

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

**The Public can also watch the meeting via the Town  
YouTube Live Stream at  
<https://www.youtube.com/user/WVTOWNNH>**

**DATE: April 13, 2022**

**MEMBERS PRESENT: Richard Rita, Chairman; Margaret Turner, Vice Chairman; and Bob Fries, Member.**

**MEMBERS ABSENT: None.**

**OTHERS PRESENT: Mark Decoteau (Town Manager), David Noyes (Director of Public Safety), Patrick Payer (Chief of Police), Dylan Tucker (WWTP Operator), Jim Mayhew (Public Works Director), Brooke Wakefield (Recreation Director), John Recine, Irit Levy, Rebecca & Charles Hastings, Linda Coleman, Alan Berko, Wendi Rathgeber, Cyndy & Stan Piekos, Kim Rawson, Alisha Harrington (Admin. Assistant) and Sharon Charron (Executive Assistant).**

**1. The meeting was called to order at 3:02 pm by Chair Rich Rita.**

Rich Rita, Chair of the Board, states that this is an in-person meeting, and YouTube LIVE is also being used. The public may call 603-236-4730 or email [townofwv@watervillevalley.org](mailto:townofwv@watervillevalley.org) to ask questions or have problems accessing the video services.

**2. Privilege of the Floor**

Alan Berko asked the Board about an article in the WigWag local paper about the Chapel Committee continuing to negotiate with the Select Board and asked if this was true. Board Chair Rich Rita answers and explains that is not accurate as the Select Board can no longer negotiate the terms of a Purchase & Sales Agreement due to the vote failing at the 2022 Town Meeting last month. Margaret Turner adds that the Board supported the Warrant Article, but the Warrant Article failed.

**3. Minutes Review and Approval of Regular Meetings of 3/16/2022 and 3/31/2022**

Margaret Turner motions to approve the minutes of the Regular Meetings of 3/16/2022 and 3/31/2022, as amended.

Bob Fries: 2nds. A unanimous voice vote carried the motion.

**4. Financial Update**

Mark Decoteau reports that all departments are tracking well, and nothing is out of the norm. The Board had no questions in return on the financials.

**5. Department Head Reports**

**a) Public Works/Municipal Services**

Jim Mayhew, Public Works Director, reports that he is preparing a list of projects for spring repairs and culverts and sewer manholes are high-priority items. A culvert near Valley Rd. and Village Rd. was replaced. The bids for the Road Project are due next week, and eight contractors showed up at the pre-bid mandatory meeting. Construction start hours were discussed, and the potential exists for requests from contractors to start before 8 am. These would be considered on a case-by-case basis. It was noted that many construction projects are occurring in town between the developments, private homes, and town projects. The contractor for the Water Line Project has already requested a 7 am start time. The Board discussed and felt it was best to allow the earlier start time conditionally. If complaints follow, the 8 am start time will resume.

Rich Rita motions to allow the Water Line Improvement Project contract to begin work at 7 am conditional.

Bob Fries: 2nds. A unanimous voice vote carried the motion.

Bob Fries asked about the status of the fire hydrant repairs. Jim Mayhew answered that the parts are on order and expected to arrive early June.

Rich Rita asked if a date was set for the town-wide spring cleanup day. Brooke Wakefield stated the date of Friday, 5/6/22, was selected. Jim Mayhew asked if roadside brush pickup is part of the spring cleanup, and the Board was supportive of including it again this year.

#### **b) Public Safety**

Dave Noyes, Public Safety Director, reports it is a transition time now that the mountain has closed for the season. It is a good time for annual projects, training, and cleaning. There is a lot of building activity in the new subdivision developments. The Adventure Center notified him by email that the Disc Golf course is being modified in the area behind the ice arena and asked if this created any public safety issues. Dave told them there were no issues. Rich Rita asked if the Adventure Center had been informed of the planned installation of fencing surrounding the reservoirs. Dave replied not yet. A new Public Safety Officer is starting in a few weeks, and they will be introduced to the Board after they begin.

Patrick Payer, Chief of Police, reports that the new officer comes from the Grafton County Sheriff's Department and has over ten years of experience in law enforcement. The traffic count for March is still very active at 33K vehicles entering the town for March. The mobile radar trailer will be out soon now that the weather is nice. If there are any location requests for the radar trailer to deter speeding, individuals should contact the Public Safety Department. Rich Rita adds that there is no longer on-street parking on Valley Road across from the golf club, and all signage has been removed. There will be public hearings to discuss the subject of on-street parking.

#### **c) Recreation Department**

Brooke Wakefield reports that the Recreation Department is closed for Easter Sunday. It will also be closed the week of April 25<sup>th</sup> for the NH School vacation as the gymnasium floors are being resurfaced. The Easter Egg Hunt is scheduled for Saturday, 4/16/22, on Packard Field. Wilderness First Aid Classes are scheduled for May 14<sup>th</sup>-15<sup>th</sup>. Brooke and her staff are busy planning and hiring for the summer. The boat operations are planning to open early in mid-May. Summer camp registrations are strong, with waitlists for some weeks. Brooke explained that the discount offered

in the past for multiple weeks of the camp had been discontinued. In addition, the repairs to the gazebo in Town Square used for storage of boat operations have not been scheduled. Brooke is communicating with the Resort to set these dates. She also reports that she has set an appointment for Packard Field to review drainage issues and determine repairs.

#### **d) Wastewater Treatment Plant**

Dylan Tucker, Plant Operator, reports on the usage numbers and notes that the water numbers are higher over the same period the last few years. The increased sewer treatment gallons and plant operation hours coincide with the higher water production numbers. Dylan informs the Board that there is a plan to bypass the tanks for repairs, reducing chemical and personnel costs when the tanks are repaired. In addition, the manhole at Tyler Spring which has collapsed, has been repaired. Mark Decoteau adds that the water production for March is almost 1 million gallons higher than both March 2020 and 2021 years. The sewer treatment numbers for March are approximately one-half to three-quarters of a million gallons above the same years. Again, this is significantly higher over the past two years. It is predicted that this summer will be busy, and both water and sewer usage numbers will continue to rise. Lastly, Jim Mayhew announced that surveyors were on site today to prepare for the interim transfer station.

#### **e) Administration**

Mark Decoteau reports that the revaluation assessors were in town last week to review the building permits and inspect the amount of work completed on new construction. A more formal schedule from the assessor is expected.

### **6. Calendar Review**

Until further notice, it was noted that all meetings would be held in the Town Square Meeting Room adjacent to the WV Post Office in Town Square.

**a) Next Select Board Meeting – Wednesday, April 27<sup>th</sup>, 2022 @ 3 pm**

**b) Planning Board Meeting – Thursday, April 14<sup>th</sup>, 2022 @ 8 am**

### **7. New Business**

#### **a) Board Vacancies**

- Morgan Diehm – Planning Board Alternate Member**

Rich Rita motions to appoint Morgan Diehm as an Alternate Member of the Planning Board. Margaret Turner: 2nds. A unanimous voice vote carried the motion.

Rich Rita expresses concern over the use of Zoom by members of Town Boards and Committees and would like to discontinue this activity. There have been challenges with having a quorum physically present by the expanded use of Zoom. Both Wendi Rathgeber and Irit Levy, Planning Board and Conservation Commission Chairs, respectfully agreed. Rich asked for the opinion of his fellow Select Board members. Bob Fries stated that he is supportive and added that he had concerns about appointing people unknown to any of the Selectboard including himself. Mark Decoteau suggested having potential Board/Committee members express their interest to the respective Board Chair, who can then pass their name onto the Select Board for an appointment. Margaret Turner asked why not let the Board Chairs manage their member's attendance with the expectation that in-person attendance was expected at all meetings, understanding that flexibility should be exercised due to extenuating circumstances. It was expressed that participating in

meetings in-person was far more productive than Zoom participation. Mark Decoteau added that the expectation for interested members in joining any Town Board or Committee would be that attendance is in-person at meetings. Votes taken at meetings with Zoom participants would only count if a quorum were physically present. The Select Board agreed that beginning in May attendance by members at meetings was expected to be in-person.

#### **b) Town Core Working Group (TCWG) Sign Plan**

Wendi Rathgeber, Chair of TCWG, explains that they are working on getting the signage from Town Square to Boulder Path Rd. updated for bicyclists to access the trails safely. They are looking at basic signage for this summer that can be incorporated into the current signage plan. They would like to use 4"x4" posts with the Bicycle Icon on the Town Entrance sign. Mark Decoteau added that the path on the old Seventh Fairway could be widened and stone dust used on the surface rather than gravel to make a better surface for beginner riders. The Town will work with the Resort to complete the work before the start of summer. The sign locations were discussed and included one near the Ice Arena toward the trail versus using the Fire Lane into the parking lot and will have line-of-sight from sign to sign. The Board briefly discussed the relocation of Nelson's Path and the XC Ski Trail due to the development of Green Peak, but this was not viewed as likely to occur this year as the Planning Board will need more discussion. Wendi added that the signposts could also be used for the XC Ski Trail signs in the winter. The Board agreed to move forward with the bike signs. The sign by the Library will also be removed, as it is outdated and in need of repairs.

#### **c) Renewable Energy Committee (REC) Update**

Kim Rawson, Chair of REC, updates the Board with the survey results. The Waterville Community Power Survey was released on February 25<sup>th</sup> and completed by 132 respondents before the deadline of March 31<sup>st</sup>. The survey was made available on the Town website, and paper copies were distributed at Town Meeting. Of the respondents, the vast majority were homeowners and customers of NHEC, with only 2 businesses reporting the use of a competitive supplier. Three respondents reported solar panels in their homes. Demographics were collected to ensure a range of opinions were surveyed. Responses included varying demographics, with a heavy majority over age 40 and 61% reporting income over \$100,000. While more participation of younger residents would be preferred, the overall results do not indicate a need to extend the survey deadline to receive more responses. The respondents' top three priorities for a Community Power program were lower energy bills, increased buying power through competitive pricing, and increased renewable energy, including local sources. Other priorities from the choice responses and written comments were: local control and increased knowledge, energy independence, wind turbines, EV charging stations, and underground power lines. Next, respondents were asked about their support of more renewable energy in our electric supply. 83% of respondents want more renewable energy in their supply, and 38% are willing to pay more than their current costs to do so. 45% responded, "I would like extra renewable energy if I can still pay about the same as I pay today." 11% reported not wanting more renewable energy, and 6% did not answer the question. Community Power provides a new default service for eligible residents and small businesses. A strong response to the renewable energy question supported the recommendation of a green default. A default service product with additional renewable energy above the state minimum, currently 22.6%, remains cost-competitive with the utility default. Finally, people were asked why they stayed on utility default supply, and 67% said they did not know they had a choice to switch. 26% said they saw no

need to change. Community Power offers customers more choices, in addition to current choices, including the lowest cost option and options with additional renewable energy.

Kim Rawson requests that an exploratory committee is formed to consider language for a warrant article for a Town Meeting 2023. Mark Decoteau explains that this committee is required under State Statutes, and if the warrant article is approved, the same committee will move forward with implementing Community Power. It was noted that property owners can always “opt-out” at any time with no penalty and are not required to participate. Mark Decoteau states that property owners would essentially group together to purchase energy. The Town would invest in renewables by funding a reserve account and building renewable infrastructure, such as solar arrays. Margaret Turner asked what other NH towns participate now. Kim Rawson replied that Lebanon does now, and she would like to have a panel of participating smaller towns speak to the Selectboard regarding their experiences with Community Power. Kim added that she is hopeful that the land where the current wastewater lagoons are located will be suitable for solar arrays once decommissioned in a few years. Mark Decoteau explained that the NH Electric Cooperative owns the distribution lines. Therefore, if the Town were to produce power by a solar array, the power would be sold to the Coop and then distributed back to the Town. The structure of this arrangement was unknown at this time.

Linda Coleman provides the Board with some information on the Electric Charging Station installed last year by the Windsor Hill Association for their members. The Association has about 12 regular users, and the users pay for the electricity when plugged into the charging station. Linda explained that location is essential and realized that the Town has limited area available. She suggested that a public-private partnership might need to be considered in the future. Linda added that EV Charging Stations could be added to zoning districts for allowed uses. She also felt that developers could use incentives to install conduits in new parking areas. Rich Rita commented that this is a good time with the development underway in the Town Core area. Potential locations were briefly discussed. However, there are no known plans to install EV Charging Stations on commercial properties in town. Linda Coleman said the cost to install at Windsor Hill was under two thousand dollars.

Kim Rawson asked the Board to recommend people to serve on the committee. Mark Decoteau suggested that Kim identify potential members and provide the Select Board with a list for their review at their May meeting. Mark Decoteau asked Kim what other towns have offered incentives for EV Stations or any other type of renewable energy. Wendi Rathgeber also offered to inquire with Tara Bamford, the Planning Board consultant. Rich Rita added that incentives to guests might need to be provided by businesses.

#### **d) Q1 2022 Water, Sewer & Trash Billing Warrant for Signature**

The Board reviewed the 1<sup>st</sup> Quarter of 2022 Warrant for Water/Sewer and Trash. The warrant numbers are tracking at 24.5% of the budgeted numbers for 2022.

As presented, Rita Rita motions to approve and sign the 2022 1st qtr water/sewer/commitment warrant.

Margaret Turner: 2nds. A unanimous voice vote carried the motion.

#### **e) Golden Eagle to Town Square Walkway Maintenance**

Mark Decoteau reports that he has not yet met with the Golden Eagle Lodge and the Resort to discuss the walkway maintenance. The Board still agreed to go the route of an easement through the Town-owned land. Questions were asked regarding the costs of the survey and what other areas need to be surveyed that could be done simultaneously. Mark suggested waiting until the Road Project bids are received next week to see if any remaining dollars might be available. The challenges of maintaining the area in the winter were briefly discussed, as it bisects the XC-ski trails.

Charles Hastings comments that extending the handrail might help pedestrians and might not be expensive.

#### **f) Sign Permit Application – Golden Heights Condominium Development**

The Board reviewed the permit application and rendering of the proposed sign for the development and determined it met the criteria in the Zoning Ordinance.

Rich Rita motions to approve to sign permit application for Golden Heights LLC for the Villas at Waterville.

Bob Fries: 2nds. A unanimous voice vote carried the motion.

John Recine asked about the largest size allowed for this type of sign. The unconfirmed maximum size was believed to be 12'x12'. Mark Decoteau assures the Board that the applicant's 4'x8' sign fell within the allowed size.

### **8. Old Business**

#### **a) Summer Bloom Funding**

The Board reviewed the Summer Blooms proposed funding request from the Town for \$2,500. The Summer Blooms program is operated by Dreamscape Hospitality by Sean Ward of the Snowy Owl Inn, in conjunction with the Rey Center's Margret's Hat Gardening Group. The Board discussed that the other sponsors include both business and individual property owners and that the watering and maintenance of the flower barrels are the responsibility of the Summer Blooms. The same group has coordinated the winter lights displays in the center of town for the past two years. The Board had mixed reviews of the winter lights displays. Bob Fries comments that he preferred a more classic look, such as "Currier & Ives." Wendi Rathgeber added that Town Square also contracted the same company that did the winter lights displays for Dreamscape Hospitality for holiday lights. She was hopeful that the input from the Town Square merchants would be well received by the Town Square management.

Margaret Turner motions to approve the funding of \$2,500 for the Summer Blooms for 2022.

Bob Fries: 2nds. A unanimous voice vote carried the motion.

#### **b) Water and Wastewater Projects Update**

Dylan Tucker reported that everything is on track with the projects.

#### **c) Shuttle Bus System Agreement**

Rich Rita reported that the Town is waiting on information from the Resort for the Shuttle Bus Agreement.



## **9. Board Concerns and Directives**

Rich Rita, Chair, remarks that he would like to have his fellow Board members consider that Selectboard is used instead of Selectmen for minutes and publications.

Margaret Turner shared that she had read an article about a university study about an asphalt product with paraffin oil as an ingredient that allows snow to melt faster on surfaces. However, she has not seen anything further. Jim Mayhew found this information interesting.

## **10. Correspondence**

**None.**

## **11. Privilege of the Floor II**

Rebecca Hastings asked why the lights on the Village Trail are always lit. She was informed the trail is too dark for the photocell to deactivate and that they are being replaced with a light timer instead.

Irit Levy informed the Board that she would like to report on the results of the Recycling Survey at the Selectboard meeting scheduled for 5/11/2022.

John Recine informed the Board that a trail sign near the Corcoran Pond Dam Bridge needs attention. The sign was in an area impacted by the installation on the Village Trail. Jim Mayhew will look to determine the appropriate action.

## **12. Non-Public Session**

The Board goes into Non-Public Session under RSA 91-A: 3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted, and (l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present The Motion was made by Margaret Turner and seconded by Rich Rita and followed by a roll call vote as follows: Selectman Turner – aye, Selectmen Rita – aye, Selectman Fries – aye and the Board went into Non-Public Session at 4:45 pm. The Board came out of Non-Public Session at 5.12 pm.

Upon return to the public session, a motion was made to seal the minutes by Margaret Turner and seconded by Rich Rita because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this Board. A unanimous voice vote passed the motion.

A motion was made by Rich Rita to appoint Tom Ennis to the Municipal Solid Waste Committee. Margaret Turner: 2nds. A unanimous voice vote carried the motion.

The Board discussed membership on statutory Boards and Commissions (specifically the Planning Board, Zoning Board of Adjustment and Conservation Commission) must be linked to the ability to attend all regular meetings in person. The reason for this decision is that these boards are subject

to the Right to Know Laws of the State of NH which require that a quorum of the board must be in-person attendance in order to conduct business. The Selectboard expects that all volunteers for these boards will plan to attend all meetings in person. Consequently, the Selectboard did not approve an appointment of Tom Ennis to the Planning Board as an alternate.

## **12. Adjourn**

Rich Rita motions to adjourn the meeting at 5:30 pm.

Margaret Turner: 2nds. A unanimous voice vote carried the motion.

Respectfully Submitted,

Sharon Charron, Executive Assistant