

ALTON BOARD OF SELECTMEN  
Minutes  
April 2, 2018  
6:00 PM  
1 Monument Square Alton,  
NH 03809  
**Approved: April 16, 2018**

---

Cydney Shapleigh convened the meeting at 6:08 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  
Philip V. Wittmann, Selectman, Excused Absence  
Virgil MacDonald, Selectman  
Reuben Wentworth, Selectman  
Elizabeth Dionne, Town Administrator

**Introduction**

**K9, Timber**

Police Chief Ryan Heath introduced and welcomed K9 Officer Chris Johnson along with the new K9 Timber who arrived last week from the Netherlands.

**Agenda Approval**

John Markland made a motion to approve the agenda and Virgil MacDonald seconded with all in favor of the motion.

**Announcements:**

- Town road weight limits continue to be in effect until further notice.
- 2018 Dog Licenses are available in the Town Clerk's Office and are due no later than April 30<sup>th</sup>. A rabies clinic is scheduled for dogs and cats at the Alton Central Fire Station, 65 Frank C. Gilman Highway (Route 140) on April 21<sup>st</sup> 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

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

Bob Holt inquired about who runs the dog licenses clinic. Police Chief Ryan Heath noted that the Town Clerk runs the licensing and believed that it was in conjunction with the Humane Society.

**New Business:**

**Lucas CPR Device**

Fire Chief Ryan Ridley was called to the table to discuss the purchase of the Lucas CPR device. Ryan expressed that this was approved by Warrant Article #20 in the amount of \$15,500. Currently the department has one that was

donated by the hospital; this will allow the Town to have a second device on the other ambulance. He is requesting \$15,187.40; a quote was provided to the Board, which is slightly less than what was approved.

Reuben Wentworth asked the Chief if any other company offered this type of device similar to this. Ryan responded that there is one other company that offers something called an auto pulse, which is about the same money however they are operated much differently and felt that staying with the same style is more beneficial to the department. Reuben noted that other departments have been made to follow town policy by obtaining three (3) quotes. Ryan responded that the other company's product is similar but he would not recommend having two (2) different pieces of equipment that are completely different. Cydney Shapleigh noted that the Selectmen have the right to waive the requirements of the policy under certain circumstances. Reuben would still like to see the additional quotes obtained by doing due diligence to the residents/taxpayers. Liz Dionne, Town Administrator requested Ryan to obtain the other quote(s) for the next meeting.

John Markland made a motion to approve the request by Chief Ridley's letter dated March 26, 2018 to purchase of the Lucas CPR device and Cydney Shapleigh seconded. The vote was 2 approved, 2 opposed. The motion failed.

### **Old Business:**

None

### **Selectmen's Committee Report**

Reuben Wentworth would like to see the Board stop down to view the Fish and Game (Downing's Landing) area in the Bay before the next Selectmens meeting. We are entering into our busiest season; the docks are deplorable, they are not our responsibility but it is still within our community. Liz Dionne noted that some information arrived today to the office regarding the area; they will be working on that area but was unsure of all of the particulars of the work. There is information in the Board's reading file.

At this time, Reuben Wentworth and Virgil MacDonald stepped down as Selectmen and joined with Water Commissioner Patrick O'Brien to speak to the Board regarding updates with the Water Department. Currently there is a job application out for a Maintainer I Operator; there have been applications but they are not meeting the requirements. Courtney Mitchell has been hired to oversee the day-to-day operations as a contractor; we are working on finalizing a contract, which is on a per hour basis that financially serves much better for the department. Wednesday we will be establishing a new summer 4" water line near the Riley Cottages. A letter from DES regarding an MTBE contamination at the Irving location on Route 140 with six (6) homes affected in that area. They have received water filters from DES at no cost to them. There is a superfund through DES; they are planning to run a new water line from Oak Hill to approximately Youngstown Road. They will pay for all engineering fees, installation fees, all required permits and fees to hook up to residents homes. They will request that the residents hook into the new line if they don't then they will stop paying for further filtration of their water. DES would like to have the Town engineering firm do all the engineering work and would like to get it out to bid this year for work to be done next year. The Water Commissioners felt it was the right thing to do by asking the Board of Selectmen for their permission to use the Town Engineer with all fees paid by DES. Cydney Shapleigh was not sure if the Board could legally vote on this at this time but could do a Board consensus to allow the engineering firm to be used. Reuben noted that DES has offered to come before the Board to present further information if necessary. Both Cydney Shapleigh and John Markland agreed if it was allowed. Reuben noted that the Town Administrator informed him that technically the Water Commissioner's do not have to come before the Board for approval but felt protocol was to ask the Board for permission being that it is the taxpayers money being used.

Virgil MacDonald had nothing to report.

John Markland had nothing to report.

Cydney Shapleigh had nothing to report.

Reuben Wentworth mentioned that the first meeting of the Budget Committee is April 11<sup>th</sup> for reorganization of the Committee.

**Town Administrator's Report and Updates by Liz Dionne**

**SB403**

This item is in reference to assessing of RV's and moveable trailers. The manager from the City of Laconia who is asking for the Town's support to defeat the proposed SB403 contacted Liz. The proposal is to eliminate any taxing of the vehicles that are located in a campground for more than six (6) months. The hearing is tomorrow in Concord. The land is taxed to the landowner. Liz is asking the Board if they would like to support this, not support, no comment etc. Liz Dionne quoted the referenced email. Reuben Wentworth felt it should stay as it is and supports the existing law; Cydney Shapleigh and Virgil MacDonald concurred, John Markland had no comment.

**Training Policy (3.2.5)**

The Board previously asked for some minor amendments to the training policy. Liz Dionne provided the amendments, which were to the last paragraph first two and one half lines of the policy and noted, if necessary, the Police and Fire Chiefs were present for questions.

Reuben Wentworth made a motion to approve from the employee manual training section 3.2.5 as proposed and Virgil Macdonald seconded.

Further discussion: Police Chief Ryan Heath asked for clarification. Discussion ensued amongst the Board members, the Town Administrator and the Police Chief regarding out of state training with distance travel involved, out of state training to neighboring states (usually ME and MA), same day training out of the state, training opportunities offered on a last minute basis at a lesser cost etc. and a general misunderstanding of what it actually covered.

After the discussion, Cydney Shapleigh felt that it should only be for out of state overnight training.

The previous motion on the table was called to approve the proposed changes as it currently reads. The vote was 1 approved, Reuben Wentworth, 3 opposed.

Cydney Shapleigh made a motion to change the wording to read out of state training requiring overnight training and Virgil MacDonald seconded. The vote was 3 approved, 1 opposed, Reuben Wentworth.

Cydney Shapleigh apologized for the misunderstanding at the previous meeting. Liz Dionne will re-word the policy and put it into effect.

**Dates for RTK Meeting**

The Town Administrator is looking to set up the Annual 91A RTK meeting with the Town Attorney for all the Boards and Committees within the town and is requesting availability from the Board members. The meeting would be held at 6:00 PM. It was the consensus of the Board to have Liz Dionne check with Attorney Sessler and come back to them with some future dates.

**Approval of Selectmen's Minutes:**

**March 19, 2018**

John Markland made a motion to approve the minutes of Public Session I, March 19, 2018 and Reuben Wentworth seconded with all in favor of the motion.

John Markland made a motion to approve the minutes of Non-Public Session, March 19, 2018 divulging #1 and Reuben Wentworth seconded with all in favor of the motion.

John Markland made a motion to approve the minutes of Public Session II, March 19, 2018 and Cydney Shapleigh seconded with all in favor of the motion.

**Approval of Consent Agenda**

John Markland made a motion to approve the Consent Agenda as written and Reuben Wentworth seconded with all in favor of the motion.

**1. 2018 Elderly Exemption-Denied**

Landry Family Trust	34 Sanctuary Lane	Map 37 Lot 66	-0-
---------------------	-------------------	---------------	-----

**2. Veteran’s Tax Credit**

Landry Family Trust	34 Sanctuary Lane	Map 37 Lot 66	\$500.00
---------------------	-------------------	---------------	----------

**3. 2017-2018 Timber Tax Warrant**

HKHC Nominee Trust 50% Lakes Region Acreage 50%	146 Avery Hill Road	Map 7 Lot 4	\$25,600.33
--	---------------------	-------------	-------------

**4. Solar Exemption**

Loudon Arthur & Diane M	74 Davis Road	Map 7 Lot 14	\$27,378
Beaton Derek & Carrie	97 Youngtown Rd	Map 8 Lot 18-5	\$22,337

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

Bob Holt approached the Board to discuss the bid ads for two (2) pickup trucks. He was confused and felt they were not good ads with no bid date, nothing other than referring to the website and phone number. In turn he went to the website; seeing that one was for a 3/4 Ton and one for a 1/2 Ton Dodge vehicles. Viewing each vehicle specification, he felt it was nothing but a copy from a Dodge dealer. In his experience, specs were made up on their own; it goes out to bid for any vehicle, any vendor, any manufacturer in order to get the best pricing for the town. Mr. Holt does not feel that the bids are being done in the best interest of the taxpayers. He further questioned the outcome of the CPR device; the Chief will need to obtain other quotes. He suggested that maybe this ought to go out to bid for the best pricing.

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

None

**Non-Public Session I:**

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

**Roll call vote:**

Reuben Wentworth, yes  
Virgil MacDonald, yes  
John Markland, yes  
Cydney Shapleigh, yes

**Adjournment**

The meeting adjourned at 6:44 PM.

Respectfully submitted,

*Mary K. Jarvis*

Mary K. Jarvis  
Recording Secretary