

**WATERVILLE VALLEY, NH
BOARD OF SELECTMEN
REGULAR MEETING MINUTES**

DATE: August 21, 2013

MEMBERS PRESENT: Bill Larsen, Margaret Turner, Mike Aronson

MEMBERS ABSENT: None.

OTHERS PRESENT: Grafton County Commissioner Ray Burton, Paul Leavitt, Ray Kucharski, Mark Decoteau, Rachel Gasowski, Tom Quackenbush, David Noyes, Jim Mayhew, Carina Park, Sharon Charron.

1. The meeting was called to order at 3:00 PM by Chairman Bill Larsen.

2. Visit by County Commissioner, Ray Burton

Ray Burton greets the Board and reviews Grafton County information and statistics regarding the County Jail, the new Biomass Plant, and the County Farm. He left informational materials for residents to pick up from the lobby of the Town Offices.

3. Privilege of the Floor I

Ray Kucharski speaks and he pays his compliments to the Recreation Department's "Tech at the Rec" program this summer by stating how much residents benefitted from this program. Ray also mentions the 2 unfinished projects at Windsor Hill by the Town; 1) Repairs to pavement from water main break earlier this summer, and 2) Fire Hydrant repairs. The BOS states that both of these items are on the list of things to have repaired by October.

4. Approval of Minutes

Approval of the Minutes from 7/24/13 is deferred until the next meeting on 9/11/13.

5. Financial Update

Mark presents the financials as of 8/20/13. We are currently at 63% through the year. All departments look on track thus far. Any department above 65% in expenditures is due to payment schedules, and front loaded work. The interest expenditure will be further reviewed by Mark and Carina to determine, as there is currently an overage.

6. Department Head Updates

- **Public Safety**

Dave Noyes reports for the DPS on events. The Black Bear Half Marathon/5K will be taking place on Sunday, 8/25, and there will be about 100-150 participants. Road closures will be in place for about an hour. On Friday, 9/27/13, there is a high school Cross Country event scheduled. The department held Active Shooter training on 8/14/13 at the WV Elementary School in conjunction with the Central NH Special Operations Unit (SOU) and it went very well. The next "Coffee With A Cop" will be held on Monday, 9/16/13, and will be at the WV Golf Course from 8:30-10:30. Also mentioned was a rescue off of the top of Mt. Osceola, in which the Pemi Valley Search and Rescue Team was involved. Part Time Officer Kevin Pierce is scheduled for Police Academy in

February, 2014. Kevin is also a part time Fire Department member, as well as a Paramedic.

- **Recreation Department**

Rachel Gasowski reports that the camp numbers are overall down with the exception of a few weeks which did exceed prior years. This parallels with other activities in town, as well as lodging numbers. On the positive side, the Boat revenues are up. General Rec Dept programs have been quiet during the week, and busier on the weekends.

- **Public Works**

Moose Run solar street light had been ordered, though no shipping date yet. There has also been a request for a street light in Gaiety Gulch. Jim suggests to survey the residents in the area get their feedback. Historically, there has not been a street light in that area. There is infrastructure in place already. Also mentioned was the future development of the BBTS campus in the same area and how that would impact the lighting.

7. Calendar Review

8. New Business

- **Bid Award – Water Meter Installations**

Mark reports that there was only 1 bid received, which came in at 150% over the engineers estimates. The recommendation by our engineer Joe Ducharme after consulting with RDA was to reject the bid. Discussion followed with plans to move forward by separating the processes of the site work of the meter installation pits, and the actual installation of the meters. This would also allow the meter installers to view the pits prior to their submission of the bids. By separating the site work for the pits and the meter installation will create a more competitive bidding environment.

Bill Larsen motions to reject the single bid for the installation of the water meters.

Margaret Turner: 2nds

The motion passed on a unanimous voice vote.

- **Administration/Recreation Personnel Reorganization**

Mark presents a reorganization plan which involves changes in personnel by creating a new position in the Town offices of a Support Services Coordinator, and redistributing the hours in the recreation department between two new positions of Program Coordinators (Youth Programs and Teen & Adult Programs). Mark presents data depicting adult/child resident population, WVES population, property valuations, recreation revenues, current and proposed organizational charts, hours of operation, existing programs, and new job descriptions and hours for the Support Services Coordinator and the Program Coordinators. Recreation department topics which were discussed include the schedule of Fall hours & programs, after school programs, fees for participants, and fees for instructors for specialty programs. Questions arise as to the hours of operation, staffing hours, and the number of staff needed for programs.

Discussion follows as to how best to feedback from residents. It was decided that a Public Hearing will be scheduled for Wednesday, September 4, 2013 at 6:30pm in the

Recreation Department multi-purpose room. Notices will be posted around town, on the website, through the WV Elementary School and by direct email to residents.

- **Review and Approve FY2013 MS-1 and MS-4 Forms**

The revised MS-4 is presented and reviewed. Mark indicated the changes with regards to revenue by department.

The MS-1 will be completed once the final decision is made regarding the abatement requests for FY 2012.

Bill Larsen motions to approve MS-4 as presented.

Mike Aronson: 2nds.

The motion passed on a unanimous voice vote.

- **PRIMEX Contribution Assurance Program**

PRIMEX is offering the town a rate cap to any increases in our workers' compensation and property liability insurance premiums if we stay with him through 12/31/14.

Bill Larsen motions to approve maintaining our workers' compensation and property liability insurance with PRIMEX and entering the CAP program through 12/31/14.

Mike Aronson: 2nds.

The motion passed on a unanimous voice vote.

- **Request for Eligibility for Burial in the WV Cemetery**

A burial request from Mary Wilke and her husband Stephen Curtain is review by the BOS. Her family has a long history in WV dating back to the late 1800's and many relatives are buried in the cemetery already. Discussion follows and involves the criteria for eligibility, number of spaces remaining, and the potential for expansion of cemetery if it was needed. No spaces are purchased in advanced, only at the time of need.

Mike Aronson motions to grant the exception of eligibility requirements to be buried in the Waterville Valley cemetery to Mary Wilke and Stephen Curtain on a space available basis.

Bill Larsen: 2nds.

The motion passed on a unanimous voice vote.

- **HB 575 Extension of On-Premise Alcohol Sales**

On- premise alcohol sales can now be extended from 1:00AM to 2:00AM per HB 575 if so adopted by the Town at Town Meeting. It was felt that a discussion with the businesses selling alcohol in town be held to get the opinion, and well as recommendations from Public Safety Department.

9. Old Business

- **TY2012 Abatement Follow-up with Mark Neider**

Mark Neider of CNP, LLC reviews the TY2012 Abatement requests by phone with the BOS.

The abatement requests were reviewed, discussed and the following decisions were made to the TY2012 assessed values to the below listed properties based upon discussions and the recommendations of Mark Neider. Mike Aronson recuses himself from voting on the requests for the properties on which the WV Golf Course operates.

Parcel ID	Location	Assessed Value
105-010000	Golf Course Clubhouse & 8 Golf Holes.	\$358,900
105-009000	Golf Course Maintenance Bldg & 1 Golf Hole.	\$147,400
105-010032-B	4 Golden Heights Rd.	\$218,800
105-010027	17 Golden Heights Rd.	\$216,300
105-010026	17 Brownstone Way	\$259,800

Bill Larsen motions to revise the assessed values of the Waterville Co. (Golf Course) of lot 105-010000 to \$358,900 (previously assessed at \$417,600) and lot 105-009000 to \$147,400 (previously assessed at \$173,600) to a combined total of \$506,300.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

Bill Larsen motions to deny the abatement request of the assessed value of lot 105-010026 at 17 Brownstone Way of \$235,000 and return it to the previously assessed value of \$259,800.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

Bill Larsen motions to revise the assessed value of lot 105-010032-B at 4 Golden Heights Rd. of \$218,800 from the previously assessed value of \$320,800.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

Bill Larsen motions to revise the assessed value of lot 105-010027 at 17 Golden Heights Rd. of \$261,300 from the previously assessed value of \$295,300.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

The Board signs the abatements requests as per their decisions.

Margaret Turner excuses herself from the meeting.

- **Tennis Court Gazebo Repairs**

The Tennis Court Gazebo is in need of repairs and after an inspection of the structure it was determined unable to be repaired and has to be completely replaced. A proposed cost of replacement is \$10,160. After discussion it was decided that it would be demolished this fall and some of the wood saved so the patterns be recreated when it is rebuilt in the

spring. The rebuilding of the gazebo will be brought to town meeting next March as a warrant article to appropriate the funds for the project.

- **Noon Peak Road Acceptance**

The road repairs have been completed. The back taxes had been paid on the road as well. The interest, by previous agreement, was to be abated if the taxes were paid in full.

Bill Larsen motions to accept the Noon Peak Road/Northface (addendum/repared portion only) as a Town Road, contingent upon the receipt of an easement from the Northface Association, which will be recorded simultaneously.

Mike Aronson: 2nds.

The motion passed on a unanimous voice vote.

10. Correspondence

A letter reviewed by the BOS from the Local Government Center (LGC) concerning Senate President Peter Bragdon's resignation from his leadership position in the NH Senate to accept a position with the LGC as its Executive Director.

New Hampshire Municipal Association (NHMA) budget & finance workshops dates flyer was distrusted to BOS if they wanted to register and attend.

11. Privilege of the Floor II

None.

12. Board Concerns & Directive

Action Items:

1. Survey residents in Gaiety Gulch area regarding the request for street lighting needs.
2. Mark to draft letter to Wilke's concerning cemetery waiver request.

13. Non-Public Session

The two BOS members, Mark Decoteau and Sharon Charron go into a non-public session at 5:50pm to review 5 residency requests.

Out of non-public at 6:08pm.

Bill Larsen motions to approve the residency requests Monique Ackley & child, Marion Higgins, Alan Eileen Knobloch & children, and David Pelkowski.

Mike Aronson: 2nds.

The motion passed on a unanimous voice vote.

Jennifer Peatman & child's approval is conditional upon receipt of a current signed lease.

Bill Larsen motions to adjourn the meeting.

Mike Aronson: 2nds.

The meeting was adjourned on a unanimous voice vote at 6:10pm.

Respectfully Submitted,
Sharon Charron
Town of Waterville Valley