

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

DATE: January 21, 2016

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Rich Rita, Bryan Sopko, Brooke Wakefield, Mark Decoteau, Chris Hodges, Jim Mayhew, Judy Rolfe , Sharon Charron.

1. The meeting was called to order at 10:05 a.m. By Chairman Aronson.

2. Privilege of the Floor I

None.

3. Approval of Minutes of 12/22/15

Bill Larsen motions to approve the minutes of the regular meeting of the Selectmen of 12/22/15 as amended.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

4. Financial Update

- **Expenditure Report**

Mark states that at this time we are at 90% of collected revenues, with 98% collected of tax bills, which is a bit higher than normal and very good. The outstanding 10% will be filled with the 4th quarter water and sewer bills which will go out in January and are applied to the 2015 revenues.

5. Department Head Updates

- **Public Safety**

Chris Hodges reports that MLK weekend was busy, and back to a more “normal” winter weekend with calls for services though nothing major occurred. Staff has completed training on the new “Lucas Device” and it is now in service and ready for use. No issues with recent hockey teams/tournament. He stated the department had a few calls for minor injuries at the ice arena and the tubing hill.

- **Recreation Department**

Brooke Wakefield reports that MLK weekend went well. She and her staff are busy preparing activity schedules for upcoming February vacation week. Mark noted that updated 2015 program usage numbers are included on the last page of the 2016 budget packet as a reference. Brooke also noted that the numbers are broken down into months.

- **Public Works**

Jim Mayhew reports that his crew was busy maintaining roads during MLK weekend and didn't have any reports slick roads. Everything is running well. The transfer station dumpsters appeared to have no issues of full or overfilled dumpsters of the holiday weekend. Bill Larsen commented that opening the lid of dumpsters, which he witnessed over the Christmas week, does make disposing trash easier. He suggested that this should be done on the weekends. Jim Mayhew commented that wind, snow and rain would prohibit this practice, but will look to offer this option more frequently for ease of use for residents. Jim also comments that the heat line is ready to go on Beanbender Rd. water line, but hasn't yet been needed due to the abnormal warm weather. Salt and sand supplies for the town roads are in good shape as well.

6. Calendar

Margaret will be away from 1/26-2/12/16 for vacation.

Next meetings are as follows:

- Budget Hearing on Wednesday, 2/3/16 at 6pm in MP room of Rec Dept.
- Presidential Primary Election on Tuesday, 2/9/16 from 11am-7pm in MP room of Rec Dept.
- Regular BOS Meeting on Wednesday, 2/10/16 at 3pm in the Town Offices.
- Town Meeting is Tuesday, March 8, 2016. The time for the meeting 5pm and voting hours 11am-5pm.
- The School District meeting is on Monday, March 7th, 2016 at 6pm.

7. New Business

- **Review and Sign Water and Sewer Warrant 4th Qtr FY2015**

The warrant is presented and signed by the BOS.

- **FY15 to FY16 Capital Budget Encumbrances**

Mark Decoteau presents updated numbers on the Capital accounts funds. Discussion included the proposed recommendations and in particular the de-obligation of the authorization to bond \$392,445.24 for Single Stream Recycling, and asking the Library Trustees to use capital funds for their 2016 repairs and costs instead of current tax dollars. Following the discussion, decisions were made to encumber the balances as recommended by Mark Decoteau (see/insert lists) and the motions were made.

Mike Aronson motions to de-obligate the authorization to bond \$392,445.24 for Single Stream Recycling and have Mark Decoteau draft a warrant article for the 2016 warrant vote. Bill Larsen amends the motion to include encumbering all funds as presented (insert list).

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Valley Run Property Services Land Request**

Mark Decoteau informs the board of a request by Will Lambert of Valley Run Property Services in using town land to store salt on for road maintenance in winter months. The current parcel, owned by Waterville Company, will be undergoing development for garages. The question was asked of the BOS if this was something the town would consider. At present time, a location has not been determined and based upon that, the item was tabled for discussion until possibly

locations could be identified and discussed. It was also mentioned if other contractors would be requesting the same option.

- **NH Electric Co-op Brush Cutting on Scenic Roads**

Mark Decoteau presents the request from NH Elec Co-op concerning scenic roads and brush cutting in town where electric lines are above ground, and whether or not the town has designated these locations as scenic roads. The areas noted are West Branch Rd and Boulder Path Road and the BOS had no objections to trimming of brush and trees in these areas to reduce electrical outages by downed trees and limbs.

8. Old Business

- **Finalized State Property Sales Ratio Study**

Mark Decoteau presents the Sales Ratio Study and describes that the median ratio is at 93%, which is up from last year at 90%. The total of 64 sales represents the sales of 2 single family homes, 56 condos, 4 residential and 1 other land, and 1 unclassified building sale. Mark noted that next year in 2017 the town is due for a statistical update.

- **FY2016 Budget Update**

Mark Decoteau presents an updated FY2016 budget after department heads have made additional cuts as recommended by the BOS. Mark comments that he and department heads would like to continue managing their budgets as they have in the past, using contingency line of \$40K with permission of BOS if needed. The total decrease between all departments is \$70K. Bill Larsen complimented the department heads and Mark for their efforts in reducing their proposed expenses and adjusting income lines. He also comments that the well house, and the use of fund balance, still needs discussion. Mark states that the post audit fund balance and the amount which will be returned to fund balance after 12/31/15 is \$203K. This includes the usage of \$195K from the fund balance in FY2015 and results in the 12/31/15 Fund Balance at \$820K.

Mark discusses the connection to wells #3 and #1 and has been working with Joe Ducharme of CMA engineers to on cost estimates. He states that after repairs to River Road sewer lines using grant funds, that Joe predicts with his cost estimates we fall \$100K short on funds to complete the well connections and treatment system. In the proposed budget, Mark explains that by using \$100K of fund balance to contingency line item, if the bids come in as expected. Jim Mayhew also commented that in the future, if DES regulations change criteria and determines our wells are under the influence of surface water other treatment methods may be required, such as ultraviolet light, and this would be easier under one treatment location versus multiple treatment locations. The BOS felt that using \$100K of fund balance was not something they wanted to do at this time. They also thought it would be best to include the additional work as an add-alternate in the request for bids.

The proposed decrease of the tax rate of 2.5% was thought to be too much, and instead to keep the tax rate close to where it is presently (\$14.40) and use cash to purchase some capital items instead of using fund balance. The capital items and cash purchase versus lease options, and which items for each, were discussed. It was decided to propose that the town

leases the police cruiser and the tractor, and purchases the fire/utility vehicle. The BOS were in agreement in this decision.

- **Discussion of Warrant Articles for Town Meeting**

Mark Decoteau reviews the draft version of the warrant for Town Meeting. The 1st 2 articles concern the election of officers, and the proposed zoning amendment regarding storage facilities. The remaining articles, time of the meeting, and the opening and closing times of the polls were all discussed and agreed upon. Polls will be open 11am-5pm, and the Town Meeting will begin at 5pm.

9. Correspondence

Mark informs the BOS of correspondence from a property owner concerning cable rates and services by Time Warner. Mark had spoken with town counsel regarding the town's franchise agreement and if additional cable companies could be sought, and while other franchise agreements could be sought, at this time there are no others offering better rates or services for this area. At this time the town is in year 3 of a 15 year franchise agreement. The BOS were sympathetic to the concerns addressed but felt there was no better option at this time for this area. Mark will respond to the email and explain to them that there are other options available, such as satellite dishes.

10. Privilege of Floor II

None.

11. Board Concerns and Directives

The BOS discuss the dedication of the Town Report

12. Non-Public Session

None.

13. Adjournment

Mike Aronson motions to adjourn the meeting.

Bill Larsen: 2nds.

The meeting was adjourned on a unanimous voice vote at 11:09am.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant