

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

DATE: February 24, 2016

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

MEMBERS ABSENT:

OTHERS PRESENT: Ray & Pat Kucharski, Reggie Breeckner, Joe Ducharme, Brooke Wakefield, Mark Decoteau, Chris Hodges, Jim Mayhew, Judy Rolfe, Rob Burhoe, and Sharon Charron.

1. The meeting was called to order at 3:00pm By Chairman Aronson.

He opens the meeting by calling attention to Ray & Pat Kucharski who are attending today's meeting at the request of the Board. Mr. Aronson informs the Kucharski's that the 2015 Waterville Valley Town report is being dedicated in their honor and presents them with a framed copy of the dedication page. They are congratulated for their many years of service to the community by the Selectmen, Town Manager Mark Decoteau, and all those present at the meeting.

2. Privilege of the Floor I

None.

3. Approval of Minutes of 2/3/16 Budget Hearing and 2/10/16 Regular Selectmen's Meeting

Bill Larsen motions to approve the minutes of the regular meeting of the Selectmen of 2/10/16 as amended.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

Mike Aronson motions to approve the minutes of the Budget Hearing of 2/3/16 as amended.

Bill Larsen: 2nds.

Motion was carried by a unanimous voice vote.

4. Department Head Updates

• **Public Safety**

Chief Chris Hodges reports that during the past 2 weeks (MA vacation, and presently halfway through NH vacation) that the department had 17 Fire/EMS calls, with all but 3 occurring during the MA week. There were a total of 40 calls for Police, with 50% of those being for assistance (car lockouts, car jumpstarts, and directions). Overall, it was not as busy as other vacation weeks. At the next BOS Meeting a monthly breakdown of all calls will be presented. He also mentions that a resident fell on a sidewalk on Valley Rd and broke their wrist. It happened to be one of those days in which the weather was icing the sidewalks. Concern was expressed to the town's liability in such an occurrence. Mark Decoteau stated that as long as we've taken reasonable care of the area, there are statutory immunities which apply.

Mark Decoteau speaks to the BOS regarding the recreation bus being used to bus students to school. There are a number of state regulations which must be followed. Chris Hodges continued with the required regulations which include, but not limited to, the bus must have permanent **School Bus** letters, safety equipment including stop arm, inspection twice/year by the state. Driver requirements include background checks, licensed to operate school buses, medical clearance, passenger endorsement if more than 15 passengers, and keep daily logs/records of activity. Discussion followed regarding using private vehicles as opposed to the bus. Any contract involving transporting students using town funds must adhere to the same regulations. It was also noted that a driver must remain on-call during the course of the day, if there was need as directed by the school (early dismissal to the weather, etc), and the vehicle (i.e. the bus) must remain accessible for use thus rendering it unavailable for other uses. This information will be passed along to the school board.

Chris Hodges also noted the Special Olympics will be 3/6-7-8/16 despite snow conditions. Mike Aronson offered to attend the Opening Ceremonies on behalf of the town to welcome the athletes and their supporters.

- **Recreation Department**

Director Brooke Wakefield reports that MA vacation week was busy and programs went well. She anticipates NH week to be busy as well. Events which were well attended include team trivia, dodgeball, pickleball, cycling, and ice cream social. New programs which went well include an essential oils workshop, a canvas paint party, family valentine celebration, and a 3-point shootout. She is working on the summer brochure, Easter activities, and on-line registration for programs/events.

Bill Larsen asked if there was any information on the auto-belay systems for climbing wall. Brooke reported that she had received a quote of \$2,195/unit, and for 3 systems would amount to \$6,600 approximately. Discussion followed regarding funding, as well as the added benefit of being able to use climbing wall more often with less staff and cost.

Briefly mentioned was the Native ID renewal date, in April 2016. Brooke noted that going forward, Native ID passes will be expiring and can be renewed at dates based upon purchase dates, opposed to all being in April (the month in which it began being the 4/1 is start of new tax year).

- **Public Works**

Public Works Director, Jim Mayhew, reported that the water issue on Greeley Hill Rd. discussed at the last BOS meeting was found to be a leak in a pipe. It is now repaired. It is a cast iron pipe and was one of the oldest in town. Discussion followed regarding the actions taken to verify the leak.

5. Calendar

Next meetings are as follows:

- Town Meeting is Tuesday, March 8, 2016. The time for the meeting 5:30pm and voting hour's 12Noon-5pm.
- The School District meeting is on Monday, March 7th, 2016 at 6pm.

- Brief Selectmen’s meeting will follow Town Meeting for appointments of town boards.
- Next Regular BOS Meeting will be on 3/23/16 at 3pm.

Schedule of Selectmen’s coverage at Town Elections are as follows:

12noon – 1:30pm	Margaret Turner
1:30pm – 3:30pm	Mike Aronson
3:30pm – 5:00pm	Bill Larsen

6. New Business

- **Personnel Policy Update**

Mark Decoteau informed the BOS that the town’s personnel policy was in need of being updated due to changes for Health Insurance opt-out rates being frozen at the 2015 pricing as part of the FY2016 Budget. The current policy has opt-out payments based on a percentage of current premiums. The policy needs to reflect current practices. Bill Larsen also suggested the need to add a statement that *“if both partners of a marriage are full-time employees of the town, incentive payments do not apply.”* Margaret Turner suggested wording to the effect of *“Employees can take the coverage under a spouses plan with another employer.”* The formal language will be proposed and reviewed at the next meeting. Item is tabled until the next meeting.

- **USFS Special Use Permit Application**

Mark Decoteau informs the BOS that the town received an invoice from the USFS for a Special Permit for the sewer line to the ski area. The current 30 year permit has expired, and it now needs to be re-applied for. Discussion followed concerning ownership of the sewer line, the town or ski area, and whom is responsible for repairs. There is an easement for the Town through the USFS for the line, so ownership of the line is assumed to be the town, as the original Special Use Permit is in the name of the town. Discussion followed concerning history of the line itself and if there are any existing agreements in town files between the ski area and the town. This will be looked into further and any results reported back to the Selectmen.

7. Old Business

- **Rural Development Update – J. Ducharme**

Engineer Joe Ducharme addresses the Selectmen with updates on the water well and water treatment project. Final plans are nearly completed for submission to DES for their review. The plan once approved, will be ready to go to out to bid later in March. There will be a 30 day open bid period and once a contractor is selected, he projects work to begin in May. Key items include bringing well #4 on-line, the combined treatment location of wells #4 and #2, upgrade of well house #1, and a new main from well #3 to new treatment location (of well #2 and #4). Joe discusses the importance of the sequence of actions required. This sequence will be included in the project bid documents. Project budgets for two scenarios’s were presented and discussed. Both options would include well #4 activation, and the combined treatment of well #2 and well #4. The first option would also include upgrades to well house #1, while the 2nd option would include a new main from well #3 to a combined treatment location and minimal upgrades to well house #1. Total cost estimate difference is \$5,500 and both options fall within the project’s overall budget. Additionally, the cost savings were calculated at \$4,600 per year for the next 20

year thus rendering the initial cost being recouped in only 2 years. Once all connections are made, use of well #1 will be discontinued on a regular basis, though will still be available for emergency use. It is the town's lowest producing well at 85 gallons per minute. Clarification of the need of the upgrade to well house #1 was discussed. It was explained that the pump in well house #1 will be utilized as a backup system to pump well#3 water to the treatment center and then to the reservoir if the main treatment center needed to be shut down for any reason (e.g. for service or repairs). Further discussion followed regarding the bid process, and if bids were higher than expected, the upgrades to well house #1 could be delayed. Water quality of wells, chemicals needs for treatment centers, draw from wells, the water table and rotation of wells was also part of the discussions. The option of having add-alternates in the bid packets was not seen as favorable as DES feels that this increases the contractors bids as they have to deal with the unknowns of alternates. It was decided by the Board to go with option 2, and utilize the combined treatment center and to bid the entire project with no add alternates.

8. Correspondence

9. Privilege of Floor II

10. Board Concerns and Directives

There was a brief discussion regarding road conditions and frost heaves. Margaret Turner stated that a street light stays on all the time near the 8th hole tee box on Valley Road. Jim will look into this further and keep an eye on it.

The notice for town meeting was reviewed, as well as the presentation of the budget, and the presentation on the warrant article for the Our Town Grant. A handout for the grant presentation will be made available for voters at Town Meeting and during polling hours.

11. Non-Public Session

The BOS members, Mark Decoteau, Jim Mayhew and Sharon Charron go into non-public session at 4:10pm to discuss a meeting with an association's president regarding recycling and the recreation department Native ID passes.

Non-public session is concluded at 4:25pm.

12. Adjournment

Margaret Turner motions to adjourn the meeting.

Bill Larsen: 2nds.

The meeting was adjourned on a unanimous voice vote at 4:26pm.

Respectfully Submitted,

Sharon Charron

Town Clerk/Town Office Assistant