

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

DATE: September 25, 2019

MEMBERS PRESENT: Mike Aronson, Chairman, Margaret Turner, Vice-Chair and Richard Rita.

MEMBERS ABSENT: None.

OTHERS PRESENT: Linda Coleman, Mark Decoteau, Chris Hodges, Jim Mayhew, Brooke Wakefield 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

3. Approval of Minutes 8/14/19 Regular Meeting, 8/30/19 Special Meeting, 9/11/19 Regular meeting and 9/17/19 Workshop Meeting with Planning Board

The Board reviewed and approved 4 sets of minutes as follows:

- Mike Aronson motions to approve the minutes of 8/14/19 Regular Meeting as amended. Rich Rita: 2nds. Motion was carried by 2-1 vote with M. Turner abstaining as she was not at the meeting.
- Mike Aronson motions to approve the minutes of 8/30/19 Special Meeting as amended. Rich Rita: 2nds. Motion was carried by a unanimous voice vote.
- Mike Aronson motions to approve the minutes of 9/11/19 Regular Meeting as amended. Margaret Turner: 2nds. Motion was carried by a unanimous voice vote.
- Mike Aronson motions to approve the minutes of 9/17/19 Joint Selectmen/Planning Board Workshop Meeting as amended. Rich Rita: 2nds. Motion was carried by a unanimous voice vote.

4. Financial Update

Mark reports that things are very good and we are on target for 73% through the year for expenditures, without Capital Outlays. We are reporting 65% collected for the year for revenues, not including the 3rd quarter water/sewer billing that is due out in early October. The increase in transfer station fees collected is a result of more control in the transfer station of what is being dumped and by whom, for billing and collection purposes. This will soon level out as construction projects are nearly completed or will decrease with the change of seasons. Chris Hodges noted that many of the current building permits are for repairs and renovations to existing structures. Discussion followed with regards to the part-time Transfer Station position's success in the control of the transfer station. This position is planned to be included as part of the Public Works 2020 budget. The Insurances line item was noted as higher and this is explained easily due to the payment schedule. Mark stated that the insurance Premium Holiday from Primex may eliminate further insurance invoices for this year.

5. Calendar Review

- The next Regular Selectmen's Meeting 10/9/19 at 3pm. Mark will be absent. Alex from the North Country Council will be present to discuss the NCC 10 Year Transportation Plan with the Board.
- The next Regular Planning Board Meeting is 10/10/19 at 8am.

6. Department Heads Updates

• Recreation

Brooke Wakefield reports on the hiking programs. There are free Fall Foliage hikes scheduled the next few Fridays, as well as evening programs offered on select Wednesdays on outdoors skills, such as navigation. Tai Chi has returned by request with a 10-week session and 2 classes are being offered for both beginners and more experienced individuals. The Recreation Dept is hosting 2 private rentals for campfires this week at the beach area. Brooke also mentions that there will be an article featuring the Redliner 125 Patch Program in the November/December issue of Backpacker Magazine on page 29. She will keep the Board informed of the publication date. Mike Aronson suggests that any changes to the future of the After School Program are done as soon as possible so that families can make plans if needed. Brooke has been collecting information for the Board and will present her recommendation to the Board on the After School Program at their 10/9/19 meeting, for the Board to make a decision by November. Brooke believes that all children currently registered (3 full-time, 1 part-time) will continue with the program. Any adjustment to program rates will be part of Brooke recommendation to the Board. Brooke is also preparing her Department budget for the 2020 fiscal year.

• Public Works/Municipal Services

Jim Mayhew reports that fall cleanups, lawn mowing and winter preparations continue for his staff. He informs the Board that there is digging taking place in town by Consolidated Communications (phone company) to install conduit by a directional borings method. The security cameras for the Transfer Station are scheduled for installation on October 4th. The appropriate signage for the area will be installed at the same time.

• Public Safety

Chris Hodges reports that the Public Safety Academy has started and had about 25 people in attendance the first night. The Mountain Running Championships is the weekend of Sept 28 and has about 300 registered to participate. Coffee With a Cop returns to Jugtown in Town Square on Friday, 10/4/19, this is the national date for the program. Additional dates and locations will be announced as they become available. Chris is working on preparing Public Safety budgets and CIP needs. The only need mentioned for the CIP is to replace the Life Packs used by Public Safety.

7. New Business

• Demolition Debris Dumpster

Jim Mayhew explained the process of exchanging the Construction dumpster. Due to the call volume of the vendor, it can sometimes take a few days for a full dumpster to be exchanged for an empty one. Jim has to estimate the timing of when the dumpster will be full based upon use. When it is full, he routinely works with contractors so they can continue to dispose of materials from their vehicles/trailers. It was expressed that there is always a solution, as long as the regular access hours are respected. Mike Aronson suggested that a brochure be distributed at the time a Building Permit is issued to inform contractors of the dump hours and procedures.

- **FY2020 General Budget Guidance**

Mark asked the Board for guidance in developing the budget and CIP Plans. The Board reviewed the projects, proposed year and estimated costs. Some items are dependent upon future development plans by the Resort of the Town Square area, specifically the Trails Projects and the Beach Bath House.

8. Old Business

- **Well #3 Project Update**

Jim Mayhew informs the Board that the chain link fence surrounding well #3 will be installed during the second week of October. Mark added that he and Jim have had discussions with the town engineers regarding a catastrophic event which could affect the bridge crossing and could impact both water lines. Mark stressed the need to secure redundancy in the ability to move water from the treatment building across the river to the reservoir. The engineers are working on a risk analysis and before much time is invested in engineering plans, they will present their ideas to the Board at the October 23rd meeting for discussion. Additionally, there continues to be an erosion issue along the West Branch River which could potentially create an island where well #3 is located. Mike Aronson adds that the current well locations were selected from the over 140 test well sites, and the need to protect the current operating wells for the towns water supply.

- **Library Project Update – Tree Cutting**

The tree cutting has been completed at the Library. Only those trees which the Library Trustees agreed to have cut were removed. There were a few other trees that were suggested to be removed by Jim to the Trustees, but the Trustees decided against their removal. The trees which were the most problematic from a safety standpoint were removed.

9. Board Concerns and Directives

Mark asked the Board if any other information, aside from the Village Trail Project, would be needed for tomorrow's meeting with the Planning Board and the Resort. Mike stated that the Resort should be presenting their development plans to the Town's boards and so that the Town can know how their plans will impact the Towns.

Margaret Turner had a note that she will present at the next meeting, but it regards the American flags displayed throughout town on the light poles, the condition of the flags, as well as the times of the year of them being displayed. A brief discussion followed about displaying WV flag, but the Board agreed to stay with the American flag.

Mark informs the Board that, as part of the 2020 budget process, the Administrative Fee schedule should be reviewed and any adjustments to fees be made for the 2020 fiscal year. The schedule involves Recreation Fees, Administrative Fees, and Water/Sewer Fees. The Board asked Mark to supply historical data for water rates for commercial users to be sure that the current rate being charged, as compared to usage, is the fair share in proportion to the residential rates based upon the flat use. The Board also questioned the rates for removing/replacing transfer station dumpsters (construction debris specifically). At present the rate is \$68/ton, which has increased from \$52/ton. Historical data on these rates will be gathered and provided for the Board.

10. Correspondence

None.

11. Privilege of the Floor II

None.

12. 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, and (l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even when legal counsel is not present. The Motion was made by Mike Aronson and seconded by Rich Rita, 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 3:42pm. The Board came out of Non-Public Session at 4:07pm.

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.

13. Adjourn

Rich Rita motions to adjourn the meeting at 4:07pm.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant