

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

DATE: April 13, 2016

MEMBERS PRESENT: Chairman Bill Larsen, Margaret Turner, Mike Aronson

OTHERS PRESENT: Mark Decoteau, Jim Mayhew, David Noyes, Brooke Wakefield, Jack Sullivan, and Sharon Charron.

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

2. Privilege of Floor 1

None.

3. Approval of Minutes 3/15/2016 and 3/23/2016

Bill Larsen motions to approve the minutes of the special meeting of the Selectmen of 3/15/16 as amended.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

Bill Larsen motions to approve the minutes of the special meeting of the Selectmen of 3/23/16 as amended.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

4. Financial Update

Mark presents the current financials. No departments have any noted issues at this time. Recreation is slightly ahead with revenue as compared to prior years, and is under spent on expenses as well. Also under spent is the highway department for winter maintenance. Water/wastewater/trash revenues are currently at 25%, which are the 1st quarter billings. Conservation Commission dues was listed in the CC line item, but will be moved to dues and subscriptions as this is for annual association fees. There were no other questions pertaining to financials.

5. Department Heads Updates

- **Recreation**

Brooke Wakefield reports that the auto-belay systems are installed and working very well and the climbing wall will now operate more effectively. There were also new harnesses purchased which are very user friendly for fitting and use and Brooke anticipates increased climbing wall revenues. Brooke reports the on-line reservations are up and working well. Part of the registration system includes waivers for each participant, which is electronically recorded making the waiver process more effective. The Fall Foliage Road Race is once again being sponsored by Mark Imbruizzi for \$2K. Brooke also felt that he would continue his support of the summer camp programs by sponsoring the t-shirts for the campers. MA vacation week is

upcoming and is not anticipated to be busy via the occupancy reports from WVRA. New activities include a Pickleball Tournament on Saturday (4/16/16), and a new program called Rope, Swing, Climb being offered utilizing the climbing wall and nets. Interviewing and hiring of summer staff is ongoing. The possibility exists of relocating the July 4th Carnival from Town Square, but this is not confirmed yet. Six (6) new boats are also arriving this week, and boats planned to be opened for Memorial Day Weekend. Briefly discussed was the Go-Buddy program, which is a new group that does introductory daily bicycling tours. They also offer lunch and other activities as part of their outings. There are presently 3 dates offered.

- **Public Safety**

Chief Dave Noyes reports that a fire permit was issued for the ski area for brush burning on Green Peak expansion area in case anyone sees smoke from this area. This area was cut earlier last year. The Forest Service does require, as part of their permit process, that WVSR apply for a fire permit from the local department. Chief Noyes reports otherwise things are slow this time of year. Planning for the Fishing Derby is underway, and field training continues for Ian McKinnon who is also attending the part-time police academy. Delivery date for the new vehicles is not yet established. Engine No.2 is also schedule for repairs shortly and will be out of service for a period of time estimated to be 3 weeks.

- **Public Works**

Jim Mayhew reports that the frost is mostly gone, and the ground is drying out. He plans to do maintenance work on some manholes soon. The garbage truck is being serviced starting 4/25/16 for 2 weeks time, and he has contracted Chris Whitcher to for this time period. The new tractor is scheduled to be delivered this Friday, 4/15/16. Mike Aronson commented regarding his drive in town with Mark. Mike expressed concern over some drainage issues and asked if time permitted to repair these areas during this summer. Some areas looked to be a rather simple fix. Jim commented that grading will be done to the areas in question, along with relocation of materials or adding gravel, as needed. Mike also expressed the need to start a dialogue with the ski area regarding the crossings for the XC groomer, as the crossing are showing evidence of damage from the groomer and the roads has begun to deteriorate in crossing locations. Margaret Turner comments that the pot holes have returned to the West Branch Rd. bridge, and Jim already has plans to repair one the ground is completely dry. Mark Decoteau states the Golden Heights Rd estimate for repair work is \$32K, which is inclusive of drainage and culvert work. He suggested that the repairs are added to the CIP plan, and that the work is best left to be done until construction in the area in completed. Test pits were dug and showed that the material was not what was expected, though Jim commented that he felt the attempts was made. The BOS expressed concern that the road was not built to town specs. Jim Mayhew commented that the water & sewer lines were installed after the road was installed, and perhaps under drains should have been installed. Bill Larsen stated the Planning Board should be made aware for future reference. Bill also suggested that bonding be included as part of the process in accepting a road from a developer to be a town owned road. This is to assure that the road was correctly constructed and repairs don't fall upon the taxpayers. He requests that Waterville Company is made aware of the current situation with Golden Heights Rd.

6. Calendar Review

The next meeting is scheduled for April 27, 2016. Mike will be absent.

7. New Business

- **Noon Peak Road Bids**

Three bids were received ranging from \$72,780 to \$85,195 and the recommendation by Mark Decoteau and Jim Mayhew were to go with D.A. White Excavating for \$72,780 who was the low bidder. Jim Mayhew commented that two of the three bids were within \$285 of each other, and speaks the quality and accuracy of these contractors.

Bill Larsen motions to accept the bid of D.A. White Excavating in the amount of \$72,780 for the repairs of Noon Peak Rd.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Review of Water/Sewer Well #4 Connection Bids**

The bid document packet is currently being reviewed by Rural Development and DES at this time. The bid packets are expected to go out by April 24th to contractors, and bids will be due back for the 2nd Selectmen's meeting in May. The work will be then complete by the end of September.

- **Appointment of Pemi-Baker Solid Waste District Representatives**

Mark comments that there is a new Executive Director for the PBSWD and recommends that both Jim Mayhew and himself be the appointed representatives for WV. The organization oversees the landfill operation in Bethlehem, and the Home Hazardous Waste Collections days in the fall. A brief discussion followed concerning the collection days and their locations. Being there is a new Ex. Director, it was felt best to have Jim and Mark be the representatives until they are established in their position.

Mike Aronson motions to appoint Mark Decoteau and Jim Mayhew representatives for the PBSWD for Waterville Valley.

Bill Larsen: 2nds.

Motion was carried by a unanimous voice vote.

- **Rate Change – Public Safety Details**

Chief Noyes review the new rates proposed for Special Details provided by Public Safety Department. This includes both the USFS patrols for campgrounds, as well as the details for Special Events (road races, etc). The new rates will be \$65/hour from the previous rate of \$42.50/hour. A survey of surrounding Grafton County departments rates were presented showing that the new rate will be in line now, as opposed to being a significant amount less.

Mike Aronson motions to approve the new Special Detail Rates for Public Safety Department of \$65/hour effective immediately.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Health Trust Rate Notice**

Mark informs the Selectmen that the actual rate increase for Health Trust (health insurance) is 4.6%, which is 2.5% lower than expected. This difference will amount to an estimated savings of \$3,282 for health insurance costs this year.

- **Water/Sewer Bill Commitment**

The 2016 1st Qtr Water/Sewer bill commitment is present and signed by the Selection. The total amount is \$164,402.

- A. Billing of Commercial Properties**

Mark presents billing history for the commercial properties and billing averages versus usage amounts were discussed. Mark reviews the decisions made by the BOS to use the lesser amount between the averages of the past 3 years and actual readings made by the new, and more accurate, water meters which were installed. It was believed, and proven true, that the older mechanical meters were less accurate than the newly installed meters. The commercials accounts have been charged the lesser amount between of the averages and the actual readings. At this time, the town is not billing in the amount of \$2,500/year by using the average usage rather than the actual usage. Now that there is a year's worth of readings on the new meters, it was felt best to revert to the actual usage going forward as the meters have been proved to be reliant. A letter will be sent to all commercial accounts informing them of what their bill would have been if the actual usage versus averages was billed for the last year so they can prepare for the increases they will see upon their 2nd quarter 2016 bills. Additional discussion followed concerning the commercial rates being charged as compared against the actual costs to treat, produce and deliver water to them. If when compared, a surplus or deficit exists, commercial rates as a whole may require further review and changes as necessary. This will require a review on a quarterly basis.

Margaret Turner motions to use the actual usage for commercial account billing starting with the 2nd quarter of Water/Sewer of 2016.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

- **White Mountain Economic Dev. Council – Email & Meeting Request**

Mark informs the Selectmen of an email received from the WMGEDC member Chris Wellington and their desire to meet with local communities to discuss local economic development needs and opportunities. There is a series of questions in the email from Chris Wellington which will need to be answered before the meeting and will require some thought. Mark suggested a joint meeting/workshop between Planning Board, Selectmen, WVRA, etc. Bill Larsen will bring the topic to the Planning at tomorrow's mornings meeting. Bill asked Mark to inquire if they wanted private business input in additional to the municipal input. Mike also suggested bringing the subject to the Town Core Working Group as well. Mark will set up a meeting and inform the Selectmen of the date and time.

8. Old Business

- **Our Town Grant Update**

Mike Aronson commented that the Our Town Grant for town signage improvements was not approved, and further that no one from NH has ever been awarded this grant. Discussion

followed that these grants are required to be submitted through a regional development group through the State of NH prior to being submitted to the national level round.

- **Ski Area Sewer Line – Special Use Permit Application**

Mark has completed the Special Use Permit for the sewer line to the mountain for submission. It was determined that the sewer line was not a part of the mountain's existing Special Use Permit for the ski area. There is no information available as to when a reply would be returned.

9. Correspondence

- **Steve Donyon – NHDES Dam Bureau Email**

Mark reviews the email received and it stated that Steve Donyon from DES will get back to him in 2 weeks, which would be next week, from the email dated 4/6/16. Mark pointed out that the email stated a reasonable course of action which *“will likely include additional operational milestones.”*

- **Letter from Lisa Reid**

Lisa Reid sent the Selectmen a very lovely letter thanking them for the recognition of her 80th birthday and proclaiming March 30th, 2016 “Lisa Reid Day” in Waterville Valley.

- **Tax Collector Certification**

Mark presents the Tax Collector certification, as required by the BTLA.

10. Privilege of Floor II

None.

11. Board Concerns and Directives

None.

12. Non-public Session

None.

Mike Aronson motions to adjourn the meeting at 4:12p.m.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant