20.002
- e. Notice of Intent to Excavate on Map/Lot 226-1
- f. Notice of Intent to Cut Wood or Timber on Map/Lot 205-12
- g. Permit to Sell Raffle Tickets for MWV Arts Jubilee (7/15/21-8/12/21)

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

Mr. Colbath moved, seconded by Mr. Porter, to sign the documents listed above in g. The motion carried (4-0-1) with Mr. Colbath abstaining.

REVIEW AND CONSIDERATION OF SPECIAL EVENT| APPLICATION(S)

- a. Hurricane MTB Trails Mountain Bike Race (9/24/21)
- b. Kevin Peare Memorial Skate Park Wicked Rides Car Show (9/4/21)
- c. Granite Outdoor's First Mingler (7/21/21 with a Rain Date of 7/29/21)

Mr. Colbath moved, seconded by Mr. Porter, to sign the special event applications listed above in a. and c. The motion carried unanimously.

Mr. Colbath moved, seconded by Mr. Porter, to sign the special event applications listed above in b. The motion carried (4-0-1) with Mr. Thibodeau abstaining.

CONSIDERATION OF MINUTES

- a. Regular and Non-Public Minutes from 6/29/2021 and 7/13/2021

Mr. Colbath moved, seconded by Ms. Seavey, to adopt the Regular and Non-Public minutes from 6/29/21 and 7/13/21. The motion carried unanimously.

TOWN MANAGER REPORT

Mr. Holmes explained that he had received a letter from Tyler Palmer on Hurricane Mt. Road requesting no parking signs on the south side of Hurricane Mt. Road from the intersection of Kearsarge Road to the metal gate.

He noted that he would be advertising for a public hearing, contacting abutters, and will have Town Staff go look at the site for their recommendations.

Mr. Holmes noted that he had received a request from personnel to unseal the minutes from their last non-public meeting.

Mr. Porter moved, seconded by Mr. Colbath, to unseal the portion of the minutes in which this individual was discussed. The motion carried unanimously.

Ms. Seavey asked what the situation was for the Valley Vision sign.

Mr. Holmes stated that he had told Mr. Edmunds to move forward.

There was brief discussion regarding potentially renting the empty space in the Town Hall Annex.

Mr. Holmes will put an ad in the Conway Daily Sun.

BOARD REPORTS AND COMMENTS

Mr. Thibodeau gave the June airport report.

He noted that the Canadian Royal Airforce hoped to be back at the airport soon.

Mr. Thibodeau explained that the runway extension project had made it to the final request stage in Susan Collins' office.

Mr. Thibodeau noted that the STEM Aviation Camp had wrapped up and Ed Bergeron had said it was the best camp yet.

Mr. Thibodeau thanked Mr. Bergeron for all his work.

Mr. Colbath stated that he wanted to also give thanks to the School to Career program as they do a tremendous job.

Mr. Colbath explained that he has eight people interested in being on a pickleball advisory committee.

He would like an update at the next meeting about the status of the irrigation at the old recreation center park.

Mr. Colbath noted that the Budget Committee would be meeting on August 18, 2021 and the ZBA had a meeting on July 21, 2021.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer from the Conway Daily Sun inquired about the Planning Director Search.

Mr. Holmes noted that they are continuing to interview.

Mr. Steer asked if there had been any progress on bathrooms in North Conway.

Mr. Holmes explained that he was still working on it, but they had the request in to Senator Shaheen and were waiting to hear back.

ADJOURN

At 5:45 pm, Mr. Colbath moved, seconded by Ms. Seavey, to adjourn. The motion carried unanimously.

Respectfully Submitted,

Krista Day
Executive Secretary