

ALTON BOARD OF SELECTMEN

Minutes

March 4, 2019

6:00 PM

1 Monument Square

Alton, NH 03809

Approved: March 18, 2019

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Chairwoman C. Shapleigh convened the meeting at 6:00 PM and led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence. The following staff members were present:

Cydney Shapleigh, Chairwoman  
John Markland, Vice Chairman  
Virgil MacDonald, Selectman  
Philip V. Wittmann, Selectman  
Reuben Wentworth, Selectman, Excused Absence  
Elizabeth Dionne, Town Administrator

**Agenda Approval**

P. Wittmann made a motion to approve the agenda and J. Markland seconded with all in favor of the motion.

**Announcements**

- The Town Clerk/Tax Collector's Office will be closed on Tuesday, March 12<sup>th</sup> for the Election which will be held from 7:00 AM to 7:00 PM in the lower level of St. Katharine Drexel Church, 40 Hidden Spring Road.

**Public Input I (limited to 3 minutes per person on agenda items only)**

None

**Appointments:**

None

**New Business:**

1. Water Bandstand Committee Update - Water Bandstand Day

Nancy Merrill, Chair and Paul LaRoche, Vice Chair of the Water Bandstand Committee approached the Board to discuss the Water Bandstand Day events. N. Merrill had the booking agreement for the planned water ski show. A ski club from Sanford, ME will be performing. The contract has the invoice, which is for \$1,250.00 that requires a down payment of \$250.00 and \$1,000.00 final payment due. N. Merrill asked the Board to approve the full amount to be expended from the escrow account so that they don't need to come back to the Board again. In addition, the committee would like to hold monthly band concerts on the water bandstand and would need to reserve two (2) docks for loading equipment etc. She questioned whether she needed to do a formal request or can she just alert L. Dionne, Town Administrator. The first time needed would be for the June 22<sup>nd</sup> date for the Water Bandstand Day event. V. MacDonald inquired whether they were working with K. Troendle to coordinate these concerts so there is no conflict with the summer concert series planned events; it will be coordinated. L. Dionne noted that she would need to consult with Parks and Recreation. A discussion transpired regarding these concerts being town sponsored as the Committee was appointed for the purpose of doing the repairs/maintenance to the water bandstand opposed to holding these types of events. The Board is not against these type of events but we need to be sure that we are not in violation of any ordinances by allowing this. The June 22<sup>nd</sup> date is fine, this pertains to the continuance of events.

C. Shapleigh made a motion to approve the request and use of setting aside the dock space pending any conflicts with any existing ordinances that may need to be updated and J. Markland seconded.

Further discussion: The question of enforcement could be a sign placed for reserving however, who enforces it, Marine Patrol would if someone docks in that area. L. Dionne brought forward the an incident from last summer regarding a commercial business being conducted on the town owned docks; the Police Department were involved. Anything that is in the water not tied to a dock would be Marine Patrol anything tied to a dock; loading, unloading, etc. would be the Police Department. There are no specific dates planned with hopes of receiving donations from businesses, marinas, etc. in order to have the concerts. Various donations have already been received. Permits would be necessary to solicit.

An update was provided regarding the status of the water bandstand. P. LaRochelle stated that there have been no damages from the water being so high; some staining will need to be done. Lighting and an outlet still needs to be completed by Greg Brooks.

J. Markland asked if it was within the purview of the escrow account to be able to expend the funds for this. There were no guidelines set for the escrow account; according to L. Dionne, it can be done. N. Merrill asked that the Board let them know if they plan on attending the dedication. A timeline of events will be discussed in detail at the committee's next meeting and some of the events were outlined. A full day is planned into the evening hours. C. Shapleigh informed the committee that the cover of this year's Town Report is the Water Bandstand. The contract and invoice were given to L. Dionne, Town Administrator for review and signing upon review approval. The Board asked that a list of events be provided to L. Dionne once it is ready for posting on the Town's website.

At this time, the motion on the table was called with all in favor of the motion.

#### **Old Business:**

1. Discussion on Right To Know (RTK) Law Fee Research

Fee research was provided to the Board. The last time the fee schedule was updated was in July of 2018 which had several items increased. L. Dionne did not have any recommendations. The fees are average and reasonable for the various items including flash drives. It was the consensus of the Board to leave the fees as they stand.

2. Discussion on Amendment Proposal; Ordinance Relative to Sales or Solicitation on Public Property, Private or Park Property

Because of the discussion at the last meeting, there was the possibility of changing the current ordinance specifically the fees for vendors. Research was provided from other towns along with the ordinance, which highlighted different areas. It was noted that that this discussion is for the Hawker and Vendor licensing and not pertaining to the Community Center. Previously discussed was the possibility of lowering the \$500.00 fee; if any changes are to be made to the Ordinance a Public Hearing would need to be held. L. Dionne is looking for direction from the Board. The Town Attorney advised that due to problems in the past the ordinance contains these strict guidelines and are to be followed. J. Markland agrees with the current policy and is against competition for the local businesses who are paying tax dollars to support the community and vendors do not, P. Wittmann agreed. C. Shapleigh asked if anyone had any recommendations to change the policy.

It was the consensus of the Board to leave the policy as it is with no changes.

#### **Selectmen Reports**

P. Wittmann had nothing to report.

J. Markland had nothing to report.

V. MacDonald had nothing to report.

C. Shapleigh had nothing to report.

**Town Administrator Report by L. Dionne**

**Castleberry Fairs**

The latest negotiations with Castleberry Fairs was provided to the Board. There is no 100% agreement between the parties. C. Shapleigh voiced that within the policy it states that they must provide Police coverage for all hours of the event (item 5.6, page 3) however they are saying that they don't want to, did they pay for Police coverage last year; L. Dionne responded "she believed they did but it was for four (4) hours, not the entire time". In addition, there are other things being done contrary to the current ordinance due to them being waived by the Selectmen years back and every time an application was brought forward within the application the wording showed "same scenario as last year, same location, etc." this included the vendors spots below the rock wall. C. Shapleigh noted that the policy specifically states that you cannot be in that area (section 5.3 item g, page 3). There are quite a few things that have not been followed by previous approval of the Board. It is at a point that they (Castleberry Fairs) stated they cannot put on the fair without having these spaces below the rock wall. This policy was adopted in 1997. Initially they were willing to pay a Police Officer for all hours now they are not willing to do this, they don't want to pay a security deposit, the particulars of the security deposit were discussed. Research was done regarding craft fairs in Wolfeboro. We are asking Castleberry to pay \$1,100 for use of the grounds and the building plus \$1,500 security deposit (refundable). Agreed upon were a pre and post inspection with the town and Castleberry representatives to walk the entire location before and after the event so we are all on the same page. C. Shapleigh suggested offering them a flat rate instead of all of the ancillary charges. Currently there are approximately 60 booths. V. MacDonald stated that Castleberry is still way ahead of the game. Castleberry is claiming with the loss of booths, it is not feasible. Early in the negotiations it was our goal that one half of the vendors remain at the current location from Shibley's to the Community Center and the other half be located across the street; they needed time to notify their vendors of this change and this will be brought back in 2020. It was noted that along the water you cannot use any fertilizer etc. to bring the grass areas back. C. Shapleigh asked what we would need to charge Castleberry in addition to the \$1,100 in order to cover Police presence; L. Dionne did not have an exact figure. C. Shapleigh would hate to lose the event. The Board does not want to hurt the business however there is a policy in place that is waived every year; possibly, it needs to be changed. There will not be any overnight camping but overnight parking will be allowed on Letter S Road. C. Shapleigh suggested a \$3,000 flat rate; by breaking it down, we are making it so much harder than it needs to be. The \$3,000 would cover everything. This could be done for this year only, then revisited in the future.

C. Shapleigh made a motion that we go back to Castleberry with a \$3,000 flat rental fee, no security deposit and J. Markland seconded. The vote was 3 approved, 1 opposed, V. MacDonald.

J. Markland questioned if the \$3,000 would cover Police coverage, this would result in no administrative fees on top of this for providing the services. Costs should be tracked this year as a baseline for moving forward.

**Approval of Minutes**

February 20, 2019

J. Markland made a motion to approve the minutes of Public Session, February 20, 2019 as presented and V. MacDonald seconded with all in favor of the motion.

**Approval of Consent Agenda**

J. Markland made a motion to approve the Consent Agenda and P. Wittmann seconded with all in favor of the motion.

**1. 2018 Timber Warrants**

David M & Lori B Stephens	Map 12 Lot 67-3 Rand Hill Road	Operation #18-011-26 T	\$317.32
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M E W Trust Katherine & William Frazer, Trustees	Map 9 Lot 60 Range Road	Operation #18-011-09 T	\$1,127.50
William L, Thomas M & Nancy C. Moore	Map 9 Lot 35 New Durham Road	Operation #18-011-20 T	\$968.93
Brian A. Fortier, Deidre Tibbetts & Allyson Fortier-Shea	Map 16 Lot 22-1 Cherry Valley Road	Operation 18-011-01 T	\$3,990.38
Deidre A. Tibbetts, Brian A Fortier, Allyson R Fortier-Shea	Map 17 Lot 31 Mount Major Highway	Operation 18-011-03 T	\$1,132.20
Deidre A. Tibbetts, Brian A Fortier, Allyson R Fortier-Shea	Map 17 Lot 11 Mount Major Highway	Operation 18-011-04 T	\$1,996.19
Deidre A. Tibbetts, Brian A Fortier, Allyson R Shea-Fortier	Map 17 Lot 12 Mount Major Highway	Operation 18-011-06 T	\$1,154.57

**Public Input II** (limited to 5 minutes per person on any Governmental/Town Business)

None

**Discretionary Action on Requests for Appointments** (No discussion, majority vote required to allow/not allow appointment)

None

**Non-Public Session:** Vote to enter into non-public session pursuant to RSA91-A:3, II (a) through (k) as deemed necessary.

None

**Adjournment**

V. MacDonald voiced that the sand budget has been cut over the years, this needs to be kept in mind; we are running drastically low on sand and might have to do something, we might not have enough for the fall. Noted: both the Selectmen and the Budget Committee have cut this budget and should be looked at during the next budget season.

V. Macdonald made a motion to adjourn and J. Markland seconded with all in favor of the motion.

The meeting adjourned at 6:47 PM.

Respectfully submitted,

*Mary K. Jarvis*

Mary K. Jarvis  
Recording Secretary

