

**Minutes of Meeting**  
**CONWAY BOARD OF SELECTMEN**  
**June 27, 2023**

The Selectmen's Meeting convened at 4:05 pm at 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 the Board's condolences went to Selectmen Porter for the passing of his father who was an important figure in Town.

Ms. Seavey noted that there would be two additions:

- 11a. Certificate of Authority for Household Hazardous Waste Day
- 11b. Nomination to Local River Management Advisory Committee

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

DISCUSSION OF REACH THE BEACH

Mr. Eastman explained that the Town had received an email from Ragnar Reach the Beach.

The email from Amber Sadlier was read as follows:

Selectmen,

I'd like to thank you for the support the Town of Conway has given the Reach The Beach Relay over the past 25 years, and let you know that the team at Ragnar has made the decision to withdraw the special event permit application to the town. As you can understand, coordinating 200 miles of race is a big undertaking and occasionally problems arise. We have taken steps over the years to alleviate issues within communities and these steps have helped the race run smoother in neighboring towns. We respect your feedback and take it very seriously.

Ragnar Reach the Beach sincerely thanks the local businesses and citizens of Conway for their hospitality over the years, and we hope to work through issues in the future as we continue working with communities, charities, and local organizations across the entire event in an effort to benefit both participants and the communities where they are presented.

AUDITORS REPORT

Tyler Paine from Plodzick and Sanderson appeared before the Board to review the 2021 Audit findings.

He reviewed the audit and stated that the Town had received the best possible opinions on their financial statements.

Mr. Paine reviewed the details of the audit.

Mr. Colbath questioned why the opinion letter in the Town Report was different than the audit they received.

Mr. Paine stated he would look into that.

Mr. Colbath commended our Finance Department.

DISCUSSION OF PARKING ISSUES ON SIDETRACK ROAD

Theresa Mercon from Sidetrack Road appeared before the Board to request that “no parking” signs be places on her road due to all of her neighbors parking on the road.

She gave examples of issues of snow removal in the roads and an issue with an emergency vehicle not being able to find her house.

She stated that she is afraid someone will get hit.

Ms. Mercon stated that everyone on the street should only park in their own driveways and if they want to have a get together, they should do it somewhere else such as the Fryeburg Fair grounds.

Mr. Eastman noted that he had received three emails from others on Sidetrack Road stating that it was not a problem and they do not need no parking signs.

Chief Mattei stated that the Police Department would not tow any vehicles unless it was blocking traffic.

Mr. Eastman noted that he had spoken to Mike Lane as his parents live on that road and they have no complaints.

Ms. Seavey stated that she does not agree with not having family get togethers your own homes.

She also noted that the Town actually owns a portion of the road that people were parking on.

Mr. Shepard stated that the photographs provided do not show the cars being a problem in the road.

Ms. Seavey noted that just because the Selectmen are authorized to erect signs, it does not mean they have to.

Mr. Thibodeau stated that from the pictures, he cannot see a problem.

Mr. Colbath stated that he understands the concern, but he has concern regarding enforcement.

Ms. Mercon stated that the road has become a party zone and it is unfair.

Mr. Porter stated that it seems like Ms. Mercon is requesting something be done based upon an isolated incident.

**Mr. Porter moved, seconded by Mr. Thibodeau, that we place no parking signs on Sidetrack Road. The motion failed (0-5-0).**

VOTE ON PROPOSED AMENDMENTS TO ENFORCEMENT AND PENALTIES FOR NUISANCE ANIMALS

Chief Mattei introduced Animal Control Officer Elizabeth Lord.

He apologized for the Board of Selectmen taking heat regarding the potential licensing of cats.

He explained that they have removed that and were now looking to adopt the proposed amendments to enforcement and penalties for nuisance animals (please see attached).

Mr. Colbath noted that one Town tried to license cats and decided that it did not work.

**Mr. Porter moved, seconded by Mr. Colbath, to adopt the proposed amendments to enforcement and penalties for nuisance animals as presented. The motion carried unanimously.**

PUBLIC HEARING ON PROPOSED AMENDMENTS TO CHAPTER 152 VEHICLES AND TRAFFIC

Ms. Seavey opened the public hearing at 5:00 pm.

Chief Mattei explained that he had his officers looking into ordinances to see if we are currently in compliance.

Chief reviewed the proposed amendments to Chapter 152 Vehicles and Traffic. (Please see attached).

Ms. Seavey asked if there was any public comment.

There was no public comment.

The second public hearing regarding these proposed amendments will be held on July 18, 2023.

Ms. Seavey closed the public hearing at 5:09 pm.

PUBLIC HEARING ON PROPOSED AMENDMENTS TO BUILDING PERMITS

Ms. Seavey opened the public hearing at 5:09 pm.

Mr. DegliAngeli explained that this was the first public hearing regarding proposed changes to building permit fees.

There was discussion regarding inspections and pricing for each type of inspection.

Mr. DegliAngeli noted that their proposed fees were come to as that is what it would cost to cover the time for the inspector.

There was discussion regarding whether an inspection would be required if a homeowner was performing their own work.

Mr. DegliAngeli noted that only if they planned to rent it, short or long term.

There was no public comment.

Ms. Seavey closed the public hearing at 5:17 pm.

Mr. Colbath asked Mr. DegliAngeli where they were with the building department personnel.

Mr. DegliAngeli noted that they had hired an Assistant Building Inspector, James Hounsell.

Their new Zoning Enforcement Officer would be beginning on July 10 and Administrative Assistant, Val Kollander had also started two weeks ago.

Mr. DegliAngeli noted that they had a good candidate for Town Planner as well.

DISCUSSION OF EASEMENT AGREEMENT WITH CONWAY DEVELOPMENT PARTNERS LLC

Mr. DegliAngeli explained that the purpose of this agreement was to provide Tractor Supply with access to the roundabout as it travels across a Town owned lot.

**Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the easement between the Town of Conway and Conway Development Partners LLC for access to the roundabout for the new Tractor Supply. The motion carried unanimously.**

CONSERVATION COMMISSION APPOINTMENT

**Mr. Colbath moved, seconded by Mr. Shepard, to appoint Paul Getchell as an alternate member to the Conservation Commission for a 3 year term. The motion carried unanimously.**

Selectmen's Representative for the Conservation Committee, David Weathers explained this past winter they had run in to a situation where people were unhappy that they had designated different trails for skiers and walkers.

However, they have addressed some of the issues and he is hopeful it will make this next winter go smoother.

Mr. Thibodeau asked if Mr. Weathers felt this was keeping with the spirit of Whitaker Woods.

Mr. Weathers stated that he believed the intent of Whitaker Woods was for it to be a multi-use area.

CERTIFICATE OF AUTHORITY FOR HOUSEHOLD HAZARDOUS WASTE DAY

**Mr. Colbath moved, seconded by Mr. Thibodeau, to authorize Andrew Smith to enter into contracts or agreements on behalf of the Town of Conway with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any documents which may in his judgement be desirable or necessary to affect the purpose of this vote. The motion carried unanimously.**

NOMINATION TO LOCAL RIVER MANAGEMENT ADVISORY COMMITTEE

Mr. Eastman explained that Larry Huemmler was looking to be reappointed to the Local River Management Advisory Committee.

Mr. Weathers explained that when a landowner wants to do a project within the drainage area of the river and it may have an impact on the water quality, it comes before this committee.

**Mr. Colbath moved, seconded by Mr. Shepard, to nominate Larry Huemmler for another 3 year term on the Local River Management Advisory Committee.**

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Notice of Intent to Cut Wood/Timber on Map/Lot 234-7
- b. Permit to Sell Raffle Tickets for NH Association of Chiefs of Police (7/1/23 – 12/2/23)
- c. Abatement of Taxes on Map/Lot 254-29.136
- d. Abatement of Taxes on Map/Lot 215-51
- e. Abatement of Taxes on Map/Lot 254-29.068
- f. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 240-18
- g. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 261-26
- h. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 269-28
- i. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 277-62
- j. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 202-108
- k. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 232-176
- l. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 299-40
- m. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 255-37
- n. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 231-129
- o. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 259-105
- p. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 254-29.052
- q. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 223-2
- r. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 280-71
- s. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 203-13
- t. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 254-29.136
- u. Permanent Application for Property Tax Credits/Exemptions on Map/Lot 254-29.016

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

CONSIDERATION OF BILLS

- a. AP Manifest dated 6/29/2023
- b. Payroll dated 6/29/2023

**Mr. Colbath moved, seconded by Mr. Thibodeau, to sign the AP Manifest and Payroll dated 6/29/2023. The motion carried unanimously.**

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. AP Manifest dated 6/22/2023

**Mr. Colbath moved, seconded by Mr. Thibodeau, to ratify the AP Manifest dated 6/22/2023. The motion carried unanimously.**

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Pope Memorial Library Bike for Books with Use of the MWV Bike Path (9/24/23)

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

CONSIDERATION OF MINUTES

- a. Regular Minutes from 6/13/23

**Mr. Colbath moved, seconded by Mr. Thibodeau, to adopt the regular minutes from 5/30/23 as written. The motion carried unanimously.**

TOWN MANAGER REPORT

Mr. Eastman noted that Mr. Smith had put out a letter to property owners on Conway Lake advising of the reconstruction of the Board ramp planned for the fall.

Mr. Eastman explained that the 4<sup>th</sup> of July Festivities were planned for a parade in Conway Village beginning at 1:30 pm and entertainment and fireworks in Schouler Park.

Mr. Eastman explained that the State had performed a water test and both Davis Park and First Bridge Beach are posted for high bacteria.

Mr. DegliAngeli noted they had been awarded up to \$36,000 for the Invest NH Grant.

The deadline for application for the next phase was in November

Mr. Thibodeau wondered if they had heard about the boat ramp grant.

Mr. Eastman stated that he would check with Mr. Smith.

There was a brief mention that the parade route was different this year for 4<sup>th</sup> of July.

Mr. Colbath asked how the Town Managers conference went.

Mr. Eastman stated that it went well and thanked Chairman Seavey for her opening address.

### BOARD REPORTS AND COMMENTS

Mr. Shepard stated that they had a Budget Committee meeting on June 14, 2023 and had broken out into subcommittees.

He added that he had a meeting the next evening for the Historic District Commission.

Mr. Thibodeau gave the May airport activities report.

Mr. Thibodeau thanked the State of New Hampshire for their contribution to the airport.

Mr. Thibodeau noted that with the fund balance this year, he thinks that it is important to use some to offset taxes, but also look at some of the projects the Town has postponed in the past.

Mr. Colbath noted that the ZBA met the previous week for 4 hearings and was televised so the new recording secretary can do the minutes remotely.

Mr. Colbath noted that he had attended a meeting with the DRA about the upcoming revaluation.

He added that they will be here for 12 random visits this year.

Mr. Colbath gave kudos to Mary Beth Walker and Corie Hilton.

Mr. Eastman noted that the Charter Commission would be meeting on July 6, 2023 at 5:30 pm at Town Hall.

Mr. Colbath added that they had the Board of Recount for the Charter Commission and everything went extremely well.

### PUBLIC COMMENTS AND MEDIA QUESTIONS

Tom Eastman from the Conway Daily Sun asked if the Board members had any opinions for the Charter Commission.

Mr. Colbath stated "let the work begin".

He added that he believes that every few years the Charter should be reviewed.

Mr. Porter stated that the group has lot of work to do.

Ms. Seavey stated that they have a long road ahead of them.

Mr. Thibodeau stated that he is open minded about the whole thing.

Mr. Shepard stated that he believed voter apathy to be a huge problem.

Tom Eastman asked about Reach the Beach and whether it had economic value to the Town.

John Eastman stated that he believed the Towns in the beginning and end of the race have more value.

**At 6:18 pm, Mr. Colbath moved, seconded by Mr. Thibodeau, 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

The Board returned to public session at 6:44 pm.

**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 6:44 pm, the meeting adjourned at the call of the Chair.**

Respectfully Submitted,

Krista Day  
Executive Secretary