

Minutes of Meeting
CONWAY BOARD OF SELECTMEN
September 10, 2013

The Selectmen's Meeting convened at 4:20 p.m. in the Meeting Room of Conway Town Hall with the following present: Selectmen, Michael DiGregorio (Vice Chair), Mary Carey Seavey, Stacy Sand and Carl Thibodeau, Town Manager, Earl Sires, and Recording Secretary, Karen Hallowell.

Selectman, David Weathers was not in attendance due to illness.

PLEDGE OF ALLEGIANCE

Mr. DiGregorio led the Board in the Pledge of Allegiance to the Flag.

APPROVAL OF AGENDA

Mr. DiGregorio advised that five items are being added to the agenda item Signing of Documents as follows: Certification of Yield Taxes Assessed Tax Map/Lot 232-84, Timber Tax Levy Tax Map/Lot 232-84, Inventory of Property Transfer Tax Map/Lot 251.98, Inventory of Property Transfer Tax Map/Lot 263-49 and Inventory of Property Transfer Tax Map/Lot 251-132. **Ms. Sand moved, seconded by Ms. Seavey, to approve the agenda as amended. The motion carried unanimously.**

CONSIDERATION OF AN OFFER OF A GIFT OF LAND
TO THE TOWN OF CONWAY - TAX MAP/LOT #278-16

Mr. DiGregorio reviewed that two public hearings have been held regarding an offer of a gift of land at Tax Map/Lot 278-16. **Ms. Sand moved, seconded by Ms. Seavey, that we accept the offer of the gift of land at Tax Map/Lot 278-16. The motion carried unanimously.**

BRIEFING ON REPLACEMENT OF BRIDGE CARRYING
US 302 OVER CONWAY LAKE OUTLET

David Scott and Bill Saffien from the NHDOT joined the meeting. Also present was Public Works Director, Paul DegliAngeli.

Mr. Scott first advised that he did notice that the NHDOT noticed the wrong list of abutters regarding this matter; however, he did make contact with about half of the correct list yesterday and, if they have to, the NHDOT will come back and make another presentation. Mr. Scott next advised that they are here today to get input on the project from the Board of Selectmen and the public. Mr. Saffien next read aloud a Public Statement entitled "Bureau of Environment Conway 15864". A copy of same is attached hereto.

Mr. Scott and Mr. Saffien next reviewed two separate proposed plans for the bridge with the Board and public. One proposed plan was for a northern shift of the bridge and the other proposed plan was for a southern shift of the bridge.

There was a brief discussion of traffic counts by the State. Mr. DegliAngeli stated that he felt that the State's count was low. The NHDOT representatives stated that they will look at the traffic count further.

There was next review and discussion of the travel ways, utilities, wetland impact, right of way, etc.

Mr. Scott asked that the Board of Selectmen let the NHDOT know if they prefer the northern or southern shift plan in the next month or so. The Board agreed.

REVIEW OF NORCROSS CIRCLE ROUNDABOUT DESIGN

Fire Chief Pat Preece, Karen Umberger, Jim Umberger, Janice Crawford and Russ Seybold were present for discussion.

Mr. Sires reviewed that funds were received for underground utilities about ten years ago and then it was changed that the funds could be used for streetscape improvements in North Conway. Mr. Sires next reviewed that approximately one year ago the Board of Selectmen endorsed a plan to improve Norcross Circle for traffic management and landscaping features.

Mr. DeliAngeli reviewed a copy of the plans for changes to Norcross circle including the roundabout, landscaping, curbing, parking, etc.

Mr. DegliAngeli next reviewed a shark fin shaped area that would be added to the park near the roundabout and questioned if the Board of Selectmen would like to see grass or brick at this location. Mr. DegliAngeli further reviewed that if it is brick they could also add a crosswalk to the north side of the street toward the train station.

Mr. DegliAngeli next reviewed that the estimates for this project are in the area of \$300,000 and we have funding in the \$200,000 range. The balance could be funded through infrastructure capital reserves as Norcross Circle and Pine Street are scheduled for paving.

Chief Preece reviewed distances needed for fire trucks within the roundabout. Chief Preece further stated that he needs to be able to swing the trucks around to get back to the fire station and they must also be able to get to the properties on the other side of the roundabout if needed. Mr. DegliAngeli reviewed information on the roundabout.

Mr. Seybold stated he has concerns with the small island area in front of the Conway Scenic Railroad as it seems intrusive to him. He is concerned with restricting the area as it is a mixed pedestrian and traffic area. He is also concerned with people in cars backing out into defined traffic. Mr. Seybold next stated that he is also concerned with eliminating three parking spaces within walking distance to the train station as this may be a problem for the elderly, etc. Mr. Seybold next stated that he does not think that a crosswalk from the park to the island will help either. Mr. Seybold next stated that he further feels that if we are spending money, he would rather see some undergrounding of utilities instead of some of the changes proposed. He does like the idea of head in parking but he is not sure that he likes the idea of an area that juts out (the shark fin shaped area) and feels this should be made smaller.

Mr. DiGregorio asked about the island area proposed for in front of the train station. Mr. DegliAngeli reviewed that the island is 6" high with pavers.

There was next a discussion of putting brick in the shark fin shaped area and around the side of the park and also putting in crosswalks. Mr. Thibodeau and Ms. Sand agreed they are in favor of seeing this happen. Mr. Sires pointed out that the proposed plans have been done in partnership with the North Conway Preservation Association as well.

Mr. Seybold next stated that he thinks that this could be the subject of a NH Section 106 review. There was brief discussion. Mr. Sires advised that the town would check into this matter.

Karen Umberger next asked about the proposed crosswalk to the island area. Mr. DegliAngeli reviewed the plan for the crosswalk and there was brief discussion. There was also further brief discussion and review of the island area.

Mr. Thibodeau moved, seconded by Ms. Sand, that we move the project forward to the next step with the pricing estimate that the staff brings back to reflect the crosswalk to the train station at the dog bone (traffic island) and the addition of the side walk on the east side along the southeast quadrant of the roundabout. There was further brief discussion by the Board. Mr. Seybold stated that he would like a written reply from the town regarding his concerns with Section 106 and if it impacts this project or not. Mr. Seybold further added that as an abutter he would like to be part of this process and wants to know if when we repave, if we can get some of the wires put underground, etc., and that he would help with this process. **The motion carried 4-0-0.**

PROPOSAL TO PLACE HOLIDAY LIGHTS IN ROTARY PARK / ROY LUNDQUIST

Roy Lundquist of the Rotary Club of North Conway joined the meeting. Mr. Lundquist reviewed that the Rotary Club has been maintaining the Rotary Park in town for many years. The Rotary has now been discussing other things they could do with the park and would now like to put Christmas lights in the park. One problem they do have is that there is no power. There is a pole on the corner that the NHEC owns and there is a box there that they say is owned by the town. They would like to have a cooperative venture with the Town on this project and they would put up and maintain the lights and they are asking that the town pay for the electric. Mr. Lundquist next stated that the outlet box would have to be retrofitted for this project. Mr. DegliAngeli questioned if the Rotary is offering to pay for the work needed to get electric. Mr. Lundquist advised that, depending on the cost, the Rotary would consider the cost sharing. Janice Crawford advised that the Community Celebrations Committee has also looked at this and would like to see the lights in Rotary Park. She also spoke to an electrician who said there is electricity in the area.

Ms. Sand questioned if they would use LED lights to keep the costs of electric down. Mr. Lundquist stated that he would object to using LED lights as they are expensive. There was a brief discussion regarding types of lights. Mr. DiGregorio suggested that Mr. Lundquist get the costs for both types of lights. Mr. Lundquist agreed.

Ms. Crawford next stated that because of where the trees are in the park, the electrician stated that he could snake the lights underneath the brick. Mr. DegliAngeli cautioned that we have to watch for the irrigation system in that area.

After further brief discussion, the Board agreed to get further information. The Town will get the information about getting electricity and Mr. Lundquist will get information on the costs for regular and LED lights.

REVIEW OF WASHINGTON STREET REHABILITATION PROJECT

Mr. DegliAngeli briefly reviewed the Washington Street project with the Board. Mr. DegliAngeli next advised that there has been discussion with the NHDOT recently regarding the percentage cost share with the town. Mr. DegliAngeli further advised that he is waiting for more information from the NHDOT and when he has further information, he will bring same back to the Board.

DISCUSSION OF BOARD OF SELECTMEN POSITION ON 10 YEAR NHDOT TRANSPORTATION IMPROVEMENT PLAN FOR UPCOMING GACIT MEETING

Mr. Sires reviewed that the Governor's Advisory Council on Intermodal Transportation (GACIT) holds meetings each year to discuss the state's ten year plan. Mr. Sires next reviewed history and discussions held previously with this Board concerning the plan and also distributed and reviewed a proposed statement by the Board. (See attached). Mr. Sires stated that it is now again this Board's opportunity to comment further at the upcoming GACIT hearing. Mr. Sires stated that he feels this Board should talk about East Conway Road and the Rails to Trails project.

The Board held discussion regarding Conway Village, the area south of Conway Village, East Conway Road, road improvements, the Bypass, whether or not the community may feel the Bypass is needed, etc. The Board agreed that a letter should be drafted for consideration at the next meeting.

DISCUSSION OF LETTER REGARDING CONTINUED COMMITMENT TO THE THREE-TOWN INITIATIVE REGARDING CARROLL COUNTY DISPATCH

Mr. DiGregorio reviewed that there has been ongoing discussion with the towns of Moultonborough and the Town of Wolfeboro regarding Carroll County Dispatch. Mr. Sires reviewed that right now the county funds dispatch from all Carroll County communities. Moultonborough and Wolfeboro have started an initiative to see if there is a more equitable distribution formula as Moultonborough, Wolfeboro and Conway don't use Carroll County dispatch. Mr. Sires next reviewed that the Town of Conway has participated in discussions to this point and now they are looking to see if we want to continue looking at this matter. There was brief discussion by the Board. **Ms. Sand moved, seconded by Ms. Seavey, that we draft a letter to Moultonborough and Wolfeboro renewing our support to look for equitable funding for Carroll County dispatch. The motion carried 4-0-0.**

Selectman Thibodeau left the meeting at 6:50 p.m.

SIGNING OF DOCUMENTS

- a. Intent to Cut Wood or Timber Tax Map/Lot 265-164
- b. Intent to Cut Wood or Timber Tax Map/Lot 277-42, 43 and 44
- c. Inventory of Property Transfer Tax Map/Lot 234-22.018
- d. Summary of Forest Stewardship Plan for Current Use Assessment Tax Map/Lot 286-4 and 2

- e. Certification of Yield Taxes Assessed Tax Map/Lot 232-84
- f. Timber Tax Levy Tax Map/Lot 232-84
- g. Inventory of Property Transfer Tax Map/Lot 251-98
- h. Inventory of Property Transfer Tax Map/Lot 263-49
- i. Inventory of Property Transfer Tax Map/Lot 251-32

Ms. Sand moved, seconded by Ms. Seavey, to sign the Intent to Cut Wood or Timber Tax Map/Lot 265-164; Intent to Cut Wood or Timber Tax Map/Lot 277-42, 43 and 44; Inventory of Property Transfer Tax Map/Lot 234-22.018; Summary of Forest Stewardship Plan for Current Use Assessment Tax Map/Lot 286-4 and 2; Certification of Yield Taxes Assessed Tax Map/Lot 232-84; Timber Tax Levy Tax Map/Lot 232-84; Inventory of Property Transfer Tax Map/Lot 251-98; Inventory of Property Transfer Tax Map/Lot 263-49; and, Inventory of Property Transfer Tax Map/Lot 251-32. The motion carried 3-0-0.

CONSIDERATION OF BILLS

- a. Manifest dated 9/12/13

Ms. Sand moved, seconded by Ms. Seavey, to sign the manifest date 9/12/13. The motion carried unanimously.

RATIFICATION OF DOCUMENTS SIGNED OUT OF SESSION

- a. Manifest dated 8/22/13
- b. Payroll dated 8/22/13
- c. Manifest dated 8/29/13
- d. Manifest dated 9/5/13
- e. Payroll dated 9/5/13

Ms. Sand moved, seconded by Ms. Seavey, to ratify the Manifest dated 8/22/13, Payroll dated 8/22/13, Manifest dated 8/29/13, Manifest dated 9/5/13 and Payroll dated 9/5/13. The motion carried unanimously.

REVIEW AND CONSIDERATION OF SPECIAL EVENT APPLICATIONS

- a. Cranmore Mountain Resort/Tri Tek Events/Night Terror 5K – 9/21/13
- b. Kathy Brassill/Dance Performance – 9/21/13
- c. Friends of Conway Rec/4th Annual 5K Donut Dash – 10/19/13 (Pending Insurance and Conservation Commission approval)

Ms. Seavey questioned why Kathy Brassill needed a permit for the Dance Performance at the theater in North Conway. Mr. Sires advised that the property is not set up right now for a particular use. Mr. Sires further added that he will check into the matter further and if it is determined that they do not need the permit then we can always refund the fee. The Board agreed this application could be approved pending further review. **Ms. Seavey moved, seconded by Ms. Sand, to approve the special event applications for Cranmore Mountain Resort/Tri Tek Events/Night Terror 5K scheduled for 9/21/13, Kathy Brassill/Dance Performance scheduled for 9/21/13 and the Friends of Conway Rec/4th Annual 5K Donut Dash scheduled for 10/19/13 pending receipt of the insurance certificate and Conservation Commission approval. The motion carried 3-0-0.**

CONSIDERATION OF MINUTES: 8/19/13

Ms. Sand noted the following corrections to the public minutes of 8/19/13: Page 1, under Signing of Documents, Ms. Stacy should be changed to read Ms. Sand; Page 2, third paragraph from the bottom, after the words Town staff, it should be added that Selectman Stacy Sand was also present. Ms. Sand next noted that in the non public minutes of 8/19/13 on page 2, second paragraph from the bottom, the motion count should read 4-1-0 not 4-0-1. **Ms. Sand moved, seconded by Ms. Seavey, to approve the minutes as amended. The motion carried 3-0-0.**

TOWN MANAGER REPORT

Transvale – Mr. Sires reported that some staff members toured Transvale today. If any Board members are interested in a tour, we could schedule same. Mr. Sires reported that progress has been made in Transvale; however, there are still approximately 4-5 court cases pending. Mr. Sires next reported that bids are due for the demolition work in Transvale on the 19th and a pre-bid meeting is scheduled for tomorrow. Ms. Seavey questioned where the town is at with legal bills. Mr. Sires advised that we are not over budget but will spend the money that was allocated.

Union Negotiations – Mr. Sires reported that Union Negotiations began this morning and the Union presented a proposal.

Town Codes – Mr. Sires reported that he is working on the Solid Waste and Traffic ordinances to reflect some changes that were made over the last few years. Mr. Sires further reviewed that the sign code is okay as a legal document but we also need something that helps people to understand and a guidebook may help with this.

Return of Perambulation – Mr. Sires reported that information will be brought to the Board in the near future regarding the Return of Perambulation of town lines.

Budget – Mr. Sires reported that staff is starting to put together proposed budgets for 2014.

BOARD REPORTS AND COMMENTS

Household Hazardous Waste Day – Ms. Sand reported that Household Hazardous Waste Day is scheduled for Saturday, September 21, 2013.

Budget Committee – Ms. Sand reported a Budget Committee meeting is scheduled for Wednesday, September 25, 2013 at 6:30 p.m.

Valley Vision – Mr. DiGregorio reported that we are still looking at issues with others towns and he will bring information to the Board on this in the future.

PUBLIC COMMENTS AND MEDIA QUESTIONS

Daymond Steer of the Conway Daily Sun questioned if the town can lobby the state to do other projects for this area sooner in the plan. Mr. DiGregorio commented that he feels that anything we discuss with them, he would like to see done sooner than ten years.

NON PUBLIC SESSION / NH RSA 91-A:3,II(c) – Request by property owner for assistance

The property owner requesting this non public session did not appear. There was no discussion on this matter.

NON PUBLIC SESSION / NH RSA 91-A:3,II(c) – Estate of Barbara Foreman/Sally Brassill

At 7:03 p.m., **Ms. Seavey moved, seconded by Ms. Sand, to go into non public session under NH RSA 91-A:3,II(c) to discuss the matter of the Estate of Barbara Foreman.** The non public session included Sally Brassill, Od Bersvenden, Town Manager, Earl Sires and Recording Secretary, Karen Hallowell. **The motion carried by unanimous roll call vote.**

The Board returned to public session at 7:50 p.m. There was no motion to seal the minutes of this non public session.

NON PUBLIC SESSION / NH RSA 91-A:3,II(c) – TAX MATTER

At 7:51 p.m., **Ms. Seavey moved, seconded by Ms. Sand, to go into non public session under NH RSA 91-A:3,II(c) to discuss a tax matter.** The non public session included Town Manager, Earl Sires and Recording Secretary, Karen Hallowell. **The motion carried by unanimous roll call vote.**

The Board returned to public session at 7:57 p.m.

Ms. Sand moved, seconded by Ms. Seavey, to seal the minutes of this non public session. The motion carried unanimously.

ADJOURN

At 7:58 p.m. the meeting adjourned at the call of the Chair.

Respectfully submitted,

Karen J Hallowell
Executive Secretary