

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

DATE: November 20, 2019

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Bob Fries, Mark Decoteau, Chris Hodges, Jim Mayhew and Judy Rolfe.

1. The meeting was called to order at 3:12 p.m. by Chair Mike Aronson.

2. Privilege of the Floor I

Bob Fries, representing Waterville Company (WV Co.), addresses the Board regarding a piece of property (.26 acres) owned by WV Co. which is located across from the school on the corner of Noon Peak Road and Valley Road, adjacent to the Consolidated Communications building. Mr. Fries asked if the Town was interested in acquiring the parcel. The location of the lot on a corner presents access issues for development, but Mr. Fries stated it could be utilized as a public park area (a bus stop, picnic area, gardens, etc.). The lot is currently listed for sale at \$48K and Mr. Fries is offering it to the Town for \$38K. The current assessed value of the parcel is \$26,600. The Board discussed the topography of the lot and potential uses by the town. The Board asked Mark Decoteau to put a placeholder in the 2020 Budget pending further discussions by the Board and Town Meeting approval, if the Board so wishes to include on the 2020 Town Meeting Warrant.

3. Approval of Minutes of November 6, 2019

- **11/06/19 Regular Meeting**

The minutes of 11/06/19 Regular Meeting as were tabled until the next meeting on 12/04/19.

4. Financial Update

The Board reviewed the Financial report and commented that the Street Lights line item is higher than expected and will go over Budget for 2019. Mr. Decoteau had mentioned this expected overage at a prior meeting. This is the only line item of concern on the report.

5. Calendar Review

- Recommendation for upcoming Selectmen's Meetings – November and December
 1. BOS Regular meetings December 4th & 18th
 2. The week of December 16th there are budget meetings with Dept Heads.
- The Conservation Commission – NRI Presentation November 23rd at 4pm.
- The next regular meeting of the Planning Board is 11/14/19.

6. Department Heads Updates

- **Public Works/Municipal Services**

Jim Mayhew stated his crew has been out 3 times this year to treat and maintain roads due to winter weather events. All equipment and employees are in good shape. The difference between transfer station revenues and the items deposited has decreased in recent weeks. The monitoring cameras are in place and the new signage is on order. Chris Hodges also offered that the Police are checking the area routinely to deter illegal dumping of items.

- **Public Safety**

Chris Hodges reported that he is finalizing the 2020 budget for the department. He had a meeting with the Golden Eagle Lodge regarding a previously discussed non-public subject. Opening day for the ski area is 11/23/19. Chris was asked about the status of the Crane Clinic (1st Aid @ Mt.) and upon the busier weekends/holiday periods, if there is adequate staffing for WV-DPS, there will be a WV-DPS staff member in the clinic to treat/assess/transport for injuries as needed. Chris offered that the speed board on Valley Rd. has parts on order. All other equipment and employees are doing well at this time.

7. New Business

- **Village Trail Construction Project**

The Town Core Working Group, at their recent meeting, discussed changes to the project which involved the add-alternates on the bid. Mike Aronson asked if the signage costs were included or not. The SE Group will be contacted to provide the sign cost estimates. There is currently \$133K remaining in available project dollars to complete the project. Discussion followed concerning the challenge in getting bids for a small cost project. Other communities are having the same trouble getting bids with even larger projects as big construction companies are not bidding for what they consider to be “small projects” and instead are bidding for multi-million-dollar projects instead. The Board wants to show progress of the Village Trail Project (VTP) to taxpayers, as they believe the project will have a beneficial impact the town core area to residents and visitors alike. Mike added that he would like the TCWG to get a commitment from the Resort to improve the trail from the Waterville Valley Conference Center, which would then connect to the Village Trail itself. Mark added that included in the VTP is landing area where these 2 trails would connect to each other. This landing area would be suitable for a bench or directional trail signage. Dana White has verbally stated he will hold his price on his bid as best as he can and was is checking with his suppliers on projecting out material costs.

- **Request for Qualifications – Town Engineering Services**

The purpose of the RFQ is to assist the Town in maximizing the dollars spent on CIP projects by maintaining and developing more accurate project cost estimates in the CIP Plan. The intent is to combine smaller projects together in order to attract more project bids, which will help to reduce the overall project costs to taxpayers. Mark recommended that as part of the RFQ, firms will be requested to provide examples of similar projects and their engineering costs for those projects and as well as references. The Town would then be able to interview and select 2-3 firms to further discuss the needs of the Town and how each firm would approach these needs, along with their engineering fees. After these discussions, the Town could then decide which firm would best be suited to work with the Town for the long term. It was also noted that discussions with any the firms was no cost to the town as part of the RFQ process and at any time the Town could end discussions with any firm if they desired. The Board was in support of sending out the RFQ's for Town engineering services.

- **Review and Sign Abatement Request – PID Change Map 106-005000-070012**

The abatement request stems from an error discovered when a property's PID number was changed years ago and when the property was transferred to a new owner, there were unpaid water/sewer bills left on the PID created in error.

Mike Aronson makes 2 motions:

1. To abate the principal amount of \$1,517.87, and
2. To abate the interest and penalties in the amount of \$1,183.55, from the account associated with the error PID of #106-005000-070012, which does not exist.

Margaret Turner: 2nds. Motion was carried by a unanimous voice vote.

8. Old Business

- **Property & Liability/Workers' Comp/Unemployment Insurance Quotes**

Mark informs the Selectmen of the decision of Traveler's Insurance to lower the policy price quote for all coverages from \$102K to \$101K, as well as to fund \$6,000 for the Unemployment Insurance Reserve Deposit. The reserve \$6K amount is held in an escrow account earning interest and the Town has the option each year to or not to fund thus additionally. If the Town chooses to go with another insurance carrier, any unused funds of the reserve account are returned to the Town with interest.

Margaret Turner motions to proceed with Traveler's Insurance for the Town's Property & Liability/Workers' Comp/Unemployment Insurance Policies.

Rich Rita: 2nds. Motion was carried by a unanimous voice vote.

- **Health Insurance Review Questions**

The Health Insurance policy options from HealthTrust were previously reviewed and more research into the different options was done. Mark recommended to the Board to move to a policy that has a slightly higher out of pocket expenses for prescription drugs. There is little to no impact to employees but has a substantial cost savings to the Town for the premiums. There would be no network changes involved. The policy cost difference is up to \$30-40/month per employee. Judy Rolfe will generate a report on the projected savings for the next BOS meeting on 12/04/19.

- **Well #3 Update**

Jim Mayhew reported that 2 water tests have been clean. A 3rd clean test is needed per DES regulations before the well can be re-permitted and brought back online into the water system. Recent in-house tests did get a TC hit on the well. In-house testing is done routinely prior to the official testing. The well will be treated with chlorine prior to the 3rd official laboratory test, which will be submitted to DES. Mark informed the Board of the on-going work with Hoyle, Tanner and Joe Ducharme, to address the concerns with the wells and the water distribution system. The reports from Hoyle Tanner were presented to the Board to view. A figure of \$535K was indicated on page 9 of the report and includes all of the pipe work to get Well #3 back on the system. The \$535K figure includes the construction costs solely and does not include any contingency amount, engineering costs or the disposition of Pump House #1. Mark referred to the total project costs being \$650K to \$900K, which includes the demolition of Well House #1, connecting Well #2 to the treatment building, a new river crossing line, contingency amounts, and allows for possible increases in construction costs in 2021/2022 (the proposed actual construction time). Mark added that funding is available through USDA for a grant for up to 25% of the total costs, inclusive of the engineering costs. Low interest funding through USDA could be utilized for the remaining 75% of the costs. Mark asks for permission to apply for the grant, explaining that this does not commit the Town to do the work. The Board discussed the

various parts of the project and scenario's for clarification for themselves. Jim commented that the Hoyle Tanner did a great job in providing the Town with different options for the improvements in the most cost-effective way to ensure that all 3 of the Town's water wells are operational and the water treatment processes are streamlined. Mark adds that USDA needs to be notified by December 13th if the Town intends to apply for funding.

Mike Aronson motions to give permission to Mark Decoteau to apply to USDA for funding on behalf of the Town.

Mike Aronson: 2nds. Motion was carried by a unanimous voice vote.

9. Board Concerns and Directives

None.

10. Correspondence

Reggie Breeckner provided Mark with a funding request from the WV Historical Society for the FY 2020 for \$10,000. The Board asked that the \$10K amount to be set as a placeholder under a separate line item and they will discuss the funding as part of the upcoming 2020 Budget meetings. Mark stated that Reggie will attend the budget meeting and can address any questions at that time.

11. Privilege of the Floor II

None.

12. Non-public Session

The Board goes into Non-Public Session under RSA 91-A: 3, II (a) The dismissal, promotion, or compensation of any public employee or the discipline of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted, and (d) Consideration of the acquisition, sale, lease of real or personal property which if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. 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 3:54pm. The Board came out of Non-Public Session at 4:12pm.

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

Margaret Turner motions to adjourn the meeting at 4:13pm.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

Respectfully Submitted,
Sharon Charron

Town Clerk/Town Office Assistant