

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

DATE: June 1, 2016

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Mark Decoteau, Jim Mayhew, Chris Hodges, Brooke Wakefield, Judy Rolfe and Sharon Charron.

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

2. Privilege of Floor 1

None.

3. Approval of Minutes 4/27/2016 and 5/11/2016

Approval of the minutes of 4/27/16 was tabled to the next meeting on 6/8/2016.

Margaret Turner motions to approve the minutes of the regular meeting of the Selectmen of 5/11/16 as amended.

Mike Aronson: 2nds.

Motion was carried by a unanimous voice vote.

4. Financial Update

Mark reports that at present time no departments are having any issues, and all expenditures and revenues are within or ahead of budget projections for this point in the year. Mark was asked about the status of property taxes and water/sewer accounts delinquencies. He reported that we've recently collected on accounts that had been carrying balances, though there are still a few others and there have been ongoing communication with most of those owners. Mark also noted that the Recreation Department climbing wall had a busy month in May with over \$800 in revenue. This is an example of the newly reduced fees and new equipment has increased usage overall creating more revenue. He expects this trend to continue.

5. Department Heads Updates

- **Recreation**

Brooke reports that the Memorial Day Fishing Derby went very well and there were about 140 participants. She is doing summer staff orientation June 15-18. Camp registrations are very strong for the early bird pricing. On-line registration process has been very effective overall. Once someone uses the online system, they can also be made aware of other activities and special events via email.

- **Public Safety**

Chris Hodges was out on a call during the meeting and Mark updated the board regarding the bicycle accident over the weekend. The bicyclist came down Cascade Ridge Rd. without using their brakes and hit a tree adjacent to the red house at the bottom of the hill. They were wearing a helmet which likely saved their life. The individual was transported by DHART to Dartmouth is now doing well. The activity reports for Public Safety Dept. were reviewed by the BOS. Mike Aronson asked for an update on past cases regarding potential thefts of jewelry. Mark was not aware of the current status of those cases, but will get the answer from Chief Noyes or Chief Hodges.

Later in the meeting Chris Hodges arrived and continued with his activity report on incidents. Mike Aronson inquired with Chris regarding the potential jewelry thefts. Chris stated that insurance claims have been paid to the claimant, and at this time there were no leads in the investigation. The new police cruiser is still in process of being built and Chris explained that due to our small order (1 vehicle) that many times other whom have ordered more are given priority. He has addressed it, and at this time the cruiser will be a 2017 versus a 2016 model. It is still only a few weeks away from delivery.

- **Public Works**

Jim Mayhew reports on the Noon Peak road repair project and that at this time it is more than 50% complete. The paving is tentatively scheduled to begin on June 20th. During the excavation for the under drain installations, more water than anticipated was found at about the 4' depth. Discussion follow concerning the amount of water found, and Jim was confident that the larger new drains, bedding materials, and methods being used will be effective, and Mark concurred. The length on the under drains may be extended and there will be a change order if this is done.

Additionally 2 water shut-offs were located that had been buried under the roadway previously. These 2 shut-offs were not mapped previously and thus their location was unknown. It was unknown when they were buried, but believed to be quite a long time ago. Today different methods are used in mapping to ensure that this no longer occurs.

Jim also reported that the new mower is working well, and the roadways have been striped. The bicycle markings will be repainted soon. Mike Aronson offered comments on bike etiquette, and asked if the bike shop staff could be move involved with getting the information out to the guests renting bicycles. Mark will set this up with WVSR management.

The garbage truck is back in service and looks great. All repairs have been made and going forward Jim is looking to use an anti-corrosive coating on the interior of the container of the truck and looks to do this in a slower time in the fall.

Bill Larsen relayed story regarding a broken pipe in a River Rd residence over the winter, and had concerns it involved the installed water meter. There hasn't been any contact from the owner to the town regarding this situation. It was suggested that it was a heat loss issue which caused the broken pipes. In the few instances where a leak was detected after installation of the meter, repairs were done immediately with no further issues.

Mark informs the BOS that an offer to purchase the old mower deck, which is no longer used with the current equipment. The offer was made by Christopher Mayhew for \$500. It was originally purchased in 2004-5 for about \$1,700.

Bill Larsen motions to approve the sale of the mower deck to Christopher Mayhew for \$500.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

6. Calendar Review

The next regular meeting is next week on Wednesday, June 8th at 3pm. Bill Larsen might not be able to attend. The following June meetings would be Wednesday June 22nd at 3pm.

The first date in July would be July 13th. This is when the water/sewer project is scheduled to be awarded.

7. New Business

- **Sewer Pump Issue – P. Sullivan**

Mike asked for a recap of the timeline of when calls were placed and the actions taken in response. Mark explained that the first calls came in 6:30am and went to his voicemail. As Mark was on vacation, his voicemail was not being checked. Once the office opened for the day at 8am, the very first phone call to come in and was from the Sullivan's and response was immediate. Jim responded to the residence as well first thing and by 9:30am Rowell's was onsite and the holding tank was pumped. An additional emergency work order was issued by Rowell's to address the control panel of the pump. By 11pm that night, the system was back up and running. The pump supplier was contacted regarding the bypass, which was necessary to run the pump. The following day a new pump was installed and failed after a very short period. Rowell's returned and pumped the tank a 2nd time and then a 2nd new pump and a new motherboard panel was installed. Additionally, a new pump and motherboard were ordered to have as backups if needed in the future. The newly removed pump was being sent to be assessed, and if found to be repairable, will be and then used as a 2nd backup. Discussion followed concerning the type of pump, and if any others in town have had any issues. It was thought this particular pump was a lemon. It was mentioned that grinder pumps do require more attention overall as to materials passed through the pipes. Additional discussion followed concerning homes within the well protection area, as well as new homes for directives regarding sewer connections and holding tanks and their capacities.

- **Questions About Beach Rental on Friday Evening**

Mike Aronson expressed concerns he's received from property owners and residents is that the beach is being rented out on Friday nights, and they don't have access to it if it is rented for the night. The BOS reviewed the list of dates that the beach is rented, which included about half of the 15 Friday's between 6/24 and 10/9. Brooke commented that when a group reserves the beach, they usually set up at the far end leaving the area near the bridge open for us for anyone else. Group size does vary depending upon the wedding or weather. She offered that on every Friday night the Rec Dept does have a "Welcome Party" from 6:30-9:30pm, which is open to the public. On night when a private rental is booked as well, the Welcome Party goes until the private party begins. After discussion, it was decided to designate a section of the beach as

private for groups who have made rental, and also allow for beach use for the general public and Brooke will make the appropriate arrangements with signage and/or barriers.

- **Abatement Recommendations from Assessing Agent**

Mark reviews the abatement recommendations from the town's assessors with the Selectmen and answers their brief questions regarding the recommendations. There were a total of 3 requests for 2015. One of the 3 requests is from the Northern NE Telephone for their phone lines in WV, and this is part of a multi-town lawsuit that is still in the court system and likely will be for many years.

Mike Aronson motions to follow the advice of the assessors as presented for the abatement applications for 1 approval and 2 denials.

Bill Larsen: 2nds.

Motion was carried by a unanimous voice vote.

8. Old Business

- **Corcoran Pond Dam**

Mark informs the BOS that Ryan Wingard of Wright-Pierce has sent a letter to DES informing them of the Town's desire to continue to pursue the concrete block design for the dam repairs. DES replied that it denied Wright-Pierce as the engineering firm, as there is no engineer on staff with W-P with 5 years experience with concrete block design, per DES requirements. However, if an engineer with 5 years experience can be subcontracted to sign off on the plan. The Turner Group in Concord does have someone and contact with them has already been made and that has been submitted to DES for approval. The extension itself has not yet been granted, though Mark believed that 2018 was realistic based upon previous communications.

Bill Larsen commented that he'd had a discussion with John Roberge, an acquaintance and engineer from New York, who visited WV and he had stated that rip-rap was the cheapest solution for the repairs. Discussion followed comparing rip-rap and concrete block, and finding the most affordable solution to repair the dam, as well as what is the extent DES' authority over the town in forcing the town to make the repairs. Bill was certain that the town's voters wouldn't authorize spending over \$500K, and therefore the most reasonable cost solution is necessary.

The BOS was in agreement for Mark to seek out expert legal counsel to find an attorney who has had experience with DES and reclassification of their regulations.

- **Water & Sewer Project Update**

Mark updates the BOS on the project. At this time DES has not responded since May 24th for their review of the bid documents. Mark estimates the timeline as follows:

1. June 6th, Monday – Authority to bid received;
2. June 8th, Wednesday – Bid notice published;
3. July 8th, Friday – Bid deadline;
4. July 8th – 13th – Bids reviewed;
5. July 13th, Wednesday – Bid awarded by Selectmen at meeting 7/13/16, and the contract then be signed the following week.

A 9 to 10-week period would follow for the construction. We will request that Rural Development consider the connection of well #4 to the water system to be considered as “*substantial completion*” in order to submit receipts for the end of September for Rural Development. The connection of well #2 to the common treatment tank and the connection of well #3 (if budget funds will allow) will be considered part of the “*final completion*” which would then allow the contractor to the end of the year to complete the work. We would request that 90% of the grant money be given to the town as part of the substantial completion for the September deadline, even though some for the work will not have been completed yet. Mark explained that RD has done this in the past as long as “*substantial completion*” has been reached. The base bid packet will be the well #4 connection and the common treatment tank and building. The ad-alternates would be the remaining work to connect wells #2 and #3 to the common treatment tank to create the centralized treatment center.

Mark will also be drafting letters to our senators and representatives alerting them to the deadline constraints we are now under so that they may advocate on the town’s behalf to USDA Rural Development.

9. Correspondence

A letter was received from the USDA- Forest Service regarding the closing of campsites which are along the side of Tripoli Rd. and transition them to new created and/or expanded campgrounds which are located off of Tripoli Rd., but not on Tripoli Rd itself. There will be no camping at all along the road from the time the sites are closed. Concern was expressed that Tripoli Rd. would cease to be maintained by the Forest Service when this occurs and that in the future the Forest Service would abandon Tripoli Rd. altogether. From a public safety perspective, Tripoli Rd. is the 2nd, and the only other, route to Waterville Valley. This lack of access was the primary concern in the town’s Hazard Mitigation Plan, in which the Forest Service was a participant in the planning meetings. Mark will draft a letter to the Forest Service in response regarding the maintenance and need for the continuing operation of Tripoli Rd as a secondary road access to WV.

10. Privilege of Floor II

None.

11. Board Concerns and Directives

None.

12. Non-public Session

The 3 BOS members, and Mark, Judy and Sharon, go into non-public at 4:35pm to discuss a personnel issue.

They come out of non-public at 4:38pm and

Bill Larsen motions to adjourn the meeting at 4:39p.m.

Margaret Turner: 2nds.

Motion was carried by a unanimous voice vote.

Respectfully Submitted,
Sharon Charron
Town Clerk/Town Office Assistant