

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

DATE: May 11, 2016

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Ryan Wingard, Rich Rita, David Britton, Monique Lowd, Cheryl Moak, Terry Waite, Mark Decoteau, Jim Mayhew, Chris Hodges, Brooke Wakefield and Sharon Charron.

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

2. Privilege of Floor 1

Monique Lowd addresses the BOS regarding the lack of parking at the WV Library and her concerns for both library volunteers and customers. Recently a library volunteer received a ticket for parking on the street near the library, though they were not parked for library business. In the past WV Academy parking lots have always allowed for library parking in their lots, however as they have grown as an organization, the amount of available parking spaces has decreased as a result. Mike Aronson asked if parking spaces could be created at the library for patrons with signage for library use only. Chris Hodges and Jim Mayhew will review the site and return with their recommendations, if any exist, for parking. There is a town wide ordinance prohibiting parking on any street. Cheryl Moak commented that she believed that more signage was needed regarding the parking, as she was unaware of the ordinance.

David Britton addresses the BOS regarding the continuation of the Wigwag local newspaper, and wanted people to start thinking about who would take over the responsibilities in the event that either David or Birdie Britton passed away. He thinks this should be someone who is not involved in the business community in town, but rather a just a resident(s). He explains that the Wigwag currently operates now as a break even operation in that it covers its own costs. He thought that perhaps someone could improve advertising if so motivated and create some revenue, but he has no interest in doing so himself at this time. David also addresses the board regarding the community of WV, and how he believes that WV is a wholesome place to live and recreate overall for people of all ages. He thanked the Selectmen for their involvement and contributions in their community in their official positions as well as socially.

3. Approval of Minutes 4/27/2016

Approval of the minutes of 4/27/16 was tabled to the next meeting on 5/25/16.

4. Financial Update

Mark reports that at present time no departments are having any issues, and all expenditures and revenues are within or ahead of budget projections for this point in the year.

5. Department Heads Updates

- **Recreation**

Brooke reports that the town wide cleanup day was very successful with about 50 people participating. Another recent successful activity was a circus trip on Mother's Day. She is busy with planning with upcoming summer events including the Fishing Derby, summer camp activities. She also mentioned that the Chamber of Commerce golf tournament is at Owl's Nest on May 25th and they are looking for additional teams to participate. Brooke also proposed to the BOS to lower the rate for climbing wall. The new equipment which was purchased this spring enables greater use with less employee time, and she felt that the increase in use would offset the lowering the rate thus not changing the revenues overall for the climbing wall. The single use fee has been \$6, and she proposes \$4. The multi-use rate has been 3/\$15, and she proposes 3/\$10. She is working on the orientation for the summer employees, and stated that that this summer looks to be a younger set of employees, and some from past season have aged out to other opportunities for themselves. Brooke also mentions that new this summer will be children's kayaks (6 total) available at Corcoran's Pond for rental use.

- **Administration**

- **Public Safety**

Chris Hodges reports that the department is working on the preparation for the fishing derby and other summer activities. Overall things have been quiet lately. There was a rescue carry-out from Welch-Dickey trail loop last Friday night for an ankle injury, and staff was present at the scene until 10:30pm. Chris reports that periodically since the school had a new furnace installed the Public Safety Dept. has received calls for the odor of propane in that area. They have never been able to detect a leak with their detection equipment. Another call was placed last Monday, and though no reading indicated a leak, they continued to explore the area and did find a very small leak in the one of the lines in the ceiling. This was virtually an invisible leak as it was miniscule in size. It wasn't leaking any flammable gases or created a flammable condition as a result. The smaller than a pin-sized hole was only leaking the additives and wasn't even able to be detected when the line was pressurized. It has since been repaired with no issues. Chris also noted the new police cruiser continues to be built, and he did not have an expected delivery date yet. All other equipment is functioning well.

- **Public Works**

Jim Mayhew reports that the streets have been swept in preparation for street striping which is scheduled for 5/26 prior to the Memorial Day Weekend. A discussion followed regarding enlarging the bicycle markings, and it was agreed that bigger would be better. Jim will determine the locations and frequency and more can be added if needed. The smaller bike markings will be covered. Roadwork on Noon Peak Rd will begin Monday May 16th and both Nixle and website message will be sent alerting residents. There will be some delays on roads during this process, but volume is expected to be small. The school will also be alerted so to inform staff, parents and students going to/from the school during their normal times. There will be no interruptions to water/sewer services during the repair time. Other ongoing work includes repairs to road shoulders with materials and equipment on hand, and Jim will likely have a request for additional materials at the next BOS meeting. This work will help the water on the roadways divert properly to the ditches alongside the roadsides. The trash truck repair work is ongoing as well

and will still be out for another week. Jim anticipates the work being done to the truck will extend its useful life another 4 years.

6. Calendar Review

The next BOS meeting is scheduled for May 25, 2016.

7. New Business

- **Review and Sign 1st Half Tax Bill Warrant**

The 1st issue of property taxes for 2016 was presented to and signed by the Selectmen. The tax bills will be mailed by 5/13/16, the end of this week.

8. Old Business

- **Our Town Grant Update**

This item was tabled until the next meeting.

- **Corcoran Pond Dam**

Mark introduces Ryan Wingard, of Wright-Pierce Engineering, and has been working on the Dam project since 2010. Bill Larsen asked for an explanation of DES's evaluation of the dam and the need for the work. Ryan explained that the dam classification has changed from being a significant hazard structure to a high hazard structure. A significant hazard structure has to be able to endure a 100 year flood flow. A high hazard structure has to be able to endure 2.5 times the 100 year flood flow. The reclassification by DES was about 8 years ago (2008 +/-) and is mainly due to the building which is built into the northern embankment (Town Square- Legends building). DES believes that the dam spillway is unable to withstand the 2.5 times of a 100 year flood, and in that situation believes that the dam will overtop the earthen embankments on both sides of the spillway and those will erode and create a natural breach of the dam. There are 4 solutions that Ryan discussed which would satisfy DES. Those are:

1. Increasing the width of the spillway which would increase the area of discharge.
2. Lowering the water level in pond to increase storage capacity.
3. Armoring of the earthen embankments on both sides of the dam.
4. Creating an additional spillway to divert flow in storm events. \$1.7 million

The armoring of the embankment and the different methods involved was further discussed. Those included cable concrete, riprap or block methods, with the last of the three being able to be covered with sod thus concealing the armoring materials itself. The area to be armored is estimated to be about 15,000 square feet, with a cost of \$500-\$700K. The estimated costs thus far are comprised of 20% contingency, 10% design engineering, and 10% construction administration and permit fees. It was asked by the BOS how much would it cost to remove the dam and Mark had researched this option prior, and estimated those costs to be \$200-\$300K from similar projects. If the dam was removed, Corcoran's Pond would not exist and would revert to a brook. Ryan's interpretation of DES's response to an extension request were that since DES has gone along with schedule changes in the past for the required work, they are not entertaining the idea of another extension based upon that there has not been enough work done on the design improvements, in addition to not enough money saved and allocated for the repairs. Overall, Ryan felt that the tone of the letter was that there has not been enough progress made by the Town. The extension request was not denied entirely however, only to the date of 2021 itself. He felt that there was room for negotiation in the date provided that we can show

DES that there is work being done on both the design and funding. Further discussion followed regarding the criteria for a high hazard dam, and one of those being the impact to downstream populations. Snowsbrook condo's, Town Square "C" building, the culvert under Snowsbrook Rd., Snowsbrook Rd., and the Mountain Brook condo's were all listed as impact areas. A flow analysis was done recently to determine if redirecting water through Town Square courtyard and down the stairs in the event of high water event would increase the dam's holding capacity, and the results were minimal. This finding should be mentioned in future negotiation regarding the extension for more time, as an example of the town working towards finding a design solution. Other topics which were discussed included self insurance, downstream road concerns, increases to dam height, increases to pond surface area, and legal considerations if nothing is done by the town. Discussion followed as to the potential actions that could be taken by DES towards the town if the needed appropriation to make the repairs fails at town meeting. Mark states that DRA could direct the town to use any remaining fund balance potentially, though that would be an extreme measure. Ryan offered that he has seen in other communities that where a solution cannot be agreed upon is that DES would come in and mandate the water level to be lowered. Discussion continued revolving around the legal issues and what DES can mandate the town to do if no agreeable repair solution can be found.

Following the discussion, it was thought best to have Mark draft a response letter to DES indicating progress thus far, and have Town counsel come and speak the to the Selectmen about what DES can mandate. If town counsel can bring along a legal specialist who has dealt with DES issues in the past before was also suggested. The amount needed for the repairs and the amount the town can afford and set aside in the coming years to add to the Capital Repair Account was debated as well. Mark suggested that we continue working on the engineering design on the lowest cost solution and get it to as close to 100% complete for budgeting purposes for 2017. The BOS expressed concern whether or not the proposal would be passed at Town Meeting. The actual time frame of the project itself was determined to be about 2-4 months, and the time of the year to do the work would be after Labor Day and summer activities. This would affect foliage season for that particular year, however this still seemed to be the best time of year.

Rich Rita asked if whether or not DES would just suggest that the town remove the dam, as it would be the lowest cost solution, despite the negative economic impact it would place the town. Mark replied that in his letter that we, as a town, are looking for the lowest cost solution to make repairs to the dam so it remains in place. The potential of grant funding was also offered as a viable option, in which case a larger expenditure for the total project could be possible, and this will be further investigated.

- **Water & Sewer Project Update**

Mark reports upon the timeline of the project. Currently DES & USDA are still reviewing the engineering plans. As of today, we anticipate the schedule will be:

- 5/22/16 Bid Announcement in newspaper
- 5/30/16 Bid Informational meeting
- 6/21/16 Bid Due Date
- 6/22/16 Award contract & execute contract documents
- 7/04/16 After July 4th, contractor will begin work thru 9/23/16

Concern was expressed that contractors will have time in their schedules as work will need to begin as soon as possible, to ensure the work will be completed by the deadline. USDA will not allow an extension past the date of 9/30/16. All invoices need to be submitted for reimbursement by 9/23/16, and all monies not authorized for payment to the town will be returned to Washington. The local USDA office in N. Conway has been supportive and processes the reimbursement requests very quickly. Mark also comments that the larger cost items can be purchased directly by the town for the contractor to lessen the lead time on equipment orders. Discussion followed that since time is getting short, that the focus needs to be on getting well #4 connected, and the combined treatment area is secondary. The original completion date for the project was 2014 and delays by multiple government agencies have brought us this date at present.

- **Fee Schedule Update**

Following last meeting's public hearing, it was decided to include a \$10 charge on returned credit cards on the fee schedule, similar to the returned check fees.

Mike Aronson motions to add a \$10 fee on credit card charges which are reversed.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

9. Correspondence

None.

10. Privilege of Floor II

None.

11. Board Concerns and Directives

The main priority is getting the bid announcement done, and starting the process of selecting a contractor and begin the work on well #4.

12. Non-public Session

The 3 BOS members, and Mark and Sharon, go into non-public at 4:37pm to discuss a personnel issue.

They come out of non-public at 4:42pm and

Margaret Turner motions to adjourn the meeting at 4:42p.m.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant