

**Minutes of Meeting
CONWAY BOARD OF SELECTMEN
February 13th, 2018**

The Selectmen's Meeting convened at 4:02 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 the Allegiance to the flag.

APPROVAL OF AGENDA

Mr. Weathers noted that item 5, the Discussion of Temporary Use of Hussey Field for Helicopter Landings by Memorial Hospital, was removed from the agenda.

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

REDEMPTION OF TAX TITLE PROPOERTY MAP/LOT 251-23

Mr. Holmes referred the Board to a map in their packet which depicted property lots in Transvale. He explained that the property owners were looking to exercise their right to redeem and repurchase their property on A Road; Map/Lot 251-23.

Mr. Holmes referred to the Board's agenda packets and explained that the total payoff including Taxes, fees, etc. was \$1895.96. The property owners were looking to close on the property on February 20, 2018.

There was brief discussion and reassurance that this lot would not have permanent structures built upon it due to the flood risk.

Mr. Colbath moved, seconded by Mr. Porter, to allow Mr. and Mrs. Graham to redeem and repurchase their property, Map/Lot 251-23. The motion carried unanimously.

DISCUSSION OF INCREADING TRANSFER STATION FEES

Referring to the agenda packet, Mr. Porter asked if increasing the fees for the disposal of mattresses and box springs, recyclable construction debris, and sheetrock, each by five dollars was enough of an increase. Paul DegliAngeli, Public Works Director, explained that the Town had done a data analysis and the five-dollar increase would allow the Town to maintain a 5% cushion in the Special Revenue Account. He emphasized that the Town was not looking to make money off of transfer station fees. Mr. DegliAngeli explained that the figures are reflective

of what it costs the Town to dispose of these materials including the maintenance of the vehicles that are used to transport the waste.

Mr. DegliAngeli clarified that recyclable construction debris would be considered to be wood material while nonrecyclable debris included carpet and insulation.

Mr. Thibodeau inquired as to where the wood is disposed of. Mr. DegliAngeli explained that it is taken to EERCO, a recycling facility.

There was brief discussion of the possibility of the Town building their own small-scale waste to energy facility. Mr. DegliAngeli explained that due to aspects such as emissions requirements, it would not be cost effective to do in Conway.

Carl: where does the wood go?

Mr. Porter moved, seconded by Mr. Thibodeau, to accept the new transfer fee rates for mattresses and boxes prings (\$25 dollars per unit), recyclable construction debris (\$85/ton) and sheetrock (\$105/ton). The motion carried unanimously.

DISCUSSION OF ADJUSTMENTS TO GENERAL ASSISTANCE GUIDELINES

Mr. Holmes, referring to the agenda packet, explained that General Assistance Officer, BJ Parker, was in attendance to present Proposed Adjustments to the Allowable Levels of Assistance Guidelines to determine if these levels were adequate. Mr. Holmes explained that he planned to review these guidelines annually.

Ms. Parker explained that the only real changes were that they had decreased the allowable food assistance guidelines to align with State food stamp guidelines. She explained that decisions were made based upon sources such as HUD data and IRS data.

Ms. Parker also noted that they have added a transportation allowance to standardize how the Town assists with transportation. Mr. Colbath inquired as to what types of situations would warrant a travel allowance. Ms. Parker explained that if a client had no other way to get to and from work, the allowance could be given. Also, if a client did not have adequate housing and needed to be transported to a shelter, the allowance would be warranted.

Mr. Colbath asked if Ms. Parker had looked into other Town's guidelines. Ms. Parker answered in the negative, but she added that she could do that. Mr. Holmes noted that he would add that to Ms. Parker's goals for her next evaluation.

Ms. Seavey questioned how the food limits could decrease. Ms. Parker explained that she had followed the State guidelines for food stamps which had also decreased. She explained that she cannot justify giving more food assistance than the State does.

Mr. Porter questioned how the manufactured home space allowance had been determined. Ms. Parker explained that she had taken the two most common mobile home parks in the area and averaged the two in terms of lot rent.

Mr. Holmes explained that these are just guidelines, and Ms. Parker does have discretion to break the guidelines if necessary.

Mr. Porter moved, seconded by Mr. Thibodeau, to accept the adjustments to the allowable levels of assistance guidelines for the Town of Conway. The motion carried unanimously.

DISCUSSION AND VOTING ON NON-PROFIT WARRANT ARTICLES

a. Starting Point

Mr. Colbath moved, seconded by Ms. Seavey, to recommend that the Town vote to raise and appropriate the sum of \$8,456 in support of Starting Point. The motion carried (4-0-1) with Mr. Weathers abstaining.

b. Conway Area Humane Society

Mr. Holmes reviewed that the Conway Area Humane Society had made a typo on their previous petition. They had resubmitted a petition for \$10,000.

Mr. Porter moved, seconded by Mr. Colbath, to recommend that the Town vote to raise and appropriate the sum of \$10,000 for The Conway Area Humane Society. The motion carried (4-0-1) with Mr. Weathers abstaining.

c. Vaughan Learning Center

Mr. Porter moved, seconded by Ms. Seavey, to recommend that the Town vote to raise and appropriate the sum of \$3,000 for Vaughan Community Service, Inc. DBA Vaughan Learning Center. The motion carried (3-0-2) with Mr. Weathers and Mr. Colbath abstaining.

d. Vaughan Community Service Inc.

Mr. Porter moved, seconded by Ms. Seavey, to recommend that the Town vote to raise and appropriate \$17,000 for Vaughan Community Service Inc. The motion carried (3-0-2) with Mr. Weathers and Mr. Colbath abstaining.

REVIEW OF RECEIPTS

The receipts were available for review.

SIGNING OF DOCUMENTS

- a. Abatement Tax Map/Lot 280-18
- b. Abatement Tax Map/Lot 219-37
- c. Permanent Application for Property Tax Credit/Exemptions Map/Lot 202-64.003
- d. Permanent Application for Property Tax Credit/Exemptions Map/Lot 262-52
- e. Permanent Application for Property Tax Credit/Exemptions Map/Lot 263-3

- f. Permanent Application for Property Tax Credit/Exemptions Map/Lot 215-42.001
- g. Permanent Application for Property Tax Credit/Exemptions Map/Lot 279-19
- h. Permanent Application for Property Tax Credit/Exemptions Map/Lot 260-86
- i. Permanent Application for Property Tax Credit/Exemptions Map/Lot 254-29.017
- j. Permanent Application for Property Tax Credit/Exemptions Map/Lot 234-84
- k. Permanent Application for Property Tax Credit/Exemptions Map/Lot 275-64
- l. Permanent Application for Property Tax Credit/Exemptions Map/Lot 219-9
- m. Permanent Application for Property Tax Credit/Exemptions Map/Lot 240-17
- n. Permanent Application for Property Tax Credit/Exemptions Map/Lot 230-65
- o. Notice of Intent to Cut Wood or Timber Map/Lot 282-2

Mr. Thibodeau moved, seconded by Mr. Colbath, to sign Abatement Tax Map/Lot 280-18 Abatement Tax Map/Lot 219-37, Permanent Application for Property Tax Credit/Exemptions Map/Lot 202-64.003, Permanent Application for Property Tax Credit/Exemptions Map/Lot 262-52, Permanent Application for Property Tax Credit/Exemptions Map/Lot 263-3, Permanent Application for Property Tax Credit/Exemptions Map/Lot 215-42.001, Permanent Application for Property Tax Credit/Exemptions Map/Lot 279-19, Permanent Application for Property Tax Credit/Exemptions Map/Lot 260-86, Permanent Application for Property Tax Credit/Exemptions Map/Lot 254-29.017, Permanent Application for Property Tax Credit/Exemptions Map/Lot 234-84, Permanent Application for Property Tax Credit/Exemptions Map/Lot 275-64, Permanent Application for Property Tax Credit/Exemptions Map/Lot 219-9, Permanent Application for Property Tax Credit/Exemptions Map/Lot 240-17, Permanent Application for Property Tax Credit/Exemptions Map/Lot 230-65, and Notice of Intent to Cut Wood or Timber Map/Lot 282-2. The motion carried unanimously.

CONSIDERATION OF BILLS

- p. Accounts Payable Manifest dated 2/15/18
- q. Payroll dated 2/15/18

Mr. Thibodeau moved, seconded by Mr. Porter, to sign the Accounts Payable Manifest and Payroll dated 2/15/18. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUTSIDE OF SESSION

(none)

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATION(S)

- a. Gibson Center for Seniors – Craft Fairs (5/26/18-5/27/18; 7/7/18-7/8/18; 9/1/18-9/2/18; 10/6/18-10/7/18).

Mr. Thibodeau moved, Ms. Seavey seconded, to sign the special event application for the Gibson Center for Seniors Craft Fairs on 5/26/18-5/27/18, 7/7/18-7/8/18, 9/1/18-9/2/18, and 10/6/18-10/7/18, pending insurance. The motion carried unanimously.

CONSIDERATION OF MINUTES

r. 2/6/18 Regular
Carl, Colbath (4-0-1) Mary

Mr. Thibodeau moved, seconded by Mr. Colbath, to approve the Regular meeting minutes from 2/6/18 as written. The motion carried (4-0-1) with Ms. Seavey abstaining.

TOWN MANAGER REPORT

Mr. Holmes noted that the Town's sidewalk snowblower had been damaged in an accident. Because the piece of equipment is unique, it is expensive and hard to find. He stated that they believed they had found a part for \$10,000 and would be inspecting the part to get the machine up and running as soon as possible. He added that they believe the Town will be compensated for the damage, however, they cannot wait for that process. Because of this damage, the snow removal process is taking longer.

Mr. Holmes stated that he had the chance to tour the Bank of New Hampshire with the building inspector. There were only small issues that needed to be addressed such as handicap accessibility.

Mr. Holmes noted that Representative Karen Umberger had invited Charles McIntyre, the Executive Director of the New Hampshire Lottery Commission, to the March 20th, 2018, public hearing on Keno.

BOARD REPORTS AND COMMENTS

Planning Board – Mr. Porter said the Planning Board meets next week.

Budget Committee - Mr. Colbath said that the Budget Committee would be having their Public Hearing on the budget on Wednesday, February 14, at 6 pm. He added that the committee would be voting on the warrant articles on Thursday, February 15, at 6:30 pm.

ZBA – Mr. Colbath stated that the ZBA would be meeting on February 21, 2018.

ESSA – Mr. Thibodeau reviewed the gallons of fuel sold during January. He also added that they had a jet stranded for a week at the airport due to the weather conditions. He emphasized that this highlights the need for a hanger to be built.

Economic Council – Ms. Seavey stated they had not met.

Valley Vision - Ms. Seavey stated they had not met.

Ms. Seavey inquired as to whether or not the Selectmen should attend the Public Hearing with the Budget Committee.

It was determined that it had not been required in the past, but it may be beneficial if questions arise. Mr. Thibodeau and Mr. Colbath both stated they would be in attendance along with Mr. Holmes, Town Manager, and Ms. Gilligan, Town Finance Director.

Conservation Commission – Mr. Weathers stated that they would be meeting on Wednesday, February 14, 2018 at the Whitaker Homesite at 6:30 pm.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer from The Conway Daily Sun, asked the Board about the warrant article on sign ordinances. Mr. Porter suggested he talk with Mr. Irving, Planning Director for information.

At 4:42, Mr. Colbath moved, seconded by Mr. Thibodeau, to go into non-public session under RSA 91-A:3 II (e) to discuss a pending litigation. The motion carried unanimously.

At 4:47 pm, Mr. Colbath moved, seconded by Mr. Thibodeau, to rescind the motion to go into non-public session.

DISCUSSION AND VOTING ON PETITION FOR RSA 72:81 COMMERCIAL PROPERTY TAX EXEMPTION

The Board rescinded the motion to go into non-public session because a petition for a warrant article had been received during the meeting. The deadline for the petition was 5:00 pm this evening.

Mr. Holmes read the petitioned warrant article:

“Shall the Town of Conway adopt the provisions of RSA 72:81 to allow for a property tax exemption of 50% for a period of 5 years for commercial development, including new construction, additions, or improvements to existing structures. To take effect as of May 1, 2018.”

Mr. Holmes noted that the signatures on the petition had not been verified by the Supervisors of the Checklist yet.

Mr. Weathers reviewed that the Selectmen had voted to put an article on the warrant to allow for a property tax exemption of 50% for a period of 5 years for industrial development.

Mr. Thibodeau stated that he was opposed to opening up tax exemptions for commercial development because it opens it up to tax breaks for hotels, motels, restaurants; anything open to the public. He noted that his goal was to attract diversification to the Valley. He did not believe that the Valley needs more of the same type of businesses they have currently who will not be paying full rate on their taxes.

Mr. Weathers added that if a tax break is given for commercial buildings, it will be an incentive to build more commercial buildings. He added that if these commercial businesses are getting tax breaks, it would ultimately mean that residential tax payers would need to pay more to make up the difference. He believes that it is too much of a tax burden and is against to allowing tax exemptions for commercial use.

Mr. Colbath stated that he believed that the original bill which included both industrial and commercial was written in Coos County. He added that they had had the opportunity to listen to Representative McCarthy and ask him questions regarding the bill, but they had not. Mr.

Colbath stated that he was more in favor of adopting the original language which included both industrial and commercial to avoid a potential liability issue.

Ms. Seavey was in support of the petition. She noted that she did not believe that the Selectmen could make a decision for all of the voters of the community. Mr. Weathers added that the Selectmen vote on all of the warrant articles. Their votes were recommendations, but still allowed for the individual voter to vote themselves.

Mr. Thibodeau noted that the petitioned warrant article would only be put on the warrant if they had 25 valid signatures. He also added that the Town had the discretion to include both industrial and commercial on the warrant, or either industrial or commercial; it was up to their discretion.

Mr. Porter stated that he felt by just going with industrial tax exemptions would not allow for someone to get a tax break for housing buildings that may assist in the homelessness in the Valley.

Mr. Thibodeau questioned if multi-tenant housing would be included in the definition of commercial use.

Ms. Seavey added that she agreed with Mr. Porter in that they should give incentives for building housing options.

Mr. Colbath questioned the likelihood of industrial business coming to the area. He believes that we are a commercial based economy.

It was stated by Tom Irving, Planning Director, that he did not believe that multi-tenant housing would qualify for commercial use.

Mr. Thibodeau moved, seconded by Mr. Colbath, to recommend that the Town adopt the provisions of RSA 72:81 to allow for a property tax exemption of 50% for a period of 5 years for commercial development, including new construction, additions, or improvements to existing structures. To take effect as of May 1, 2018. Pending verification of signatures on the petition. The motion carried (2-3-0) with Mr. Thibodeau, Mr. Weathers, and Mr. Porter in the negative.

NON-PUBLIC SESSION/RSA 91-A:3 II(e) – PENDING LITIGATION

At 5:08 pm, Mr. Colbath moved, seconded by Mr. Thibodeau, to go into non-public session under RSA 91-A:3 II (e) to discuss a pending litigation. The motion carried unanimously.

At 5:40 pm the Board returned to public session.

Mr. Colbath moved, seconded by Mr. Thibodeau to seal the minutes from the non-public session. The motion carried unanimously.

ADJOURN

At 5:40 pm, the meeting adjourned at the call of the Chair.

Respectfully submitted,

Krista Day
Executive Secretary