

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

DATE: **January 9, 2013**

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

MEMBERS ABSENT: none

OTHERS PRESENT: **Tom Myrick, Harry Notowitz, Bob Wildes, Mark Decoteau, Sharon Charron**

1. The meeting was called to order at 3:00PM

2. Privilege of the Floor I

Tom Myrick, representing Moose Run BOD, asks to discuss 3 items;

- The 1st item is regarding Lost Pass Rd. repairs sustained from a washout on the road. Tom asks if this road repair could be included in the 2013 budget. Cost is unknown at this time, but a patch to the middle of road would be the best repair. Chairman Larsen comments that an inventory of the road repairs in Town by priority of need has been underway and at this time, there are a few other roads that fall in front of Lost Pass Rd. The repairs for these roads are not presently included in the 2013 FY budget and he felt it was unlikely that they would be included for the 2013 FY budget. However, before a final decision is made an estimate for the repairs is recommended. Mark Decoteau will follow up with Jim Mayhew regarding the estimate of repairs, and report back to BOS and Tom Myrick.
- The 2nd item is regarding street lighting at the intersection of Lost Pass and Valley Rd across from the entrance to Village Rd. A few different options were discussed as well as the ideal location for lighting the intersection and the island at the end of Lost Pass Rd. The new solar light in Town at Packard's Rd/Valley Rd. intersection has been working very well, and the Lost Pass Rd./Valley Rd. intersection would be another good location for a solar light. Mark Decoteau will follow up and estimated costs.
- The 3rd item is regarding the circle at the end of Lost Pass Rd. and snow plowing. Road is owned by the Association and they contract snowplowing if it currently. The problem is that by state statute the town is not allowed to plow private. Mark will discuss with Town Counsel, and Jim Mayhew and report back. Mark also comments that Lost Pass Rd. was accepted by vote at Town Meeting to become a town road and it was specifically mentioned that town snow plows were to use the hammerhead turn at the top, rather than go around the circle.

Harry Notowitz begins to report for the Conservation Commission, and is joined by Bob Wildes, regarding the contracting of an environmental firm to conduct Wetlands Mapping for the Town. Bob reports that the CC received 3 quotes for this project ranging from \$7,000 to \$9,500. Stony Ridge Environmental proposal is on the top of the selection list at this time due to do the contents of their proposal, which exceeded the scope of work of the other proposals. One of the Conservation Commission concerns is the siltation of Corcoran's Pond. As part of the SRE proposal, Bob informs the board of a DES program named ARM, which was brought to his

attention. The Aquatic Resource Mitigation Fund Program has been created as an additional compensatory mitigation option available to applicants for impact to wetlands. DES hold and manages these funds to be offered as grants for potential projects that will accomplish long-term environmental results that consider the service area goals and replaces or protects wetland and other aquatic resource functions and values that were impacted by development projects in service areas. The cost of submitting an application to DES for ARM funds is between \$300 and \$500. Stony Ridge Environmental would include the data regarding the causes of the siltation of Corcoran Pond in their report, in addition to the wetland mapping of the Town. The additional siltation data would be used for submittal of the application to DES for the ARM funds. SRE felt strongly that this project would be ideal to be considered for acceptance for funding. Bob then discusses phase 2 of the SRE proposal which includes a natural resource inventory and included wetlands uses. The final cost of the Stony Ridge Environmental proposal would be \$9,500. The Conservation Commission were all in favor of selecting the SRE proposal and is asking the Board of Selectman for approval of funds for the project.

Mike Aronson motions to approve the amount of \$10,000 for the Wetlands Mapping proposal submitted by Stony Ridge Environmental, and submission of an application the NH-DES ARM Fund program.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

3. Approval of Minutes

Bill Larsen motions to accept the minutes of the December 12, 2012 as presented.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

4. Financial Update

At the present time, for the FY 2012, it is projected that that we will under-spend the FY 2012 budget by over \$140,000 and we have over-collected the FY 2012 Revenues by more than \$49,000. If these amounts are confirmed during the annual audit these amounts will be returned to the Undesignated Fund Balance. This would increase the Fund Balance to close to \$1,000,000. If this is confirmed by audit, Mark recommends using the Fund Balance to cover some and/or all of the cash capital items as part of the FY 2013 Budget. Discussion follows with regard to the Fund Balance and the use of it to avoid future Tax Anticipation Notes, as well as funding for capital costs. Mark suggests the use of up to \$150,000 of the Fund Balance. There are 2 ways to proceed, either by a warrant article indicating the amount funded by the Fund Balance, or at Tax Rate setting time, use an indicated amount to reduce the tax rate. Mark will rewrite the Warrant Article to reflect the use of \$100,000 of FY 2012 Fund Balance.

FY 2013 Budget summary items are discussed: wages & benefits increase of 5% total; department differences between FY 2012 & 2013 in associated with employee changes within departments; line items in budget; special revenue funds designated as a line item.

The BOS reviews the Town Meeting Warrant Articles individually.

Article 1: Town officials running for office, OK

Article 2 – 4: Planning Board Issues

Article 5: Discussion of \$500,000 for replacing 2 sand filters at the Wastewater Treatment Plant.
OK

Article 6: Town purchase of Stone Property Management should if become available. Add language to article referring to “appropriate the sum of no more than \$406,000” and that amount is “the 2012 assessed value”. Change date of 4/1/2014 to 1/1/2014.

Article 7: OK

Article 8: Add the language of “Transportation & Parking Study” and change amount to \$90,000
OK

Article 9: OK

Article 10: OK

Article 11 & 12: Combine with Article 7 for one Article to total \$213,000.

Article 13: remove this article and create Line Item in Budget.

Article 14: Numbers will change slightly due to adjustments from Budget meetings.

Article 15: OK

Article 16: OK

Revisions of the articles as noted will be completed and presented for review the BOS. No vote needed at this time.

5. Department Head Updates

2 Sign Permit applications reviewed for 1) Like Father, Like Son; and 2) Guinta Construction. Discussion follows and it was the consensus of the Board to deny both requests based upon the temporary location of their storage areas.

Chairman Larsen motions to deny the sign permits for Like Father, Like Son and Guinta Construction due to their location being temporary.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Public Safety**

Discussion of a recent call regarding an injured skier on the cross country ski trails. It was determined that they tried to call for help, but were unable to find number of cross country center. They never called 911 to request help. Bill Larsen came upon the group himself and later called Grafton Country dispatch for them. Andy responded to the call and found they had left the area already.

- **Stone Investigation**

FBI Agent has been working the week with the Associations who are making copies of documents which are being securely stored by the WV-DPS. The Q & A's will be updated with recent questions that were raised in the Wig Wag.

- **School Safety Update**

Meetings of the school board and a school board appointed committee have taken place with respect to school security. Security and building improvements will be recommended, such as changing door locks, bullet proof glass, and limiting building access during school hours.

- **Recreation Department**

The stationary bicycles are being repaired, as well as 2 of them replaced to total 11 working bicycles. The costs of the new bicycles will be about \$2,000. The costs of the repairs are unknown at this time.

6. Calendar Review

- Next BOS meeting 1/23/13. All members will be present. Bob Fries on agenda to discuss Schuss Bus budget.

7. New Business

- **Personnel Policies**

The Town's Personnel Policy is discussed regarding proposed changes to the calculation of time worked versus time earned, as well as classification of and payment for vacation, holiday and personal time. Mark will be discussing these changes with the department heads and employees, then present to BOS for vote on 1/23/13 on adoption of policy changes.

- **Town Meeting Warrant**

Presented and discussed earlier in meeting.

- **4th Quarter Water/Sewer Commitment 2012**

The 4th quarter is presented for BOS signatures.

- **WVRA Disbursement**

Request from WVRA for disbursement for payment of advertisement invoices is approved by BOS.

8. Old Business

None.

9. Correspondence

- A letter was received from Forest Knoll II Condo Association expressing concern for needed clean up at Stone Property Management property. The situation is being monitored for progress and completion of clean up.

10. Privilege of the Floor II

None.

11. Board Concerns & Directives

Mark asks for abatement to correct billing error of Wheelock's 4th qtr Water/Sewer 2012 invoice.

Larsen motions to approve the abatement of the Wheelock's computer error billing of the 2012 4th qtr water/sewer in the amount of \$2,823.

Margaret Turner: 2nds

Motion was carried by a unanimous voice vote.

Action items

- Mark Decoteau to follow up with Jim Mayhew regarding estimate on Lost Past Road repairs.
- Mark Decoteau to follow up with estimated costs of installation of a solar light at intersection of Lost Pass Rd./Valley Rd.

- Mark Decoteau to contact Town Counsel to discuss Lost Pass Rd. circle and snow plowing on a private road.
- Mark Decoteau will rewrite warrant article to include use of \$100,000 of FY 2012 Fund Balance.

12. Non-Public Session

The 3 Board Members, Mark Decoteau & Sharon Charron go into non-public at 4:47pm.

The 3 Board members continue discussion in non-public.

The Board comes out of non-public at 5:08pm. The Board approves the Domicile Request of Leah & Michael Palmiter.

Bill Larsen motions to adjourn the meeting.

Margaret Turner; 2nds.

The meeting was adjourned on a unanimous voice vote at 5:10pm

Respectfully Submitted,
Sharon Charron
Town of Waterville Valley