

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

DATE: **March 19, 2014**

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

MEMBERS ABSENT: **None.**

OTHERS PRESENT: **Mark Decoteau, Tom Quackenbush, Sharon Charron.**

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

2. Election of Chair and Vice-Chair for 2014

Bill Larsen confirms that Margaret Turner was sworn into her position as a member of the Board of Selectman. Bill Larsen asks if anyone else has interest in being Chairman or Vice-Chairman, and Mike Aronson suggests remaining with the current slate as it stands.

Bill Larsen motions to appoint himself as Chairman, and Margaret Turner as Vice-Chairman for 2014.

Mike Aronson: 2nds.

The motion passed on a unanimous voice vote.

3. Privilege of the Floor I

None.

4. Approval of Minutes

Approval of minutes will be deferred to next meeting due to 2 packets of information being sent out, not all minutes were reviewed by BOS. At next meeting minutes will be presented for approval for 2/26/14, 3/11/14, and today's meeting of 3/19/14.

5. Financial Update

Mark presents the updated financial report as of 3/18/14. All departments look good. Any department ahead of the 23% of where we are in the year at this time is due to payments, such as debt service. The Town buildings line expenditures are slightly ahead due to annual alarm inspection costs. Recreation revenues have been very low. Kid's programs attendance has been very low, for example Kids Night Out, which has been cancelled due to non-registration. Also after-school programs attendance is low due to other programs being offered by the school, i.e. homework club. The rec dept is still busy, however most of the programs in which participation is high are non-revenue producing activities (i.e. pickleball, tech at the rec). Rachel is presently looking towards a volunteer program to staff the dept during non-revenue activities to reduce costs. Mark presents the MS2 for the signatures of the BOS.

6. Department Head Updates

• **Selectman Review of Town Meeting**

Overall feel was that the Town Meeting went well. Dog leash discussion and vote was surprising. Discussion followed with regards to how enforceable stricter leash laws will be, and

would like to get more input from public safety as to how to effectively enforce a stricter leash law. Margaret is currently writing a letter to the paper which has ideas to both dog owners and non-owners, and both entities responsibilities for reporting bad dog/owner behavior so it can be addressed properly first by the owners, and secondly public safety if needed. Bill Larsen comments about the lack of discussion at the meeting on the budget and how to better inform those in attendance of town services provided, as opposed to focusing of on dollars to line items, to generate more input and questions from the public. Mark comments that generally when people are satisfied with services, they don't say anything. It is when they are unsatisfied that they will speak out. Mike Arsonson felt we need to offer more opportunities for residents to question the budget to gain a better understanding. Mark comments that in the Town Report every department has a report which summarizes the year's numbers be it water, trash, recycling, rec programs, police/fire calls, car & dog registrations, vital records, etc.

- **Recreation Department**

Rachel reports that she is busy prepping for the spring and early summer. Pickleball is very active, and the earlier discussion about staffing and the volunteer attendants was revisited. When the ski area closes in April, the REc Dept will also be closed on Sundays. The volunteers would then be utilized for Sunday Pickleball if there is still interest in playing. The Rec Dept will also be closing April 28-May 4. The hiring for the rec position was discussed and it was concluded that Rachel and Margaret will conduct the interviews and give Mark their recommendation for hiring. Bill's concern was that the rec budget does not exceed the \$150K difference between revenues and expenses, and was supportive as long as the \$150K was not exceeded.

7. Calendar Review

- March 26, 2014. Uncertain of the need for this meeting at this time.
- April 9, 2014. Bill will be away.

8. New Business

- **Request for Guidance on Benches**

Mark prompts the BOS for guidance on the memorial benches in town. There is no current policy in effect which details the maintenance, of replacement, of memorial benches. Currently there are over 30 memorial benches throughout town that the town maintains. They are purchased by the family, along with a brass plaque, for cost of about \$650 each. They last about 15 years. Discussion followed regarding replacement procedures and contacting the purchaser or to retire the bench and place the plaque on a common marker similar to the cemetery. Bill Larsen states that any new inquiries for memorial should be told this advance, and if the purchaser wishes to extend the life of the plaque, it is up to them to cover the costs for a new bench. This then prompted the thought if the town wanted more benches, and should we rather direct people to donate to a gazebo fund and this idea was well received by all.

Mike Aronson motions for the time being for the Town to not accept any additional memorial benches and encourage people instead to donate to a gazebo fund for a memorial marker, and plaques will be attached the gazebo for a \$650 cost. A gazebo memorial fund will be established in the future.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

- **Request to Forgive Interest on a Lien Notice**

The BOS reviews a request for abatement for interest on property taxes from Anthony and Renee Dicenso as they do not remember receiving the bill and they have a very good payment history.

Bill Larsen motions to forgive the interest in the amount of \$10.31 for the Dicenso's.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

- **Town Board Appointments**

The BOS reviews the list for appointments to the boards.

Bill Larsen motions to appoint Paul Sullivan and Bob Wildes to the Waterville Valley Conservation Commission.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

Bill Larsen motions to appoint Ray Kucharski and Bob Guilbert as full members and Wendi Rathgeber as an alternate member to the Waterville Valley Planning Board.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

Bill Larsen motions to appoint Kevin Saba and Marty O'Riordan as full members of the Waterville Valley Zoning Board of Adjustment.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

- **Request from Hockey Academy for Arena Maintenance**

The hockey academy has requested that the Town pay for the maintenance of the two compressors at the ice arena. These are maintenance costs and they can be paid out of the Capital Reserve Account because the maintenance is in keeping the major end items of the ice arena functioning.

Bill Larsen motions to approve the expenditure of \$29,012 out of the Ice Arena Capital Reserve Maintenance Fund for the rebuilding two compressors at the ice arena.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

9. Old Business

- **Guidance on FY2014 Expenditures**

Mark asks the board what additional information they would like for some of the larger budget items which includes the following items:

Ski Area Buses – The board would like to see the budget for the buses from the mountain before releasing any further payments.

Library - The \$2,000 for the library is ok to release into their account.

DPW Garage – Mark states that Contrux has submitted a draft contract for \$777K which is being reviewed by Town Attorney currently. The BOS reviewed the plans for the look of the building and discussed the look and exterior color. It was suggested if there were any leftover materials to refurbish the sheds the recycling to match the building.

Bill Larsen motions to approve Mark signing the contract with Construx for the public works garage, not to exceed the maximum amount of \$777K.

Margaret Turner: 2nds.

The motion passed on a unanimous voice vote.

Mark mentions that DES, who has been monitoring the remediation of the contaminated soil on the gas station site, has received federal funding to remove the soil. Mark will be coordinating between DES and Construx, as the location is under the current transfer station pavement and near the public works garage location. DES will be repairing the pavement they dig up as a result of removing the soil. DES has slated mid- July to remove the soil. Concern was expressed regarding the garage project, and whether or not soil under that location is affected, and how it will impact the site work starting for the garage.

DPS Building Improvements Project – Mark states the engineer has been in to do plans for 1 bathroom and sleeping quarters in the current building. Spec sheet will be given to Construx for pricing, and will present back to BOS when received. BOS is go to move ahead and get pricing.

Ambulance – Chris & Jeff are working with designs and the DPS needs with 3 different companies. Ambulance takes 8 months to build based on design. Once a final design is decided, it will be presented to BOS with actual costs, and trade-in value of current ambulance.

WVRA - It was agreed by BOS to give WVRA the approved budgeted dollars when bills are presented. Mark also mentions that the Town received its membership invoice for WVRS for \$1,000. This is something we've paid yearly in the past.

Bill Larsen motions to approve the payment of the \$1,000 due for 2014 for membership dues.

Margaret Turner: 2nds

The motion passed on a unanimous voice vote.

Grinder Pump Replacement - \$75K approved for grinder pump. Working with a company who we've working with in the past and it familiar with our systems. No further discussion.

Cleaning Position – Bill Larsen asked about the cleaning position for the Town facilities. Discussion followed regarding when a final decision will be made, and what to do about hiring if needed, and the timing thereof. Contracting of the cleaning was mentioned of a possibility and that will be pursued as an option.

- **Dual Media Filter Tanks**

This is a project from last year. The project came in under \$74K under budget of \$500K. There was \$46K in change orders on parts, from the \$74K, to now be \$28K approximately under budget. Mark suggests repaying the balance remaining, after all bills are paid on the project, to bank on the bond and get a new amortization schedule to reduce yearly payments/debt service amounts. Mark anticipates this can be done in May and will report back.

- **MOU For Endurofest**

Mark states that the MOU for the Endurofest event has been signed. Chris is attending a meeting in Thornton representing WV this coming week. Mark asks if there are any further questions. Mark confirms that the payment of \$3,500 is good to release when requested.

- **Update on W/S Project**

Mark updates the BOS on the project and announces that the bid will go out next week. This is for installation of the meters themselves. Dana White will be to meet this week to review the meter pit site work schedule. There are 35 remaining pits, of out of the 39, to dig at this time. There are a total of 430 other meters, in addition to the 39 in pits, which are to be installed in other homes and condos. This is the bid which is going out this next week. These are internal installation in the units/homes. Mark stated the coordination of the installations in these locations will involve communicating with owners, property managers, and the installers. He suggested using Sharon's time in order to complete these tasks. In order to do this, he suggested hiring a minutes clerk to reduce Sharon's current work load with the BOS, Planning Board, CC, ZBA with minutes, agendas, and posting notices. He states that he received an application and would like to speak to the applicant, and anyone else in town who would be interested. The BOS was in agreement and had no issue with part time help. Our new Town Clerk, Reggie Breeckner, will be assisting with some of the minutes when she returns in late May. Bill expressed concern to the process by which the contractors would be entering each site and will need to be discussed further. Mark gives an update on the project budget, and the timeline of the loan, BAN, and the grant portion of the funding. The Water line and well#4 and the FS Special Use permit was briefly discussed. We have the verbal approval from the FS, and are waiting for the actual permit. The permit will need to go under legal review from the RDA after it is received from the Forest Service.

10. Correspondence

- **Dumpsters**

Issues are arising with dumpsters at condo complexes throughout town. Due to amount of snow this winter, the maintenance of the dumpsters has been an issue and access to the dumpsters for municipal services employees has been affected. Also due to snow and ice on lids, and doors freezing at times, people are depositing trash around the dumpsters. There seems to be an overall lack of maintenance of the dumpster areas by property managers. Margaret suggests contacting the association presidents to inform them of the issues, and give direction as to what is not being done properly and what is needed to be corrected in order for trash services to continue at their respective location. Other suggestions for solutions were discussed. Also mentioned was the use of the transfer station by non-WV property owners, and how to discourage those actions. Fees for stickers, operation hours/access gates as opposed to 24/7 hours, and personnel staffing the transfer station were all mentioned.

10. Privilege of the Floor II

11. Board Concerns & Directive

Action Item List:

- Letter to Condo Associations with concerns regarding the maintenance of their dumpsters and enclosures. Include ordinances #20 & #21.
- Wig Wag letter regarding recycling reminders.

12. Non-Public Session

The 3 BOS members and Mark and Sharon go into non-public session at 4:45 to review a domicile request and another subject matter.

Those present come out of non-public at 4:55pm.
Bill Larsen motions to approve the domicile request of Deborah Wenger.
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 4:56.

Respectfully Submitted,

Sharon Charron
Town Clerk Assistant
Town of Waterville Valley