

**WATERVILLE VALLEY, NH
BOARD OF SELECTMEN
MEETING MINUTES**

DATE: April 9, 2014

MEMBERS PRESENT: Mike Aronson, Margaret Turner

MEMBERS ABSENT: Bill Larsen

OTHERS PRESENT: Mark Decoteau, Jim Mayhew, Chris Hodges, Tom Quackenbush, Rachel Gasowski, Sharon Charron, Irit Levy, Marilyn Clarkson

1. The meeting was called to order at 3:02 PM.

2. Privilege of the Floor I: none

3. Review and Approval of Minutes February 26, March 11, March 19, 2014:

Correction on #9 of March 26: correspondence of old business should read:

“Mark reports there is no provision to allow a tax increase on the first half of the tax bill...”

March 19 meeting: alternates were not appointed at that meeting. The regular appointments are the same.

A motion was made and passed to approve minutes of previous 3 BOS meetings.

4. Financial Update

- Mark says all first quarter water & sewer and solid wastes are billed; quarterlies are on target. Recycling is right on track; a bit low on recreation. Permits and fees are a bit over. Building permit fees seem low because they tend to show up at this time of year.
- Expenditures: All departments are doing well. Any debt service and insurance are front loaded; planning and zoning: \$2500 of the \$3000 for the traffic study is a bit over.
- Interest expenses on the rural development loan which are paid this year are from last year.

5. Department Head Updates

- **Public Safety:**

Chris reports that it was rather average at the mountain; he is waiting for the estimates for the ambulance and will have the numbers by the end of the week. He may have a presentation on that information. At this time, they are doing spring cleaning such as cleaning hoses, etc.

The board asked if the Bancroft building was coming down. Chris said that he hasn't heard yet about a date for that.

The board asked if any new houses were being built. The WVAC is undergoing a huge renovation. The board asked if there were any public safety issues to address. Chris said no, but

that he noticed that some road striping was needed. Otherwise, there was not much road damage.

The board asked if anyone has heard from the Endurafest coordinator, Mark Walter. Chris attended a meeting in Thornton and the Forest Service will be here in April.

- **DPW, Jim Mayhew:**

Water meter pit installation has begun at Windsor Hill. The ground is too frozen to continue the work. Two are completed; there are 5 more to go at Windsor Hill. Work can resume in late summer. The board asked if it would be preferable to hold off on the work during the summer so that we don't disturb guests and summer residents. Can we hold off for July 4? The concern is with the mess and noise during the digging. And, will the grounds be restored by summer? Mark replied by saying that they will try to get as many done this Spring as possible before July 4 and we will minimize the intrusion. We can provide updates on the installations. The second digging will be at Mad River starting Monday and the association has been informed. Mark says that we have given them an end date so we will get as many pits installed as possible before July 4th.

6. Administration

- There is a new point of sale: credit cards can be used as of today. There are fees associated with this: 2.95% of charge with a minimum charge of \$1.50. The customer pays it all.

Everything is disclosed.

Perhaps the Recreation Center will have the ability to use this cc system soon.

There will be a sign notifying customers about this point of sale; it is up and running.

- The board has received the resumes from Rachel for the new opening at the Rey Center. Mark D can work with her regarding the interview process. Margaret is willing to assist. There are many people involved in the interviewing process.
- Calendar: the next BOS meeting is set for April 23 but several board members cannot attend. Margaret is on vacation April 16-21, then leaving on April 29, returning May 21. There is a need to review questions for the workshop on April 22 regarding trash, water and sewer, etc.

7. New Business

- The board indicates there is a water/sewer warrant to sign and a WVRA request for a disbursement of \$2400.

Both are signed by the board.

- Insurance: A 7.5% increase was budgeted and it came in at a decrease of .3% which reflects a reduction in losses. The SAU and all the member towns are grouped and rated together which yields a \$10,000 savings for WV. In addition, we have a choice of getting a lump sum check or a premium holiday - preferred.

A motion is made to take a premium holiday. Motion is passed unanimously.

8. Old Business

- **DPW garage project:**

The board asked if ventilation expenses were added. The insurance costs were \$24,000; we do not need a payment bond. This is 3,000 below our estimate. Painting the garage was discussed - there will be interior painting of the bays, a spray seal will be used for \$6400 which explains the 3,000 difference. The board asked why these costs were not in the first bid. The answer was that they were included in a separate contract (not from the contractors) and they were added to the original 777K cost. That amount only covered the building costs w/o the engineering costs. We had budgeted for 798K. The board wanted clarification on the total project costs. We have 24K in contingency funds, which was part of the 798K in the budget. We are still below the 798K budget. Mark Henderson, the state engineer, will be on site to supervise the construction.

- **Pedestrian Village Planning:**

The SE group is presenting to the planning board tomorrow. We have a contract with them for \$84,000. Actually, \$87,000 total is committed, including the February Traffic Study, from the \$93,000 which was budgeted in the Project warrant article and the separate amount in the Planning Board line of the operating budget. SE Group plans to interview stakeholders on several different days and also hold open meetings and informal surveys several times during the project. Margaret wants to ensure that they meet with Chris Bierbrier representing the Rey Center. Mark will make sure that happens.

- **Water & Sewer Bids:**

The form letter and survey form are going out to all single family homeowners and others. People can do the survey on line or use a special email account, or call and speak to Sharon or Mark. We are seeking a running list so that when we sign the contract, individual appointments can be made readily. The board asked what about the owners that do not want people going into their apartments? There is a need to express the importance of this work. We may also need another link to assure people that this is a one-time installation and that meters will be read remotely in the future. The board agrees that owners need a bit more information; perhaps an insertion of a FAQ into the mailers. We have an ordinance, but what does that actually mean? If we don't have access, what are the consequences? The answer is clear: in order to qualify for the federal reimbursement of \$1.9 million, we need 100% compliance; basically, if we don't achieve 100% compliance, we will NOT get the \$1.9 million. We need to specify that access is REQUIRED. And this can be included in the FAQ. Property managers can assist with the process. We have until April 18 to collect the contact information. Water and sewer bids will be in by end of April; work will begin at end of May, early June. Jim states that each individual installation should take approximately 90 minutes.

- **Ski Area Transportation**

We paid 1/3 of their 48K. The board expresses disapproval of this payment because they have been shuttling employees to Plymouth and back. More negotiations are needed. Mark answers that this is not new, but there is disagreement regarding the WV & Plymouth rides. It remains unclear whether or not this is a new addition. The board would like more details on their expenses and that they must be on the table. The town has always paid 25% of their expenses, but there is a need for further discussion. The depreciation expense needs to be discussed. The SE group will also be making recommendations regarding the transportation challenge. The

question remains: should the town be paying for the Plymouth trips? (The subject of a student pass being sold for \$30 per year is separate from the employee trips to & from Plymouth.)

9. Correspondence

Cascade Ridge Homeowners' Association inquiry on the status of the Stone Property Management legal issue is resolved. There was no update to the Selectmen from the Department of Public Safety.

10. Privilege of the Floor II

Marilyn Clarkson describes the crosswalk at Lost Pass Road as being in the wrong place: people are not crossing at the designated place. A discussion ensued: Jim explained that the current crosswalk was chosen for the intersection being very wide. It should actually be put diagonally across the intersection. We can put in 4 crosswalks right now. Let the consultants make a recommendation for the future.

11. Board Concerns & Directive

• Trash

This will be discussed further at the workshop: in the past, property managers have managed issues with the dumpsters. This year was problematic and complex. Letters have been sent out but we see that it's a bigger issue which is why we are holding a workshop. Ice and snow prevented trash pickup in March - the trucks would just leave if they could not approach the dumpsters. We are considering farming out the trash and solid waste pick up. We are also looking into adding another trash truck and adding more staff. A radical idea would be to have each owner bring trash to town area, which would not be a popular idea, nor would it be simple (extra hours of operation, for one). The Board agrees to continue to look at the options and discuss them further at the workshop meeting.

12. Non-Public Session

The Board goes into non-public session at 4:12 pm for the purpose of reviewing a personnel matter and also to review two Domicile Questionnaires. Sharon Charron, Irit Levy and Mark Decoteau go into non-public with the Board.

Those present come out of non-public and return to public deliberations at 4:30 pm.

- **Personnel** – Dale is staying on with the DPW. This was unexpected.
- **Trash** – There is a continued discussion about trash. Perhaps we could institute an employee sticker plan so that non residents do not dump here. The Board decided to allow WV employees to be regarded as guests of owners until the Board can review the ordinance in more detail and recommend changes to Town Meeting in March 2015 (this would enable our employees to use our dump in the interim).
- **Tax Delinquencies** – The Board discussed what to do about outstanding tax and water/sewer fee delinquent accounts. The Board agreed to discuss the matter in more detail at the Workshop meeting when Bill returns. In the meantime, the members present voted to approve

a more aggressive approach to recovery of payments of water & sewer bills. Margaret makes a motion to that effect, seconded by Mike. The motion is approved on a unanimous voice vote.

- **Domicile Requests** – Magee and Street Requests for Domicile Approvals were reviewed. Mike made a motion and Margaret seconds to agree on both domicile requests. The motion was approved on a unanimous voice vote.

Adjourn

Margaret Turner motions to adjourn the meeting at 4:40

Mike Aronson: 2nds.

The meeting was adjourned on a unanimous voice vote at 4:42.

Respectfully Submitted,

Irit Levy