

Waterville Valley Planning Board
Summary of the Minutes for the
Special Planning Board Meeting
Held on Thursday, October 12, 2017 at 8:00am

1) Chairman Terry Waite called the meeting to order at 8:00 am.

2) Roll Call and seating of alternates:

Full members in attendance: Chairman Terry Waite, Vice-chair Nancy Knight, Cyndy Piekos, John Recine, Wendi Rathgeber, Rich Rita, Ex-Officio Bill Larsen

Alternate Members in Attendance: None.

Members Absent: None.

Alternate Members Absent: None.

Public in Attendance: Mark Decoteau and Sharon Charron.

Alternates Seated: N/A.

3) Review and Acceptance of the Minutes of September 14, 2017 Meeting.

The minutes of 9/14/17 were reviewed and due to many edits, there will be another draft presented at the next meeting for a second review and approval.

4) New Business

- **20 CIP Plan**

Mark Decoteau reviews the changes made in the plan with the board. The department heads had a meeting and have expanded projects based upon feedback from the CIP committee's last meeting. The Town Core/PVS Study committee has also met and they are waiting for cost estimates on projects so some of the financial numbers on the CIP are incomplete at this time. Questions from the board include the total cost to the town per year for cash capital, debt service payments and interest. The plan is only calculated through 2028, as estimating interest rates longer than 10 years proves difficult. Bill Larsen observes that expenditures are heavier 3-4 years into the plan, and feels these should be leveled off to be a more constant expense in order to address the needs of the town's aging infrastructure. Mark adds all of the department heads, as well as the Town Core Committee, wants and needs for capital items are included in the plan. The CIP plan/exercise is to project and plan for knowable projects, however the costs of all are only estimated at this time. It isn't a plan that is thought to be strictly adhered to for some items year to year. However, it presents to taxpayers all of the needs which are known at this time and offers a financial plan on how to address each item.

- **WVIA / Mulligan's Function Room**

Bill Larsen adds this item under new business as an update from the Selectmen's meeting on 10/11/17. Mulligan's, in conjunction with the WVIA, presented a proposal to convert the old visitor's locker room in the ice arena to a private function room, which would serve food and beer/wine through Mulligan's. No changes are being made to the building envelope and only interior changes will be made to enclose the area. Bill brought this forward because as part of the proposal, the Selectmen agreed to relax their ordinance that no alcohol is served and/or consumed in town owned buildings. This is not a permanent bar and all liquor and food will be removed daily. Further explanation of the proposal followed along with discussion. The space is only available during hockey tournaments and to the teams involved. It was asked if this was an allowed use of the property, and the answer in response was that is an allowed use under the current zoning regulations. It was then asked if this is a change of use and in need of a Site Plan review. It was offered that the Golf Course went through a similar situation and the Planning Board's response when that happened was that it did not constitute a formal site plan review. Terry Waite asked the Planning Board members if anyone feels that the proposal as approved by the Selectmen requires a site plan review. Discussion amongst the board followed and the conclusion was that it was not required.

Terry Waite motions that the Planning Board considers the improvements mentioned at the Ice Arena will not be required to submit an application for a formal Site Plan review.

Bill Larsen: 2nds.

Motion was carried by a unanimous vote.

- **NCC Agreement for Review of Zoning Regulations**

Terry Waite informs the board that Tara Bamford has left North Country Council and to date the position has not been filled. The current contract with NCC was entered by the town because Tara would be doing the work. She has now offered her services as a consultant if the PB wished to continue the work with her opposed to the NCC. Questions arose as to the contract and can it be broken. The current contract goes through Town Meeting 2018. The current director of NCC has offered that a staff person would be available when the position is filled, but that time frame is now unknown. Currently the timeline for 2018 Town Meeting is very tight, and there was doubt that the work is able to be completed by either party timely. It was asked if we can encumber the funds for 2019, and Mark believed that we could because it was a separate warrant article. It was suggested that we let NCC know that we don't want to continue for 2018, and look towards entering into a contract with Tara, or someone else, for work towards 2019 Town Meeting. Mark will inform the NCC that we have chosen not to continue with the work with them due to Tara's departure and will contact Tara regarding a contract with her and the costs. He will also check with town counsel to confirm if the funds can be encumbered to 2018.

John Recine asked for an update to well #3 and Mark provides the response. Well #3 has had check valves replaced and the water line has been pressure tested and shows no leaks. Water samples will be taken. EGGI and the town's engineer will be discussing options with the

Selectmen with their conclusion and recommendations. Rich Rita comments that if major repairs are necessary to well #3, that it needs to be added to the CIP Plan. Mark Decoteau explains that upgrades to wells #2 and #3 are already on the CIP as placeholders for the funds, but the types of upgrades are undetermined presently. John Recine also questions a new building being constructed on West Branch and whether or not a site plan is needed. It was answered that the new construction is a storage shed and is not subject to site plan review. A building permit has been issued for the project.

Bill Larsen provides information from yesterday's Selectmen's meeting about the MS-1 and the town's assessed valuation. There is total decline of about 3-5%. Assessments for properties went both up and down depending upon the type of property. Generally, single family homes went down, lower end condos went down, upper end condos went up and land maintained value. That being said, there are exceptions in all of the categories. The utility values are still not finalized, but as of now it went down a large amount due to a new assessing formula provided by NH-DRA.

5) Old Business

- **Review on Signs (Bill Larsen)**

Bill Larsen updates the PB members that the proposed changes has been sent to town counsel for review. He asks for review and feedback from the board on the proposed revisions thus far. Wendi Rathgeber states that flags on single family homes needs to be clarified between what is written and what is on the chart. The differences, if any, between temporary banners and decorative flags was also mentioned. Size limits to banners were also discussed under temporary signs. The objective isn't to regulate an individuals' personal expression on their homes, and images, as well as words, are both forms of expression. Off premise signage of businesses was debated as well, and it was felt best to omit the allowance of these signs. Directional signs to complexes are allowed, as long as they are not specific to a particular business, only a complex, and exceptions could be made. Business signs were limited to 2 signs, one of which must be on the building. Under the general requirements section (D), it should be added that the signs should not alter the attractiveness of the town, and that under C2 that rotating be changed to moving. Specifics relating to the type of materials were discussed as well. Under exemptions (5-g), it was thought to move the sentence "*Such sign exceptions shall not exceed 6 sq. ft. in area per sign.*" to the start of the exemption section so to apply to all exempted signs. Under section (K4-a), existing uses and non-conforming signs was also mentioned and if there is any difference between general maintenance or improvements and changes. "Form and color are acceptable changes without changing dimensions" were suggested as wording in this section.

Wendi Rathgeber leaves the meeting at 9:45am.

Bill will make the edits from the suggestions provided and Mark will send to town counsel to review.

6) Committee Reports

- **Town Core Group**

No report.

7) Communications

None.

8) Tickler Files

9) Adjournment

Bill Larsen motions to adjourn the meeting at 9:51 am.

Cyndy Piekos: 2nds.

Motion was carried by a unanimous vote.

Respectfully submitted,

Sharon Charron

Waterville Valley Town Office