

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

**DATE:**        **January 9, 2019**

**MEMBERS PRESENT:** Mike Aronson, Chairman, Margaret Turner, Vice-Chair, and Richard Rita (via speakerphone)

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Mark Decoteau, Jim Mayhew, Chris Hodges and Sharon Charron.

**1. The meeting was called to order at 3:00 p.m. by Chair Mike Aronson.**

**2. Privilege of the Floor I**

None.

**3. Approval of Minutes of the 12/6/18 Regular Meeting and 12/26/18 Regular Meeting**

Margaret Turner motions to approve the minutes of the Regular Meeting on December 6, 2018 as amended.

Rich Rita: 2nds.

Motion was carried by a unanimous voice vote.

Mike Aronson motions to approve the minutes of the Regular Meeting on December 26, 2018 as amended.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

**4. Financial Update**

Mark reviews the financial report as of 12/31/18 (unaudited) with an anticipated return to fund balance of \$130-135K. Public Safety revenues were up \$11K over 2017 revenues and that was attributed to increased ambulance collections. Planning & Zoning expenses were up \$4.6K due to contract work for on the Zoning regulations. The Information Technology line was up \$9.7K due to equipment replacement. The Water and Sewer Departments, combined, are running at a \$9K deficit, meaning that we are not taking in enough water and sewer revenues to offset the expenses of these departments. Since 2002 over \$611K has been spent to cover the deficits with these two departments which are not collected in the quarterly bills. Mark comments that this averages to \$36K/year to subsidize these departments and has a very small (.10 cents) burden on the tax rate.

The Capital Account Balance report was reviewed and discussion followed concerning which accounts were being closed and which were being retained to the fiscal year 2019.

(Insert Capital Account Balance list dated 12/31/18.)

Margaret Turner motions to retain and close funds as outlined in the Capital Account Balances sheet as of 12/31/2018.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

## **5. Department Heads Updates**

- **Recreation**

Mark reports that Brooke and Nelson are attending a conference this week so they is no report. He states Brooke will have recommendations on camp fees for the next selectmen's meeting.

- **Public Works/Municipal Services**

Jim Mayhew reports things have been very busy. The weather has been active since beginning of November with all types; snow, ice and rain. Equipment has had minor repairs but doing well. The trash truck was one of the pieces affected and was out of service due to coolant lines and brake lines for a few days over the holiday week, but is back up and running now. The trash collection did back up some, but since has caught back up. Dumpsters at the central location at the town complex had room and people whose dumpsters were full were directed to bring trash to this location. Communicating this information to condo associations and property managers is important.

- **Public Safety**

Chris Hodges reports that the staff has been busy responding to call throughout town and the mountain with significant injuries; broken pelvis, broken neck, broken femur. Also busy with year-end audits for EMS, Police Academy and Fire Academy. The holiday week went well overall and all of the staff is healthy. Lt. Patrick Payer's wife, Jamie, delivered a healthy baby girl on 1/13/19. He also reports that fire hydrants are being cleared and staff has been checking daily all egresses and heating vents to buildings.

## **6. Calendar Review**

- **Planning Board January 10, 2019**
- **Selectmen's Regular Meeting January 23, 2019 2pm**
- **Audit Field Work January 21-23, 2019**
- **Budget and Bond Public Hearing – February 6, 2019 6pm**

## **7. New Business**

- **Approve & Sign 4<sup>th</sup> Quarter Water/Sewer/Solid Waste Billing Warrant**

The 4<sup>th</sup> quarter Water/Sewer Warrant was approved and signed along with an administrative abatement to correct a previous billing error.

- **Review & Approve Budget Information**
  - a. **Proposed Budget**

The IT Line item was questioned as to what the increase is for in 2019. Mark will send separately to the Board, but it does include upgrades for the Clerkworks system for Motor Vehicle processing. There are also additional computer upgrades not included in the annual contract with Certified Computer Solutions. A formula error in the % change from FY2018 was corrected under Special Celebrations to reflect no increase to the \$5K proposed for FY2019. Margaret Turner adds that for the budget presentation, to mention that within the personnel

expenses there are increases to hours in one position and the addition of a new position, which account for a portion of the personnel increases.

#### **b. Draft Warrant Wording**

The draft version is reviewed and the zoning amendments need to have an explanation sheet for the voters which is easy to understand. The warrant articles themselves won't be very descriptive as there are many changes being proposed, mostly to bring the Zoning Ordinance into compliance with state laws. It was asked if the Planning Board could work on providing easy explanations since they have worked on these changes. Mark added that an article in the WigWag is planned as well. The same material will be posted on the town website and available at both the town office and the post office. Other warrant articles will have presentation by their departments demonstrating the need and reasons for the articles. Margaret adds that it needs to be made clear to the voters of the impact on the tax rate of buying versus leasing the ladder truck and the total cost of the truck, including all interest charges. The financial advantage of bonding the truck over 25 years is that it is less of a yearly impact on the tax rate and the cost will be spread out over the useful life. Mark will get an amortization schedule from the Bond Bank to inform people.

#### **• Review Selectmen's Regulations Regarding Solid Waste**

Discussion ensued regarding the cleanup surrounding dumpsters and having the proper language in the ordinance, as it seems unclear as to who is responsible for trash on the ground within the dumpster enclosures. The town is only responsible for collecting the items in the dumpster itself. Jim comments that some associations have signs on their enclosures stating that trash must be placed in the dumpster and not on the ground. He also mentions this relates to clearing snow off and around the dumpsters as well. Mark asked to get a current list of the presidents of the associations to send letters to explain this and ask for their assistance in communicating to their owners. Additionally, he'd like to add to the regulations that the associations must maintain a direct contact for distribution of information to their owners. Mark added that this could be a warrant article, as any changes need to go to vote at Town Meeting. Mike recommended contacting Jan Stearns as she has a partial list now. The current property management companies operated by Will Lambert, Pete Hixon and Moriarity Mgt cover almost 90% of the associations. Jim comments that there are 75 dumpsters in town and the trash truck only holds the contents of 20-25 dumpsters. The number of dumpsters has also increased 50% since 2002. During busy times, association dumpsters will get full and people will need to bring trash to the central collection location. Discussion followed concerning the monitoring of the central location to prevent people from placing furniture, construction debris or other items not suitable for dumpsters and holding people accountable for fines if they are illegally dumping trash or items not generated from within WV. Video cameras and signage outlining fines for illegal dumping were both suggested.

### **8. Old Business**

#### **• Vote on Water Regulation Changes**

The vote to approve the regulations was tabled at the last meeting, after the public hearing. There were no comments received after the public hearing and no further changes were made to what was presented at the public hearing.

Mike Aronson motioned to approve the Water Regulation changes as presented at the public hearing 12/26/18.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Well #3 Project**

- a. **PRIMEX Notice of Claim Payment Well Building #1**

Mark informs the board of the Primex notice of claim for Well Building #1, which was struck by lightning. The approved claim loss is \$49,281 and we have a \$1K deductible. They will depreciate the loss by \$16,262 until we have replaced the equipment, leaving \$32,019 as the immediate payment on the claim. Discussion followed concerning the additional work needed to repair well #3 and reconnect to the system. In order to receive the \$16K, we need to spend at least \$49,281 towards any physical construction work by no later than 12/6/20. In order start construction in spring of 2020, RFP's need to be sent to engineering firms and that work started in the next few months. The engineering work cannot be counted towards the \$49K amount. Mark recommends accepting the \$32K, after conferring with DRA, to put towards the Well#3 connection project as funds have already been appropriated for the project at previous town meetings and these insurance claim funds are considered unanticipated revenue.

Margaret Turner motions to accept the amount of \$32,019 from Primex designated for the Well #3 project.

Rich Rita: 2nds.

Motion was carried by a unanimous voice vote.

- **Dam Project Update**

No real update. The project will resume in the springtime as weather permits in mid April or the start of May.

- **Town Core Working Group Update**

Mark reviews the proposal from Mark Kane of the SE Group to do engineering and design work for the trail improvement project being proposed for 2019. The proposal is broken down into two parts with the first part being a concept plan, working in conjunction with the Town Core Working Group, for presentation at Town Meeting. This will focus on the pond area and trail down to Snow's Brook Rd and cost \$6K. If the project is approved at Town Meeting, the second part is the design build and the actual work and is \$12K, for a total amount of \$18K. This amount would come out of the \$150K in the CIP Plan for Trail Improvements, however the \$6K to start to prepare for both the Budget Hearing and Town Meeting would come out of contingency. This would include visual aids such as maps and images of sign designs. This will be the start to connect interior town trails from the town center to the trail network in the WMNF surrounding town so there will be a connection between town trails and points of interest in town and the WMNF trails.

Mike Aronson motions to authorize \$6K to be spent to create overlay maps and plans as Phase 1 of the Trail Improvements for the Budget Hearing and Town Meeting presentations.

Rich Rita: 2nds.

Motion was carried by a unanimous voice vote.

There have been great comments on the new sign! But something is needed for the backside and tall shrubs were recommended as opposed to a written message Jim Mayhew will get prices from a nursery.

## **10. Correspondence**

- **Tim Smith – School Start Date Comments**

The letter was reviewed from Tim Smith regarding concern of a proposal to start school prior to Labor Day Weekend. The board was in agreement this would not be beneficial to the town for businesses due to employment of high school students in a resort based town. The second letter was regarding the recent lead water testing done internally at WVES and the letter sent out to parents. It was not clear in the letter sent out that this water test was conducted at a sink not assessable to students, nor that the higher lead reading was a result of water sitting in the pipes of a seldom used sink and it is not used for drinking water. Emails which followed the letter between the Superintendent Mark Halloran and Mark Decoteau clearly state that this test was not reflective of the Town's water treatment system or water sources. The school has since taken steps to disconnect the sink from the water system with only the janitor being able to turn it back on as needed for cleaning. The tests were performed by a company out of Concord. It was suggested that any future tests be conducted in conjunction with the town water department.

### **11. Non-public Session**

The board goes into Non Public Session under RSA 91-A: 3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. The Motion was made by Mike Aronson and seconded by Margaret Turner, followed by a roll call vote as follows: Selectman Aronson – aye, Selectman Turner – aye, Selectmen Rita – aye and the Board went into Non-Public Session at 4:06pm. The Board came out of Non-Public Session at 4:14pm.

Upon return to the public session a motion was made to seal the minutes by Mike Aronson and seconded by Margaret Turner because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board. The motion was passed by a unanimous voice vote.

Rich Rita motions to adjourn the meeting 4:15pm.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant