

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

DATE: January 11, 2017

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Reggie Breeckner, Rich Rita, Mark Decoteau, Chris Hodges, Jim Mayhew, Judy Rolfe and Sharon Charron.

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

2. Privilege of Floor 1

None.

3. Approval of Minutes 12/28/16 Regular Meeting

Bill Larsen motions to approve the minutes of the Regular meeting of the Selectmen of 12/28/16 as presented.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

4. Department Heads Updates

- **Recreation**

No report is given at this time as Brooke and Nelson were both at a conference.

- **Public Safety**

Chris Hodges reports that 2017 has been going well thus far. The recent "Rev Tour" ski/snowboard event at the mountain was less than what they had expected. He comments that he will have a report for the board at the next meeting from the Ladder Truck Committee, which is being established.

Bill Larsen asks about the required equipment that a fire department needs to operate successfully, and the replacement cost of each piece of equipment and the useful life of each piece as well. He expressed concern that we are not placing enough funds into the capital accounts for these items and as a result will incur additional financing charges to borrow the balances needed. Mark explains that the borrowing the funds expands the cost burden to tax payers in the future, who will be receiving the benefits of the equipment as opposed to those in the past or present who may not still be taxpayers when that equipment is purchased. The equipment list is something we do already have and will share that with the board at their next meeting.

- **Public Works**

Jim Mayhew reports the recent storm was a mixture of rain, snow and sleet. Public Safety regularly communicates the overnight road conditions to public works, and if there is need to plow or treat roads the public works on-call crew will respond to do what is needed. The production of well #2 over the holiday week was reviewed and discussed. Well #2 produced 120,000 gallons more than both wells #2 & #3 did last year for the same week. Overall, the new pump on well #2 performed very well (no pun intended). The old pump on well #2 might not have lasted with the needed demand for water. This also is an indicator that the town was busier than the 2015 holiday week.

Jim reported that all else in the PW Department is good. In-progress meeting for the well #4 project was held earlier today and the project is moving forward on-time and on-budget. The last big piece of equipment to be installed is the variable drive units for the pumps. Once installed, then they will need to be integrated into the control systems, and calibrated and tested. The project is on target to finish by end of February. Bacteria tests on the new well are scheduled for next week.

5. Calendar Review

The next January meeting is January 25th, 2017. The time needs change to 2pm to accommodate other commitments of the board.

February Dates:

- Wednesday, Feb 8th, 2017 at 6pm. Budget Hearing in the Multipurpose Room of the Recreation department.
- Monday, Feb 6th, 2017 at 6 or 6:15 (time to be confirmed) is the School Budget Hearing in the Multipurpose Room of the Recreation department.

The BOS requested copies of the school budget in advance and Mark will make this request. Bill Larsen commented on an email regarding a study the school board had previously done regarding costs differences of keeping the school open or not. According to that study the cost is about \$100K/year to keep school open.

6. New Business

- **Review and Sign Warrant for W/S Bills 4th Quarter 2016**

Mark comments that with this 4th qtr warrant, we will be at 96% of budget for water revenues, 109% for sewer revenues and 99% for trash fees for FY2016. Brief discussion followed regarding the differences between water and sewer percentages, and Mark is unsure where the differences arise in the quarterly numbers. The collection rate is in the 90% range. There are a few residential accounts which are delinquent, and they have been in contact with the town and are making scheduled payments on their accounts to bring them current. The only commercial account which is delinquent is also making regular payments on their balance as well. The Board reviews and signs the presented warrant for the W/S 4th quarter of 2016.

7. Old Business

- **Corrected Assessing Contracts with CNP**

Mark reviews the edits made to the assessing contracts (both the annual review and the statistical update) per review by DRA of the previous two contracts signed and discussions with our assessing firm, CNP. Most of the changes were minor and involved only wording. The main change involved the insurance. If required, CNP will execute a bond at the cost of the town if necessary. It was determined this was not necessary as the professional liability insurance is already in place. The corrected contracts were then signed by the board.

- **FY2016 Budget Update**

Mark comments that the FY2016 updated numbers for both revenues and expenditures are being finalized with the most current input from all departments for the year end for reporting purposes.

- **FY2017 Budget Preparation**

Mark asks if the BOS can meet for final review budget preparation for FY2017 and the time of 10am on Monday, 1/16/17 was agreed upon.

Discussion followed concerning the potential road repairs of \$25K for Jennings Peak Rd. Different funding options were discussed. One option is to reduce Ladder Truck Capital Fund by \$25-30K to offset the road repairs amount so as to not affect the tax rate. The board was in agreement. Another option Mark suggested was to get a few estimates on the road repairs, put the project in the warrant to be funded by fund balance, and if it passes, there is no change to tax rate and the planned \$50K to the Ladder Truck Capital Fund could remain.

9. Correspondence

- **Paul Leavitt - Request for Road Repairs**

Jim Mayhew comments on the letter received which requests road repairs on Jennings Peak Rd. and agrees that the section is in bad shape. The rest of the road has had repairs, and only this small section remains to be done. Discussion followed concerning the section of road needing work, as well as the priority list for road repairs throughout town. Jim estimated the work would cost in the range of \$25-30K, as it would also include culvert repairs as well. Lower Greely Hill Rd is also in bad shape and in need of repairs and these have been pushed back due to on-going construction vehicles. Further discussion was needed, and the item will be tabled at this time. Mark will respond to the request in that the town is looking into this further.

- **Brenda Conklin – Email Regarding Mailing the Annual Town Report**

Brenda's email suggested that the town mail out copies of the annual report to all non-resident taxpayers by email or by regular postal mail. The board commented that the Annual Report is currently posted upon the website to be viewed by any resident. Discussion followed concerning the feasibility of producing a summary report if anyone is interested in receiving a condensed version of the report via mail. There are reports which are required to be included in the annual report, and mailing it in its entirety was not seen as a useful use of taxpayer's dollars, especially when each year there are many leftover reports. It was felt best to try to comprise a summary report to be mailed, and let people know that the full report can be viewed on the website.

10. Privilege of Floor II

Judy Rolfe comments that the costs associated with deposits of foreign checks have increased from \$8 to \$35 and suggested that the administrative fee schedule reflect these fees. It was agreed that a public hearing be scheduled at the next Selectmen's meeting to reflect that any fees that are associated with payment to the town should be at the expense of the issuer. It was suggested to recommend that these individual utilize the payment portal via the website. This public hearing will be noticed for the next Selectmen's meeting on 1/25/17.

Mark comments that the "save the date card" of the ski area's dinner celebration of the 50th Anniversary was inserted into the recent 4th qtr water/sewer bills. Tickets can be purchased via the ski area website.

11. Board Concerns and Directives

The board provides minor feedback to Mark on the draft of the letter to the DES- Dam Bureau, and FY2017 budget notes.

12. Non-public Session

- **Discussion of Correspondence from Counsel and a Personnel Matter**

The board goes into Non Public Session under RSA 91-A: 3, II (l) and RSA 91-A: 3, II (a) along with Town Manager Mark Decoteau and Sharon Charron. The Motion was made and seconded and with a roll call vote: Selectman Aronson – aye, Selectman Turner – aye, Selectman Larsen – aye, and the Board went into Non-Public Session at 3:47pm. The Board came out of Non-Public Session at 3:59pm.

Bill Larsen motions to adjourn the meeting at 3:59pm.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant