

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

DATE: May 8, 2013

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

MEMBERS ABSENT: none

OTHERS PRESENT: Tom Myrick, Aggie Guilbert, Ray Kucharski, Lisa Reid, Nancy Decoteau, Rachel Gasowski, Chris Hodges, Mark Decoteau.

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

2. Privilege of the Floor I
None.

3. Public Hearing on Recycling and DPW Garage

Recycling Hearing is opened by Bill Larsen at 3:03pm. Mark presents slides showing recyclables vs. trash stats since the program was initiated in December of 2012. Recycling amounts have steadily grown from 11% to now at 25%. Communication to residents on the program is important for program success. He asked the public present for any comments. Aggie Guilbert expresses concern that some residents will not participate due to having to drop recycling off on their own. She asks about the town doing pickups to the associations. The only association which is collecting into larger containers (55 gal.) is the Village Condo's and their property management company brings it over. Question was posed whether to offer large collection containers to associations for this use. The 55 gallons containers, which were previously offered at the inception of the program at the Town's expense, will be offered again to associations if they wish to use them for collection. Ray Kucharski comments that at Windsor Hill some people are dumping their recyclables on the ground next to trash dumpster. Ray asks if a recycling dumpster can be placed at Windsor Hill for a trial period. Mark comments about the manpower impacts to the Town. Dottie Larsen asks if there is an attendant on duty, as signage indicates. Jim Mayhew comments the attendants are located at the Water/Sewer Treatment Plant offices. Mark continues with the presentation by reviewing recycling expenditures and remaining dollars unspent. Bill Larsen asks about the weekly routine for garbage/recycling pickups. Jim reviews the schedule and states it takes 2 full time people to run the collection truck for pickups and drops off in Bethlehem for both garbage & recyclables. Mark is looking to improve participation at the ski area and Town square in the coming year. Jim comments that the WMAC & Coyote Grill have been very good and he increased the size of their recycling dumpster to accommodate them. A short-term suggestion is to encourage smaller associations to have their on-site property management companies to get the large collection bins being offered by the Town & transport them themselves to the transfer station. Discussion follows relative to placing recycling dumpsters in Associations with more than 100 units. Mark comments about placing recycling dumpster enclosures at 3-4 locations as a convenience to neighborhoods. Jim also comments about placing extra dumpsters during peak periods at the busiest locations.

DPW Garage Hearing continues, and Mark reviews the DPW and building needs history which includes salt/sand shed and the fuel point, as well as approved dollars for improvement projects.

The Town Building Committee has met many times over the past year and has discussed building needs and different options, and have worked with engineers to address the town's needs. Mike Aronson, Chair of the Building Committee, describes the Phase 1 option the building committee supports which would provide for a new DPW Garage adjacent to the recycling/transfer station. It would be a 4-bay garage, built into the hillside which could also be accessed from above for office space on a mezzanine level. This building would store all of the DPW vehicles and associated equipment. Traffic patterns were also considered for the area as a whole. Phase 2 would be an addition to the current Town Office Building to accommodate expanding the Public Safety Department into the current Town Offices, and the Town Offices into the addition to the current building. Mark states that the next step to go forward with the project would be the construction management bid process, and is looking for the direction of the BOS. Mike Aronson would like the approval of the full Building Committee before it is presented to the BOS for approval to go forward with construction bids. Some members have been absent in previous meetings. Margaret comments about the old gas station site and soil contamination status, and Mark has coordinated with the State to delay this clean-up process until the construction time of the proposed DPW garage. Building Committee will meet one more time prior to 5/15 to put forward their recommendation.

ACTION ITEMS:

1. Building Committee meet to discuss to support Phase 1, and Phase 2.
2. Building Committee meet to discuss to approval of DPW garage design.

No further comments by the public. Public Hearing closed at 4:22pm by Bill Larsen.

4. Approval of Minutes

The approval of the minutes of 4/10/2013 is deferred to the next regular BOS meeting on 5/22/15.

5. Financial Update

Currently we are at about 34% through the year. No departments are showing unexpected expenditures at this time. Mark also provided a current list of the top 25 taxpayers as requested by the banks for the Bond bid process.

6. Department Head Updates

- **Department of Safety**

Chris Hodges states that the Citizens Academy 5 week program begins on Wed., 5/8 and will run through 6/5 from 6pm-8pm weekly. Subjects covered are dumpster fires, search & rescue, special ops team demonstration, police procedures, open house/BBQ on the last night.

- **Public Works**

Jim Mayhew reports that spring cleanup has begun. Currently down one employee at present time for a knee replacement and hope to have him back to full duty in 3 months.. A full time replacement is due to start next week. Jim comments on Noon Peak Road and 2 bids have been received so far. No decision has been made as of yet. Comments were made as to how the roads overall weathered the winter well, with the exception of Tripoli Road and W. Branch which have their scheduled repairs.

- **Recreation Department**

Rachel Gasowski states that the Community Gardens filling up with volunteers and currently there are still 5 vacancies for anyone else wishing to adopt a bed to maintain for the summer & fall. There was a comment addressing the watering of the gardens which was inadequate last year, and the Town has a new system in place to address that for this summer. Rachel commented that the community cleanup is scheduled for Wed., 5/15/13 from 1-3pm. She will have an adult program activities update for the next BOS meeting. Rachel presented a proposal, as requested by the BOS, for the purchase of a Bounce House for \$1,900. She also indicated that Town Square was interested in the use of it and comments made by the BOS were favorable to allow for this. The question of liability insurance was mentioned to be sure the town was covered.

Mike Aronson motions to go forward and purchase a Bounce House for \$1,900.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

Laser Tag equipment was also questioned as a possibly purchase in the future.

7. Calendar Review

- Special BOS Meeting on 5/15/13 3pm for the Water/Sewer Project update, and Water Meters Installation Project update.
- Next regular scheduled BOS meeting on 5/22/13 at 3pm.

8. New Business

- **Tripoli Road Bid Results**

Mark presents the tabulation of the bid results for the Tripoli Rd./W. Branch Rd. Project. The town's engineering firm (CMA) has reviewed all the bids and the low bidder was D.A. White. CMA has recommended to award the project and to enter into an agreement with D.A. White. Discussion follows with respect to the add alternates and it was thought that the x-c ski crossing would not be included at this time because of its cost. The total bid for all other work to be done would be \$194,865. This amount could also be further reduced by \$14,800 from a change order which would remove the 2 under-drains flushing basins due to DES permitting guidelines, which calls for a 2 month waiting period. The engineers felt that there would be no adverse consequence in eliminating these items.

Bill Larsen motions to accept the bid from D.A. White, Excavating LLC for \$194,865.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

- **Waterville Company – Noon Peak Rd. Property Taxes**

The BOS reviews the request from the Waterville Company regarding Noon Peak Rd. and is deferring any decision at this time regarding the Noon Peak Rd. until it is brought up to road standards for the Town. At this time it is not to the Town's standards. It is the sense of the BOS to agree to Waterville Companies request of the Town assuming ownership of the road for the payment of outstanding tax amount, with all interest and

penalties waived, once the road is paved and brought to the Town's standards. No vote is made at this time.

- **Green Peak Development Partners – Subdivision Regulation Waiver Request**
GPDP submitted a letter to the Town's Planning Board asking for a Subdivision Regulation Waiver Request in order to market the units/properties for sale prior to the final approval of a subdivision by the Planning Board. It was brought to the BOS by PB Chair Ray Kucharski because he felt it is more of an enforcement issue of the BOS. GPDP letter was forwarded to the Town Attorney by Mark for review as well. Discussion followed regarding the regulations what is allowed. The BOS felt that in upholding the current subdivision regulations that this request would be not be in compliance.

Bill Larsen motions to deny the request to waive the Subdivision Regulations for Green Peak Development Partners.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

9. Old Business

- **Bond Issue Requests for Bid – Results**
Mark presents the results for the Bond Bids to the BOS. Bids were received from 3 banking institutions. Discussion follows concerning the bond terms (7 or 10 years), rates (1.59% - 2.99%), and the tax rate impact (.27 - .38 per \$1,000).

Bill Larsen motions to recommend awarding the bond to MVSB for 7 years at the rate of 1.59% as per the bid submitted by MVSB.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

- **Discussion of Property Management Locations in Town**
Mark comments that he would like to schedule a date to meet with area property managers. The discussion included mention and the status of the SPM property. Their staging area in town is currently a temporary location and is not permanent. Further discussion involves the zoning districts for the use of business and what is allowed and the times of operation.

10. Correspondence

- Letter received from the DRA of the 2012 Total Equalized Valuation.

11. Privilege of the Floor II

- Terry Waite speaks on behalf of the Planning Board concerning sidewalk standards in town and inquires how to start the process to define that standard to developers. Bill Larsen states that the plan was to hire a consultant to develop that plan, and that was turned down at the last Town Meeting. He states that we need to have a panel draw up a trail/sidewalk network map and basic guidelines to define their size and materials. Discussion follows as to who should be on the panel, and for them to meet and devise a plan to present for approval.

12. Board Concerns & Directives

- **Action items**
 - Letter in response to GPDP letter by Mark.
 - Mark to discuss with Waterville Co. concerning use of land by local property management companies.
 - Letter to the property management company staging in one of the valley garages and the times which they are started their work.
 - Mark to assemble panel for town sidewalk standards.

13. Non-Public Session

The 3 Board Members and Mark Decoteau go into non-public at 5:28pm.

The 3 Board members continue discussion in non-public.

The Board comes out of non-public at 5:45pm

Respectfully Submitted,
Sharon Charron
Town of Waterville Valley