

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

DATE: August 25, 2015

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Matt Hesser, Mark Decoteau, Jim Mayhew, Chris Hodges, Brooke Wakefield, Sharon Charron, and Bryan Sopko.

1. The meeting was called to order at 1:04 p.m. by Chairman Aronson.

2. Privilege of the Floor I

None.

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 amended.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

4. Financial Update

Mark reports that all departments are doing well with revenues. The *Recreation Department* continues to surpass budget revenues. *Payments in Lieu of Taxes* are fully collected for the year, and *Permits, Fees & Interest* have nearly met the full year budget numbers. *Miscellaneous Revenue* is above the full year budget due to the Health Trust premium return. These revenue figures will be adjusted prior to tax rate setting. On the expense side, there was some equipment purchases for *Fire & Medical* departments, 100% payment for the Lakes Region contract, and *Debt Service Principle and Interest* are higher but are per their normal amortization schedules.

5. Department Head Updates

- **Recreation Department**

Brooke reports that the summer camp numbers are still doing well and they just finished their last regular camp week. Through week 9, Brooke reports that there have been 168 more camper days that last year. The daytrip week is currently taking place which involves less attendees and trips out of WV daily to nearby attractions. Brooke was asked what she believes contributed to the success of camp this year and she stated that the pre-payment played a large part and they were more committed to the program. Boat revenues have yet to come through for August, but she projects it will be as good, if not better than the July numbers.

- **Public Safety**

Chris reports that it has been a busy August with medical calls. There have been some dog complaints as well, with public safety being notified on the Monday after a weekend, as opposed

to the incident itself. Chris stressed the need to have people call ASAP so officers can react and locate the dog and its owner timely. Discussion followed concerning the need to communicate to visitors the town's dog ordinance and the need to keep dogs under control at all times. Chris stated that he is working on a handout now to be able to distribute, along with posting reminders using social media, and officers talking to people while on patrol. There are now 2 dog waste stations; the 1st at Packard's Field and the 2nd at the bridge in Town Square. Additional signage about the ordinance was also suggestion at these locations. It was also mentioned that there were complaints of fireworks late at night over the weekend. In both of these instances they were quickly responded to by public safety officers. The consensus was that many visitors are unaware that fireworks are only allowed by permit. Summer wedding guests are those most likely to be involved. It was suggested that the wedding coordinator for the resort remind guests that if fireworks are desired, a permit must be obtained properly. In addition, if any functions are planned to go past 10pm, notice to the town must be provided and approved. Chris also reports that the department is entering the 2nd phase of the new bike lane and reminding both residents and guests to keep bikes off the sidewalks and use the roadway. Officers are on bike patrols to enable them to educate people. Engine 2 recently failed a pump test and Chris is working to correct.

6. Calendar

September BOS meetings dates are 9/9/15 and 9/23/15.

September Planning Board date is 9/10/15.

7. New Business

- **Discussion of SB213 Study Committee RE: Meals & Room Tax**

Mark provided background on SB213 which as proposed would allow municipalities to assess a local rooms & meals tax. The NHMA has asked if the town of WV, along WVRA, could attend a committee meeting and provide information regarding the WVRA resort fees and program, and answer committee questions. The BOS stressed that WVRA is not a town program, but rather a volunteer organization of local businesses, and that the Town is a participant member of the organization. Bill Larsen commented that he felt that the resort businesses in town pay their fair share for town services (e.g. public safety, public works) through their tax dollars, and the town doesn't have a problem with the funding of these services for the resort businesses. Mark has asked Matt Hesser to accompany him and the BOS didn't have any issues with Mark & Matt attending the meeting and answering the committee's questions.

- **Review and Sign the MS434 Form**

Mark reviews the purpose of the MS434, which is to adjust projected town revenues prior to tax rate setting. The line items which were discussed which were recommended for adjustments were as follows; water and sewer charges, government grants (generator project), solid waste collection disposal, Recreation Dept., and miscellaneous revenue. Overall, the changes amount to approximately \$50K in increased revenues, and this impact of .15 cents. In addition, the MS535 form is presented and signed. The MS535 is a re-statement of the audited financials and this is done yearly.

- **Town/School Building Use Form**

The BOS reviews the proposed Building Use Form between the school and the recreation dept. The BOS asked Brooke if there was anything in the agreement that was reason for concern. She didn't see any significant difference in the proposed revisions, though she did express concern over limiting facilities rentals, specifically mentioning the Climbing Wall. This activity is popular with other schools that don't have this resource in their school gymnasiums, and this is an area the Rec Dept could look to expand to in the future. However, facility rental takes pre-planning and scheduling, and under this agreement it would be considered a low priority which makes the scheduling difficult. This example should be considered in the agreement revision. After school programs were also discussed, as they are mentioned in the agreement as part of the "*Other Specific Responsibilities*," in which the school principal works with the Recreation Director to develop the program. Brooke mentions that the after-school is often seen as a selling point for tuition based younger students, as it is located in the same building. The BOS expressed concern for this, and felt that this program can only operate if the number of kids enrolled in the program warrants its operation. Brooke suggested getting kids pre-registered, utilizing the Native ID 2-tier pricing rate system, and payment in advance as opposed to "drop-in" daily rates.

The building maintenance, and scheduling thereof, was then discussed and the proposed changes to when these items occur. Expansion of school security during school hours, and schedule limitations on recreation department programs (Tot open gym, adult programs) were also seen as restricting in general. The overall feel by the BOS was that a discussion was needed between the school board and the selectmen to review these items together, so to create a fair arrangement for the facility as a town owned building. Additional areas of concern were the Recreation Dept. bus usage by the school, multi-purpose room use, and gym use during school hours. The BOS felt that a counter-proposal to the agreement should be drafted, taking all these areas of this discussion into consideration, to create a fair agreement.

8. Old Business

- **Water/Sewer Projects Update**

The USDA project and timeline which involves the connection of well #3 to the well #2 area, upgrades to well house #2, and impacts to winter xc-trail grooming for additional access for the construction. Depending upon final design of the well house #2 addition, vehicle access may be adjusted. The timeline for the remaining items to be completed has been reviewed with engineers and has a proposed completion date of 9/30/2016.

The River Rd. design is complete and this involves the installation of additional manholes and insulation. This work is taking place in the areas where issues arose last winter involving the freezing of this low pressure sewer line. Work is anticipated to be completed by mid-October 2015.

Materials for Beanbender Rd. repairs to the water line are being ordered and owners in the area will be alerted about the work being done. Additionally, the owners will be reminded about the recommendation to install heating element on their end of the water line. This would be the responsibility of the each owner to coordinate and cover those costs.

- **Jennings Peak Road Repairs**

The numbers for the paving project on Jennings Peak Rd. have been updated and the proposal is \$39,200, which is solely for Jennings Peak Rd. The \$80K appropriated at last town meeting is yet unspent. Discussion followed concerning the paving on Noon Peak Rd. which was planned to be done this year also, and it was felt that there is not enough time left in the season to do both projects. Due to the waterline repairs at Windsor Hill, the Jennings Peak repairs were given priority now, with Noon Peak Rd. paving being completed in spring 2016.

Bill Larsen motions to authorize the amount of \$39,200 from the Jennings Peak Road Repair Account for the paving of Jennings Peak Rd.

Discussion followed and Bill Larsen amended his motion so that the amount is shown as a “not exceed amount of \$40,000.”

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Tractor Replacement**

The BOS take their meeting outside for a tractor demonstration. This tractor fits our needs, and in its brochures states that with the dual wheels accessory it can be used on a 30% grade. The goes outside to view the tractor demonstration. Upon returning to the meeting, the BOS requested Mark to get a quote on the tractor to discuss at their next meeting.

9. Correspondence

Mark reviews the Health Trust letter outlining the FY2014 Surplus return in the amount of \$26,834.

10. Privilege of Floor II

None

11. Board Concerns and Directives

- **Dumpsters & Recycling**

Mark explained an idea generated via discussions with Tim Smith (WVSR General Mgr.) about relabeling the recycling dumpsters at both the conference center and town square for “Glass & Plastic Only”. It was felt that this will increase the amount of recyclables, and reduces cardboard in the recycling dumpsters. The cardboard takes up too much space in the recycling dumpsters, as it is rarely broken and flatten. The mountain will inform all the merchants in Town Square that it must be done this way. Additional separate containers specifically for cardboard/paper will be available at these locations, as well as the transfer station area to encourage the same process for residents. This is intended to reduce the costs of trip to/from the transfer facility in Bethlehem by increasing the truck load on each trip.

12. Non-Public Session

The 3 BOS members, along with Mark & Sharon, go into non-public session at 2:45pm to receive a health update regarding an employee. They came out of non-public at 2:50pm.

13. Adjournment

Bill Larsen motions to adjourn the meeting.

Mike Aronson: 2nds.

The meeting was adjourned on a unanimous voice vote at 2:51pm.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant