

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

DATE: September 9, 2015

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Reggie Breeckner, Randy Breeckner, Tiffany Hammond, Mark Decoteau, Jim Mayhew, Chris Hodges, Brooke Wakefield, Sharon Charron, and Bryan Sopko.

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

2. Privilege of the Floor I

None.

3. Approval of Minutes of 8/25/2015

Bill Larsen motions to approve the minutes of regular meeting of the Selectmen from 8/25/15 as amended.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

4. Financial Update

Mark reports that all departments are looking good for revenues. All revenues have been adjusted to match the MS-4 report submitted to DRA. All expenses are within budget or per payment schedules. Currently we are at 71% through the year and are tracking proportionately.

5. Department Head Updates

- **Recreation Department**

Brooke reports that the department has slowed down following the conclusion of the summer season, camps and Labor Day Weekend. The summer camp programs were up 23% against the 10-year average in attendance. She is busy with planning for fall events (Foliage 5K) and filling positions left vacant after summer employees returned to school. After school programs begin on 9/21/15.

- **Public Safety**

Chris reports that he and Dave have created info brochures concerning the dog ordinance and are also continuing to educate residents & guests about bicycle safety. Chris has also been updating the Joint Loss & Employee Safety Handbook. Bill Larsen requested to have a brief review of the Safety Committee's duties and frequency of meetings, etc. Chris then reports that the Labor Day weekend was busy with guests, though no major events occurred. Mid-week calls have been starting to slow down due to the end of summer. Other department activities include routine cleaning and testing of equipment.

- **Public Works**

Jim reports that all PW items are agenda items already. Nothing further to report.

- **Administration**

Mark reports that on October 7th we have a Department of Labor inspection of all facilities. The inspection is due to a state-wide DOL mandate to visit all locations that have never been inspected previously. The Safety Committee will be reviewing all work areas and making recommendations to department heads in preparing for the inspection. We will be given 30 days to correct any deficiencies found in the DOL report. Bill Larsen questions about the status of the report from State Police on the Hummer accident. The report issued from State Police was a factual report with no cause in its findings.

6. Calendar

Next BOS meeting dates is on 9/23/15.

September Planning Board date is tomorrow, 9/10/15.

Bill Larsen will not be present for 10/14 meeting.

7. New Business

- **Review of our Town Grant Application**

Mark introduces grant writer, Tiffany Hammond to the BOS. The grant is for signage and way-finding, as per recommendations found in the Pedestrian Village Study which the TCWG has been working towards. Eleven letters of support for the grant from town organizations are being included to strengthen the application. The grant is a 50/50 matching grant up to \$200K. The signage quotes will be forthcoming, which are planned to be included in the Grant Application which is due upon Oct 1st. A preliminary date of Sept 21st was being targeted. Discussion followed pertaining to the signs themselves; specifically locations and wording. No business names listed, other than "Town Square" as a location for shops, restaurants, etc. The signs will have a uniform look and create consistency overall and are aimed to give guests directions to finds locations. Location examples are: Town Square, Dining, and Trail Access. The amount will need to go to Town Meeting in 2016 for final approval, but the BOS need to propose an amount for the grant application now. The amount to apply for was debated and a cap agreed upon at \$100K.

Bill Larsen motions to apply for a grant, with a cap amount of \$100K, dependent upon the forthcoming sign quotes, with matching funds being supplied by the Town.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

- **Review and Signature – 2015 Update of Emergency Action Plan**

The Emergency Action Plan, which has been updated, was presented for approval for the BOS signatures. The EAP is a required item for FEMA and is done regularly according to State requirements. The BOS wished to review the entire document prior to accepting and signing. The Emergency Action Plan will be sent to each BOS member to review and the item is tabled until the next meeting.

- **Sign Permit Application – Alpine Valley Property Services**

The sign permit application for Alpine Valley & Property Services and Hixson Property Services at 35 Tecumseh Rd. was reviewed and approved.

Bill Larsen motions to approve both Alpine Valley & Hixson Property sign permit applications as presented.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Replacement Body – 2008 1-ton Dump Truck**

Jim Mayhew reports that the 1-ton Dump Truck body has deteriorated beyond further repair. The truck can be driven, but the bed of truck cannot be any longer. Jim has received 2 proposals; 1) An in-kind replacement for \$10K, and 2) A flat-bed truck bed for \$5,600. The truck can be used with a sander both types of truck beds. The current replacement schedule for that specific truck is 2017. It was noted that with the bed replaced now, that date can be pushed back in the vehicle schedule.

Bill Larsen motions to approve the expenditure of \$5,600 to repair the 1-ton Dump Truck by replacing the deteriorated truck bed with a flat bed.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Appointment of Alternate to Full Member on the ZBA**

Mark informs the BOS that Patrick Sullivan has resigned as Chair of the Zoning Board of Adjustment and Marty O’Riordan was nominated and voted into the Chair position by the ZBA. Pat had requested prior to his resignation that alternate ZBA member, Tom Myrick, be appointed to a full member. Tom has been present as participated at all ZBA meeting since becoming an alternate ZBA member.

Bill Larsen motions to appoint Tom Myrick as a Full Member of the Zoning Board of Adjustment.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Discussion followed concerning a replacement for the ZBA Alternate member and Richard Rita’s name was suggested and he will be contacted to see if he is interested in the position.

8. Old Business

- **School/Town Building Use Agreement**

The School/Town Building Use agreement is for the school/recreation departments. The agreement has been in discussion as some areas are of concern as changes are proposed. There is some disagreement as to what the word “priority” means, as used in the phrase “priority use during the school day.” Situations have occurred in the past where planned Rec Dept classes/events have had to be cancelled on very short notice so as to allow the school use of the gym. Margaret Turner proposed language that would include the priority use of the gymnasium for the “school’s regularly scheduled programs and that all other uses of the gymnasium would

be accommodated as best as possible.” Additional concerns were expressed to: 1) The after school program and the statement in the agreement that this would be supplied by the Rec Dept., and 2) Use of the Recreation Dept bus by the school. For the after school program, the BOS had concerns that the Rec Dept. was obligated under the agreement to run this program and the BOS wanted this statement removed, as this is not the case. For the bus usage, the cost of using a Rec Dept employee as the driver was agreed to bill the school for the employee’s time. If the school provided their own driver, no cost would be charged for the bus. A joint meeting between the school board and the BOS was suggested to review the agreement and discuss changes. Discussion followed and it was felt best to have Brooke & Mark present a proposal, with the agreement changes, to the School Board at their next meeting on the 17th of September.

- **Replacement Trash/Recycling Containers**

Continuation of the trash and recycling discussion was opened by Jim Mayhew, with the proposal presented to purchase additional containers for both waste items. The BOS commented that the transfer station area was the first priority for new containers, and that cardboard needed to be flattened, with a special separate container modified with an opening only large enough for flattened boxes and marked, “for flattened cardboard only.” This would increase space in other recycling containers for non-cardboard items, as well as in the truck when transporting the items north to Bethlehem. Other areas where additional dumpsters are needed would be at Town Square and the mountain. The mountain is increasing its commitment to recycling and encouraging all Town Square merchants to comply, in addition to the mountain base area. Discussion followed with BOS expressing concerns about storage capacity of recyclable on holiday weeks. This is traditionally an issue following busier weekends which bring heavier use of the transfer station by both property owners and resort guests. Suggestions included having more dumpsters available and/or an attendant on site to assist and direct people. The conclusion was to purchase 8 additional dumpsters with 6 allocated for recycling, and 2 for trash. The funds will be coming from the Recycling project funds.

Bill Larsen motions to authorize the purchase of 8 dumpsters.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

- **Solid Waste / Recycling Tonnage**

Mark provided current recycling numbers for August and total for the year. Currently we are below 20% for overall recycling. These numbers can be improved by getting the commercial properties on board with policy directives to their employees. There were 5 trips for recyclables in August with an average load of 3.32 tons.

- **Water/Sewer Projects Update**

Jim updates the BOS on Beanbender Road work on the water line and the line work is expected to begin the week of 9/28 by Dana White. The electrical work will follow shortly afterwards. The homeowners affected by the water line freezing last winter were advised to install heat tape on their side of the water line to prevent a recurrence and all are taking this advice. It was believed that the freeze began in the owners service lines and progressed into the main line last winter. Additionally we are currently waiting for approval of the plans from Rural Development

on the low pressure sewer line repairs. Once received the bids can be taken and reviewed. The paving on Jennings Peak Rd will begin during the week of 9/21.

The deck on the bridge on by Depot Camp was mentioned as in need of minor repairs. This will be communicated to the Forest Service.

9. Correspondence

Mark reports that there was an email from Tom Gross concerning the operation of the boats. A brief discussion followed concerning the idea of transferring the operation, and it was felt that this was not in the best interest of the guests as the reason the Rec Dept took back the boat operations was due to complaints received.

10. Privilege of Floor II

Reggie Breeckner, Town Clerk, mentioned that there is a need for additional garbage can at Corcoran's Pond Beach area. People have been using the flower pots and beds as a trash can. Jim will look an additional container in that area.

Randy Breeckner states that he has noticed that there is an area on Tecumseh Rd which has been sinking around a manhole. Jim states that he is aware of the location and will assess and get back to the board.

11. Board Concerns and Directives

12. Non-Public Session

The 3 BOS members, along with Mark & Sharon, go into non-public session at 4:32 to receive a notice of an insurance claim and a personnel matter. They came out of non-public at 4:45pm.

13. Adjournment

Bill Larsen motions to adjourn the meeting.

Margaret Turner: 2nds.

The meeting was adjourned on a unanimous voice vote at 4:48pm.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant