

ALTON BOARD OF SELECTMEN
Minutes
June 18, 2018
6:00 PM
1 Monument Square
Alton, NH 03809
Approved: July 2, 2018

Cydney 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

Approval of Agenda

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

Announcements:

None

Appointments:

Lara Renner Recognition

Lara Renner was called to the table and congratulated on her recent participation in the Junior Iditarod. A letter was read into the record:

June 18, 2018

Dear Lara,

The Alton Board of Selectmen is proud to be writing this letter to express our admiration for your outstanding performance in successfully leading your team of dogs on your journey participating in and finishing the 150-mile Junior Iditarod Sled Dog Race in Alaska.

Representing the Granite State and the Town of Alton as a first time racer in one of the premier sled dog races for young people in the world. You certainly met and exceeded your goal. We are impressed by your accomplishment and would like to congratulate and recognize you for a job well done.

Best wishes to you and Team Snowspeeders with any future races!

*Respectfully,
Alton Board of Selectmen*

In addition, Cydney Shapleigh presented a Certificate of Achievement to Lara. The Board congratulated and thanked her.

Zoning Board of Adjustment Annual Status Update

Paul LaRochelle, Zoning Board Chairman and John Dever, staff representative to the Zoning Board approached the Board to give an annual status update.

Paul noted that the ZBA has been doing an average of 4/5 cases per month. Currently they have a full Board with a new member Andrew Levasseur and only one (1) alternate Frank Rich; they would like to have more. To date there have been over twenty (20) cases since the beginning of the year. There is one (1) appeal pending; we will be meeting on June 26th with Attorney Tanguay which is a motion for re-hearing for a decision that the Selectmen made for the Colchester Properties case. Everything is moving along well, we are very pleased with our Board, the preparation from the Building and Planning Departments specifically Jessica who makes sure we have all of the paperwork on time and John Dever is always there to answer any questions which make the process much easier.

Cydney Shapleigh asked if there was anything big on the horizon that the public might have an interest in. Paul responded that most cases have been simple variances or special exceptions but nothing has been out of the ordinary.

John Dever noted that they have several experienced and thorough people on the Board which is helpful and they will air on the side of caution if necessary. There is a lot of knowledge, understanding and camaraderie with our Board membership.

Steve Miller volunteered to stay on as an alternate for the Colchester Properties re-hearing as he had been involved with it from the beginning. July 5th will be to consider the motion for rehearing whether to re-hear it or not as the ZBA supported the decision the Selectmen made. On July 26th ZBA will be meeting with the attorney to go over the details of the motion with the paperwork that has been submitted.

Paul LaRoche and John Dever were thanked for the update.

New Business:

1. Highway Bid Recommendation; Rock Crushing - Approval

Ken Roberts, Highway Manager was present to answer any questions.

Virgil MacDonald asked if there was trouble with Custom Crushing. Ken responded that they did not produce insurance and the recommendations were incomplete.

Virgil MacDonald made a motion to approve the rock-crushing bid for New England Mobile Crushing Services and Phil Wittmann seconded with all in favor of the motion.

2. Highway Bid Recommendation; Removal of Wood at the New Riverside Cemetery - Approval

Ken Roberts, Highway Manager was present to answer any questions.

Virgil MacDonald made a motion to accept the bid from M & M Logging for the removal of trees at the New Riverside Cemetery and Cydney Shapleigh seconded.

Virgil asked Ken if they would be taking all of the trees. Ken responded that they will be taking everything. It will save thousands of dollars in labor and the funds will actually go back into the trust fund.

The motion on the table held with all in favor of the motion.

Old Business:

1. Alton Youth League Master Plan for Jones Field; Snack Shack Recommendation - Approval

Cydney Shapleigh noted that the Master Plan was presented at the last meeting. Virgil MacDonald voiced concerns regarding building versus purchasing the building. Cydney spoke as past president of the AYL stating a lot of people initially are involved but when it comes down to the actual work you don't have the necessary participation. A lot of work has gone into the Master Plan, they did the Petition Warrant Article, it passed, a decent plan was presented and they are staying within the dollar amount that was approved.

John Markland made a motion to approve the Alton Youth League Master Plan for Jones Field and Cydney Shapleigh seconded with all in favor of the motion.

NOTE: This approval is intended for ONLY the Snack Shack within the Master Plan for Jones Field.

2. Water Bandstand Committee; Repair Recommendations - Approval

The Water Bandstand Committee and John Dever, Code Officer were present for discussion.

The Committee introduced themselves and thanked the Board for allowing the additional two (2) members to the Committee. The following recommendations (in order of priority) were provided:

1. *LEVEL THE DECK. Replace 2x8 P.T. as needed (approximately 20%), clean, and seal with Thompson Water Seal. (Two coats, minimum)*
2. *ELECTRICAL. Remove all electrical wiring and appurtenances. Rough in for new.*

3. *ELECTRICAL. Order new perimeter lighting, etc., as per the attached quote.*
4. *CARPENTRY. Remove the existing vinyl siding and replace with "cemplank" clapboards, or equal.*
5. *CARPENTRY. Install new "fiberglass cement" composition bead board, or equal, on the ceiling and inside of the low knee wall.*
6. *PAINT. Paint a minimum of three (3) coats.*
7. *FLAGPOLE. Order new flagpole, as per the attached specification, and install.*
8. *SIGNAGE. Existing signage should be removed. If still required, smaller, grammatically correct, and non-obtrusive signage should be selected,*

NOTES, with reference to Schedule, and performance of work. (FAST TRACK)

1. *LEVEL THE DECK. This work should be scheduled as soon as possible. Winnepesaukee Marine did the crib work and would be the likely choice, providing their quote is satisfactory.*
2. *ELECTRICAL. The electrical materials should be ordered as soon as possible as, quite likely, there is a lead time.*
3. *FLAGPOLE. Re-bid the Flagpole as previously specified, and order.*
4. *VOLUNTEERISM. Welcome and engage volunteers; many qualified individuals and tradesmen are willing to be of service, and would stretch the dollars for materials.*
5. *Schedule annual maintenance.*
6. *Schedule a re-grand opening with a Band Concert.*

Paul LaRochelle stated that he and Jonathan Downing went out and inspected the cribbing which seems to be sound. It is not as deep as expected at 5' to 8'. There two (2) rectangular cribs that run north to south with a space in between approximately 8' with 6x6 carrying beams from one crib to the other crib, which is where there is a little bit of sagging; this will need to be straightened. The electrical needs to all be re-done around the perimeter and inside the ceiling adding outlets on each wall. The carpentry needs to be done by removing and replacing the existing siding. Bead Board samples were provided to the Board, which would be used to go over instead of removing the lead paint after the electrical is completed. The painting of the necessary columns would be done with a mold and mildew resistant paint and anything that needs to be replaced would be done. A new flag pole, nautical in nature is proposed. The existing signage is to be removed and replaced with something of an appropriate size. The Committee is aware that procedures need to be followed. Volunteer work is being considered. Cydney Shapleigh made the Committee aware that anything under 5K does not have to go out to bid. Nancy Merrill asked for clarification of the process of hiring contractors for the project. Cydney explained that they would need to have Workers Comp Insurance and recommended that she be in touch with Liz Dionne to be sure the process was being followed. Paul would like to recommend Greg Brooks to do the electrical work. Liz Dionne noted that because the funds would be taken out of an existing Capital Reserve Fund which the Board of Selectmen are the agents to expend the Board must give their approval. Every expenditure out of the fund needs Selectmen approval. Cydney informed the Committee they should bring any recommendation(s) to the Board for approval and it will be placed on a future agenda for approval. Jonathan Downing asked who was going to be in charge of the Committee; it was the consensus of the Board to have John Dever be in charge. Cydney reaffirmed that they just need to give a memo to the Town Administrator with any supporting documentation. Nancy Merrill noted that the Committee would like to accomplish as much as possible this summer, hopefully with some work being done for Old Home Week. A potential for a new plaque has been discussed amongst the Committee members and if the Board is agreeable the thoughts were to recognize the Alton Bay Racing Association dating back to 1928; after all it was their "brain child"; this would bring the history back. Another thought was to have a story board on shore with a history of the Bandstand. This is not in the budget and might be something for future thought and money being asked for at that time. Concerts being held on the Bandstand was mentioned. Jonathan Downing asked for clarification on a few items. Cydney Shapleigh again noted that as long as the items were under the 5K and as long as a memo is submitted with a recommendation and supporting documentation such as quotes with pricing, vendor information, etc. it will be presented to the Board for approval for the expended funds; John Dever is well aware of the process.

The Committee was thanked for their work.

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

None

Selectmen Reports

Virgil MacDonald wanted to discuss the Gilman Museum voicing that he thought that the fire alarms needed to be checked. Liz Dionne spoke believing that the building only has smoke detectors and a burglar system. Virgil feels this should seriously be looked into; currently there are no funds in the Gilman Museum budget however Liz could budget for this in the 2019 budget. Quotes should be obtained and included in next year's budget.

Phil Wittmann reported he met with the OHWC going over the brochure to make sure everything was correct. Parks and Recreation are arranging for the big game between Fire and Police Departments. The hope is to get the brochure out earlier this year.

John Markland had nothing to report.

Cydney Shapleigh had nothing to report.

Town Administrator Report by Liz Dionne

COLA and Merit Staff Report

A Staff Report was provided to the Board in reference to the annual wage percentages with recommendations for 2019 COLA and Merit Liz is seeking a recommendation from the Board for the 2019 budget preparation. The recommendation is for either 2% & 2% or 3% and 2%. COLA is increasing compared to last year.

Cydney Shapleigh made a motion to approve the Annual Wage Percentages for Merit at 3% and COLA at 2% for 2019 and John Markland seconded. The vote was 3 approved, 1 opposed, Virgil MacDonald.

West Alton Community Center

A recommend for the Public Hearing for the West Alton Community Center would be the 2nd meeting in July; it would be helpful if Attorney Sessler was present at the meeting to answer any questions about the ROW and Easement; the Board agreed. Selectman Wentworth’s Hardware Store staff are working on the sign. The school Art Department is not available.

John Markland asked if there was any way to do a direct mailing to just the West Alton residents. Liz was not aware of any noting it would be difficult to do.

All residents will be invited to attend.

Approval of Minutes:

John Markland made a motion to approve the minutes of Public Session I, June 4, 2018 and Cydney Shapleigh seconded with all in favor of the motion.

Cydney Shapleigh made a motion to approve the minutes of Non-Public Session, June 4, 2018 divulging #1, 3 & 4 and John Markland seconded with all in favor of the motion.

Approval of Consent Agenda

John Markland made a motion to approve the consent agenda and Phil Wittmann seconded. The vote was 3 approved, 1 abstention, Cydney Shapleigh.

1. 2018 Timber Tax Warrant \$8,416.86

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|-----------------|-----------------------|---------------|------------|
| McBreen, Robert | Operation 17-011-18-T | Map 4 Lot 5 | \$384.88 |
| Fry Thomas | Operation 17-011-16-T | Map 19 Lot 62 | \$2,218.77 |
| Fry Judith | Operation 17-011-14-T | Map 21 Lot 38 | 5,813.21 |

Approval - Fire Department - Certification Change; Firefighter \$13.65 per hour to EMT/Firefighter, \$14.00 per hour.

Approval - New Hire - Fire Department; Tom Decowski, Firefighter, \$13.50 per hour.

Approval - Conditional Hire - Part-time Heidke Caregiver; Mark Foyne, \$12.32 per hour.

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

Tuesday Renner approached the Board and asked if there would be a parade during Old Home Week. Phil stated that there will be a parade and it is sponsored by the Alton Business Association (ABA).

Lara Renner approached the Board to thank them for the presented certificate noting that she would not have been able to accomplish this without the support of the Town; it is because of everyone that she was able to make the journey.

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

None

Non-Public Session:

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

Roll call vote:

Phil Wittmann, yes
Virgil MacDonald, yes
John Markland, yes
Cydney Shapleigh, yes

Adjournment

The meeting adjourned at 6:45 PM.

Respectfully submitted,

Mary K. Jarvis

Mary K. Jarvis
Recording Secretary