

**TOWN OF WATERVILLE VALLEY
BOARD OF SELECTMEN
REGULAR MEETING MINUTES**

DATE: January 24, 2018

MEMBERS PRESENT: Mike Aronson, Chairman, Margaret Turner, Vice-Chair and Bill Larsen.

MEMBERS ABSENT: None.

OTHERS PRESENT: Reggie Breeckner, Wendi Rathgeber, Tim Gross, Mark Decoteau, Chris Hodges, Jim Mayhew, Judy Rolfe and Sharon Charron.

1. The meeting was called to order at 3:00 p.m.

2. Privilege of Floor

Mark introduces town auditor, Paul Mercier, to the board who has been conducting the field work for the 2017 financial audit. Paul stated things looked good overall and complemented both Mark and Judy Rolfe on the financial record keeping of the town. Paul also informed the board his findings of a *deficit appropriation* made by the WV School District in 2014. Paul explained that in March of 2014 the WV School District knew that additional funds were needed for the 2013-14 school year operating budget. A motion was made, seconded and passed to cover the unanticipated expenses of \$65,354 (*see attached school minutes of 3/10/14 meeting*). This appropriation was incorrectly filed with DRA as a *supplemental appropriation*, meaning that funds were present to spend but just needed the authority to do so. It should have been filed as a deficit appropriation, which means that the funds needed to be raised and would have been added onto the tax rate for the school portion for the 2014 tax rate. In essence this \$65K has been carrying forward each year, and at the end of each school year this amount is returned to the town. Mark and Paul have been working with the SAU offices with this information to correct the error.

Paul recommends making an adjustment of \$65K against property taxes from fund balance to clear up the issue.

A motion is made by Bill Larsen to make an adjustment of \$65K against property taxes in the current year as an accounting entry.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Paul confirmed to the board that there is no evidence of any wrongdoing by employees with respect to financial matters.

3. Approval of Minutes of 1/10/2018 Regular Meeting

Bill Larsen motions to approve the minutes of the regular meeting on January 10, 2018 with changes.

Margaret Turner: 2nds.
Motion was carried by a unanimous voice vote.

4. Department Heads Updates

- **Recreation**

Brooke reports that things are going well. The holiday week and MLK weekend were both busy due to the cold weather. She is busy planning new activities, including archery tag, for the February vacation weeks. The relationship with the WV School is excellent this year. She informed the board that most of the summer staff is returning for 2018 and that there will be another camp age group this summer to allow for 2 year age increments in all of the groups, where some had been 3 year ranges in the past.

- **Public Works**

No report today as Jim is absent as road crews worked overnight last night treating roads.

- **Public Safety**

No report today as staff is on an ambulance run.

5. Calendar Review

The Town Bond & Budget Hearing is Wed., 2/7/18 at 6pm and will be in the multipurpose room of the Recreation Department.

The School Budget Hearing is scheduled for Mon., 2/5/18 at 6:15pm and will be in the multipurpose room of the Recreation Department.

The next Planning Board meeting is tomorrow, Thurs., 2/8/18 at 8am.

6. New Business

- **Review and Approve Budget Information**

- 1. Proposed Budget**

Bill Larsen asked about the Corcoran Pond Dam repairs budget, specifically the engineering costs, and why are they so high. Mark explained this is due to the state requiring an expert in articulated concrete blocks design the plan (for the block section only). The town engineers are doing the remainder of the design work for flow calculations, ground work and general construction engineering which includes everything other than the concrete block. Concern was expressed that 20% contingency line item was too high. Mark commented that the town only has the original plans for the dam, not post construction as-built plans, and as a result the underground materials are not confirmed. If any modifications to the original plans did occur, the engineers recommended a contingency of 20%. The board was in favor of a lower contingency percentage of 15%. Discussion followed regarding the construction estimates. Local contractors would likely be utilized with the hope of lowering costs. Mark suggested that the \$20K used from fund balance should be removed, and if necessary added in only if it was needed, but not to include that amount now.

- 2. Draft Warrant Wording**

The warrant is reviewed by the board and suggested edits are made to the draft wording as presented. Changes include Article 3: "Dam" was added to Corcoran Pond; Article 4: \$250K for

the design and construction of new town entrance and related road improvement; Article 11: \$10K for the support of the 2019 Independence Day Festival to be held in WV; Article 14: A presentation by Mark was recommended on why new construction property tax exemptions for commercial zones is beneficial to the town and procedures for adoption of RSA 72:81. Mark then provides additional information to the board on articles 6 and 9. Article 9 is for the purchase of the police cruiser, which he recommends the order be placed now to speed up the delivery. He has confirmed with DRA that this is allowed with an escape clause if article fails. The vehicle is needed ASAP due to the fire in one cruiser, leaving only the SUV-style police cruiser in operation. The vehicle was totaled by our insurance company. Additionally, Article 6 is for the purchase of a new plow truck, and to save about \$4K, the order needs to be placed before town meeting. Bill Larsen requested additional information at the next meeting on the reason(s) more fuel efficient vehicles are not practical.

3. Draft Presentation Slides

Mark reviews the slides of the FY2018 Budget & Bond Hearing presentations with the board. Key items noted include the following; explanation of level funding of CIP 30-Year plan to voters, FY2017 Fund Balance amount returned increased \$50K and FY2018 amounts proposed, and debt service and current debt amounts, and explanation of \$2.75 for annual CIP spending.

- **Review Draft of Selectmen's Annual Report**

The draft was reviewed followed by discussion and a few edits were suggested.

- **Police Cruiser Replacement**

This was discussed earlier under the warrant articles.

- **Administrative Abatements**

The administrative abatements were reviewed by the board, the reasons were discussed and they were approved. The reasons for the abatements ranged from a property value adjusted due to a fire/building loss to utility values being decreased due to reassessment. These resulted in overpayment of the total year tax bill with the payments that were processed from the 1st issued bill.

7. Old Business

Bill Larsen mentions that the sign regulations, as part of the Zoning Ordinance, have now changed. They still need to be voted upon at Town Meeting but they are in effect as proposed as a warrant article. Copies were distributed to the board and discussion followed.

Mike reviewed the meeting with DES regarding well#3 with the board. The meeting provided information and a better understanding of well#3 current issues of EColi and Total Coliform. Well #3 is not ideally placed, being in close proximity to the river. The actions needed to repair well #3, as previously presented and discussed by EGGI, were seen as the correct fixes. DES will work with EGGI for water monitoring and test results. DES did say that a low amount of Total Coliform would be acceptable if the EColi was eliminated.

8. Correspondence

- **USDA Project – Warranty Expiration Notice, 3/10/2018**

Mark informs the board that 3/10/2018 is the one year anniversary of the completion of well#4. The notice was sent as a reminder of the expiration of the warranty period.

- **REI Outessa Email**

The email was reviewed and additional space was requested by the group. Discussion followed by the board and the National Forest Campgrounds, as well as the old 6th Fairway, were both seen as alternatives for additional space for camping opposed to using Packard's Field.

9. Privilege of Floor II

None.

10. Board Concerns and Directives

None.

11. Non-public Session

None.

Bill Larsen motions to adjourn the meeting at 4:15pm.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant