

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

**DATE:** August 5, 2015

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

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Christine Bierbrier, Bill Cantlin, Terry Waite, Mark Decoteau, Jim Mayhew, Chris Hodges, Brooke Wakefield, Sharon Charron, and Bryan Sopko.

**1. The meeting was called to order at 3:07 p.m. by Chairman Aronson.**

**2. Privilege of the Floor I**

Christine Bierbrier speaks to board regarding establishing a committee regarding safety and civility of behavior. She described recent events with guests at both the golf course and Livermore Trail that were not a civil interaction. Mike responds, speaking from his past experiences at the golf course, unfortunately regardless of rules and behavior suggestions, some guests will not respond. The BOS suggests Christine join in the Town Core Working Group meetings, and make suggestions regarding signage in places that would make guests aware of acceptable behavior. A pamphlet, or guidebook, was suggested to place in guest rooms and lodges. Margaret volunteered to meet with Christine, and create a list that can be presented to the Resort Association and the TCWG. Other areas in town of concern are the trails which both bikes and hiking are allowed, as well as dogs, and Corcoran's Pond Beach. Chris Hodges states the TCWG will be discussing bike signage and proper bike etiquette. Drones, which are becoming popular, were also mentioned and if we can establish regulations for their use. Chris Hodges states that we can regulate their use. The BOS appreciated Christine's concern and thanked her for speaking to them.

**3. Approval of Minutes of 7/15/2015**

Bill Larsen motions to approve the minutes of regular meeting of the Selectmen from 7/15/15 as presented.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

**4. Financial Update**

Mark reports that all departments with revenues and all are doing well. Recreation continues to do well on revenues. All other departments are tracking as expected for this point in the year. Mark reminds the BOS that at their next meeting, on 8/26, revenue budget numbers need to be reviewed by line item, and make any adjustments and report to DRA before tax rate setting. Recreation revenues will be going up, and recycling revenues down, as examples given. For expenditures, general government is at 73% of full year which includes full payment to WVSR for the busses, insurance payments to retirees, and the Rey Center due to payment schedules.

Mark explains per diem use of Public Safety is up to staff the shifts due to other staff members being out, either as vacation time or due to injury (non-job related).

## **5. Department Head Updates**

- **Recreation Department**

Brooke reports that the July boat numbers and the Freedom Pass use (at boats) are up from last year, which is a reversal of June. She attributes this to July weather, the 7/4 holiday falling on a weekend, and it was full month of vacation period. The occupancy rate is flat as compared to last year. Camp numbers continue to be very high, and have even had to turn people away this past week. The camp pricing format she believes has contributed to the increases, and the discount offered for multiple weeks. She will look to expanding pricing to a full summer camp next year. The Native ID program has also impacted camp attendance and people from out of town are taking advantage of the pricing discounts associated with the Native ID purchase. Brooke reports that she did speak with Golf course and they are interested in doing some events together, and planning still underway for future. Other programs going well: archery, laser tag, running club, etc. Recreation Facebook page has been very active and many posts involving pictures from events. Brooke is also very pleased with her staff and complimented their efforts in making all the programs run well and safe.

- **Public Safety**

Chris Hodges reports that the 25mph roll out is going well. Signs have been posted and so far there has been good compliance and overall good feedback. The stencil locations on the roads have been chosen and those should be done soon. DPS Staffing has utilized more part time and per diem staff, due to non-job injuries and a part-time employee resigning. Mike Aronson suggests a new location for 25mph sign near the bridge over towards Moose Crossing. BOS comments regarding noise disturbances and fireworks at late hours over the weekend. Fireworks are not allowed without a licensed person to set them off, and Chris will review ordinance with weekend officers. The resort and wedding parties in particular, will be spoken to regarding planning fireworks and the permitting of them in required.

## **6. Calendar**

Town Office will be closed on Thursday, 8/6/15 due to electric work being done to building, Mark is working to keep phones active, but office will be closed for regular business. Next BOS meeting will be August 26<sup>th</sup>. September meetings dates not discussed.

## **7. New Business**

- **Grant Availability for Transportation Projects**

Mark has been meeting and working with a successful grant writer to secure grants. This is in conjunction with the TCWG. The first grant application is due in September, and requires to matching funds from the town. A 2<sup>nd</sup> grant, which will be discussed in conjunction with the 2016 budget planning. The BOS will need to vote to accept grants when, and if, they are awarded.

- **Appointment of Town Health Officer and Deputy Health Officer**

Bill Larsen nominates Chris Hodges to serve as the Health Officer for the town.

Margaret Turner: 2nds

Motion was carried by a unanimous voice vote.

Margaret Turner nominates Dave Noyes to serve as the Deputy Health Officer for the town.

Bill Larsen: 2nds

Motion was carried by a unanimous voice vote.

## **8. Old Business**

- **Water/Sewer Line Repairs**

Jim Mayhew updates the BOS regarding Beanbender Road water line repairs. Bill Larsen asks about heat tape on the main, and Mark reviews the memo he wrote. He explains that due to the 6-8' depth of the main water line, he feels that the heat tape on the water main wouldn't be cost effective due to the material in which surrounds the water main. The material would require more work and it wasn't seen as the major contributing factor to freezing. Rather the heat tape and insulation should be installed on the service lines between the water main and the curb stop in the 3 resident's driveways. The services lines are the believed locations of where the freezing began last winter, and then the freezing advanced out to the main line. Lack of water use, due to the homes not being inhabited daily, is also contributed to freezing. Residents should also install heat tape on the portion of the line from the curb stop to their homes. The dead-end water main could also be looped to keep water flowing, but this wasn't seen as the solution. Discussion followed concerning repairs being proposed. Also it was thought it would be advisable to have the homeowners and/or property managers monitor a slow drip of water at the homes.

Bill Larsen motions to approve the expenditure of \$38K from the repair accounts for the excavation and installation of heat tape and insulation on the service lines between the water main and the curb stops to the Dias, Ciffolillo, and Zimbone properties on Beanbender Road.

Margaret Turner: 2nds

Motion was carried by a unanimous voice vote.

- **Solid Waste/Recycling July and Year to Date Report**

Mark reports that the recycling reports are at an all-time low. Mark is planning to meet with the resort and other major players, to discuss how to increase commercial rates in recycling. Bill Larsen proposes that additional blue dumpsters be purchased to store material to reduce the number of trips for recycling. As a trail, it was suggested to try this method for the month of August, and see if it would be effective. A cardboard specific dumpster was also suggested. Cardboard and boxes being flattened have been a major reason the bins fill too quickly and are not an efficient use of dumpster space. This method will be implemented on a trial basis and reviewed.

- **Town Safety Plan / Accident Report(s)**

The BOS reviewed the report on the tractor accident from the safety committee. Discussion followed that the area where the accident took place, on the backside of the lagoons, and the equipment used, the tractor, was safe to use in that task. In the 30 years of mowing this area, with this type of machinery, this is the first accident to have occurred. Lack of training was seen as the major factor contributing to the accident. Plans are underway to review all employee equipment training and safety measures. The BOS complimented the honesty of the report and its findings. For the accident involving the Hummer, there is no report yet as it is still being investigated by State Police. The injury which occurred to the passenger's is healing and they are doing well. Chris reports after just speaking with him in the last week.

Discussion turned to the options of replacing the tractor, and what was the best scenario. The tractor is not worth repairing due to its age. The options are a smaller tractor, or a larger one, as the size of what we had is no longer made. A similar type of tractor is also used by the state to cut grasses along state roads and highways. Other than use of the tractor, hand cutting is the only other method to maintain this area of the lagoon. Aside from the lagoon cutting, the tractor was also used to maintain roadside areas, and maintenance of the Corcoran's Pond beach. Differences were discussed, and the price differences between the two options would be \$8-10K, with the smaller tractor being approximately \$16K, and the larger one \$26K. Leasing for one year is possible using 2015 contingency funds with the remainder to come out of the 2016 budget. Discussion followed regarding if the tractor was necessary purchase and concern was expressed by the BOS about how to prevent future incidents. It was thought best to remain with the private contractors for the time being, and Mark will get a quote from the contractors for the work the mower had previously done, including roadsides. The BOS requested that alternatives are considered before any lease/purchase of a tractor is finalized, and the item is tabled for further discussion.

## **9. Correspondence**

Mark presents a few pieces of correspondence:

- Bill Carr Retirement event on 8/16/15 4-6pm at Valley Grill. RSVP is needed.
- NH DES – Letter received that stating that the Town has passed the 1<sup>st</sup> of 2 lead/copper tests for the year. The 2<sup>nd</sup> test will be performed later in year.
- NH DES - Site Inspection Report for Drinking Water/Groundwater Bureau. Items noted to be corrected in the report include inspection of tanks, repairs to 2 hatches, repairs to leak in pump #2, and replacement of damaged well caps for pump #3.

## **10. Privilege of Floor II: None**

## **11. Board Concerns and Directives : None**

## **12. Non-Public Session**

The 3 BOS members, Terry Waite, Bill Cantlin, along with Mark & Sharon, go into non-public session at 4:35pm to discuss a legal concern. They came out of non-public at 4:44pm.

## **13. Adjournment**

Bill Larsen motions to adjourn the meeting.

Mike Aronson: 2nds.

The meeting was adjourned on a unanimous voice vote at 4:45pm.

Respectfully Submitted,  
Sharon Charron  
Town Clerk/Town Office Assistant