

44 Questions:

45 **Chair LeFebvre** inquired if the town has been able to contract with someone to do the work.

46 **Mr. Holmes** advised there is a company in MA and ME, however, he cannot justify the
47 expenditure as it has not been done for many years.

48 **Mr. Donohoe** inquired if the town gets paid for the engineering services. **Mr. Holmes** advised
49 the bills the applicant for the engineering services. Further noting, the issue is the needless delay
50 because of the town engineer not having time. Presently the town engineer is overseeing the
51 renovations to the town hall, bike path, and Main St. project causing him to rely on foreman of
52 the DPW, transfer station, and landfill to keep the departments running. The landfill foreman
53 position will not be filled creating a slight decrease in the budget.

54

55 ELECTION AND REGISTRATIONS.

56 **Ms. Inkell, Town Clerk:**

- 57 • The ballot clerks' line and related line items have decreased as there is only one election in
58 2021.

59

60 Question:

61 **Chair LeFebvre** inquired if there is still a vacant position in the Town Clerk's office. **Ms.**
62 **Inkell** advised there is one part-time position, which will be filled by the end of January with a
63 new hire.

64

65 FINANCE AND TAX COLLECTION.

66 **Ms. Inkell, Town Clerk and Ms. Golding, Finance Director:**

- 67 • There is an increase in the lien line item as the cost of title searches increased from \$17 - \$25
68 per search, which does get charged back to the taxpayer.

69

70 Questions:

71 **Chair LeFebvre** inquired of the increase in the audit from \$17,000 to \$23,800. **Ms. Golding**
72 advised the increase was a result of not overseeing the records and reconciling them, therefore
73 the auditors had to perform more tasks.

74

75 ASSESSING.

76 **Mr. Holmes, Town Manager:**

- 77 • Overall, the budget is down.
78 • As a result of the inability to find an assessor, contract services will
79 be utilized. These services will be more expensive hourly but cheaper annually. The town
80 will continue looking for an assessor and hopefully have one hired in 2022 prior to the
81 reevaluation year.
82 • Next year the town will be looking to replace the aging assessing software and raise the
83 money through a capital reserve fund.

84

85 Questions:

86 **Chair LeFebvre** inquired if a comparison of assessor salaries had been completed with towns
87 like the size of Conway and what resources had been used to find qualified candidates. **Mr.**
88 **Holmes** advised a comparison had not been completed, however, Ms. Schofield was at 85% of

89 the average salary in NH. The position was heavily advertised in multiple states using multiple
90 forums.

91

92 LEGAL

93 **Mr. Holmes, Town Manager**

- 94 • Attorney Malia is paid on an hourly basis and over the past 2-3 years the budget has been
95 decreased and still underspent.
96 • Should litigation come from the Short-Term Rental situation, it is anticipated it would be
97 over a year before litigation begins. Additionally, should the article pass the licensing fees
98 will cover any litigation costs.
99

100 PLANNING

101 **Mr. Holmes, Town Manager**

- 102 • The budget is level funded with a 2.3% increase in salaries and decrease in seminars.
103

104 AMBULANCE, FIRE, AND EMERGENCY MANAGEMENT

105 **Mr. Holmes, Town Manager**

- 106 • This is the third year of a 3-year contract. The contracts will be negotiated for next year,
107 which include the non-precinct fire coverage along with a private ambulance company and
108 Conway Village precinct.
109 • Mr. Leavitt and Ms. Burns continue to do a great job managing the services.
110

111 Questions:

112 **Chair LeFebvre** inquired if there is an idea of what other towns are paying for contracted
113 services. **Mr. Holmes** advised he did not have the dollar amounts but is aware many of the
114 contract services cover multiple towns. There is a 3rd company working with Memorial Hospital
115 who will be part of the negotiations next year.
116

117 BUILDING INSPECTIONS

118 **Mr. Holmes, Town Manager**

- 119 • There is a new assistant building inspector position pending. If the short-term rental article
120 passes the department will be reorganized as the code enforcement officer would become
121 full-time and the assistant would take on the monitoring and enforcement of the short-term
122 rentals.
123

124 **Chair LeFebvre** inquired if a final spending or close to it would be available for the next
125 meeting. Mr. Holmes advised the books done close until the end of February. The focus
126 currently is on the property tax revenue that was due by January 7, 2021. Automobile
127 registrations are over the original estimate, all rooms and meals taxes have been paid, and all
128 highway revenue has been paid.

129 **Chair LeFebvre** inquired of a previous comment that 2021-2022 would not be as good. **Mr.**
130 **Holmes** noted based on a State analysis the legislature is predicting a 21% shortfall in rooms and
131 meals tax and the town is estimating at 25% shortfall.
132

133 HEALTH OFFICER

134 **Mr. Holmes, Town Manager**

- 135 • The budget increased by \$200.
136 • This is a stipend position for the building inspector.
137 • Kennel fees increased at Conway Humane Society.

138

139 WELFARE

140 **Mr. Holmes, Town Manager**

- 141 • The budget has been cut for the past 2-3 years due to lack of housing and other demands
142 being covered by other agencies.
143 • \$10,000 + has been received through grants.
144 • Donations were made to the department this year.

145

146 **Mr. Holmes** advised of a potential need to increase the budget at town meeting unless COVID
147 monies are received to cover extra expenses. Further noting, his proposal to the selectmen to
148 offset some of the expenses is to impose parking fees on visitors not including residents and
149 taxpayers.

150

151 **Ms. Leonard** commented on the need for public restrooms readily available for tourists.

152

153 OLD BUSINESS:

154 **Mr. Colbath** moved, seconded by **Mr. Laracy** to accept the CMBC procedures as modified
155 in December 2020 and haven been read at the September 23, 2020 and December 16, 2020
156 meetings. Motion Carries. (13-0-0)

157

158 NEW BUSINESS:

- 159 ➤ **Mr. Colbath** asked to have the agenda list all departments that will be covered each meeting.
160 ➤ **Ms. Ryan** inquired where the deliberative sessions would be held. **Chair LeFebvre** advised
161 that is still under negotiations with the town manager and superintendent. The public hearing
162 is planned to take place at the Loynd Auditorium at KHS. An answer is anticipated for the
163 January 11, 2021 meeting.
164 ➤ **Ms. Ryan** inquired if the January 6th meeting would take place in a different location. **Chair**
165 **LeFebvre** noted the meetings for the 6th, 13th, and 21st would all be held at KMS in the
166 professional development center.

167

168 PUBLIC /MEDIA QUESTIONS AND COMMENTS: None

169

170 ADJOURN:

171 **Mr. Fougere** moved, seconded by **Mr. Edgerton** to adjourn the meeting at 7:13 PM.

172

173 Respectfully Submitted,

174 *Lisa E. Towle,*

175 Recording Secretary