

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

DATE: December 9, 2015

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Chris Bierbrier, Ray Kucharski, Reggie Breeckner, Brook Wakefield, Mark Decoteau, Chris Hodges, Bryan Sopko, Sharon Charron.

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

2. Privilege of the Floor I

Chris Bierbrier addresses the Board regarding the need to keep funding for the Rey Center in the FY2016 in response to a potential petitioned warrant article asking to remove the funding of certain non-profit organizations. She expressed the Rey Center's willingness to meet with the Board to discuss any concerns. Chris was informed that no petitioned warrant article(s) have been received to date, although it was believed one was in the process of being drafted. If the petitioned warrant article was found to meet all the required criteria, the Selectmen have to place it upon the warrant for the 2016 Town Meeting.

3. Approval of Minutes of 11/18/15

Bill Larsen motions to approve the minutes of the regular meeting of the Selectmen of 11/18/15 as amended.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

4. Financial Update

- **Expenditure Report**

Mark reports that we are at 94.4% through the year, and we have expended 90.2% of the total budget. Mark has reviewed budgets with the department heads and predicted that we will make the end of the year in budget in all departments. The majority of revenues still outstanding for 2015 (\$343K) are comprised of the 4th quarter water/sewer/trash fees, which are not billed until January 2016 and due in February 2016.

- **2nd Half Tax Bill Collection**

Mark reports that the 2nd half Property Tax billing of 2015 is 93% collected, and it is a few percentage points ahead of prior years at this time. He predicts to be at 95% collected by the end of December. The 1st half Property Tax of 2015 is currently 98% collected.

- **FY2016 Education Warrant**

Mark informs the Board that the FY2016 Education Warrant from DRA has been received and shows an increase of \$11,556 of the State portion of the education. The BOS asks how does this effect WV tax rate. Mark replies that if the WVES's budget drops by the same amount, there is

no impact. However, if it doesn't drop the impact to the tax rate is about 3.5 cents per thousand dollars of valuation.

5. Department Head Updates

- **Public Safety**

Chris reports that the 1st Coffee with a Cop event was hosted by Valley Run Property Management in Town Square and was a success. The next event will be on 12/22 with the Silver Streaks ski program at the ski area Base Lodge. He stated that Tripoli Road is now closed for the winter and signs have been posted by the Forest Service. Chris stated that the Trump campaign event went well and that parking was not an issue. The lots at the Golden Eagle Lodge and the Conference Center were utilized. Part-time Paramedic Kevin Pierce recently received an Award of Valor for his work as a Laconia Fire Dept. member for an ice rescue on Lake Winnepesaukee last winter.

- **Recreation Department**

Brooke reported that activities are ongoing and include the following Adult programs; dodge ball, tai chi, volley ball, cardio & stretch and yoga. She had also had group rentals of a Kids Night Out for BBTS, as well as the Special Olympics 4-day. Upcoming special events include Candy Cottages, Futsol (indoor soccer - private rental), and Polar Express movie night on 12/23. The Rec Dept will be closing at 12Noon on 12/24, closed all day on 12/25, and open on New Year's Day. Brooke also proposed to the Board the all WVES students (tuition included) received the Native ID as a part of their WVES attendance, regardless of property tax status. The Selectmen were in agreement with the request. She also comments that she is assessing the afterschool program and its status for the spring term of whether or not it will be feasible to run the program. She would like to get the information out prior to Christmas break so families can review and make decisions. She feels there will be enough interest to run the program, and based upon feedback the cost is not a deciding factor for families.

- **Public Works**

Jim Mayhew was not present and Mark reported that the sewer work on River Rd is nearly complete. There are a few valves still to be installed. It was noted that Dana White did a great job with the excavation work. Temporary pavement is in place for the winter, and will be replaced in the spring. On Beanbender Rd, the water line heating system is ready to go once the temperatures drop. Mark also reported that the recycling figures for November increased to 28%. It was not known whether or not the "cardboard only" dumpster contributed to the increase. Additionally, public works employees are coming in on Saturday mornings to ensure the dumpsters are have open space for trash & recyclables on Sundays when people depart town. This will continue through the holidays.

- **Administration**

Mark reports that Judy Rolfe has accepted the position of Bookkeeper and Human Resources Coordinator and will start on December 21st. Bryan Sopko reported that Tec at the Rec program is going well.

6. Calendar

The next regular Selectmen's meeting is 12/22/15 at 3pm. ***** Note change to Tuesday*****

Selectmen Workshop meetings will be held on 12/14 and 12/15 at 2pm each day. Public notice will be posted and also placed on the website and the meeting will be broadcast on Ustream as well. Chris Bierbrier asked if real time communication was possible. It was noted that public comments are at the discretion of the Chairman during a workshop session. Mark suggested another method of having people ask questions via email, and answer them on UStream. Discussion followed regarding the different options.

The next Planning Board meeting is on Thursday, 12/10/15 at 8am.

7. New Business

- **Public Hearing and Acceptance – Donation for Chest Compression System**

Mark explains that there is a donor who wished to donate funds to be used for the purchase of the chest compression system, aka the Lucas Device. The donation is tax deductible, as the town is a registered 501-3(c) non-profit organization.

Bill Larsen motions to accept the donation funds of \$15,340 to be used for the purchase of the Lucas Device and to authorize the Town Manager to enter the necessary paperwork to complete the purchase and payment by the end of February, 2016.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

Dedication of the device to the donor was briefly discussed, but no decision was made.

- **Public Hearing and Vote on Proposed Capital Account Changes**

The Public Hearing was opened at 3:32pm by Chairman Aronson. Mark provides background information regarding the Capital outlays and accounts, and the process to change the purpose of the accounts for something other than it was originally intended. The capital lines proposed to be used include the Town Car line for \$24,000 and the Federal Property Acquisition line for \$19,512. The town car funds would be used to repair the trash truck and the recreation department bus, and together these repairs are estimated at \$18,680.12. These repairs would extend the useful life 3-4 years for the trash truck and 4 years for the Recreation Bus. Discussion followed regarding the details of the repair quotes presented. The brakes on the Rec Bus were of concern, and according to the dealer the issue relates to a sensor only and does not compromise the braking system. However, the sensation the driver feels is similar to an ABS braking system engaging and could potentially be distracting. It was thought best to include the sensor in the repairs as well and the cost would be \$500.

The public was asked to comment and there were none.

Bill Larsen motions to move \$19,180.12 from the Town Car Capital Account to do repairs on the Trash Truck and the Recreation Department Bus per the presented quotes.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Additionally, Fire Engine 2 has a water pump which has failed and needs repairs estimated by the quote to be at \$15,013. The issue has caused Engine 2 to be out of service until the repairs

are completed. Engine 2 is on the CIP Vehicle Replacement Plan for 2020, and use of the capital funds would allow us to exclude the repair costs in FY2016 Budget.

The public was asked to comment and there were none.

Bill Larsen motions to move \$15,013 from the Federal Property Acquisition Capital Account to repair the water pump on Engine 2.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

The Public Hearing was closed at 3:42pm.

- **Special Exception Fee Waiver**

Mark explains that due to the denial of the previous application for a Special Exception from WVSR, Inc, the ZBA has requested that the application fee be waived for the new application that WVSR plans to submit.

Bill Larsen motions to waive the application fee a Special Exception to WVSR.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

- **Health Insurance – Domestic Partner Coverage**

This is in response to a request by an employee. Our health insurance provider (HealthTrust) does offer the plans. There is no additional cost for this coverage under our plans. However, the Town must provide the same coverage for all employees, retirees, etc. under the same plan. To extend this benefit, the Board would have to vote to approve the attached riders for health and dental insurance plans. The required criteria, provided by HealthTrust, were also discussed. It was thought best to poll surrounding towns, as well as the State of NH, for their policies concerning domestic partner coverage. Agenda item will be tabled until the next meeting when more information is available.

- **WV Water Department Conservation Plan**

Mark presents the plan, last changed in 2011, which needs to be reviewed by the Board, and adopted as part of the tasks for the completion of the new water well and system upgrade. Specifically mentioned in the plan was a review of the rate structures. We are continuing to acquire data each quarter on actual usages, and still will not have a full year's worth of complete data until end of 3rd quarter in 2016. He asked the Board to review the plan, make updates only to the specific dates mentioned, and at the next meeting review the edits as a group.

8. Old Business

- **Petition Warrant Article Update**

Mark has spoken with town counsel and DRA (Dept. of Revenue Administration) concerning questions asked at the last Selectmen's meeting on 11/18 regarding petitioned warrant articles. He explains that if a petitioned warrant article, that contains wording about not funding a specific budget item, is passed, along with the budget being passed, the budgeted amount would remain. A person can propose to amend the budget by the same amount as an advisory, referencing the

line item and dollar amount in particular. Town counsel's recommendation would be if that type of petitioned warrant article were to pass, regardless if the budget was amended, to not spend the money. In a differing opinion, DRA expressed that the money could be spent by moving dollars within the budget, regardless of any amendment to the budget. At this time, it was not decided if it was going to be included or not, as budget work was still in progress. At town meeting, the Moderator will need to effectively communicate to the voters the impact of their voting on petitioned warrant articles and amendments to the budget.

- **Corcoran Pond Dam Letter to NH- DES**

Mark reported that following a meeting with NH-DES, a letter is to be drafted requesting a time extension to continue to prepare for the repairs. Mike Aronson and Jim Mayhew were also in attendance at the meeting, and Mike expressed that NH-DES would grant the extension of up to 6 years since the Town is continuing to fund annually towards the repairs. At present time, there is not an engineering plan for the repairs. The town engineer is working on the plan to develop the lowest cost option that covers the repairs as required by NH-DES. Once a plan is developed, it then goes to DES for review. This process has been going back and forth between plans submitted, and reviews by DES. Discussion followed regarding a type of reinforcement by utilizing interlocking blocks. There has yet to be an agreement reached on a plan that the town can afford. It was decided to request the 6 year time extension, continue to appropriate funds for the repairs, and work with our engineer to find a cost effective solution.

- **Cemetery Regulation Update**

Mark reported that we learned there are no state regulations that prevent cremated remains in the same grave lot as casketed remains. Per conversation with Mayhew Funeral Homes many towns do this regularly. In these instances the cremated remains are placed over of the vault containing the casketed remains. Our cemetery regulations would need to be amended to allow for this change, which will save space in the cemetery as 5 remains (1 casket plus 4 cremated), would then be allowed in the same grave lot. The language to update the regulations will be proposed. Mike is also gathering information regarding the common granite memorial, and it is estimated to cost approximately \$10K. Engraving of the plaque, or wall, was also discussed. Should it be plaques which are engraved or the granite engraved? These options still need to be decided.

- **School Ownership**

The deeds on record for the WVES show that the ownership of the property is owned by the Waterville Valley School District, which is a municipal corporation of the taxpayers of the town of Waterville Valley. This clarifies previous concerns as to who is the rightful owner of the property/building. The appropriation of the funds to build the school building, and the addition containing the Recreation Department, was through the school budget. The last appropriation was from the town budget to extend the parking lot. Discussion followed concerning the roof appropriation, and which budget (school or town) funded the repairs.

9. Correspondence

- **Email – Ordinance RE: Drones**

Margaret Turner expressed concern over the increased use of drones and their impact due to their gaining popularity, and the likelihood of many drones being “gifted” during the holiday season. Currently there is no ordinance or regulation in town. Privacy issues and damage to personal

property (in the event of a drone crash) were seen as areas of concern. It was thought best to get input from Public Safety before proceeding.

- **Memo – Town Manager 2016 Accrued Time Plan**

This agenda item was moved into non-public at the request of the Selectmen.

- **Hockey Letter**

An exchange of emails was reviewed concerning public skating availability at the ice arena for informational purposes for the board.

10. Privilege of Floor II

Ray Kucharski commented that the Public Hearings in the future should be held just after the Privilege of the Floor agenda item at the start of the meeting.

11. Board Concerns and Directives

None.

12. Non-Public Session

The Board members, along with Mark and Sharon go into non-public session to discuss the Town Manager 2016 accrued time plan at 4:32pm.

13. Adjournment

Bill Larsen motions to adjourn the meeting.

Mike Aronson: 2nds.

The meeting was adjourned on a unanimous voice vote at 4:45pm.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant