

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

**DATE:** November 29, 2017

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

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Rich Rita, Helen Rita, Mark Decoteau (via speaker phone, Chris Hodges, Jim Mayhew, Brooke Wakefield Judy Rolfe, Kari Miller and Sharon Charron.

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

**2. Privilege of Floor**

Sharon Charron introduces new part-time town office employee, Kari Miller, who is welcomed by the board.

**3. Approval of Minutes of 11/08/17 Regular Meeting**

Bill Larsen motions to approve the minutes of the special meeting on November 8, 2017 with changes.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

**4. Financial Update**

Mark reports that all departments look good. The board questions the state revenue line and Mark replies that those revenues are paid by the State of NH at the end of December. The capital outlays expense line was also questioned as being overspent however there is carryover from the prior years on the capital reserves. An example would be the Water/Sewer Repair accounts and the WWTP Generator which is now in place.

**5. Department Heads Updates**

• **Recreation**

Brooke Wakefield reports that the Thanksgiving events had good participation numbers for activities. Planning for the Christmas vacation week activities is presently underway. Special Olympics staff is in town this week for training for their events in March 2018. Her staffing levels are great. A brief discussion was held regarding the final boat revenues, which is down from previous years. Brooke will be looking at how to adjust going forward to increase revenues. Brooke mentioned that changes to the WVRA reimbursement policy is under review by the WVRA finance committee. It was noted by Brooke that other WVRA activities were also down this past summer. The afterschool program has 13 kids enrolled, which is about 70% of school students, and is going very well.

• **Public Works**

Jim Mayhew reports and introduces new full-time DPW employee, Jeff Blake, who is welcomed by the board. Jim stated that the roads have been plowed or treated 3-4 times already, which is an early start for the season. The WWTP generator is now officially on-line and running. There were no issues during the installation and start up of generator. The old generator will be removed in pieces likely due to its size and assumed it would be sold as scrape or “as-is”. There was not an interested buyer at this time.

- **Public Safety**

Chris Hodges reports that the ski area opened up and the Thanksgiving events went well. There were a few calls over the weekend and one of which was an overdose, and another call a car accident on route 49. These were coincidentally back to back calls. Concern was expressed to the overdose and Chris stated that with the current trends, it wasn’t abnormal. He stated there have been 4 or 5 in town this year. The Special Olympics staff is in town doing various things concerning planning for the SO and the Torch Run. Engine #2 is in Manchester for repairs. All other equipment is good and staff is healthy.

## **6. Calendar Review**

- **Budget Review Meetings**

The BOS will meet with department heads to review their budgets December 11-14. If any changes are to be made pending findings regarding well #3 there is enough time to make adjustments if needed. Mark added that in the CIP plan \$400K was moved from FY2019 to FY2018 to fund the repairs to well #3. The type of repairs and associated costs are still unknown at this time.

- **December Selectmen’s Meeting Schedule**

The next regular BOS meeting will be December 13<sup>th</sup> at 3pm.

## **7. New Business**

- **Sign Permit – Consolidated Communications (formerly Fairpoint)**

The new sign is to replace the current Fairpoint sign with a Consolidated Communications sign.

Bill Larsen motions to approve the sign permit as presented.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

## **8. Old Business**

- **Corcoran Pond Dam Update**

There is a conference call scheduled for 11/30 with the town engineer, Ryan Wingard, and Haley & Aldrich engineers who specialize in articulated concrete blocks. There will be a site visit to the dam the following week on 12/6 to view the dam and the surrounding area and compare against the conceptual plan designed by Ryan Wingard.

- **Well #3 Testing Update**

Jim Mayhew states that the pressure test performed by EJ Prescott yesterday passed. The 8” line between the well and the pump house was pressurized to 150psi for one hour. The normal line pressure is 110psi and the line only lost 1psi during the hour long test thus indicating there is no leak in the line itself. Jim comments that the results from the MPA test are not complete yet by

are expected by the next BOS meeting on 12/13. EGGI will also be present at the 12/13 meeting to discuss the test results. The MPA test is to determine if surface water is somehow reaching the well itself or the well galleries. Bill Larsen asked which well, #3 or #4, was bigger in terms of pumping capacity. Jim Mayhew states that well#4 has a larger pumping capacity. Mark comments that the town is in a better position than in past years with the addition of well #4 this past year.

## **9. Correspondence**

- **Email from Steve Doyon of DES**

A discussion regarding the email from Steve Doyon of DES to Mark concerning the boards concerns of DES's Administrative Order by Consent (AOC) and discussion followed. The main concerns of the BOS was in signing the AOC and committing funds to be spent that are not yet authorized by town meeting. Town counsel was asked for opinion and the board's commitment portion is only in placing the warrant article on the Town Meeting Warrant for the town to vote upon. The actual dollars are not being committed at this time. The board expressed continued concerns that the \$2K/day fine outlined in the AOC would be enforced if town meeting fails to pass the warrant article. The differences between an Administrative Order (AO) and one by issued by consent (AOC) were asked by the board. An AOC means that the town agrees with the terms outlined and are working with DES and an AO means that that we are not in agreement with DES. The scenario was presented as to what would occur if the town meeting fails to pass the warrant article. Mark stated if that were to occur, DES would direct DRA to add the amount to the 2018 or 2019 tax rate. It was believed by town counsel, Russ Hilliard, that the \$2K/day fine would not be assessed if the board is taking steps to address and repair the dam. The board felt confident that the voters will approve the warrant article provided the reasons and the need are well presented. The board requested that Mark ask DES if the AOC can be signed by the board after the town meeting vote. Mark will report back to the board with DES' response.

- **Community Action Reports**

The community action reports from DRA were received. The reports are for the inspection of our assessing records, and the numbers on the reports are taken prior to the 2017 revaluation.

## **10. Privilege of Floor II**

None.

## **11. Board Concerns and Directives**

Margaret Turner comments that she sent information to Mark concerning a July 4<sup>th</sup> concert. There will more information available for discussion at the December 13<sup>th</sup> meeting.

## **12. Non-public Session**

- **Discussion**

The board goes into Non Public Session under RSA 91-A: 3, II (c) along with Town Manager Mark Decoteau, Sharon Charron, Brooke Wakefield, Chris Hodges, and Judy Rolfe. 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 3:45pm. The Board came out of Non-Public Session at 4:10pm.

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.

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

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Respectfully Submitted,  
Sharon Charron  
Town Clerk/Town Office Assistant