

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

DATE: August 16, 2017

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Tom Myrick, Ray Kucharski, Mark Decoteau, Dave Noyes, Jim Mayhew, Brooke Wakefield, Judy Rolfe and Sharon Charron.

1. The meeting was called to order at 3:03 p.m.

2. Privilege of Floor

None.

3. Approval of Minutes of 7/12/17 Regular Meeting.

Bill Larsen motions to approve the minutes of the Regular Meeting of the Selectmen of 7/12/17 with as presented.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Items which were noted to follow up on for the next meeting:

- PFOA's Testing; is it necessary?
- Historical Society creation; It will be on 2018 Town Meeting Warrant
- Status of tree cleanup in Mad River; Will DES grant permission to remove the trees?

4. Financial Update

Mark reports that we are at 63% through the year and all things look good. Expenditures are at 61% of the full year budget including the scheduled debt service payments. Revenues will be reviewed as part of the MS-434. Mike Aronson questions why the recycling revenues are higher, and Mark replied that recycling rates have increased. WV's amount/ton of recycling remains about the same as previous years.

5. Department Heads Updates

- **Recreation**

Mark Decoteau reports for Brooke Wakefield, as she was out on a field trip with the summer camp. The camp attendance numbers were discussed and compared against previous year and multi-year averages. At present time, camp numbers are ahead 262 camper days when compared against the multi-year averages through week 8. Brooke arrived and continued with the report. She commented that boat revenues are down about \$7K year to date. This could be made up, but that is uncertain. Staffing for boats have been reduced as needed. Mike Aronson noted that the 50th Anniversary event went very well, and commended Brooke and her staff on the event. Bill Larsen commented that he's like to see this type of event of a regular summer event. Discussion

followed about the feasibility to budget funds on a yearly basis for a summer town sponsored event that all property owners, including non-resident owners, can attend. It was noted that many non-resident owners who are in town in the summer only were in attendance. Mark commented that in addition to Brooke's work on the 50th, Sharon Charron coordinated much of the event and thanked her by presenting her with one of the 50th anniversary prints on behalf of the town. Brooke is in process for planning for fall programs, including the after school program.

- **Public Works**

Jim Mayhew reports that Golden Heights Rd and Jennings Peak Rd paving projects are both complete. The public works department is down one employee at this time. The position has been advertised and applications have been received. The mowing around town has slowed down and has allowed time for other tasks.

- **Public Safety**

Dave Noyes reports that the last few weeks have been quiet. The 50th event and Tom Corcoran's memorial event both went well and there were no issues. He has been working on IMC upgrades through Grafton County for data, records and reporting. He has finalized the E-Citation Grant for equipment which enables public safety officers to send citations to the state electronically, as well as being able to scan driver's licenses and registrations. This will save time and paperwork for officers during a traffic stop and administration work afterwards. In advance of WVES school year, a review of emergency drills and procedures with staff will begin soon. Public Safety officers have been doing story time at the Curious George Cottage every Saturday morning and also bring a fire truck over for the kids. Solutions for the evidence room are being discussed. The current location is no longer adequate storage for evidence due to the potential risk of water damage. The Citizens Academy will be held in late September/early October, though the dates are not set yet. It will be a 5 week session again this year.

6. Calendar Review

The next regular meeting is Wednesday, September 13th, 2017 at 3pm.

The dates of board members availability was briefly discussed, and the 2nd meeting in September by need to be moved. No date was set at this time.

7. New Business

- **Cemetery Regulations**

Margaret Turner questioned the cost of cremated remains, and whether this was different than in the past. Mike Aronson, who has been working with Ray Kucharski, has been looking at the needs for a memorial wall, as listed as an option in the current regulations. Mike also proposed to make ½ sized lots (4'x4') for strictly cremated remains in a certain section of the cemetery. Current regulations allow for 4 cremated remains per lot (4'x8'), and the proposed new section would allow for 2 remains per lot (4'x4'). This would use space more efficiently. The cost would be reduced per lot to \$600 for the half-sized lots from \$1,200 for the full sized lots. Mark comments that rows 1 and 2 are difficult terrain for casketed remains presently, and suggested to use these two rows for the proposed cremated half-sized lots. Mark will make the changes in the regulations and present at the next meeting. The plaques for the memorial wall were also discussed and the general size will be 4"x8". The wording on the plaque was also discussed. After discussion, it was felt best to give the maximum numbers of letters per line (4 lines total)

and let people decide what was best to include preferably with the top line being an identifier. Further questions were posed with respect to dogs being allowed in the cemetery, either living or deceased. Due to the limited space of the cemetery, it was felt that lots couldn't be purchased for dogs, but if someone wanted their dog buried with them, it would be fine as long as they were cremated. Mark will verify if this was allowed under state law. Clarification of the criteria for the memorial wall was discussed. The current regulations state that the memorial wall is for people whose ashes are spread, and not intended for those whose remains are interred elsewhere. Ray Kucharski stated that if a person is buried and memorialized elsewhere, they should not be eligible for the memorial wall and the wall should be only for those who are cremated and scattered elsewhere. The board respectfully disagreed and felt that if someone met all the criteria, then they should be allowed to be memorialized on the wall. The proposed memorial rocks need to be elevated. Jim Mayhew proposed to construct a 2' bed in height with pressure treated landscape timbers into which the rocks can be placed. The first bed would have 2 rocks and also have a descriptive plaque for the memorial wall. The wording has yet to be determined for the description of the memorial wall. The raised beds containing the rocks will have the ability to add more rocks in the future in adjoining beds. Additional comments regarding the wetness of the cemetery was noted. Jim Mayhew comments that some areas are wet and drainage does exist though it is not mapped. French drains above the cemetery were suggested as a solution, though not an easy installation. Orientation of grave markers was also a topic discussed. Should there be a consistent way in which markers be placed? The regulations should address this with the final approval of the marker orientation being given by the cemetery manager.

- **DPW Staffing Update**

Mark informed the board that the job has been posted and about 10 applications have been received. They will be reviewed by the end of the week.

- **M-434 Form**

The MS-434 and the adjustments to revenues, by either increases or decreases, were reviewed by the board. The net difference is a \$3,929 increase. Mark noted that the \$60K representing the town matching portion will need to be removed, as was done last year, since we did not get the Our Town grant. Mark will draft this request letter to DRA for its removal from the budget.

- **Acceptance of Unanticipated Funds from NHDOT and Primex**

There are two payments reviewed and accepted. The first is from Primex for the insurance settlement for the downstairs meeting room water damage. This was accepted specifically for the replacement of the meeting room carpet in the building and grounds outside repair account line item. The second payment is from NH-DOT for additional highway block grant funds. These funds were a result from additional appropriations made by the NH legislature from Senate Bill 38. The public present was asked for their comments, and none was offered in return.

A motion was made by Mike Aronson for the acceptance of unanticipated funds in the amount of \$3,865.44 from Primex for the insurance claim to be applied to the Buildings and Grounds repairs account.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

A motion was made by Bill Larsen for the acceptance of unanticipated funds in the amount of \$11,246.51 for additional Highway Block Grant from the NH-DOT.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Mark suggested that the additional funds from NH-DOT be used to complete the Greeley Hill Road project this year. At the last BOS meeting, it was agreed upon to do minor repairs this year and complete the road work next year. Mark explained that with these funds in addition to the current funds already allocated for road repairs, and other Publics Works budget lines under spent, that the work could all be done this year. The NH-DOT funds could also be encumbered to next year as an option as well. Discussion followed concerning the portion of Greeley Hill Road to be paved and concern was expressed for those property owners affected by not doing the road in its entirety at one time. It was also noted that the current construction work on a home on Greeley Hill Rd will be finished before the road work begins.

A motion was made by Bill Larsen to authorize up to \$55K to repair, replace and pave the entire length of Greeley Hill Rd.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Proclamation for Robert “Smitty” Smith Day**

The board authorized and signed the proclamation. A motion was made by Mike Aronson to proclaim October 10, 2017 as Robert “Smitty” Smith Day.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Sport Thoma Sign Permit Application**

Mark asked confirmation of authority to sign the temporary sign permit for Sport Thoma tent sale, which takes place in the fall. The BOS had no issues with Marl approving their permit under the current regulations for temporary signs.

8. Old Business

- **USDA Project Closeout Update**

Mark informs the board that the SCADA system information that was needed has been received and our regular SCADA technician will be in town tomorrow to review the information. As long as he is satisfied the remaining \$2K in funds being retained for the project can be released and the project will be completed.

- **Well #3 Testing Update**

No changes yet as we are still waiting on the pump company to replace the valve and snake the camera into the line for viewing.

- **Road Repair Projects**

Golden Heights Road and Jennings Peak Road projects are both completed. Rip rap was also installed at the end of Jennings Peak.

- **Corcoran Pond Dam Update**

No new updates to report upon at this time.

- **Review and Sign Assessing File Paperwork**

Mark reports that the project is well underway and appears to be on track at this time. Meetings with home owners will take place in early September after the new assessed values are released.

9. Correspondence

A letter was received from Mr. Castillo, the new manager of the Golden Eagle Lodge, regarding a change in one of their room uses from a common area quiet room to a gift shop for GEL merchandise. The BOS have no issue, but the Planning Board should also be asked for their opinion. It will be brought up at the next PB meeting, but the BOS felt it was unlikely that a site review would be needed, as this is an allowed use in a commercial zone.

A letter was received from the USDA Forest Service regarding the upcoming meeting on August 17th at Campton town hall about the WV mountain bike trails improvements and WV campground projects. David Noyes comments that Tripoli Road conditions are not good on the lower portion and any additional erosion will make it very difficult for an ambulance to access. He is looking for support from the board, and would like to follow up with the Forest Service from Public Safety. It was the understanding of the town that Tripoli Rd was to have undergone grading this summer to improve the road conditions, but this had not yet happened.

10. Privilege of Floor II

None.

11. Board Concerns and Directives

Bill Larsen brings up the area of the upper section of Moose Run and feels that the town should snow plow this area as he feels it is a public safety issue for access for fire trucks in the winter. He suggested that the Town negotiate with the Moose Run HOA to establish a fair price to cover this service. Mark stated that there are some issues in using public tax dollars to maintain private roads, and would have to look into this further to be clear on the laws. Reimbursement to the town for the services would be necessary, but it was unsure how this would affect whether or not this activity would be allowed under law or under the town's liability insurance. Discussion followed with respect to other areas in town that are not town property, which are maintained by the town. Mark pointed out that these areas, for example Stone Tower Lane which is partly town and privately owned, were voted on to be fire lanes which is why they are maintained by the town. Mark will look into this further and get back to the board with results.

Bill Larsen questioned the location for the Peckham new accessory building and whether the distance from the road was accurate. It was confirmed to be accurate by David Noyes and distances were measured.

12. Non-public Session

- **Discussion of Legal Advice**

The board goes into Non Public Session under RSA 91-A: 3, II (1) 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 4:16pm. The Board came out of Non-Public Session at 4:32pm.

Upon return to the public session a motion was made to seal the minutes by Bill Larsen and seconded by Margaret Turner because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board. The motion was passed by a unanimous voice vote.

Bill Larsen motions to adjourn the meeting at 4:33pm.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant