

ALTON BOARD OF SELECTMEN

Minutes

March 27, 2017

6:00 PM

1 Monument Square

Alton, NH 03809

Approved: April 3, 2017

In recognition of Ruth Messier's passing, she was a tireless volunteer, known by many. The Board's thoughts were sent out to her family. Cydney Johnson 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 members and staff were present:

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

Approval of the Agenda

John Markland made a motion to approve the agenda as presented and Phil Wittmann seconded with all in favor of the motion.

Reorganization of the Board

John Markland made a motion to appoint Cydney Johnson as Chairman and Virgil MacDonald seconded. The vote was 4 approved, 1 abstention, Cydney Johnson.

John Markland made a motion to appoint Virgil MacDonald as Vice-Chairman and Phil Wittmann seconded. The vote was 4 approved, 1 abstention, Virgil MacDonald.

	2016	2017
Chairman Board of Selectmen	Cydney Johnson	Cydney Johnson
Vice Chairman Board of Selectmen	Lou LaCourse	Virgil Macdonald
Planning Board	Virgil Macdonald	Virgil Macdonald
Planning Alternate	Phil Wittmann	Phil Wittmann
Budget Committee	John Markland	Reuben Wentworth
Budget Alternate	Virgil MacDonald	John Markland
Parks & Recreation	Phil Wittmann	Phil Wittmann

Conservation	Lou LaCourse	Virgil Macdonald
ZBA Liaison	Lou LaCourse	Reuben Wentworth
LRPC	John Markland	Table
Household Hazardous Waste	Cydney Johnson	Cydney Johnson
BECDC	Virgil MacDonald	Cydney Johnson
Milfoil Committee	Phil Wittmann	John Markland
Zoning & Ordinances	Lou LaCourse Cydney Johnson, Alternate	Virgil Macdonald Cydney Johnson, Alternate
Old Home Week Committee	Phil Wittmann	Phil Wittmann

Virgil MacDonald made a motion to accept all positions for the various Boards and Committees and Reuben Wentworth seconded. John Markland amended the motion to include the exception of LRPC and Reuben Wentworth seconded with all in favor of the amended motion.

Announcements:

- Town road weight limits are in effect until further notice; exceptions are made on an individual basis by request through the Highway Department.
- 2017 Dog Licenses are available in the Town Clerk’s Office and are due no later than April 30th. A rabies clinic is scheduled for dogs and cats at the Alton Central Fire Station, 65 Frank C. Gilman Highway (Route 140) on April 8th from 12:30 PM to 2:00 PM. The cost per shot is \$15.00 and microchipping is \$40.00. Dog licenses are available at the clinic for Alton residents only.

Appointments:

None

At this time, Cydney Johnson apologized, introduced and welcomed Reuben Wentworth to the Board as the newly elected Selectman.

Public Input I (limited to 3 minutes per person; subject matter - agenda items only)

Ray Howard spoke in reference to the LRPC of which he described them as being a massive failure to the rumble strip issue. Unfortunately, he blames the rumbles strips on the recent death of a very beloved citizen of Alton.

Rick Perrault spoke in reference to the LRPC of which he deals with the Strafford County Regional Commission. When you have organizations that deal with million dollar budgets, it is his belief that when you participate in those programs you relinquish control of what the flavor of the Town that you have, with their need to justify their existence in every way that they can. He specifically spoke about fiber optics. They are spending money convincing towns to do things, which are already outdated. This is not a benefit to the citizens of this Town.

Mona Perrault spoke in reference to the LRPC of which she is a firm believer that the citizens have something at stake here and they know what is best for Alton. LRPC do not want the regional planners to come here for many reasons. Their budgets have only increased and will continue to do so.

Russ Wilson spoke in reference to the LRPC of which he has several concerns. We hire people (employees) to do studies, apply for grants and now they say they want to use LRPC to do their job; this is not a good idea. The LRPC agenda is not always congruent with ours. We want to keep the rural character of Alton, which is under constant pressure from the developers who live in town. Mr. Wilson specifically referred to sewer systems and to the cellphone tower that was installed in Alton which information was less than truthful.

New Business:

Approval; Appointments (2) and Re-Appointments (11) to Boards, Committees & Commissions

Fundraising Committee 1 year appointment

****Note: This Committee has not been active since 2015****

Cydney Johnson brought forth the need of reappointing the Fundraising Committee, as they have not been active in two (2) years. Rueben Wentworth questioned what fundraising they were previously doing. His thought is this might be a great way to raise monies by donation possibly for a new Ambulance. He voiced if he could get the policy changed that was set at a previous meeting, it would be nice to see a fundraising committee for such. He offered to be a Selectmen's Liaison and would try and round up folks to serve on the committee.

Milfoil Committee 1 year appointment

John Markland made a motion to appoint the below listed to the Milfoil Committee for a 1-year appointment and Phil Wittmann seconded with all in favor of the motion.

Gregory Barsanti
Henry "Ted" Carl
Sally Searles Ferbert
William Mannion
Pamela Martin

Old Home Week Committee 1 year appointment

John Markland made a motion to appoint the below listed to the Old Home Week Committee for a 1-year appointment and Phil Wittmann seconded with all in favor of the motion.

Robert Regan
Leslie Rentel
Roger Sample

Levey Park 3 year appointment

Virgil MacDonald made a motion to appoint the below listed as a Levy Park Trustee for a 3-year appointment and Cydney Johnson seconded with all in favor of the motion.

Allen Giles

Parks & Recreation 3 year appointment

Phil Wittmann made a motion to appoint the below listed to the Parks and Recreation Commission for a 3-year appointment and Rueben Wentworth seconded with all in favor of the motion.

Elizabeth Shelton
Kristen Thomas

Conservation Commission 3 year appointment

Virgil MacDonald made a motion to appoint the below listed to the Conservation Commission for a 3-year appointment and Rueben Wentworth seconded with all in favor of the motion.

Lou LaCourse
Eugene Young

Approval; Fill in Library Trustee (1 year appointment); Louise Landry

This appointment was withdrawn by the candidate, which will leave an open position for a Library Trustee, if anyone is interested.

Approval; Petition and Pole License (61-1350); Kent Locke Circle

Rueben Wentworth made a motion to approve the Petition and Pole License for Kent Locke Circle and Virgil MacDonald seconded with all in favor of the motion.

Approval; Fire Department Recommendation; Purchase 2 Cardiac Monitors

It was noted that the Cardiac Monitors were approved for purchase under a Warrant Article. Evan Turcotte was present to answer any questions. Reuben Wentworth mentioned the quotes that were received and questioned that fact that even though the particular Phillips monitors were not available due to back order it came with a recommendation that they do have refurbished units available. Evan explained that they do not have the capacity to monitor carbon monoxide (the others do). The life expectancy is approximately 7 to 10 years dependent on technology changes with updates being included in the maintenance. The Zoll E-Series is currently what the department has without the capability to communicate with the hospitals while transporting. The amount is actually 52K to match the Warrant Article.

John Markland made a motion to approve the purchase of the Zoll-X Series, Cardiac Monitors and Rueben Wentworth seconded with all in favor of the motion.

Approval; Sell Parks and Recreation F250 Pickup Truck

A memo was provided to the Board and Kellie Troendle was in attendance to answer questions regarding the sale of the 2006 F250 Pickup truck.

Virgil MacDonald questioned why the truck is not fixed opposed to selling it, as it would be more economical and would like somebody look at it. It was the recommendation of the Town Mechanic not to put any more money into it. The truck has been sitting for about a year. There have been inquiries from two (2) people asking if they could buy it. The staff would like to keep the plow for use by the Cemetery Department and potentially as a backup for Parks and Recreation. A decision was previously made not to fix the bed or put any further money into it. The vehicle is in very poor shape, it has indications of motor failure and it was not going to pass inspection. Rueben Wentworth suggested to possibly look at the frame of the vehicle again and possibly sell it for parts.

John Markland made a motion to approve the Memorandum from Kellie Troendle.

Kellie Troendle inquired how this should be presented, going out by a sealed bid or auction with a minimum bid. Reuben Wentworth mentioned that this could begin the fundraising however, the money needs to be placed into the General Fund. A minimum is usually set but generally not divulged however Liz Dionne stated that you can if you so choose. Rueben thought just putting it out to bid without a minimum would be best.

John Markland amended his motion to include the sealed bid process and Rueben Wentworth seconded. The vote was 4 approved, 1 opposed, Virgil MacDonald.

Old Business:

Approval; ADA Bid Specs; Alton Bay Community Center Restrooms

Kellie Troendle, Parks and Recreation Director was present to answer any questions regarding the bid specs along with her was John Dever, Code Officer who actually wrote the bid. Kellie is looking to replace two (2) existing restrooms at the Alton Bay Community Center, one being handicap accessible for public use. Currently the two (2) restrooms are not ADA compliant. John Dever stated that they are 5' wide; they are very small and narrow and are accessed through a storage area. The proposal is to create two (2) openings to two (2) separate rooms trying not to move the electrical panel. The Building Inspector from Belmont is a designer by trade and helped with the plan. Rueben Wentworth inquired as to where the money was coming from. There is no cost estimate. Kellie stated that this was approved last year by Warrant Article in the amount of 15K for all three (3) buildings; bids were sent out however they were higher so the recommendation was to just do the work for the Community Center. With this year's additional funding if the costs come in higher the funds for the East and West Restrooms will need to be taken from the Ground and Maintenance building fund. Kellie expects that they will not need to use any other Warrant Article money that this project will

come in around the 15K. The previous bids were for all three (3) buildings and ranged from 15K to 60K; the bids were not individualized. This bid is very specific taking into account costs etc. The West and East side restrooms will be separate with the East requiring the most work. The biggest item for the West side Restroom will be replacing the doors. Through donation by an individual who lives in Town. The entry door into the buildings are the issue; they are not ADA compliant.

Virgil MacDonald made a motion to allow Kellie Troendle and John Dever to put the Alton Bay Community Center bid out and Reuben Wentworth seconded with all in favor of the motion.

Approval; Ambulance Service Billing Policy for Non-Residents

Evan Turcotte was present to answer any questions regarding the Ambulance Billing policy for non-residents. A draft policy was provided to the Board for review. There is a suggestion from the Chief that consideration be given for non-residents that have paid taxes to the Town of Alton in the calendar year of the date of the ambulance transport. They could file for a hardship if they are a taxpayer of the Town. Evan stated that the Fire Department is looking for guidance from the Board regarding billing for non-residents. This policy is set up with standards of billing through Comstar. Currently three (3) bills are sent out, if not paid then a fourth bill, which would be collections (not being done now). Hardship notification would be for residents and tax paying non-residents. Discussion transpired regarding the hardship policy residents vs. non-residents, taxpaying non-residents, to bill or not to bill, confusion with the policy, hardship not just for financial, reviewing and presentation to the Board as a whole, a single Board member on a formed committee, collections and collection agencies, insurance vs. no insurance, reimbursement, State Representative involvement and many other factors. Reuben Wentworth would like to see a workshop set up for further discussion with specific policies written for taxpayers, residents and non-residents so there are no questions. Reuben also wants to see the revenues, received and spent for the last three (3) years, how the hours are determined for salaries so that we have definitive numbers. Cydney Johnson noted that the number of calls need to be factored into the equation knowing that there are calls that we cannot bill for because there is no transport. It was clarified that the ambulance does not roll each time a fire truck goes out. Cydney would like to see the CIP Committee re-instituted and offered to be on the Committee. The Planning Board will need to be involved. Reuben questioned the money being taken from the ambulance fund for supplies and payroll how does it get administered into the department for salaries? Evan believes that for the payroll we expend the funds from the EMS portion for the day coverage for the ambulance then once it is fully expended then we switch over to the Fire Department line. Virgil MacDonald requested for the workshop all expendables and everything taken in for the ambulance fund. Reuben also requested from the Town Administrator a 2016 Budget Book from last year.

After a lengthy discussion, it was the consensus of the Board to table this item and the Hardship Policy and to set up a Workshop with the Fire Chief.

Approval; Ambulance Hardship Policy

Tabled

Approval; Comstar Contract

Virgil MacDonald made a motion to allow the Fire Department to continue the contract with Comstar going for 7% to 5% fees and Cydney Johnson seconded.

Discussion: Reuben Wentworth inquired if there were any other fees associated with this contract referring to fees with FFR for the collections. It was Evan Turcotte's belief that there are no other fees than the 5% that Comstar collects, if it goes to collection then the collection agency receives their 5% or whatever the percentage is. Liz Dionne thought that it was less than the 5% but was not positive. Reuben also asked if we ever went out to see if there were other agencies for collections. Liz Dionne explained that billing and collections were two separate agencies and that FFR is who Comstar uses for its collections and if it goes to collections then Comstar receives no more money it all goes to FFR. The Chief did contact several billing companies with the others collecting a larger percentage. Currently nobody is being sent to collections and will remain so until the Board directs Comstar otherwise.

The motion on the table to continue the contract with Comstar held with all in favor of the motion.

Discussion; LRPC Membership Participation

Liz Dionne provided an overview of the various departments who use LRPC. Cydney Johnson inquired in regards to the departments that use LRPC, if there is another resource that they can use. Liz responded, "yes, for something such as the Hazardous Mitigation Plan the Town could apply for a grant through Emergency Management for some of the other resources, it was her belief that there are no other resources. Phil Wittmann noted that it appears that the Planning Board uses them the most and feels that LRPC has a political agenda. Reuben Wentworth referred to an item that reads "advocating for Route 11 improvement project #1 priority for state's 10 Year Transportation Plan" they have been working on this since 1972 so they don't have a very good track record. This was not funded this year so we couldn't stay with them even if we wanted to. Liz Dionne noted we are a member until July 1st and confirmed that there is no money in the current budget. Phil Wittmann also stated that when maps came in for the Parks and Recreation Department from LRPC they were not very good, had misinformation and when asked about the poor quality of the maps it was indicated that they didn't realize they were going to be quite so involved and within that conversation that we were leaving LRPC.

It was the consensus of the Board to remain status quo, not a member of the LRPC.

Approval; "the rock" Wording

There are three (3) options that were provided to the Board in regards to the wording for a plaque to be placed on a rock in the Bay area. Each Board member voiced which one they preferred. The wording: This plaque is dedicated to the Alton Garden Club in grateful appreciation for the beautification of the bay. Liz Dionne asked if 2016 should be added which brought up a further question to possibly add in memory of the person who donated all the money that made this possible for the Garden Club to do the work. Liz Dionne will contact Joan Blackwood for her thoughts.

It was the consensus for Liz Dionne to move forward with the plaque after contacting Joan Blackwood.

Town Administrator's Report and Updates

St Katharine Drexel Church

A copy of the Memorandum of Understanding with St. Katharine's Church was provided to the Board. There was a cost associated with the facility use; the Town was charged \$150.00 which should be split with the school so it would hopefully be \$75.00 for each; we will cover the whole cost if they don't pay. The appropriate place for this to be expended from is the elections budget. This was not budgeted for so it will likely over expended the bottom line of that budget.

DOT Memo; Status of Rumble Strips

A memo was provided to the Board in regards to a phone call that Liz Dionne received from NH DOT in reference to the rumble strips. Virgil MacDonald read the following memo into the record:

MEMORANDUM

To: Board of Selectmen
From: Elizabeth Dionne, Town Administrator
Date: March 27, 2017
Re: Rumble strip status update

On March 17, 2017, I received a call from Chris Collins of the Governor's Office. He wanted the Town to know that DOT (Department of Transportation) will be hiring an independent contractor to conduct a sound study of rumble strips in six locations around the state.

Mr. Collins advises that DOT recognizes that the rumble strips in Alton are louder than in other locations around the State and they are trying to figure out why.

It is anticipated that the independent contractor will have the study completed with results turned in to DOT by June 1, 2017. DOT will review the results and the entire sound study will be finalized in August.

Mr. Collins apologized for the August timeframe because this results in another summer of rumble strip noise.

Virgil MacDonald voiced that he has a problem with the indicated timeframe of the study. He stated that we need to get a hold of them to find out when they are going to come here and we need to push them and force them to do the study during the busy time, suggesting Memorial Day weekend so that they get a good understanding of the issues. Reuben Wentworth believes that the State has traffic counts from the last few years around the traffic circle possibly we could entice them to look at those times for the heaviest traffic times so that if it is not done on a weekend it could be based on those heavy traffic times. Virgil suggested sending a letter to Chris Collins. Liz Dionne offered to call him to discuss the matter and asked Representative Howard who was in the audience to push from his end. Reuben then voiced that a letter should follow the phone call for emphasis and for the paper trail.

Selectmen's Committee Report

Virgil MacDonald apologized he missed the Planning Board meeting. Phil Wittmann met with the Old Home Week Committee on March 13th. Currently there are three (3) members and they do need more volunteers. They are bouncing around different ideas, going over previous year's activities, the possibility of adding a carnival, a dunking booth, poker party and asking other businesses to get involved but we are currently not getting a lot accomplished. He also met with the Parks & Recreation Commission and gave an overview of the meeting discussing the following items: interviews for summer staff, summer camp trips/program planning, election set up/planning, community center rentals, Old Home Week meeting; volunteers for the Committee are needed, exercise classes, 5K race sponsor and the Egg Hunt- April 15; location TBD. During the meeting, Jonathan Downing noted that he would be stepping down as Chairman and Elizabeth Shelton was appointed in his place, Kristen Thomas as Vice Chair and Nancy Downing is not seeking re-appointment to the Commission. A recess was taken then they re-convened with the Planning Board and Conservation Commission. The groups have common goals to promote, conserve and advocate for trails and recreational opportunities.

Approval of Selectmen's Minutes:

John Markland made a motion to approve the minutes of Public Session I, March 6, 2017 and Virgil MacDonald seconded. The vote was 4 approved; 1 abstention, Reuben Wentworth.

John Markland made a motion to approve the minutes of Non-Public Session I, March 6, 2017 and Cydney Johnson seconded. The vote was 4 approved; 1 abstention, Reuben Wentworth.

Cydney Johnson made a motion to approve the minutes of Public Workshop Session, March 16, 2017 and Virgil MacDonald seconded. The vote was 2 approved; 3 abstentions, Phil Wittmann, John Markland and Reuben Wentworth.

Approval of Consent Agenda

John Markland made a motion to approve the Consent Agenda dated March 20, 2017. Liz Dionne noted that this should be dated March 27, 2017. John Markland amended the motion to approve the Consent Agenda dated March 27, 2017 and Phil Wittmann seconded. The vote was 4 approved, 1 abstention, Cydney Johnson.

1. 2016 Abatements

Hayes, Lillian Rossa Rossa Richard	Map 41 Lot 19	116 Echo Point Road	\$560.00
Boynton David Mark	Map 77 Lot 9	340 Rattlesnake Island	\$577.00

2. 2016-2026 Barn Preservation Easement-needs original signatures

Deanna O'Shaughnessy Fae Konte-Gibbs	Map 12 Lot 57-1	118 Old Wolfeboro Road	
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3. Veteran's Tax Credits

Houle Daniel & Marcia	Map 42 Lot 27	208 Trask Side Road	\$500.00
Morgan Timothy	Map 12 Lot 55	166 Old Wolfeboro Road	\$500.00

3. Veteran's Tax Credit-100% Disabled

Houle Daniel & Marcia	Map 42 Lot 27	208 Trask Side Road	\$1,400.00
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4. 2017-2018 Excavation Intent-needs original signatures

Green Oak Realty	Map 5 Lot 72	Suncook Valley Road	17-011-02-G
David Countway	Map 21 Lot 36	1748 Wolfeboro Highway	17-011-03-G
Williams Penny & Scott	Map 8 Lot 3-2	Frank C Gilman Hwy	17-011-04-G

5. "ALL" Veteran's Tax Credit, newly voted at Town Election

Troyer Ronald & Suzanne	Map 6 Lot 5-7	74 Mallard Drive	\$500.00
Tarleton John & Julie	Map 4 Lot 18-3	457 Dudley Road	\$500.00
Fitzgerald Thomas & Maureen	Map 9 Lot 57-1	50 New Durham Road	\$500.00
Morehouse Robert & Joanna	Map 12 Lot 14	105 Bay Hill Road	\$500.00
Dilworth Robert Sr & Elaine	Map 11 Lot 12-16	265 Rand Hill Road	\$500.00
Murdough Paul & Beverly	Map 2A Lot 32	44 Water Street	\$500.00
Houghton David A	Map 5-72-3	249 Coffin Brook Road	\$500.00

Approval - Fire Department Hire; Firefighter w/Certifications, John Cunningham, \$14.08/hr.

Approval - Fire Department Hire; Firefighter with Certifications, Ryan Dominique, \$14.08/hr.

Approval - Fire Department Hire; Firefighter with Certifications, Matthew Johnson, \$12.53/hr.

Approval - Parks and Recreation Hire; Summer Camp Counselor, Brandon Stellon, \$8.00/hr.

Approval - Parks and Recreation Hire; Summer Camp Counselor, Tessa Carter, \$8.00/hr.

Approval - Parks and Recreation Hire; Summer Camp Counselor, Tyler Bredbury, \$8.00/hr.

Approval - Parks and Recreation Hire; Lifeguard, Brianna Kappes, \$10.57/hr.

Approval - Parks and Recreation Hire; Lifeguard, Lucas Therrien, \$10.57/hr.

Public Input II (limited to 5 minutes per person; subject matter ~ any Governmental/Town Business)

Russ Wilson wanted to take this time to thank the Board for the job that you do; he respects the work and time that the Board dedicates.

Ray Howard addressed that there are always other resources available besides the LRPC. His belief is that Homeland Security funds the Hazardous Mitigation Plan and LRPC gets the money from them to assist with that so they can still do this for the Town even if we are not members. Another thing that that LRPC promoted was the Accessory Dwelling Units. Forthcoming is something called Complete Streets which is to place bike lanes, remove parking spaces in the downtown areas add picnic tables and such. Mr. Howard feels the right decision was made by opting out of the LRPC. Looking at the Annual Town Report on the outside detail revolving fund from last year's Warrant Article it shows 139K with nothing being withdrawn from that account he was wondering why. The new veteran's tax law that passed and has gone into effect for all veterans. His fear is it will get costly to the taxpayers. If all the veterans step up, we could have upwards of a half a million-dollar shortfall in the budget. In the future, it might be necessary to have a Warrant Article to reduce the amount of the exemptions with the standard rate in the law at \$50.00 and he believes ours is \$500.00. Mr. Howard noted that he would speak to the Governor's staff about the rumble strips.

At this time, Reuben Wentworth voiced that according to the rules of conflicts and ethics he needs to disclose something to the Board. As owner of the Alton Home and Lumber Center all departments within Town have accounts with his business; he is the owner and majority shareholder. He welcomed suspension of the accounts for the three (3) years that he sits on the Board and would understand if the Board felt it necessary. It was the consensus of the Board that there is no issue.

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

- Involuntary Lot Merger, Map 67 Lot 9, 94 Leavitt Road; Mary K. Mazzone Irrevocable Trust, Jamie Mazzone, Trustee
- David St. Cyr, Trustee of Trust Funds; Approval of Scholarships & Update of Capital Reserve and Trust Funds

John Markland made a motion to approve both appointments and Reuben Wentworth seconded with all in favor of the motion.

Non-Public Session I:

Cydney Johnson made a motion to enter into non-public session pursuant to RSA 91-A:3, II (a) and (c) and John Markland seconded. The Board was polled in the affirmative by roll call with all in favor of the motion.

Roll call vote:

Reuben Wentworth, yes
Philip V. Wittmann, yes
John Markland, yes
Virgil MacDonald, yes
Cydney Johnson, yes

Adjournment

The meeting adjourned at 7:50 PM.

Respectfully submitted,

Mary K. Jarvis

Mary K. Jarvis
Recording Secretary