

**TOWN OF ALTON PLANNING BOARD
MINUTES 2019
FEBRUARY 19, 2019**

APPROVED

Members Present:

Roger Sample, Chairman
Russ Wilder, Clerk
Virgil MacDonald, Selectmen's Rep.
Bob Regan, Alternate

Others Present:

Nic Strong, Town Planner
Jessica A. Call, Recording Secretary

CALL TO ORDER

Roger Sample called the meeting to order at 6:00 P.M.

The Chairman appointed Bob Regan as a full voting member.

APPROVAL OF AGENDA

Roger Sample asked if there were any changes to the agenda since it was posted; Nic Strong stated, no.

**Virgil MacDonald MOVED to accept the February 19, 2019, agenda, as presented.
Bob Regan seconded the motion, and it PASSED unanimously.**

4. Completeness Review of Application and Public Hearing if Application is Accepted as Complete

Case #P19-04 James Rines, LLS, P.E., of White Mountain Surveying & Engineering, Inc., Agent for Robert Headley, President of Fernhill Corp., Owner	Map 2 Lots 26-1 & 26-4	Final Major Subdivision Rural (RU) Zone Hollywood Beach Road
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The Chairman read the case into the record.

Present was Kevin Ashe, LLS, who was presenting for James Rines, LLS, P.E., agent.

Kevin Ashe, LLS, came to the table. He stated that the two (2) existing lots of record included mostly wetlands, but there was some upland near the four (4) existing cottages. The cottages had been in use since the late 1960's/early 1970's, and a couple of them went back to the 1930's, according to the owner. The proposal was to combine the two (2) lots through a Voluntary Lot Merger, and then create four (4) units to include a small area of land around each cottage; therefore, the owners would be able to convey the units individually. Each lot owner would have the rights and responsibilities in regards to the common land. The proposal did not include any increase in usage. He stated that he was before the Board four (4) years ago, and then ran into a roadblock with the State Subdivision Application because the septic systems did not meet loading requirements. He pointed out that he finally received State Subdivision Approval because they designed a replacement septic system that would be built in the event

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of failure of any of the existing septic systems in the future. There was a proposed leach field on the lot across the street, which was owned by Fernhill Corporation, and which gave the condominium a permanent easement on that piece of property. Virgil MacDonald asked how long ago the septic systems were installed. Kevin Ashe, LLS, stated a long time ago. He stated the proposal was straightforward because they were only looking for a change in ownership so the owners could sell each unit as a condominium. He noted that he had submitted correctly dated condominium documents to the Board.

Roger Sample opened public input. No public input. Roger Sample closed public input.

**Russ Wilder MOVED to accept the application for Case #P19-04, as complete.
Bob Regan seconded the motion, and it PASSED unanimously.**

Russ Wilder pointed out that the Planner Review indicated that Kevin Ashe, LLS, submitted a Voluntary Lot Merger Application. Nic Strong stated that Kevin Ashe, LLS, only submitted the first page of the application, and they were available online or in the Planning office. Russ Wilder thought that submitting a complete application could be a condition of approval.

Russ Wilder addressed the comment in the Planner Review that the condominium documents still had the original date on them and that needed to be updated with the revised date. Nic Strong stated that before the meeting, she received the documents with the correct date and they matched the dates that were approved by Town Counsel as part of the original application. Russ Wilder noted that the property was not located in the Aquifer Protection District. There was no regional impact with adjoining towns.

Russ Wilder pointed out that there was no change of use with this proposal. Virgil MacDonald disagreed. He stated that the Board would be approving the split of a nonconforming lot into four (4) separate units that could be sold separately; therefore, the proposal was taking a nonconforming lot and making it more nonconforming by allowing four (4) different families. He thought that there would be more usage of the property. Russ Wilder stated that he had been talking about regional impact, but he did see Virgil MacDonald's point.

Russ Wilder noted that there was a section about active and substantial development and building, and substantial completion, which really did not apply to this proposal because the structures were already built; therefore, the Board did not set any thresholds. Russ Wilder stated that there was a note in the Planner Review that stated that if the Board did not specify any thresholds, the applicant could be subject to changes in Regulations after a five (5) year period. Nic Strong stated that would only take effect if there was something shown on the plan to be built. Russ Wilder stated that coming up with thresholds for this application was moot.

Bob Regan asked that if in the future, the condominium association wanted to make some major modifications to structures or if they were damaged by fire or something else and it caused the structures to be rebuilt, what provision would be made to for them to come back to the Planning Board to get reassessed. Kevin Ashe, LLS, stated that the reason the owners designed the condominium as a land area around each unit was so that they could maintain or repair the building without necessarily having to go back and submit an as-built plan; the unit was an actual piece of land, and not just the building itself. As long as the changes were to the building, the owners would not have to submit an as-built plan. Bob Regan stated that he was somewhat concerned that it was a nonconforming piece of property to begin

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with, having four buildings on one lot in this district, but the Board was looking at a proposal whereby the buildings would not be modified and would continue in their current configuration. Roger Sample stated that if the owners did want to modify the buildings beyond the current allowances, they would have to ask for relief from the Zoning Board of Adjustment (ZBA) under the non-conforming section.

Roger Sample opened public input. No public input. Roger Sample closed public input.

After due hearing, Russ Wilder MOVED that the Alton Planning Board hereby approves the above cited application for Fernhill Corporation for a Final Major Subdivision Review for Tax Map 2 Lot 26-1 and Tax Map 2 Lot 26-4, Hollywood Beach Road, for the merger of both lots and the condominiumizing of four existing cottage structures, with the following conditions:

CONDITIONS PRECEDENT

The following conditions precedent must be satisfied prior to the Planning Board Chair signing of plans:

- 1. Submission of revised plans in the number required by the Subdivision Regulations and that include all of the checklist corrections and any corrections as noted at this hearing.**
- 2. Addition of a note to the subdivision plan prior to plan signing by the Planning Board Chair stating that Best Management Practices shall be utilized during any timber cutting on site.**
- 3. Addition of a note to the condominium site plan prior to plan signing by the Planning Board Chair: This condominium site plan contains a total of ___ sheets: [to be listed and dated by the applicant on the site plan itself]. In combination these plans constitute in their entirety the condominium site plan as approved by the Town of Alton Planning Board. All sheets are on file at the Town of Alton Planning Department.**
- 4. Addition of a note to the condominium site plan prior to plan signing by the Planning Board Chair: This condominium site plan is subject to the Conditions of Approval itemized in the February 19, 2019, Notice of Decision on file at the Town of Alton Planning Department.**
- 5. Submission of the Town's Voluntary Merger Application form for action by the Planning Board and the subsequent recording of the Notice of Voluntary Merger of Pre-Existing Lots at the Belknap County Registry of Deeds, the cost of which shall be borne by the applicant.**

SUBSEQUENT CONDITIONS

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The following subsequent conditions shall be met during construction and on an on-going basis:

- 1. All subdivision improvements are to be completed as per the approved subdivision plat.**
- 2. The applicant shall comply with all of the Town of Alton's Subdivision Regulations.**
- 3. The approval is based upon the plans, specifications and testimony submitted to the Planning Board. Any alterations, additions or changes to the plans are not authorized and require additional Planning Board approval.**
- 4. A subdivision plan which has been approved, conditionally or otherwise, may be revoked, in whole or in part, by the Planning Board when an applicant or successor in interest to the applicant has performed work, erected a structure or structures, or established a use of land, which fails to conform to the statements, plans, or specifications upon which the approval was based, or has materially violated any requirements or conditions of such approval.**
- 5. Once any and all conditions of approval have been met and the Chairman of the Planning Board or his designee signs a subdivision plan, the applicant has twelve (12) months from the date of signing to start construction and, unless a different schedule is approved by the Board, must complete construction within thirty-six (36) months unless an extension has been formally requested and granted by the Board. Normally the Board shall not grant more than one extension per project, shall only grant an extension for reasonable cause, and shall normally not grant an extension for more than six months.**

Unless otherwise approved by the Board, the applicant shall have one (1) year from the date of the meeting at which the application is approved with conditions to complete any conditions precedent that are required prior to signing and recording the subdivision plat. Failure to complete any conditions within the one (1) year timeframe shall invalidate the Board's approval, unless an extension is approved by the Board per Section XI, C. 2. of the Town of Alton Subdivision Regulations.

Bob Regan seconded the motion.

Roger Sample asked the Board for a vote, and the motion PASSED with Roger Sample, Bob Regan, and Russ Wilder voting Aye, and Virgil MacDonald voting Nay.

Other Business:

1. Old Business:

- a. Discussion re: Board of Selectmen's position on rumble strips

Nic Strong stated that after the last Board meeting, when the Board had made a motion to respond to the letter sent to the Planning Board by NHDOT regarding repaving, the

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Board wanted DOT to look into quieter alternatives for rumble strips. She stated that she received an email from Sylvia Leggett who said that was not the opinion of the Alton Board of Selectmen. This email was copied to the Town Administrator, who then asked Nic Strong to have the Board reconsider sending that request to NHDOT because the Selectmen had had many discussions on this issue and the Selectmen's position on this was that the rumble strips should be removed altogether. Nic Strong pointed out that if the Board still wanted to respond to NHDOT's letter, the Town Administrator would like the Board's response to be that they wanted the rumble strips removed; or, not respond to the letter at all.

Roger Sample wanted to clarify what Nic Strong had just stated and that was that the Selectmen wanted the rumble strips removed entirely; Virgil MacDonald stated, yes. He stated that the Selectmen had several public meetings and many residents showed up to voice their opinion that they wanted them removed because they were so noisy. He pointed out that NHDOT just installed them without a public meeting or any input from the town. Russ Wilder asked if there was an option to have a different design that would still give the safety factor, but not create as much noise. Bob Regan believed that there was an alternative. He noted that it was more of a feeling of vibration that drivers would experience instead of the noise, and that would not get transmitted up to a mile away. He stated that he lived about ½ a mile away from Route 28 and he could hear the noise at his house. Virgil MacDonald stated that he lived 1 ½ miles away from Route 28 and he could hear them at his house.

Roger Sample stated that at the last meeting, he thought that the Board approved a letter be sent to NHDOT requesting the possibility that quieter rumble strips be installed. Nic Strong stated that was what happened, but before the letter was sent, she received an email stating that the Board's recommendation did not jibe with the Selectmen's discussions. The Town Administrator asked Nic Strong to ask the Planning Board that if the letter to NHDOT had not been sent out yet, that the Board reconsider their position because the Selectmen's position was that they did not want the rumble strips at all. Virgil MacDonald stated that he presented the issue to the Selectmen at the following Selectmen's meeting informing them that the Planning Board wanted the rumble strips put in. Roger Sample stated that was incorrect, the Board wanted the letter written in a way to inquire if there were quieter alternatives. Virgil MacDonald disagreed, and said that was not what the Board voted on. Roger Sample stated that was exactly what the Board voted on. Nic Strong stated that the letter was to suggest that NHDOT look into a quieter alternative. Roger Sample stated that the real issue started when they installed the rumble strips on both sides of the driving lane; it was better now with the white line rumble strip gone, but it was still noisy.

Bob Regan shared that in Maine, their rumble strips were installed in such a way that the driver would hear a clicking noise and they were not nearly as bothersome as what Alton had.

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Sylvia Leggett came to the table. She shared that she owned Roberts Knoll Campground, which was located off Route 28 in a passing zone. She shared that she lived off Gilman's Corner Road, about half a mile from Route 28, and that area was also adjacent to a passing zone. She shared that she could hear the noise from people driving on the rumble strips from the campground and from her home; she also shared that residents that lived on Cate's Hill, Knight's Pond, Gilman's Pond conservation area, and the conservation area at the end of Chestnut Cove Road had complained. She stated the rumble strips were against the Alton Zoning Ordinance and the Master Plan.

Sylvia Leggett shared that she had been working on the rumble strip issue since May 2016. She attended a hearing last month at the State House in Concord where they discussed sinusoidal rumble strips that were quieter, but NHDOT stated that they cost 40-50% more and they were not interested in installing that type. She noted that Assistant Commissioner Cass from NHDOT was present at the hearing, and stated that the towns should let the engineers do the work and informed the Committee members that they should not be legislating on what should take place. One of the State Representatives stated that they were legislating what was in the best interest of the people and the State of New Hampshire. Sylvia Leggett pointed out that NHDOT sent a letter to the Town Administrator in 2015 stating that in 2016 the State would be putting in some rumble strips on sections of Route 28, with Suncook Valley Road being one of the sections, south of the traffic circle. However, rumble strips were also installed up to the Wolfeboro line. The section below the traffic circle did not even meet their current regulations, so NHDOT agreed to take out the rumble strips. There is a section of town called "Rumble Strip Alley", which was an area that rumble strips were installed on the white line, which were horrendous. She received statistics from the Department of Safety, who kept track of fatal accidents, and it was shown that in 2016, there were 130 fatal accidents, seven of which were caused by inattentiveness or going over the centerline. In 2017, there were 15 accidents, which was double the number of accidents with people being inattentive. She pointed out that a couple of weeks after rumble strips were installed in Barnstead, there was a fatal accident on Route 9; therefore, it showed that the rumble strips did not end all fatal accidents.

Sylvia Leggett shared that the Alton Police Chief, Ryan Heath, presented statistics for the last 10-15 years that showed that 75% of the accidents were due to deer, and the other greatest cause of accidents had to do with drivers being impaired; only 3 or 4 accidents were due to inattentive drivers crossing the centerline. Sylvia Leggett noted that NHDOT determined where the rumble strips would be installed; NHDOT did not include any public input or even have a public informational hearing because their regulations were changed to not require informational hearings, and furthermore, there was no public hearing when they changed their guidelines. She stated that NHDOT came to her campground around June 2016, when there were about 100 campers in the campground, and NHDOT heard loud and clear what their sentiments were. She noted that eventually the rumble strips on the white line were taken out; 16 miles of rumble strips in Alton were taken out, and 24 miles in Chesterfield were taken out; she further noted that NHDOT took out the center line rumble strips on Route A in Plymouth because they did not fit the character of the town.

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Roger Sample asked if the white line rumble strips were the strips that the contractors did not install correctly. Sylvia Leggett stated that NHDOT blamed it on the contractors, but according to their contracts, the rumble strips were exactly where they were told to install them. Bob Regan heard that there was a bicycle group that suggested not putting the rumble strips in the middle of the breakdown lane, but instead, put them right on the white line. Sylvia Leggett stated that if you came from Wolfeboro up until you reached Route 28A, that was a scenic bicycle route. She thought that should not have been like that in the first place because if the State looked at a tourism map to see what was designated as scenic routes for bicyclists, who in their right mind would have put them there to begin with. She noted that the State had \$480,000 to spend from the Federal Government to spend on safety; therefore, the State installed rumble strips. Sylvia Leggett thought that it should be up to the public in the towns where accidents were happening to say to the State, "We are having problems, and what are you going to do for us". The Town of Alton never stated to NHDOT that they were having multiple accidents. She shared that the Project Manager for NHDOT had the audacity to tell her that the people were notified; she did not trust NHDOT because of this because they were not notified.

Roger Sample noted that NHDOT stated that the quieter rumble strips were more expensive, and pointed out that the rumble strips took a gouge out of the road and that was what made it so noisy. Sylvia Leggett stated that the current rumble strips were not continuous, which was why they were not as expensive. The sinusoidal rumble strips were continuous. The cost would go from \$1,478 a mile, to a cost of \$3,168 a mile. Bob Regan stated that it sounded like NHDOT received federal funding and if they did not use it, they would lose it; therefore, they made sure they used it. Sylvia Leggett stated that NHDOT had to use it specifically for safety, and one of the easiest things for them to accomplish was to install rumble strips. She passed out the current NHDOT Rumble Strip Regulations to the Board. Russ Wilder looked up rumble strips on his phone and he noted that it had been known since 2016 about quieter rumble strips. Sylvia Leggett noted that the NHDOT Regulations did not state that the rumble strips should not be located on passing zones, nor should they be located where there was a side road. The Regulations stated that if there was a continuous double yellow line they needed to be continuous; there had to be a break in the yellow line in order for a break in the rumble strips to occur. When the white line rumble strips were taken out, they also widened up some of the intersections. She thought that NHDOT would have to mill out the rumble strips and then fill them before they went any further with repaving.

In 2017 during the annual Town vote, which took place during a blizzard, Sylvia Leggett was able to get about 25% of the people who voted that day (over 170 people) to sign a petition for the removal of the rumble strips. This petition was sent to the Governor's office with a letter from the Town Administrator, Elizabeth Dionne, dated March 7, 2017. Sylvia Leggett read the letter, "I am writing this letter on behalf of the Board of Selectmen. At the workshop meeting on March 16, the Board was presented with the enclosed petition. The residents who created the petition were at the elections on March 14, gathering signatures during the severe nor'easter snowstorm. Had it not

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been a storm, I am quite sure there would have been more signatures. The Board wishes to let you know that they fully support this endeavor and this petition and they strongly urge you to have the rumble strips removed. All five Selectmen signed the petition at the elections.” Sylvia Leggett stated that the petition called for the removal of the rumble strips. She stated that the statistics that were presented for the Town of Alton did not support the need. Since 2016, supposedly, the Rumble Strip Regulations were being revised, and at the hearing on January 19, 2018, Commissioner Cass stated that the Regulations were still being revised and should be done within the next month. Sylvia Leggett asked the Board if they would back the Selectmen and inform NHDOT that they did not want the rumble strips reinstalled after they repaved on Route 28.

Russ Wilder noted a letter dated December 17, 2018, from NHDOT that stated that the State was going to repave Route 28, but did not mention rumble strips. Sylvia Leggett stated that NHDOT had a meeting scheduled with the Board of Selectmen on April 1, 2019. Russ Wilder thought that NHDOT might come up with an alternative on their own as a safety measure, noting that what he had just read indicated that there was a lot of controversy about rumble strips all over the country.

**Russ Wilder MOVED to not send the letter from the Planning Board regarding rumble strips and to let the Board of Selectmen’s letter stand.
Virgil MacDonald seconded the motion.**

DISCUSSION:

Loring Carr came to the table. He mentioned that he attended a previous public meeting where the public was very strongly against the installation of the rumble strips, and he wondered why the Planning Board was involved.

Russ Wilder stated that the Board received a letter from NHDOT. Nic Strong stated that the letter was not about rumble strips at all, it was in regards to paving. Virgil MacDonald thought that with NHDOT having to repave, he thought that it would be a good time to suggest to the State to get rid of the rumble strips. Sylvia Leggett stated that in 2016, an article in the newspaper touted how distracted driving had declined because the State was enforcing the “Hands Free Law”.

Russ Wilder asked if the Board needed to send as letter that mimicked the Selectmen’s letter. Nic Strong stated that the Board did not have to respond to the NHDOT letter at all and the only reason the Board was going to send something was because Virgil MacDonald brought up rumble strips to begin with when they were only discussing paving; ordinarily, the Board would not answer that type of letter, it was informational only.

Sylvia Leggett read a portion of a letter from Commissioner Sheehan addressed to Fire Chief Varney of New Durham: “As previously stated, we are not considering any action to remove the centerline rumble strips. Our primary interest is safety

and we believe that they provide a worthwhile safety benefit to the users of Route 28. New Hampshire 28 is tentatively programmed to be repaved next year in 2019. As part of the repaving effort, the existing rumble strips will be removed. Our typical approach when paving roads with existing rumble strips was to reinstall them following the paving, and that would be our intent on New Hampshire 28. We are presently finalizing a review and updated the Department's Guidelines on utilization of rumble strips. We will review the 2019 paving sections that include rumble strips in light of this updated guidance, which may include consideration of lower profile or alternate treatments. I think it would be very helpful in considering the treatment following next year's resurfacing of New Hampshire 28."

Sylvia Leggett mentioned again about the meeting on April 1, 2019, where NHDOT was going to specifically talk to the Selectmen about repaving and the rumble strips. She noted that she was not the only one concerned about the rumble strips; there were many other residents that could hear them on Lily Pond Road, Old Wolfeboro Road, Bay Hill Road on the uphill side, and especially up on top of Cates Hill Road. Russ Wilder mentioned that the Conservation Commission was out doing property boundaries on the Heeley property, which was way up behind Drew Hill Road, and the rumble strips could be heard from there. Bob Regan stated that he was on Rines Road and the noise from the rumble strips was very noticeable.

Sylvia Leggett stated that when DOT was doing a noise study and set up overnight at her campground, it was noted that between the rumble strips and the ambient noise level, there was a 30-decibel difference. In the DOT Guidelines, it stated that for noise abatement, if anything that was built created a bigger than 15 decibel difference, there was supposed to be an impacted receptor and they were supposed to do some type of mitigation like noise walls, or even just take them out entirely.

Roger Sample asked the Board for a vote. The motion PASSED unanimously.

- b. Discussion re: Northpoint invoices for Alton Bay Self Storage

Roger Sample noted that he and Nic Strong had a meeting with Paul George and Kevin Leonard, PE, regarding the invoices for Alton Bay Self Storage from Northpoint Engineering. Paul George expressed that he was very unhappy with the invoices. Virgil MacDonald asked if Northpoint and Paul George could work something out; Roger Sample stated, no. Roger Sample stated that Northpoint Engineering was standing their ground on how and what they invoiced. Roger Sample noted that Northpoint Engineering stated that the project was going to come in under budget. At one of the previous meetings, the Board asked Northpoint Engineering and Paul George to discuss between themselves the issues that Paul George had with the amount of the original estimate. At the end of the meeting, Paul George was okay with the price of the estimate because Northpoint Engineering modified it a bit.

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The problem that Paul George still had was how he was being billed. Roger Sample agreed with Paul George. Bob Regan stated that the last time that Paul George and Northpoint Engineering appeared before the Board, his interpretation of what he heard was that Paul George was being billed to fulfill the total amount that was budgeted; it appeared that Northpoint Engineering was going to make sure that there was not money left in the escrow account. Nic Strong stated that was Paul George's standpoint and that was not what the invoices showed. She noted that the issue was that the project was frontloaded with costs. There was a disagreement between Paul George and Northpoint Engineering as to how much confusion happened with samples that were mislabeled, and there were samples that the testing lab did not know what section of the porous pavement they were supposed to be being used for; there were some mix-ups at the beginning of the project. Paul George was concerned that too much had been spent on administrative costs and not enough on inspections. Northpoint Engineering's standpoint was that their estimate was not a checklist, it was not a rigid list of things that would be done in a certain order or for a certain amount, it was based on the project. Once the project started, many items were done before Paul George broke ground. Northpoint Engineering stated that they performed the work and showed quite clearly in the breakdown on the invoices the work that they had performed. Paul George thought it was unacceptable because the administration line was not as high as the number of hours that had been billed under administration.

Russ Wilder wanted to know if Northpoint Engineering was going to spend more money up front. Roger Sample thought that was less apt to happen now because construction had started. Virgil MacDonald asked if the hours that were billed were the actual hours worked, because that was Paul George's complaint. Nic Strong stated that the Board had no way of knowing that, but the inspection reports showed the hours that the inspector said he was there, and that was what the invoices were based on. Russ Wilder did not think that the Board was going to solve these issues, and as long as the total price was within the agreed upon estimate, it did not matter how things were billed. Roger Sample stated that Paul George claimed that no other city around billed this kind of money for this kind of work. Paul George was okay with the final number, but what he had a problem with was how it was broken down for parts of the project.

Virgil MacDonald asked if the project was complete. Nic Strong stated, no; the entire porous pavement was supposed to be done before winter, but they could not complete it because it snowed early in the season. The project shut down, but they would be back working in the spring. Nic Strong stated that Paul George had all the materials sampled, all the submittals were in, the shop drawings were done, but some of the tests failed on the samples; they were redone and everything had come back okay. What was left was the installation of the remaining porous pavement underlayers and the inspection of the actual installation of the porous pavement. Russ Wilder noted that the porous pavement had to be done right because of the lake. Virgil MacDonald stated that runoff could go into the brook out back of the storage buildings.

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Roger Sample noted that money was put in an escrow account to pay Northpoint Engineering; he asked if money was being held back, depending upon what the Board decided at tonight's meeting; Nic Strong stated, yes. She stated that generally, when invoices came into the office, they were copied to the applicant and the office, and if she did not hear from anyone, they were paid. She noted that this time there was a dispute. Paul George immediately emailed her and stated he was not happy with the invoice and he did not want it paid and that he wanted to talk to the Board; therefore, that was why there was a series of meetings and a discussion with him. The outside contracted geotechnical company had been paid because that service was completely separate from Northpoint Engineering, and the Plan Review section was paid because that was all done from a separate account prior to the construction starting, but the inspections have not been paid. She stated that the question to the Board was could she now pay the rest of the invoice. Virgil MacDonald stated that if Northpoint Engineering was coming in under budget, they were doing their job and they needed to be paid.

Russ Wilder MOVED to have Nic Strong pay the outstanding invoice. Bob Regan seconded the motion.

DISCUSSION:

Roger Sample stated that Paul George thought that the engineer was currently over budget. Roger Sample stated that as long as it was under budget at the end, and then he should be happy. Bob Regan asked during the budget process, were individual line items broken down and were they currently out of whack. Nic Strong stated that there was a big paragraph at the end of the invoice that said along the lines of "varying conditions, weather, uncoordinated contractor, or bad communication can affect the estimate, and we may need to request more money if something happens".

Roger Sample asked the Board for a vote. The motion PASSED unanimously.

Nic Strong noted that the two (2) companies that were hired from putting out an RFP were hired on a one-year contract, and that contract was up. Along with that, she had been reviewing the Construction Observation Guidelines. She noted that one of the things that Northpoint Engineering said was that they prepared the estimate in accordance with what the Board had adopted as the Construction Observation Guidelines. Northpoint Engineering felt that they could probably use some more input from the Board if there were things that had come up during their first set of construction observations for the Town that the Board wanted done differently. Nic Strong asked that if there were things that any of the Board members would like to ask the Town Engineers to do differently or in addition to what they already did, they bring those suggestions with them to the next meeting. Russ Wilder asked Nic Strong to

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send out a copy of the Construction Observation Guidelines to the members in an email so they could review them.

2. New Business:

- a. Discussion re: All in for Alton and next steps for the Master Plan update

Nic Strong stated that she submitted copies of the report that came out of the Community Profile to the Board. This document was to provide input to the Board in order to update the Master Plan, which was last done in 2007. Unfortunately, this document only included information from 63 people who attended the profile; the Community Forum was not as successful as they hoped it would be. Nic Strong stated that there wasn't enough representation from the townspeople in order to go forward with updating the Master Plan; therefore, the Board needed to think about other alternatives for outreach that they wanted to perform, and figure out how to get enough input to at least create the Vision, and then they could decide how to structure the entire Master Plan.

Nic Strong suggested that the Board come up with survey questions of their own, the Board could look at focus groups, or they could hold a public hearing. Russ Wilder thought a questionnaire might be helpful, and this time make sure that it reached the out of town property owners too. Bob Regan stated that was an issue that came up during one of the previous sessions because none of the summer residents were contacted. He thought that maybe the Board could contact UNH Cooperative Extension again and have another session with the summer residents. Russ Wilder thought that it was very energy intensive and he did not think that the Board would get much more participation than they did previously. Nic Strong pointed out that the steering committee made the decision to send flyers or information only to the residents who were in town; therefore, other property owners were not notified.

Roger Sample mentioned that he read the synopsis of what the Committee came up with and some of the suggestions from the townspeople were, "A playground in Alton Bay would be amazing", "Affordable apartments for working class in this town", "More activities for youth and teens", "I miss not having the parade at Old Home Week", "We need a flag for stern mounts on boats", "Conservation open spaces", "Extended walking and bike routes throughout the town to the Bay". Nic Strong stated that those suggestions were submitted in response to the posters and the postcards that were left at stores and local restaurants, and published in the newspaper. The notice read, "We want to hear from you, please take a few minutes to share your ideas for our community's future". Roger Sample thought that if those ideas and suggestions were sent back to all the townspeople, it would possibly inspire some more people, it would give the people a chance to see what everyone else's ideas were. Virgil MacDonald thought that was a good idea. Russ Wilder pointed out that the Board should be careful not to alienate the people that did participate in the first session. Nic Strong thought that the Board could take the suggestions that Roger Sample just read from and the suggestions from the "Visions of the Future" section and make them into questions. Russ Wilder thought that a possible introduction could be something like, "We did this

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effort with UNH Cooperative Extension and this is the input we received, but we would like a broader input”.

Virgil MacDonald suggested that the Town could use the survey company that was advertised on Scott Williams sign to help with the questions. Nic Strong pointed out that Scott Williams was advertising Paul Zuzgo's Prospect Mountain Survey company, not a company that did questionnaires.

Bob Regan had the Board go to the page that included a list of issues that were identified as part of the sessions. Russ Wilder thought that was a good starting point because it identified the key issues that townspeople had. He thought that after sending this information out to the approximately 5,000 property owners in Town, someone would have to manage the data that was received. Nic Strong suggested tallying the information into a spreadsheet. Bob Regan asked Nic Strong to contact Sue Cagle to see if UNH Cooperative Extension would be willing to support the Board to do additional outreach based off the information received during the first round of sessions. Roger Sample did not think that the “Visions of the Future” would get people excited enough to participate more. Russ Wilder mentioned that section would be included with the prior suggestions. He wanted this discussion to be put on next month’s agenda so the Board could discuss it further.

3. Approval of Minutes: January 15, 2019

**Virgil MacDonald MOVED to approve the minutes of January 15, 2019, as presented.
Russ Wilder seconded the motion, and it PASSED unanimously.**

4. Correspondence for the Board's review/discussion/action:

- a. Letter from Donald Kelts to the Planning Board dated January 22, 2019, re: Evans Hill Road

Nic Strong explained that Donald Kelts had asked the Board if an estimate could be prepared for what it would take to finish Evans Hill, because the estimate the Board had was dated 2015. At a previous Board meeting, the Board determined that would be okay, but Mr. Kelts would have to pay the Town Engineer to go out and have the estimate prepared. Nic Strong stated that the January 22, 2019, letter from Mr. Kelts expressed that it was not fair that one side of the subdivision was treated differently than the other. She mentioned that although Jim Sessler, Esq., Town Counsel, did initially suggest that there be a lien put on the lots on Evans Hill once Ridge Road was fixed, that did not happen. In the meantime, Nic Strong checked with Jim Sessler, Esq., and there was \$6,900 in the Construction Observations escrow account, and he agreed that \$900 of that escrow could be used to fund the estimate. Then everyone would know what it was going to cost to finish Evans Hill, because eventually, the Town was going to need to know how much it was going to cost anyways.

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Virgil MacDonald asked if the \$6,900 was for Chestnut Cove Estates. Nic Strong stated that money was for the Chestnut Cove subdivision, which included both roads. Virgil MacDonald stated that the Selectmen voted to use that money for something else. Nic Strong stated that the escrow Virgil MacDonald was referring to was the Performance escrow, not the Construction Observations escrow account. Virgil MacDonald stated that the Board previously split the subdivision and that never should have been done; he voted against it. He further stated that now Mr. Kelts was in a predicament and the rest of the people in the subdivision were making out. Russ Wilder thought that Mr. Kelts could receive a building permit. Nic Strong stated, no, because there was still a restriction on the issuance of building permits in place. She noted that the subdivision did not have enough money in the escrow; the Town determined to take what was in escrow to finish Ridge Road because there were already residents on that road and a purchaser of four of the lots on Ridge Road had enough money to fund the difference. Nic Strong stated that the plan now was to get Mike Vignale, P.E., Town Engineer, out to the subdivision to look at Evans Hill Road and be able to inform everyone what it was going to cost to complete it, then decide what to do. Virgil MacDonald thought that person should come back and sue the Town because the Town was completing Ridge Road and not Evans Hill Road. Russ Wilder asked if the proposal to use the \$900 needed to be voted on. Nic Strong stated, no, because the money was available from the escrow account to use for Construction Observations. The Board agreed to use the money for the estimate of Evans Hill Road completion.

Nic Strong noted that the only lot that was sold on Evans Hill was down by the cul-de-sac, and the other four lots were still owned by the developer, Ken Chase. Nic Strong explained to the Board that in the future, should a road come in as part of a subdivision, the Board should stick to the deadlines that the road needed to be constructed by, and until it was done, the developers should not get releases on certain things. Roger Sample stated that the problem with this subdivision was not that it was split in two; the problem was the developer. Virgil MacDonald stated that he problem was that the dynamics of the subdivision was changed in the middle of the development because the developer did not want to create a through way to the Town dump.

5. Correspondence for the Board's information:

6. Any Other Business that may come before the Board:

Public Input on Non-Case Specific Local Planning Issues

ADJOURNMENT

At 7:18 P.M., Russ Wilder MOVED to adjourn.

Bob Regan seconded the motion, and it PASSED unanimously.

The meeting adjourned at 7:18 P.M.

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Respectfully submitted,

Jessica A. Call
Recording Secretary

Minutes approved as submitted: April 16, 2019