

1 CONWAY MUNICIPAL BUDGET COMMITTEE

2 Wednesday, January 4, 2023

3 Professional Development Center

4 Kennett Middle School, Conway, NH

5  
6 The meeting was called to order at 6:30 PM. The following Budget Committee members were  
7 present: Chair Peter Donohoe, Vice-Chair Frank Jost, John Colbath, Bob Drinkhall, Jim LeFebvre,  
8 Dave Jensen, Bill Marvel, Randy Davison, Terry McCarthy, Kit Hickey, Quentin Lewis, Ellin  
9 Leonard (arrived at 6:40 pm), and Stacy Sand.

10  
11 Pledge of Allegiance was led by Vice-Chair Jost.

12  
13 **Mr. LeFebvre moved, seconded by Vice Chair Jost, to allow public comments after agenda item**  
14 **#5, the discussion on Town Paid Parking Program. Motion Carried. (13-1[Mr. Marvel]-0)**

15  
16 3. Approval of Outstanding Minutes (12/14/2022):

17 **Ms. Sand moved, seconded by Vice Chair Jost to approve the December 14, 2022, minutes**  
18 **as amended. Motion Carries. (12-0-2[Mr. Drinkhall and Ms. McCarthy])**

19  
20 **Mr. Marvel** asked to correct the vote on line 18 as the vote was (11-1 [Mr. Marvel]-0); correct \  
21 the spelling of “affect” to “effect” on lines 77 & 184; and correct the spelling of Mr. Hounsell’s  
22 name on line 172.

23  
24 **Mr. LeFebvre** inquired if there was an update on hiring a recording secretary. **Chair Donohoe**  
25 advised there was not.

26  
27 4. School overview updated, detailed review of units 2-5. Also answers to earlier BC submitted  
28 school questions:

29 **Kevin Richard, Superintendent of SAU #9, and Jim Hill, Director of Administrative**  
30 **Services**, presented an overview of the executive summary, noting they have included operating  
31 budget figures from 2019 through 2023/2024. Overall, the proposed budget is up .67 of 1% or  
32 \$266,000. The only personnel changes were part of a reorganization in administration at KHS,  
33 which eliminated one administrative position. There are several vacant positions in the budget due  
34 to paraprofessional and Sp. Ed. teaching staff shortages. Health insurance is budgeted at a not to  
35 exceed 9.9% or \$270,000 increase, which could decrease if the percentage comes in lower. Fuel  
36 costs are budgeted at \$4.50/gallon compared to the \$2.68/gallon last year for an increase of  
37 \$215,000. There is a tentative agreement for the CEA, which will become public once it has been  
38 ratified. The CESP and AFSCME agreements are accounted for in this budget as well as the up to  
39 3% merit increase for all non-union personnel. The overall budget is \$40,254,150 not including  
40 warrant articles and the CEA agreement.

41  
42 The budget summary by unit shows a decrease in Sp. Ed., which is budgeted for the needs of  
43 students with IEPs. If services are provided for a tuition student, the sending district is responsible  
44 for reimbursing Conway for the services provided and will show up as revenue. Conway is

45 responsible for services needed by a Charter School student from Conway. KHS's budget is  
46 inclusive of salaries and benefits and is up \$99,000. KMS's budget is up \$240,000, that covers  
47 \$95,000 for increased fuel cost and \$140,000 for an increase in health insurance coverage. CES's  
48 budget decreased by \$66,000, which is partially due to the rotating \$60,000 maintenance fund that  
49 will be moving to JFS. JFS's budget is up \$83,000 inclusive of the \$60,000 from the rotating  
50 maintenance fund. PTS's budget is up \$21,000. Technology is down \$16,000 and MWVCTC is  
51 down \$7,000. Unit 10 includes district wide maintenance and professional development costs  
52 which are up.  
53

54 The object summary review provided another look at the budget using accounting codes. The 100  
55 codes reflect all salaries within the Conway School District and reflect a decrease of \$305,769  
56 non-inclusive of the pending CEA contract. As a result of changes to the NHRS and retirements,  
57 there is a 1% or \$260,000 reduction for NHRS. The 300 codes show a \$167,000 increase for  
58 professional technical services such as Sp. Ed. contracted services. Code 560 reflects a \$219,000  
59 increase for Sp. Ed. tuition for out of district placements and other services the district must  
60 provide to children ages 3 - 22.  
61

62 (It sounded like Dave Jensen asked a question, but I was unable to hear it)  
63

64 **Mr. LeFebvre** inquired of how health insurance cost is calculated. **Mr. Richard** noted every full-  
65 time employee is eligible for insurance and they pay 20% of the premium cost. Through  
66 negotiations with the collective bargaining units all employees are now on the same higher  
67 deductible plan. The hope for the upcoming years is to utilize having 500 employees on the same  
68 health insurance plan and start shopping around for better rates.  
69

70 **Ms. Hickey** inquired about the debt that interest is being paid on. **Mr. Richard** advised it is for  
71 the bonds, which decreases each year. This will be further explained in Unit 10.  
72

73 The projected \$14 million in revenue comes from various sources including unencumbered funds.  
74 Last year \$3.7 million of the proposed budget was not expended due to the use of Federal money  
75 and other sources of funding. The projected unencumbered balance for 23/24 is a conservative \$1  
76 million. The largest revenue source is through the tuition agreements, which is projected at  
77 \$10,450,000. There is a retained 2.5% fund balance, which is voted on annually by the Conway  
78 School Board. The district receives building aid, which will discontinue once the KHS and KMS  
79 bonds are paid in full. Depending on the circumstances there is a possibility of receiving Sp. Ed.  
80 Aid. The revenue received from the school lunch program is used to pay \$150,000 for the  
81 contracted service. Another potential source of revenue is a refund from the insurance company  
82 which was \$440,000 last year.  
83

84 There are two additional sources of revenue one being Adequacy aid and the other State-wide  
85 education tax. The State-wide property tax has increased to over \$2 and remains in Conway for  
86 educational use. The Adequacy aid comes from an education trust account that is funded through  
87 lottery, liquor, and other sales within the state. The formula used considers the number of  
88 students, Sp. Ed. students, and students receiving free and reduced lunches. Due to a change in the  
89 formula the Adequacy funding has decreased by \$830,000 although the two funding sources  
90 combined have decreased by \$500,000. These funds are budgeted at 95%.  
91

92 **Mr. Jensen** inquired if the adequacy grant was impacted by COVID. **Mr. Richard** noted the  
93 bigger impact is related to the number of students that left public education.

94 Unit 2 Special Education: **Mr. Richard** noted Sp. Ed. is hard to be exact as changes happen  
95 frequently. **Ms. Stimpson** stated the Sp. Ed. budget is completed 18 months ahead of time based  
96 on what we know and the current needs of students between the ages of 3 - 22. Due to a change in  
97 legislation last spring the age increased from 21 to 22. Although the number of students has  
98 remained stable, the number and type of services required has changed and costs have increased.  
99 The district has seen significant vacancies over the past couple of years with 3.5 Sp. Ed. teachers,  
100 11 paraprofessionals, and a Speech Language Pathologist vacancy. These vacancies are part of the  
101 reason \$1.4 million was returned. Each teacher has a case load of 13 students and staff are  
102 working hard and being creative while staying in compliance and focused on their students. A  
103 new line item was created to show the \$79,000 - \$80,000 cost of a full-time Sp. Ed. staff person to  
104 manage 17 students within both charter schools. If these students attended Conway elementary  
105 schools, there would not be a need for an additional staff member as they would be absorbed as  
106 part of the current case management. The district is very concise and conservative in the delivery  
107 of Sp. Ed. services for preschool to high school aged children, working closely with parents and  
108 the full team to determine the needs of a child and keep them in the least restrictive environment  
109 including general education.

110  
111 **Ms. Sand** clarified if these students were part of the existing elementary schools there wouldn't  
112 be any additional cost and inquired if the funding comes from Federal or regular budgets. **Ms.**  
113 **Stimpson** confirmed Ms. Sand was correct in her understanding and the funds are part of the  
114 regular budget as Conway is the local agent responsible.

115  
116 **Mr. Davison** noted all local funds raised for special services is only utilized for mandated special  
117 service expenses and one of the reasons \$1.4 million was returned is due the inability to find  
118 personnel, which is a state-wide issue.

119  
120 **Mr. Lewis** inquired how many students at the Charter schools require Sp. Ed. services. **Ms.**  
121 **Stimpson** chose not to answer that question to protect the children's identity.

122  
123 **Mr. Jensen** inquired if 3<sup>rd</sup> party providers are used to cover the 14.5 vacant positions. **Ms.**  
124 **Stimpson** advised those positions remain vacant, the contracted service providers are for Speech  
125 Language, OT, PT, Psychology, and Board-Certified Behavior Analyst. The largest contracted  
126 service is Speech Language Pathologist as the district cannot pay what the agencies, hospitals and  
127 treatment centers pay based on the union contract. **Mr. Jensen** inquired if the district is paying  
128 more by outsourcing rather than adjusting the contract. **Ms. Stimpson** noted the need for clinical  
129 services in all settings across the country has shifted and adding benefits, it is probably not less.

130  
131 **Mr. Marvel** inquired how many Conway students are attending Charter schools. **Ms. Stimpson**  
132 advised she does not have that number but will provide it later. **Mr. Richard** noted students who  
133 cannot be educated in a public school still go into the budget, such as an out of district placement.

134  
135 **Mr. Marvel** inquired about the district wide psychological services that is not listed in the budget.  
136 **Ms. Stimpson** advised IDEA funds are used for that position.

137  
138 Unit 3 - Kennett High School: **Mr. Richard** noted there have been some changes at the high  
139 school, including using Federal CARES money to hire a Social Worker and Family Support  
140 Liaison for one-year positions, as well as restructuring of the administrative staff. **Mr. Carpenter**  
141 explained the transition from a Vice-Principal to two Deans of Students and combining the Sp.

142 Ed. Coordinator and Director of Student Counseling positions and reducing one full-time  
143 administrative position.

144  
145 **Mr. Marvel** inquired if the Director of MWV Academy / Student Advocate position was  
146 eliminated, replaced, or given a new name. **Mr. Richard** clarified the Vice-Principal and the  
147 Director of MWV Academy / Student Advocate positions were renamed Dean of Students. Next  
148 year will be the combination of the Sp. Ed Coordinator and Director of Student Counseling.

149  
150 **Ms. Sand** asked for the titles and job description for the positions that address student behavioral  
151 issues and discipline. **Mr. Carpenter** advised the Deans of Students are both involved in student  
152 discipline with the assistance from the Student Safety Coordinator, Hall Monitor, and Student  
153 Support positions. The Dean of Students also works with teachers and curriculum for specific  
154 grade levels. **Ms. Sand** inquired why the Safety Coordinator's salary is increasing by \$5,000. **Mr.**  
155 **Carpenter** explained that position is responsible for restitution for lost or damaged devices,  
156 procedures, fire drills, ALICE training, and assist with developing the safety plan. Additionally,  
157 that position will be overseeing the new behavioral program for students not meeting educational  
158 expectations, where an educational and restorative approach is used rather than discipline.

159  
160 **Mr. LeFebvre** asked for clarification on teacher involvement in the discipline process. **Mr.**  
161 **Carpenter** explained for minor infractions teachers file an infraction report, which is handled  
162 initially by the Safety Coordinator and if necessary, referred to the Deans of Students. Should the  
163 situation be more significant, the teacher will seek immediate assistance from the administrative  
164 team. Any offense that requires suspension would be handled by the Deans of Students; however,  
165 the administrative team works together and support each other in their roles.

166  
167 Unit 4 - Kennett Middle School: **Mr. Biche** noted the major changes to the budget are for health  
168 insurance and fuel costs. There are no programmatic changes in this budget.

169  
170 **Ms. Sand** inquired if the fuel cost includes heating the Rec Center and if they reimburse a certain  
171 amount. **Mr. Hill** explained the Rec Center's lease does not include heating cost based on the  
172 concept the school district paid to heat it before and there is no additional cost associated with  
173 heating it now. The Rec Center does reimburse the district for the electricity used. **Mr. Richard**  
174 noted the Rec Center and other areas are not part of Unit 4's budget but can be found under Unit  
175 10.

176  
177 Unit 5, 6, & 7 - Elementary Schools: **Mr. Richard** noted the building principals work closely  
178 each year and there are no significant staffing changes for any of the elementary schools.  
179 Although, over the past couple years both PTS and JFS had a reduction of two teaching positions.  
180 **Dr. Frechette** noted the only significant change is the moving of the rotating fund. Additionally,  
181 noting all building principals have worked collaboratively to ensure their lines are consistent and  
182 represent money expended for the same purpose.

183  
184 **Ms. Sand** inquired about the 6% raise under the office of principal on line 1654. **Mr. Richard**  
185 explained that is a new hire that was brought in at a higher rate of pay based on experience.

186  
187 **Ms. Sand** inquired about the findings from the committee regarding closing an elementary school.  
188 **Mr. Richard** advised there is a summary report on the SAU #9 website, but the estimated savings  
189 would be \$1.2 million annual savings.

190 **Mr. Marvel** inquired if the Family Support Liaison position was reduced from the budget if a  
191 school was closed. **Mr. Richard** noted he believes it was but doesn't have the budget in front of  
192 him to verify that.

193  
194 **Mr. Marvel** noted based on comparisons with ten comparable districts and using the State  
195 figures, the district has 155.2 teachers which equals 1 teacher for every 9.86 students. He inquired  
196 how low the enrollment must go before there are significant staffing cuts and with a high  
197 proportion of teachers why isn't the district in the upper half of academic performance? **Mr.**  
198 **Richard** noted he would have to see comparable schools, if an email could be sent with that  
199 information, he will prepare a response.

200  
201 **Mr. Marvel** inquired how many full-time positions the district has. **Mr. Richard** noted the  
202 answer was provided in response to the questions previously asked.

203  
204 **Mr. Davison** spoke of the school facilities that need repair and the anticipated cost to maintain  
205 them.

206  
207 5. Town Paid Parking Program Presentation:

208 **Andrew Smith**, Public Works Director, presented an overview of the paid parking program,  
209 noting the program is scheduled to begin May 1, 2023, with an overall proposed budget is  
210 \$241,000. The program includes street parking, Depot Street, and the HEB parking lots as well as  
211 the seasonal recreational sites (Davis Park, First Bridge, Conway Lake, and Smith Eastman Park).  
212 Paid parking will be instituted for all parking spaces on the street from Depot Street to Pine Street  
213 including side streets and Schuler Park. Operating hours would be from 9-5 Monday - Saturday  
214 and 12 - 5 on Sunday with a cost of \$2.00 / hour. The .34 cent transaction and 2.9% + .25 cent  
215 credit card transaction fees will be covered by the Town.

216  
217 The program does not include parking meters, instead it will utilize an app that can be accessed  
218 from a smartphone or utilization of three kiosk that will be installed. Signs will be put up that  
219 instruct patrons how to pay for parking. No ticket will need to be displayed and prior to the  
220 expiration of time, additional time can be added by accessing the app anywhere. There will be no  
221 limit on the amount of time you can remain parked in one spot so long as the \$2.00 per hour is  
222 paid. The software associated with using the app allows reports to be run for data collection  
223 purposes.

224  
225 Using the same application residents are eligible to purchase a parking permit for \$5.00 that can  
226 be utilized for all parking areas. Homeowners that do not use Conway as their full-time residence  
227 can purchase a \$5.00 rec parking permit only and will have to pay the \$2.00 / hour parking in the  
228 village. Employers can purchase employee parking permits for \$20.00 each for use in the Depot  
229 Street, HEB, and potentially another parking area. There will be a link on the Town's website that  
230 will take you to the 3<sup>rd</sup> party vendor where the required information can be provided.

231 Cost associated with the program include \$153,000 for 8 months of personnel costs, \$65,000 for  
232 one time startup costs to include software, handheld enforcement device, and three pay stations.  
233 The projected revenue based on the 1.34 net income for the first hour of parking, 430 parking  
234 spaces, 5,000 \$5.00 resident permits, and \$150,000 in fines is \$970,102.00

235  
236 **Mr. Marvel** made several inquiries to include why the program isn't being implemented in  
237 Conway Village as well. **Mr. Smith** noted in his opinion there wouldn't be enough revenue  
238 generated to pay for someone to enforce it. **Mr. Marvel** inquired how many attendants would be

239 on duty at a time. **Mr. Smith** advised one enforcement person would cover the village on a  
240 regular day with an additional person to cover the recreation sites, which is already in the budget,  
241 along with some seasonal staff. **Mr. Marvel** inquired if the 50% estimate is too high as there will  
242 be people that will park further away and walk into the village. **Mr. Smith** stated the only place  
243 people could walk from is Settler's Green. **Mr. Marvel** noted towns with paid parking usually  
244 have free parking on the edge of town, which is not an option here. **Mr. Smith** advised Whitaker  
245 Woods will be free parking. **Mr. Marvel** inquired if there is a map showing the parking spaces.  
246 **Mr. Smith** advised there is not. **Mr. Marvel** inquired if there is a parking benefit district, where a  
247 portion of the income would be used for improvements, which could decrease the opposition. **Mr.**  
248 **Smith** explained improvements are underway with the replacement of the bricks for the  
249 sidewalks, trash removal, stripping, and plowing. **Mr. Marvel** clarified the town receives an  
250 estimated 2/3 profit. **Mr. Smith** clarified all fees are taken out of the first hour of each transaction  
251 and for every hour after that the town receives the full \$2.00. **Mr. Marvel** noted while speaking  
252 with Portsmouth's parking manager, he noted their income from fines was \$987,000 which cost  
253 \$325,000 to collect. will the projected \$150,000 in fine revenue be more like \$100,000 after  
254 collection fees. **Mr. Smith** noted the collection of the fines will be done by the company they  
255 contract with. In addition, he would have to see what fees he is referring to.  
256

257 **Mr. Jensen** had a series of questions to include inquiring where 50% came from. **Mr. Smith**  
258 explained there was limited data collected, information received from other towns with a parking  
259 program, vendors, and a bit of assumption. More precise data can be provided once the program  
260 has been implemented. **Mr. DegliAngeli** noted based on the high and low volume percentages  
261 and data from towns using a paid parking program, 50% was a conservative estimate. **Mr. Jensen**  
262 noted other towns have different geography. **Mr. DegliAngeli** commented in his opinion the  
263 metrics are the number of parking spaces and traffic volume. **Mr. Jensen** inquired if the  
264 associated fees will be explained to the parking space renter. **Mr. Smith** advised it is not  
265 necessary as the Town is covering all fees. **Mr. Jensen** inquired how far apart the signs would be  
266 placed and hopefully a fine will not be assessed for missing the sign. **Mr. Smith** advised they will  
267 be 3-5 spaces in each direction. The first offense will be a warning and anything after that will be  
268 a ticket. **Mr. Jensen** inquired if enforcement personnel would be in uniform. **Mr. Smith** advised  
269 they would be in the Town of Conway fluorescent yellow attire.  
270

271 **Mr. LeFebvre** clarified this is strictly a revenue source and not for the purpose of rotating  
272 vehicles. **Mr. Smith** advised that is correct. **Mr. LeFebvre** inquired how many of the 400+  
273 parking spaces are handicapped only. **Mr. Smith** advised the 9 handicap spaces in North Conway  
274 Village are not included. **Mr. LeFebvre** inquired how they arrived at 10% for resident parking.  
275 **Mr. Smith** said it was a guess.  
276

277 **Vice-Chair Jost** inquired what the net income was for the recreational parking program. **Mr.**  
278 **Smith** said it was \$37,000.  
279

280 **Mr. Lewis** asked a series of questions including, inquiring if the enforcement personnel would be  
281 typing plate numbers into a phone instead of using a reader. **Mr. Smith** said they were told people  
282 can type faster than getting a picture and uploading it. Also, with the autofill function they only  
283 need to type in the first 3 numbers then select the plate from a list. **Mr. Lewis** inquired of any  
284 difficulty with cell phone coverage. **Mr. Smith** said the only one they are aware of is Verizon,  
285 which should be taken care of will the new cell tower installation. **Mr. Lewis** inquired if there  
286 was a minimum time or can someone pay for minutes compared to hours. **Mr. Smith** said they  
287 can't go too low because they would lose money based on the fees, therefore they are thinking

288 about a minimum time of 30 minutes. **Mr. Lewis** asked in relation to the 50% utilization, how  
289 low it would go before losing money. **Mr. Smith** explained the budget is \$241,000 and at 50%  
290 the projected revenue was at \$970,000. If utilization drops to 25% the projected revenue would  
291 be around \$500,000 +/-, which is still \$250,000 in revenue.  
292

293 **Ms. Sand** had a series of questions to include inquiring how the Town Planner was involved and  
294 how this program fits into the current master plan. **Mr. Smith** explained there were no specific  
295 discussions with the Town Planner except for him sitting in on one of the vendor demonstrations.  
296 **Ms. Sand** asked who the stakeholders are in this plan and has the new department been consulted  
297 on developing this plan. **Mr. Smith** said the taxpayers are the stakeholders as the reason for  
298 initiating the program was to generate a revenue stream and offset the tax burden. **Ms. Sand**  
299 commented this program also affects businesses and activity in North Conway and the planning  
300 process should have included them. No formal studies have been conducted like Littleton,  
301 Bethlehem and Hanover performed. **Mr. Smith** said that is correct. **Mr. DegliAngeli** explained  
302 those towns conducted studies to address problems like lingering, lack of turn over, and loitering,  
303 but they have looked at other resort destination communities that use paid parking to generate  
304 revenue. **Ms. Sand** inquired of those towns that use paid parking only as a revenue source and not  
305 to fix a problem. **Mr. DegliAngeli** said they looked at Portsmouth and Dover and we don't have a  
306 problem identified. **Ms. Sand** inquired about how RV and Bus parking will be handled. **Mr.**  
307 **Smith** advised that is one of the items that is still being worked out. **Ms. Sand** inquired how the  
308 program will be evaluated on its effectiveness and who will evaluate the reports. **Mr. Smith**  
309 explained the software allows for reports to be generated that can include the average time used  
310 and where people are parking. The reports will be reviewed by himself in the first instance and  
311 used to present updates on the program. **Ms. Sand** inquired how many signs will be purchased if  
312 they are installed in every 3-5 parking spaces. **Mr. Smith** explained he does not know the total  
313 number of signs needed, but the signs can be put up on every telephone pole, the 2-hour parking  
314 signs would be replaced with the paid parking signs. **Ms. Sand** asked if there would be only two  
315 kiosks. **Mr. Smith** explained they budgeted for three, but they only have two locations identified  
316 on town property, being the corner of Kearsarge and Rt 16 and on the south end of Schuler Park.  
317 These two sites allow for the kiosk to be hardwired into the internet and alleviate any cell service  
318 problems. They are looking for one more location, but may have to approach landowners for an  
319 easement. **Ms. Sand** inquired who will maintain the pathway to the kiosks. **Mr. Smith** noted it  
320 would fall under the duties of enforcement personnel. **Ms. Sand** said she prefers to use parking  
321 ambassadors rather than enforcers as they will be educating and explaining the program to the  
322 public and asked who would be training and supervising them. **Mr. Smith** explained the parking  
323 program falls under public works and the plan is to hire a foreman/lead person who would be in  
324 charge or training, scheduling, issuing permits, and enforcement. **Ms. Sand** inquired how breaks  
325 required by law would be covered if only one person is working. **Mr. Smith** explained they will  
326 utilize an office at Whitaker Woods, and they would walk from there to Depot Street including  
327 side streets and back. If they take a 15-to-30-minute break there may be some tickets missed but  
328 not enough to impact the projected revenue. During the summer and on busier holidays they plan  
329 to have additional staff working. There are two vehicles budgeted for that the department will use  
330 to cover the Rec sites and one for the lead person. **Ms. Sand** inquired if uniforms would be  
331 provided for all seasons and was it in the budget. **Mr. Smith** advised they would be treated like  
332 the highway department and provided with some clothing as well as provided a boot and clothing  
333 allowance, which has been budgeted for. **Ms. Sand** asked who pays for and damage or repairs to  
334 the kiosks. **Mr. Smith** said the town is responsible for damage and repairs. **Ms. Sand** inquired of  
335 how they are differentiating between resident and non-resident property owners and how to  
336 handle a resident with multiple vehicles. **Mr. Smith** explained the website list the various

337 permits, which is based on your vehicle registration and license plate. For any properties in a  
338 trust, they are entitled to one permit per deeded owner. Regarding multiple vehicles a permit can  
339 be purchased for each vehicle. If you have an employee permit and are using a different vehicle,  
340 the employee must notify the business owner so they can update the permit. **Ms. Sand** expressed  
341 concern with someone who is unable to walk a block to use a kiosk and either doesn't have a  
342 smart phone or doesn't know how to use it. **Mr. Smith** explained it is cheaper to use only the app,  
343 but the selectmen had similar concerns, which is why they have budgeted for 3 kiosks at \$8,000  
344 each. The app is very easy to use, however, some vendors offer a phone number to use as well.  
345 **Ms. Sand** expressed concern about the \$2/ hour which is higher than most towns and the effect it  
346 will have on people coming to North Conway. **Mr. Eastman** said he doesn't think it will have an  
347 impact on people coming to North Conway as they come for the uniqueness, great stores, and  
348 restaurants. **Ms. Sand** inquired how the town will aid businesses in making sure people don't use  
349 their private lots. **Mr. Smith** noted it is already happening and the town doesn't have the ability  
350 to determine who is or is not customers. **Ms. Sand** expressed concern for employees that need to  
351 walk to and from their vehicles that are in the proposed designated parking lots. **Mr. Smith**  
352 explained employees would not be parking any differently than they are now other than using the  
353 lit HEB parking lot which is beside Seavey Street. **Ms. Sand** noted she calculated yearly salaries  
354 for the foreman and second full-time person with benefits excluding retirement and employee  
355 allowance to be \$153,000. **Mr. Smith** said he has budgeted \$153,815 for eight months of wages,  
356 overtime, insurance, and retirement. **Ms. Sand** advised legally a new program such as this, all  
357 proceeds must be used to maintain the streets and parking, otherwise it becomes a tax. Is the town  
358 prepared to account and track these funds? **Mr. Smith** said the money comes in all tracked and  
359 they know exactly what was collected. **Ms. Sand** said the money cannot cross over to other uses  
360 and for that reason, this should be a warrant article for specific tracking of the funds. If the budget  
361 for the paid parking program is removed from the budget with it still be instituted? **Mr. Eastman**  
362 said in the past the selectmen have respected and followed the taxpayer's stand.

363  
364 **Mr. LeFebvre** inquired how a scofflaw will be handled. **Mr. Smith** said they are still working  
365 out those details but there are mechanisms that can be used.

366  
367 **Mr. Drinkhall** had a series of questions to include what the projected revenue was for the  
368 Recreation paid parking for 2022. **Mr. Eastman** said he doesn't have that figure with him but  
369 Will provide it later. **Mr. Drinkhall** inquired about the number of parking spaces Littleton as  
370 their revenue did not come close to revenue projections for Conway. **Mr. Eastman** said he didn't  
371 have the exact number with him but will provide it later. They do have fewer on-street parking  
372 spaces and more off-street paid parking. **Mr. Smith** said Littleton is not in the same category as  
373 North Conway when it comes to attractions. **Mr. Drinkhall** expressed concern with the noon start  
374 time on Sunday as many of the churches leave at noon. **Mr. Smith** advised the reason for the  
375 noon start time was based on the churches and with the start time being noon, the enforcement  
376 starts at Whitaker Woods.

377  
378 **Mr. Marvel** inquired of the money that would be lost if the program failed, like the employees,  
379 signs, and kiosks, which isn't the anticipated large investment. **Mr. Smith** said the signpost,  
380 computers, and handheld devices along with transaction fees as the implementation fee is waived  
381 with the purchase of permitting. **Mr. Marvel** suggested using entry signs in place of signpost for  
382 every 3-5 parking spaces. Littleton has 300 street parking spaces and over 1,000 off-street parking  
383 spaces, many that are free as their goal is to get people off the street. Will this program generate  
384 enough revenue to make the cost and inconvenience worth it. In his research he found the  
385 minimum cost to be \$1.50/ hour and Portsmouth charges between \$1.50 - \$5.00 depending on the

386 density. Portsmouth took in \$3.8 million in revenue just from parking meters and the funds were  
387 not used specifically for parking.

388  
389 **Chair Donohoe** inquired if there is a known ratio of kiosks to parking spaces and geography and  
390 where Conway falls. **Mr. Smith** said he doesn't have that information but would guess it was on  
391 the light side. The goal is to limit the kiosks based on their cost and finding a place to put them.

392 **Chair Donohoe** inquired if there is information on the use of the app compared to the kiosks. **Mr.**  
393 **Smith** said there are not many towns that started a parking program from scratch using the app.  
394 However, Portland phased out their meters and started using the app and have had great success  
395 with the app being utilized.

396  
397 6. Public Comments:

398 **Mark Guerringue, Publisher at Conway Daily Sun**, inquired if they knew how many employee  
399 permits would be required, spoke of the unfairness for the nonresident employees how have to  
400 park ¼ of a mile away from their place of employment, and not allowing businesses who have a  
401 designated parking lot to purchase employee permits. **Mr. Smith** explained he has not polled  
402 every business, but if there is not enough space in their parking lot, they would be allowed to  
403 purchase employee permits for nonresidents. They will continue to evaluate the plan and the  
404 number of employee permits purchased. **Mr. Guerringue** stated in speaking with Denise Valley,  
405 Gorham Town Manager, after doing their North Country Council study on paid parking they  
406 chose not to go forward with it as she stated if parking is not a problem, she can't see doing it. Is  
407 this being done to solve a problem or just revenue. **Mr. Smith** said this has been discussed, this  
408 is a revenue source as there are several visitors that use our services and don't contribute to the  
409 tax dollars. **Mr. Guerringue** stated comparing Conway to Portsmouth and Portland is like  
410 comparing apples to oranges as they have a demand for parking. Conway does not have a demand  
411 as you can find a parking space any day of the year. **Mr. Smith** said people are using the parking.  
412 **Mr. Guerringue** inquired if any cost to employers has been calculated for people using their  
413 parking lots. **Mr. Smith** replied no. **Mr. Guerringue** inquired if there was consideration to offer  
414 the \$5 parking permit to Bartlett and Jackson residents who share the high school and pay  
415 precinct taxes. **Mr. Smith** said no, and they don't pay for services provided in North Conway.  
416 **Mr. DegliAngeli** said they have been very clear that this program is to generate revenue that will  
417 offset inflation and rapid growth costs. **Mr. Guerringue** inquired what the research showed for  
418 utilization of parking on Seavey Street. **Mr. Smith** stated he was there three times today and  
419 almost all the spots were utilized. **Mr. Guerringue** inquired what happens to those people that are  
420 just picking up or dropping off, will they be ticketed. **Mr. Smith** explained they have discussed  
421 the option of a 15-minute grace period in certain locations. **Mr. Guerringue** inquired why they  
422 have not held a public information meeting. **Mr. Smith** advised this program has been talked  
423 about since the summer and the budget committee and selectmen meetings are public. **Mr.**  
424 **Guerringue** stated Mr. Holmes projected \$275,000 in revenue from the 2022 Recreational paid  
425 parking program, but it only generated \$79,000.

426  
427 **Larry Flaherty, owner of the Met Coffee House**, said he is thankful for the transactional  
428 parking as the \$2 parking fee would be a detriment to his business. Regarding employee parking  
429 will he have to purchase 24 parking permits and is there a fee associated with changing license  
430 plates. **Mr. Smith** advised they are considering a minimum parking time which would cost \$1/  
431 hour. There is no fee associated with changing license plate numbers. Met employees have been  
432 asked to park in the private lot down back by the tunnel and they wouldn't need permits. **Mr.**  
433 **Flaherty** felt having his employees park down back where they must go through the woods in the  
434 dark creates safety concerns. Will the town provide WiFi for people to download the app? **Mr.**

435 **Smith** explained it has been discussed but it seems Verizon is the only carrier that has issues, but  
436 the kiosks will be hardwired to the internet and can be utilized if the app can't be downloaded.  
437

438 **Joann Daly, owner Soyfire Candle, Bath and Body**, commented on the effects of this program  
439 to her small business and residents who have stated they will not pay to park and therefore will  
440 not shop in North Conway. According to State Statute a revenue based paid parking program is  
441 illegal unless the funds are only used to cover costs associated with specific parking areas. If the  
442 funds are not used appropriately Conway could be faced with a lawsuit.  
443

444 **David Swirk, Co-Owner of Conway Scenic Railroad**, commented the goal is to bring guest into  
445 the valley for the mutual benefit of everyone and he will create parking at his facilities in  
446 Conway, North Conway, and Bartlett to provide guest with the best experience. With an estimated  
447 5,000 parking tickets being issued, it is a concern that we may have families not come back due to  
448 a negative experience. Is there consideration of a tax abatement or compensation for providing  
449 parking. **Mr. DegliAngeli** advised parking is based on the market...

450 (audio / video missing due to changing of tapes and not pausing the meeting)  
451

452 **Laura Cummings, owner of White Birch Books**, commented on the hidden fees associated with  
453 the paid parking program, especially if it was abandoned. These include the confused and  
454 unhappy patron that chose not to return, the time and energy spent monitoring private parking,  
455 and potential disputes over parking spaces. North Conway does offer a unique experience, but it is  
456 a broad assumption to think people are going to pay for parking without a thought.  
457

458 **Brendan Battenfelder, with Badger, Peabody, and Smith Realty in North Conway Village**,  
459 inquired if businesses would be able to comp patron parking as it could be an option to address  
460 some concerns. **Mr. Smith** advised the preferred company does offer the ability to comp parking  
461 with a code. **Mr. Battenfelder** expressed concern with the paid parking and the inability to  
462 provide patron parking causing his realtors to meet clients at properties listed for sale rather than  
463 the office, which creates a safety concern for them. He expressed appreciation for the care  
464 provided by the public works department but noted tax revenue is denser in North Conway  
465 compared to the resources used.  
466

467 **Rob Peterson, General Manager of Horse Feathers, and Deacon Street**, inquired of the plan  
468 for employee parking when spaces are not available. **Mr. Smith** said they are still working out the  
469 details for the HEB parking lot and if the need for employee parking spaces is more than what is  
470 presently provided, they will look at providing additional spaces in different locations. Mr.  
471 Peterson commented on the lack of necessary bandwidth in North Conway and asked if there is a  
472 contingency plan for when it is down. He expressed a safety concern with putting a kiosk at the  
473 corner of Kearsarge and Rt 16.  
474

475 **Mark Hounsell, Conway Citizen**, see letter attached to the minutes.  
476

477 **Daymond Steer, Conway Daily Sun**, commented Conway is run by intelligent and well-meaning  
478 people but it is the least efficient town government with five fire departments, many schools, two  
479 rec centers, two ambulance companies, and over a billion in valuation revenue. Is more revenue  
480 needed? Will the Loynd Auditorium hold all the anticipated participants for the town meeting?  
481 Can the Kiosks be sold back to the company after six months? Based on Ms. Sand's comment  
482 will money have to be given to the State as they plow the main road? Mr. Smith advised he  
483 anticipates the kiosks could be sold back to the company. The town takes care of side streets,

484 trash removal, stripping, and sidewalk repair. **Mr. Steer** asked if \$700,000 in additional revenue  
485 is needed for that. **Mr. Smith** shook his head no.

486  
487 7. Town Default Budget Group:

488 **Chair Donohoe** reminded the committee they will meet on January 10, 2023, at 6:30 pm at the  
489 selectmen's office.

490  
491 8. Old Business:

492 **Vice Chair Jost** inquired on the status of the explanatory letter to be sent to Non-Profit agencies  
493 to get more consistent feedback. Mr. Colbath said he drafted the letter which was tweaked by  
494 Chair Donohoe and it needs to be provided to Krista Day prior to January 13, 2023.

495  
496 **Ms. Sand moved, seconded by Vice Chair Jost, to allow the Non-Profit subcommittee who**  
497 **drafted the letter to be able to provide it to Krista without further action from the Budget**  
498 **Committee. Motion Carries (12-0-0)**

499  
500 **Vice Chair Jost** suggested asking the selectmen for feedback on the proposed use of the ARPA  
501 funds. **Mr. Colbath** suggested sending the question to the Town Manager, so he is prepared to  
502 answer the question at the next meeting.

503  
504 9. New Business: None

505  
506 10. Adjourn:

507 **Mr. Marvel moved, seconded by Mr. LeFebvre to adjourn the meeting at 9:45 p.m. Motion**  
508 **Carries (13-0-0)**

509  
510 Respectfully Submitted,

511 *Lisa E. Towle,*

512 Recording Secretary

513

514

515 Testimony from Mark Hounsell  
516 Conway Municipal Budget Committee  
517 January 4, 2023

518  
519 Parking opponent Peter Edwards has said “**We are at war with the town,**” and his declaration has  
520 the full support of his political allies, including the Mount Washington Valley Chamber of Commerce  
521 and the Conway Daily Sun. It’s a political war, with textbook tactics.

522  
523 First, flood the community with propaganda and misleading data.

524  
525 Second, raise suspicions about the qualifications and abilities of the opponent.

526  
527 Third, ridicule all who disagree.

528  
529 Fourth, incite their friends to fear and anger, or threaten ostracization for those who fail to rally. Bully  
530 the community.

531  
532 Unfortunately, Peter Edwards’s political assault on the town is in full swing, and all four of these  
533 tactics are in play. This assault demands a response from those of us who know better.

534  
535 As a means to shore up his propaganda Edward’s has engaged in cherry-picking obscure findings and  
536 opinions from irrelevant outside entities including Dixon Resources Unlimited of San Diego CA, and  
537 the North Country Council. I remind everyone that a few years back the North Country Council’s  
538 unwillingness to share financial information with the town of Conway raised sufficient concern over  
539 their fiscal dealings that the town, and for the second time in two decades, severed our relationship  
540 with them.

541  
542 Nevertheless, I’m certain the Conway Daily Sun stands ready to provide all the ink and paper needed  
543 for Edwards to peddle his propaganda. The Chamber cabal can also be counted on to exert pressure  
544 on their members and the community.

545  
546 Edwards wrote the following in an email to budgeteer Stacy Sand his thoughts about Conway’s  
547 Public Works Director Andrew Smith, “I feel (Smith) is out of his element with a project of this  
548 scope. He will be overwhelmed with so many relevant questions.” How very condescending and  
549 rude!

550  
551 Andrew Smith has been a hardworking and dedicated employee of our town for over eighteen years.  
552 He has always shown himself to be diligent and professional, and he shouldn’t be disparaged by those  
553 who simply don’t like his conclusions.

554  
555 Town Manager John Eastman is a forward-thinking leader who, over thirty years, transformed  
556 Conway’s Rec Department into the envy of the state. As the new leader at town hall John is  
557 determined to see our town poised for success. He recognizes that growth requires funding, and paid  
558 parking will provide us with dependable annual revenues that will help offset the burden from  
559 perpetually rising taxes.

560  
561 The board of selectmen has been the same since 2015. As lifelong residents they have extensive  
562 knowledge and vital experience, and I applaud them for endorsing paid parking. Regardless of how  
563 much revenue we collect, property taxpayers need all the relief they can get. I submit, even if paid

564 parking generates a minimal amount in revenue, it is the responsibility of the CMBC to endorse it.  
565 This is a budget committee – not a policy board.

566  
567 Peter Edwards in his email to budgeteer Stacy Sand wrote the following, “Even Mark Hounsill (sic)  
568 and Bill Marvel, being the intelligent folks they are, should accept this reality.” Well, I will not speak  
569 for Bill Marvel, but as for me I absolutely reject the reality promoted by Peter Edwards. Because I  
570 don’t agree with him, he questions my intelligence. In this political war the general welfare of the  
571 many are pitted against the self-perceived welfare of the few.

572  
573 It is clear the plan from Edwards and company is to influence the deliberative and voting sessions of  
574 our SB2 town meeting. They are hoping for a low turnout, and if history is any indication, they will  
575 get what they want. I believe they have 800 votes they can count on. It is unlikely more than 1600  
576 will turn out to vote in April. A good showing at the deliberative meeting in March is critical to  
577 passing the budget intact.

578  
579 If the opponents to paid parking really believe in their cause they should find candidates who openly  
580 oppose the plan to run against Dave Weathers and Mary Carey-Seavey. It is unlikely that anyone  
581 running in the platform of opposing paid parking could even come close to defeating these popular  
582 incumbents, but that effort would be more honorable without all this unseemly political warfare.

583  
584 Thank you for your time