

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

**DATE:** March 22, 2017

**MEMBERS PRESENT:** Chairman Mike Aronson, Margaret Turner and Bill Larsen.

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Alexandra Bousican, Reggie Breeckner, Rich Rita, Mark Decoteau, Chris Hodges, Dave Noyes, Jim Mayhew, Brooke Wakefield, Sharon Charron.

**1. The meeting was called to order at 3:02 p.m.**

**2. Election of Board Chair and Vice-Chair**

The election of the board was conducted as follows;

Motion to nominate Mike Aronson to be the Board Chair.

Motion: Margaret Turner

Bill Larsen: 2nds.

Motion was carried by a unanimous voice vote.

Motion to nominate Margaret Turner to be the Board Vice Chair.

Motion: Mike Aronson

Bill Larsen: 2nds.

Motion was carried by a unanimous voice vote.

**3. Privilege of Floor 1**

Reggie Breeckner updates the BOS on her proposal for a museum in town. She has a list of people interested in serving upon the committee and she agreed to chair the committee as well. A motion was made by Bill Larsen to name the committee the Town Museum Committee and to have Reggie Breeckner chair the committee.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Mark Decoteau asked if Reggie could return with a report by 11/1/17 on the committee's progress and work and she was in agreement. Residents who expressed interest in being members include Barry Williams, Rich Rita, Preston and Brenda Conklin, and Bob Fries.

Mark Decoteau presents 2 Merit Award Letters. The first to Sharon Charron for her work on the 2016 WV Town Report, and the second to Kevin Pierce in responding to and providing aid during a very difficult call during the Special Olympics. Margaret Turner confirmed Kevin's actions as she was also present during the call.

**4. Approval of Minutes 2/8/17 Bond Hearing, 2/13/17 Special Meeting, 2/22/17 Regular Meeting, and 3/16/17 Special Meeting.**

Bill Larsen motions to approve the minutes of the Regular Meeting of the Selectmen of 2/8/17 as amended.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Bill Larsen motions to approve the minutes of the Special Meeting of the Selectmen of 2/13/17 as presented.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Mike Aronson motions to approve the minutes of the Regular Meeting of the Selectmen of 2/22/17 as amended.

Bill Larsen: 2nds.

Motion was carried by a unanimous voice vote.

Bill Larsen motions to approve the minutes of the Special Meeting of the Selectmen of 2/16/17 as amended.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

## **5. Financial Update**

Mark reviewed the report and there were no major concerns noted or discussed. All departments are tracking well for this point in the year. General overhead line item was briefly discussed.

## **6. Department Heads Updates**

- **Recreation**

Brooke Wakefield responds to a question by BOS regarding recreation revenues at 8% of the 2017 budget. She stated as compared to last year from her records she is \$2K above last year, so no need for concern. Summer camp registration is now open online and has already had activity. Pickleball tournament went very well last weekend. Planning is underway for Easter weekend and spring vacation for MA as well as summer hiring. Brooke has spoke to John Francis from school district regarding summer maintenance projects for the school and MP room.

- **Public Safety**

Chris Hodges reports to the board. Special Olympics went well, and he received positive feedback. The “resort experience” allowing people time to enjoy resort amenities went well. Excavation work will begin at Lash home (fire scene) in the next few weeks as weather permits. No cause of fire yet determined, though appliances have been ruled out. Ignition area has been limited to a room where underneath runs a gas line. Potentially the gas line heaved with frost, though this is not conclusive. Chris estimated that the leak could have been going for a few hours to up to a week. Concern was expressed by board for prevention. Chris stated gas detectors in homes can be linked to central alarm systems and can be monitored an alarm company. There are also detectors that can be installed that are stand alone systems. \$17 tickets for St. Patrick’s Day was busy at ski area, and anticipating that the \$1 day (3/31/17) will be the same. Staff members are also working on recertification for their EMS licenses by the end of March.

- **Public Works**

Jim Mayhew reports that things have been fairly quiet except for the nuisance storms. The last storm did do wind damage to Town Building roofs and we lost a few shingles that will need to be replaced soon. The BOS questioned Jim about spring road conditions. He stated frost heaves started very early this year, and that the frost overall is not very deep (only 18"-24"). Some road areas in town did better than past years, but other areas which are showing the frost heaves. Overall there was a lot of rain. Salt use was high this year due to nuisance storms and rain/freezing rain storms. The road maintenance priorities will be reviewed and might need to be adjusted.

## **7. Calendar Review**

The next regular Selectmen's meeting will be Wednesday, April 12, 2017 at 3pm.

## **8. New Business**

- **Review and Approve MS-232 from Town Meeting**

The MS-232 is reviewed and signed by the Board. Bill Larsen Motions to approve the MS-232. Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Request for Interest Abatement – J. Highland**

Mark explains that there was a mix-up in a December payment made by their administrative assistant and only the water/sewer taxes were paid. The Highland's had never had an issue with their account in the past. Mike Aronson motions to abate the Highland's interest in the amount of \$243.44 for an administrative error.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Abatement Request – M. & D. Fortin**

Mike Aronson provides backup information RE a sales flyer from WV Realty regarding land parcels being advertised for sale. Mike informed him that if he wished to seek an abatement on his property tax bill to submit the appropriate abatement paperwork for review. Mr. Fortin did submit paperwork, but missed the deadline of March 1<sup>st</sup>. The application was received upon March 6<sup>th</sup>. Discussion followed concerning the sales flyer, and any sale as a result of this would be used towards the 2017 tax year, and not for the past 2016 tax year. Additionally the deadline of March 1<sup>st</sup> is strictly adhered to by DRA/BTLA and is printed upon the property tax bills. In the past, BTLA will not even hear cases if the application is not submitted by March 1<sup>st</sup>.

Bill Larsen motions to deny the abatement request based upon the late submittal of the application.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Proposal for Replacement of Generator at WWTP**

Mark Decoteau presents a quote for the new generator of \$39,040 and electrical work of \$19,400. The electrical work includes an outdoor weatherproof 600 volt service, rated disconnect next to generator, copper feeder conduits to automatic transfer switch, low voltage controls between generator and transfer switch, remove all unused conduits and conductors from exiting installation, supply and install all conduits and fittings for complete installation, and

supervise testing by generator supplier. All electric panels were updated previously inside the WWTP during earlier pump updates 6-7 years ago. Some of the site work will be done by WV Public Works staff with town equipment. Discussion followed as to why this was not put out to bid, and Mark stated that the work done on the DPS/Town Hall generator went very smoothly with this contractor. In the past we've had trouble locating an electrician to do work. Mark will put the electrical work out to bid. Lead time on generator purchase is 20 weeks. A brief discussion followed regarding a trailer installation and making this generator portable, and this was not seen as feasible as our permit requires be onsite and in place in the event of power loss. Jim mentioned that in the event of a power outage and the generator went down, our Emergency Action Plan would be put in place which involves Milton Cat bringing in a stand-by generator to power the pumps.

Mike Aronson motions to authorize the purchase of the generator for the WWTP from Milton Cat for \$39,040.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

## **9. Old Business**

- **Review Final Budget Numbers for W/S USDA Project**

The final budget report is reviewed for the USDA W/S Project. The total project cost was \$4,205,696. The US Rural Development loan was \$1,919,000 at low interest of 2% for a 30 years term and the current balance of that loan is \$1,771,334. We separately bonded a total of \$691,696 at a variable rate and have paid back near 50% of the bond, and the current balance is \$374,815 as of 12/31/16. The grant amount was \$1,595,000 which does not need to be repaid. The original budget of the project was \$3.7 million and the increases were a result of changes on West Branch road bridge crossing, paving, water and sewer lines extension onto Birch Brook Lane, and treatment building adjustments due to Hurricane Irene flooding. Well #4 is currently up and that water is being used in our water system. Wells #2 and #4 are both actively supplying the system and are running at the same time.

## **10. Correspondence**

- **DES Correspondence – Gas Station Remediation**

Letter received from DES regarding monitoring of old gas station property, which now belongs to the town. The site is now determined to be cleaned. The testing wells will be decommissioned and will be removed this summer at no cost to town. DES will coordinate with WV Public Works for the removal.

- **Atlas Fireworks**

The July 4<sup>th</sup> fireworks show will be on Tuesday, July 4<sup>th</sup>. Rain date on the contract was discussed and the date of Friday, July 7<sup>th</sup> was chosen. The rain date needs to be stated on the contract.

## **11. Privilege of Floor II**

Mark comments regarding Emery & Garrett Groundwater (EGGI) and the well #3 investigation. Concern expressed by board as to involvement of both CMA and EGGI. Discussion followed and Mark mentioned that EGGI has requested that CMA be involved as they do not have

engineers in piping design for the remediation of the issues if needed. The board was in agreement and there will be a BOS workshop session with EGGI & CMA upon 3/31/17.

There has been no further response from DES regarding correspondence on the Corcoran's Pond Dam.

## **12. Board Concerns and Directives**

Jean Mullen has agreed to become a full member of the Conservation Commission. Bill Larsen nominates Jean Mullen as a full Member of the Conservation Commission.

## **13. Non-public Session**

- **Discussion of Conservation Commission**

The board goes into Non Public Session under RSA 91-A: 3, II (a) along with Town Manager Mark Decoteau and Sharon Charron. The Motion was made and seconded and with a roll call vote: Selectman Aronson – aye, Selectman Turner – aye, Selectman Larsen – aye, and the Board went into Non-Public Session at 4:06pm. The Board came out of Non-Public Session at 4.28pm.

Mike Aronson motions to adjourn the meeting at 4:28pm.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Respectfully Submitted,  
Sharon Charron  
Town Clerk/Town Office Assistant