

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

**DATE:**       **October 23, 2013**

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

**MEMBERS ABSENT:** **None.**

**OTHERS PRESENT:** **Mark Decoteau, Tom Quackenbush, Mike Furgal, Harry Notowitz, Jim Mayhew, Sharon Charron.**

**1. The meeting was called to order at 9:01 AM.**

**2. Privilege of the Floor I**

Mike Furgal addresses the agenda items which are listed as 7-B and 8-A.

- **7-B Discussion of Custodial Services at School/Rec Dept.**

Discussion of the custodial services shared position between the WV elementary school and the recreation department. The discussion involved the number of hours needed to perform duties at the school, the recreation department, the town offices, and public works grounds maintenance. Due to the extent of the work to needed to be completed weekly at the school, Dale Merrill has been averaging 4 overtime hours weekly. The overtime will cost between \$4,500-\$5,000 this year which is currently unbudgeted in both the school district and the town budgets. Additionally, because of his limited time available Dale has been unable to provide any services in buildings other than the Town Hall. Even at Town Hall his time has been limited and he has been unable to provide any assistance to the Public Works department on grounds maintenance. He has been unable to attend to the needs of the library and the wastewater building. A meeting was held with Mark, Jim Mayhew, Mike Furgal, Mark Halloran and Jon Francis to discuss solutions. It was determined that the shared custodial position is not working effectively and the town and the school both agreed they would like to return to the previous arrangement of separated positions. Additional discussion amongst the BOS followed with the number of hours needed to complete the needs of the various tasks for the Town and whether or not it warranted a full-time position. Mark agreed to provide the breakdown of hours required for this town position to demonstrate the need for this position for the Board to review.

- **8-A Conservation Commission Discussion of Water/Sewer Regulations**

Mike Furgal, speaking on behalf of the Conservation Commission, presents the idea on how to encourage the maximum number of property connections to the sewer system, which the town has expanded in the last few years. Mike suggested that when a property is sold, as a condition of the sale, the home must connect to town sewer and decommission their current septic system. The town in return will waive the normal connection fees to the property owner. This would potentially be a warrant article for the next Town meeting. Discussion followed concerning the current water/sewer regulations as they do not require any annual or semi-annual inspection of septic systems, and can or should this requirement be added. Mark comments that NH does have a set of regulations concerning septic systems but it is limited to permitting the system designs, which is then installed by a licensed person. There is no annual inspection required by the state,

but a town could require an inspection. Mike Aronson asks Mark to seek town counsel's opinion. Mark and Mike Aronson will help Mike Furgal to draft a warrant article. It would be the responsibility of the Conservation Commission to get sufficient signatures in order to put the warrant article on the Town Meeting agenda. At the meeting, the selectman took no position as to whether to recommend this article to the town.

### **3. Approval of Minutes**

Margaret Turner motions to approve the minutes of 10/9/13 as amended.

Mike Aronson: 2nds.

The motion passed on a unanimous voice vote.

### **4. Financial Update**

We are 80.7% through the year, and overall we are doing well. There are a few items which are ahead of budget. Notice has been received from the state that our rooms & meals tax revenue will be \$10,850. Tax rate setting is still pending from DRA, though it is expected shortly. Mark would like to schedule a special meeting to set the tax rate next week in order to get bills out for an early December due date.

### **5. Department Head Updates**

- **Recreation Department**

The recreation department has updated calendars and programs for the upcoming months. We have lost 2 employees; the adult programs coordinator, and the part time position. Currently we are down to only 2 employees in the Recreation Department, and we do have 2 open positions advertised and have received applications.

- **Public Works**

Jim Mayhew reports on the WWTP improvements and that the tanks are tentatively scheduled for delivery on 11/26/13. There is a pre-construction meeting on 11/1/13. There was some concern with removing the portion of the roof and the weather. Jim didn't feel this was a great concern as most of the work will be done with the roof in place.

The Water Meter Pit Project is currently waiting on the final go-ahead from Rural Development, otherwise we are ready to start the project. Due to the government shutdown, they are behind in their work.

Margaret asks about the new solar light at the base of Cascade Ridge, and if there is an issue as it is irregularly going on and off. Jim is aware and they are working with the installer and the company to resolve the issue.

- **Public Safety**

Mark reports that things have been quiet for Public Safety. They are performing routine maintenance and testing of equipment during this routine slow time.

### **6. Calendar Review**

- **Strategic Planning Session with Department Heads**

Mark asks the Board for possible dates to schedule the Planning Session, and what types of things they want to discuss with the department heads in preparing for the FY2014 Budget. It

was felt that planning a full day meeting would allow suitable time for these discussions. The date chosen was Tuesday, October 29<sup>th</sup> at 9:00am.

## **7. New Business**

- **Unemployment and Workers Compensation Insurance Review**

Mark reviews both of the premiums for FY2014. He has questioned the rate increases from PRIMEX as to the cause for the increases, given that our payroll and loss ratio adjustment factor both decreased from FY2013. It is thought it is due to increased medical costs with the WC insurance coverage, as well as the reserves that have to be maintained on old cases.

Mark also reviews the Health Trust rates for FY2014 which show 0% increase for Dental Insurance and a guaranteed maximum rate increase of 7.5% for Health Insurance.

- **Mike Furgal – Custodial Services Discussion**

This item was covered under Privilege of the Floor earlier in meeting.

## **8. Old Business**

- **Conservation Commission Discussion**

This item was covered under Privilege of the Floor earlier in meeting.

## **9. Correspondence**

- Mark states that Health Trust is looking for Board members to serve on their executive board.

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

None.

## **11. Board Concerns & Directive**

Mike Aronson reports on the triathlon proposal. The event is well received by the WV Resort Association. Currently the organizer is looking for maps of the trails as part of their application which needs to get approval from the Forest Service.

Also there is a reception for the hockey teams scheduled on Wednesday, 11/13/13 at 6:00pm at Legends in Town Square.

## **Action Items:**

## **12. Non-Public Session**

The 3 BOS members, Mark, and Sharon go into non-public session at 4:00pm to discuss a domicile request and another non-public concern.

Those present come out of non-public at 4:10

Bill Larsen motions to approve the domicile requests for John & Barbara Diamond.  
Margaret Turner: 2nds.  
The motion passed on a unanimous voice vote.

Bill Larsen motions to adjourn the meeting.  
Margaret Turner: 2nds.  
The meeting was adjourned on a unanimous voice vote at 4:12pm.

Respectfully Submitted,  
Sharon Charron  
Town of Waterville Valley