

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

DATE: February 12, 2014

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Ray Kucharski, Marilyn Clarkson, Mark Decoteau, Jim Mayhew, Tom Quackenbush, Rachel Gasowski, Sharon Charron.

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

2. Privilege of the Floor I

Ray Kucharski is present as Planning Board Chairman to discuss the decision of the Waterville Company Inc to cancel the upcoming public meeting on their Core Development Plan. Bill Larsen summarizes an earlier discussion with Bill Cantlin regarding his decision stating that there were too many unknowns still at this time. In a separate discussion with Mark Kane of the SE Group, Bill Larsen was advised it was best to separate the WCI Core Development Plan and the Town's Pedestrian Revitalization Study, and instead show how the PRS is in unison with the Town's Master Plan. The SE Group representatives will be available on 3/11/14 at Town Meeting to answer questions. Discussion of content to be presented on the PRS was also briefly discussed inclusive of parking space sizes and numbers, roads, sidewalks, and the area density and the need for a professional opinion on how to best utilize the last remaining developable space on the Valley floor.

Marilyn Clarkson presents to Mark her petition regarding a leash law in town. The petition deadline of 2/11/14 has already passed for a warrant article to be on the town warrant. The only way now is for the Selectman to put a warrant article in place, otherwise this can be brought up under other business at Town Meeting for a non-binding vote, or a sense of the meeting. The proposal presented does ask for stricter regulations, so that all dogs must be leashed at all times when off their owners property. Discussion followed regarding the authority of the BOS to change town ordinances, and the answer is dependent upon how the ordinance was adopted with respect to state laws. The BOS decided not to include this item as a warrant article, and instead direct Marilyn Clarkson to bring up the subject under the "other business" warrant article and present the idea for a sense of the meeting vote. Marilyn agreed to bring it up at that point in the town meeting in the form of a motion.

3. Approval of Minutes

Bill Larsen motions to approve the minutes of 1/22/2014 as amended.

Mike Aronson: 2nds.

The motion passed on a unanimous voice vote.

4. Financial Update

No official report presented at this meeting. Nothing major to report at this time, all departments are doing fine so far in expenditures.

5. Department Head Updates

- **Administration**

Bill Larsen motions to appoint Jean Mullen as a full member of the Waterville Valley Zoning Board of Adjustment.

Mike Aronson: 2nds

The motion passed on a unanimous voice vote.

- **Recreation Department**

Rachel reports that she is preparation are going well for February vacation week. Adult programs (pickleball, tech at the rec, volleyball, and indoor cycling) are being well attended. A discussion regarding the fee structure for outside instructors was held. These programs using outside (non-staff) instructors include yoga and archery. Currently the fee structure for the yoga class is no charge to property owners and \$10 to all others participants. The instructor is paid \$10 per person. The archery classes have a similar fee structure, though we are getting 50% of those fees paid by the participants for the instructors. Attendance varies weekly for classes, so it is difficult to budget the instructor fees. The question was posed whether or not to increase the budgeted amount for outside instructors now, when the budget can still be amended. After much discussion, it was decided to increase the amount for outside instructors to \$5K from \$1K for FY2014, and to try to recap 50% of instructor costs for both archery and yoga. Rachel stressed that having consistency across the board for all programs fees (after-school, youth, teen, and adult) with outside instructors fee scales. Other examples of rec programs requiring outside instructors include, golf tennis, and off-premise field trips & activities. Rachel will let the BOS know of any other programs which will have to use outside instructor.

- **Public Safety**

There was the request by the BOS to send letters to NH Senators & US Attorney General regarding Stone Property Management investigation and its status.

The DPS is still investigating the 10 burglaries, as well as the ongoing fire investigation.

6. Calendar Review

- Next BOS Meeting is 2/26/14, Mike will be absent.
- Town Meeting is Tuesday, March 11th, 2014

7. New Business

- **Road Salt**

Jim Mayhew reports regarding the road salt shortage in NH. The supply is limited, and local non gov't contractors are unable to purchase salt, but the Town as a municipality is fine. The Town can only maintain town roads, with the only exception being an emergency and safety situations.

- **Sign Permit Application**

A sign permit application was presented and approved by the BOS for a real estate open house on West Branch Rd. for the Masiello Group. The BOS wanted the agent to note that when the open house sign is up, someone must be present at the home to answer questions regarding the property for sale.

8. Old Business

- **\$482,000 Bid Bond Paperwork**

The bond paperwork is not yet ready. It will be ready shortly and when it is received, the BOS will be asked to stop in to sign it.

- **Recreation Department Staffing**

Margaret reports, as she was involved with the interviews. Most of the applicants were not experienced in the field and of the 3 applicants were interviewed. The best fitting applicant for the part-time position was thought could be a fit for the yet-to-be advertised full time position. Discussion followed regarding if it was possibly to combine the 2 part-time positions to 1 full time position, if the right person is found. It was also felt if the full-time position was advertised, it will attract better qualified people than the part-time positions. Bill Larsen stated he was reluctant to add a full time position to the rec dept budget, due to the added costs of full-time versus part-time positions and also keeping Rec Dept's operations at a cost of no more than \$150K to the town. The discussion continued into the town's financial support of the Recreation Department, and how much is too much? WV is a unique situation, being that it is a resort community with a smaller residential base, and many programs are to the benefit of both resort guests and residents. It was suggested to use more volunteers from the community to staff events and the department front desk to help bring down costs. The decision was made to advertise for the full-time position, on the basis that no qualified applicants are willing to work only part time. Margaret suggests also advertising for the part time position as well, and Mark was in agreement that the part-time position provides backup in the event of illness or injury.

Marilyn Clarkson comments regarding the Recreation Department discussion. She is very supportive of Rachel, but does recognize the budget is high. She also stated that volunteers could be coordinated to help out with staffing the department to help reduce costs.

- **FY2014 Budget & Warrant for Town Meeting**

The BOS reviews the warrant as presented. Mark will make changes to the Recreation Dept. and Library numbers per earlier discussions, and the BOS will come to Town office to sign the warrant tomorrow.

9. Correspondence

- **DRA Update**

Mark reports that there is now provision to allow for an increase of to the 1st half tax bill. It must be 50% of the preceding year's total tax. Mark Neider is working on USPAP report to DRA and is making changes to bring the report into compliance and should have done by next BOS meeting on 2/26/14.

- **WVRA Funding**

Mark spoke with WVRA/ Mike Somma regarding the \$7,500 funding threshold from the Town. The amount of \$1,620 in the current FY1014 budget, along with the remaining \$5,880 being

carried forward from the FY2013 budget for the total amount funded to WVRA from the town to \$7,500.

10. Privilege of the Floor II

None.

11. Board Concerns & Directive

Mike Aronson asks about the school budget hearing. Margaret states that the budget is up \$45K over 2013 for the bottom line. There are several items that impacted this increase. There is a teacher retiring at the end of this school year, and it has been difficult to find a replacement under the “No Child Left Behind” laws qualified in 4 subjects at the 7⁸th grade level. They are looking at having to hire 2 teachers, and eliminating some assistant positions. The current enrollment in the school is top heavy in the older grades of 6-7-8. There will be 11 students attending PRHS in fall of 2014, which is another big increase. They have also budgeted for a full time custodial position, and eliminated some of the outside contracts for services. There is also a separate warrant article for the special education deficit funding for this current school year, as there were 8 SE students and it only budgeted for 3 SE students. This will be voted upon at the school district meeting. The was continued discussion regarding special education funding and the tuition to PRHS and how it can change drastically between years due to enrollment numbers. Mark comments that the school budget increase, along with the town budget increase, will have a big impact to the tax rate and the December tax bill, and this will need to be communicated to property owners, along with an estimate of that impact. Mark is planning on talking with DRA Commissioner to see if a special exception can be made, within the existing laws, due to the size of the projected tax rate increase.

Action Item List:

- Cancel the 2/22/14 Meeting. Put notice on the website, send to email lists, etc.
- Mark to speak with Kevin Saba regarding Town Meeting & Moderator duties.
- Mark to draft letter to NH State senators & Attorney General regarding Stone investigation status.

12. Non-Public Session

The 3 BOS members go into non-public session at 5:13pm to review a domicile request.

Those present come out of non-public at 5:15pm.

Bill Larsen motions to approve the domicile request of Paul & Amy Saulnier.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

Bill Larsen motions to adjourn the meeting.

Margaret Turner: 2nds.

The meeting was adjourned on a unanimous voice vote at 5:16.

Respectfully Submitted,
Sharon Charron
Town of Waterville Valley