

ALTON BOARD OF SELECTMEN

Minutes

June 19, 2017

6:00 PM

1 Monument Square

Alton, NH 03809

Approved: July 17, 2017

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 - Excused Absence
Reuben Wentworth, Selectmen - Excused Absence
Elizabeth Dionne, Town Administrator

Approval of the Agenda

Cydney Johnson made a motion to approve the agenda with one (1) amendment, removing item #4 under New Business and Virgil MacDonald seconded the amendment with all in favor of the motion.

Announcements:

- Fireworks are scheduled for Monday, July 3rd at 9:20 PM with a rain date of Friday, July 7th at 9:20 PM. Town Offices will be closed on Tuesday, July 4th in celebration of Independence Day.

Appointments:

Attorney Francis Bruton representing Colchester Properties, LLC; Involuntary Lot request to unmerge Map 39 Lot 11

Attorney Francis Bruton approached the Board representing Colchester Properties, LLC along with him is Wayne Capolupo, LLC Member and the Project Engineer and Surveyor from Millennium Engineering. It was his belief that the Board consists of five (5) members and requested a continuance as he felt it was important for the entire Board to be in attendance during his presentation. Per his request, his appointment will be continued to the July 17, 2017 meeting. Mary will confirm the continuance date.

Household Hazardous Waste Update by Sarah Silk

Sarah Silk, Site Coordinator for Household Hazardous Waste (HHW) gave an overview of the Committee, which included the following:

- Built in 2002
- Inter-municipal Agreement
- Meets the 3rd Saturday May thru October
- Attendance; 30% to 40% from Alton; 60% to 70% Wolfeboro
- Medicine Collection in Alton; September
- Statewide Collection for Pesticides 2010 another in 2018
- Cost Avoidance
- Thanks and recognition of employee involvement

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

None

New Business:

Review of Assessments to Sales Report for 2017 by Tom Sargent, Tax Assessor

Tom Sargent was called upon to explain the review of Assessments to sales report. Tom recommends a townwide update for 2017 which usually is done by mid-August. The State recommends this be done every five (5) years however Tom feels it should be done sooner; a full assessment was done last year. Examples were provided for various areas within Town; the ratios need to within state guidelines for the assessed values.

Cydney Johnson made a motion to approve the request from Tom Sargent to do a full reassessment and Virgil MacDonald seconded with all in favor of the motion.

Approval; Service Agreement/Contract, CPRC Group, LLC

Scott Simonds approached the Board to present the three (3) year contract for CPRC Group, LLC. The Town has used this company for nine (9) years. Pricing has risen slightly from last year. Scott noted that the Town does get an aggregate back however; he did not have the figures available.

Virgil MacDonald made a motion to accept the three (3) year contract with CPRC Group, LLC and Phil Wittmann seconded with all in favor of the motion.

Proposal and Approval; Police Department, Lease/Purchase Boat

Ryan Heath, Police Chief approached the Board to discuss the issues/failures with the public safety boat, which has sank twice this year. The only thing that held it up were the ropes that were tied to the dock. The current boat is a 1989 Boston Whaler that was passed on to the department then retrofitted costing approximately 16/17K. The vintage foam core hull is saturated and the engines will no longer power the boat up for planing. There is no guarantee repairs would suffice given the age of the boat. A letter from the Code Enforcement Officer was given to the Board in support of the proposal. Two (2) quotes with options were provided to the Board:

1. 750 Impact D-Collar; dual motor, \$103,760.00, 8 year at 3.815% payment \$14,639.17
2. 21' Guardian; same design as the current boat, \$65,045.008, 8 year at 3.95% payment \$9,268.29

Different leasing options, government pricing and non-appropriation clauses were discussed. Ryan has the ability to cover the lease payment through his existing budget for either option and does have a line item for leasing. Phil Wittmann sees the necessity and Cydney Johnson questioned the amount of calls to Island properties and how many officers are certified to operate. The timeframe for build out could be a year and a half. It was the consensus of the Board to have more information provided such as stats etc. and would prefer that a full Board be present before making a decision.

Approval; Surplus Item Bids

This item was previously removed from the agenda.

Discussion; Winter Parking Lot Area on Alton Mountain Road for Snowmobile Trailer Parking

Russ Wilder, Conservation Commission Representative approached the Board voicing that Chuck Weston who recently sold to Mr. Geleas who still plans to allow access. The Problem is the plowing stops at the end of his driveway; he is requesting that the plowing continue up Alton Mountain Road further onto his property. Issues that were brought forth:

- Exact location of Alton Mountain Road
- Not to interfere with the snowmobile trail #22
- Attorney Sessler to draw an agreement
- All parties involved work together

Russ read a memo as follows:

Request to Alton Town Selectmen to authorize plowing of the end of Alton Mountain Road to extend ~200 feet onto the property of John Geleas to a hiker's/snowmobiler's parking lot.

Advantages of doing this are:

1. The plow can easily turn around thereby avoiding the difficult maneuver needed at the end of Mr. Geleas' driveway.
2. Keeping this important trailhead open for winter hikers in the Belknap Range and snowmobile access (Trail #22) and not causing parking problems at the end of Mr. Geleas' driveway
3. Avoiding blocking the snowmobile trail with the snow pile that is now created with the present plowing turnaround maneuver.

Concerns that would need to be addressed are:

1. Mr. Geleas, while wanting to continue to allow parking and trail access established by the previous owner (Chuck Westen), has concerns about any liability that might occur by allowing the town to plow onto his property.
2. The town has similar concerns about plowing on private property.
3. The existing road on Mr. Geleas' property may need a bit of crushed gravel in a few low spots.

Solutions to issues:

1. Mr. Sessler has been advised of this proposal and can draw up an agreement that protects the town and Mr. Geleas from liability

2. Ken Roberts – Alton Highway Department has indicated that he could extend the plow turnaround to this area at the direction of the board of selectmen.
3. Minor grading to repair current snowplow impacts and crushed gravel to fill in low spots

Other interested parties include:

Alton Conservation Commission
Mount Major Snowmobile Club
Belknap Range Conservation Coalition
Belknap Range Trail Tenders (BRATTS)

Ken Roberts, Highway Agent voiced that formerly Chuck Weston created and maintained his property. He feels that the proposal is a great idea especially due to the fact there will not be as much parking for trailers in the Bay area. Additionally he stated it could be maintained as a recreational area opposed to as a road.

Leslie Rentel approached the Board as the Secretary of the Snowmobile Club and as an abutting property owner. She voiced concerns that the parking would be behind Trail #22 and that this would need and urged that this be very carefully orchestrated due to this running directly through Trail #22.

Cydney Johnson noted that it was the recommendation of Attorney Sessler for the Board not to vote on this matter tonight; further research needs to take place.

Old Business:

Election location discussion

Lou LaCourse, Mark Northridge, Lisa Noyes and Robin Lane approached the Board to discuss the various election locations. Mark talked about the four (4) choices of location, which are the Senior Center, the School, the Church and the Christian Conference Center with their pros and cons. Lou spoke with the Superintendent and Principal from PMHS noting that when the School was built voting was one of the things that was in mind for using the facility. A schedule would need to be given to them well in advance in order for the school to be shut down. There is the fear of safety with the new gun laws. The gym and cafeteria were discussed and a need to cover the gym floor if it were used. Phil Wittmann mentioned the Central School, which wouldn't work with the current parking situation. Voting was previously held at the Fire Station, which we outgrew. From what Mark sees there are two (2) clear choices:

1. PMHS; if we could have the whole building
2. St. Katharine Drexel Church; worked very well, some complaints

Cydney Johnson mentioned the possibility of the Church on Church Street, which wouldn't have enough parking. Mark feels that St. Katharine Church is the best place that they have had for voting. There is the elevator at the main entrance right inside the front door that would solve the issue for handicap accessibility with the slope at the lower doorways. The parking could be identified better at the front for such. With the weather at the past election, it was not a fair test. The interior setup was wonderful unfortunately, we don't own the location. If the school were completely available it would be good but changing locations

back and forth is not a good idea. Cydney spoke as a former School Board member that it is not as easy as it sounds to have the school close especially when you have multiple elections throughout the year. Mark voiced his vote would be for the Church with Phil leaning in the same direction. Robin voiced we need to be consistent, make a decision and stick to it. We will get complaints no matter what the decision. The election equipment is now stored back in the basement of Town Hall.

Virgil MacDonald made a motion to leave the voting location at St. Katharine Drexel Church and Phil Wittmann seconded with all in favor of the motion.

The discussion continued, Mark Northridge suggested that the Church be contacted earlier rather than later as there will be three (3) elections. Another suggestion was to possibly rent a couple of golf carts to transport folks and the Fire Department offered the use of the Ranger. Lisa Noyes, Town Clerk/Tax Collector will get the 2018 dates to Liz Dionne.

Approval; Purchase, 30 Self Contained Breathing Apparatus (SCBA)

Ryan Ridley, Fire Chief noted that Warrant Article 39 was approved at Town Meeting for the lease/purchase of fifteen (15) SCBA and as discussed in the fall an additional fifteen (15) from the Capital Reserve. The Fire Department went through a selection process with it has being narrowed down to two (2) Manufacturers primarily because they are well known and all of the mutual aid departments use one or the other. Currently we use something completely different that everyone else in the area. He based his numbers from the MA State bid, received three (3) quotes and is looking for approval for a total of \$127,122.00 with a down payment of \$37,616.00 and a the annual lease payment of \$19,650.19 and pull \$127,000.00 from the Capital Reserve for a total of thirty (30) that was agreed upon. The bid process will be waived due to the limited amount of carriers. We would like to get the purchase done sooner rather than later as we have daily issues with our current apparatus. In speaking with the vendor, they can probably deliver in thirty (30) days depending on the availability of what is built. It will be another thirty (30) days for fit testing and all of the training; they cannot be put in service until everyone is trained. The current apparatus will be outdated as of December. Moving forward Ryan feels that money needs to be put aside either through the CIP or by Warrant Article for future purchases. The grant is still on the table, if we are awarded the grant they will consider reimbursement to the Town. Ryan is recommending the Scott Breathing Apparatus.

Cydney Johnson made a motion to approve the Chief's recommendation for the Self Contained Breathing Apparatus (SCBA) and Virgil MacDonald seconded with all in favor of the motion.

Approval; Purchase 2 Medication Infusion Pumps

Ryan Ridley, Fire Chief explained that this was approved at Town Meeting Warrant Article 41 for the Medication Infusion Pumps for \$14,500.00. The company dropped the price to \$12,598.00 for two (2) pumps and he will order six (6) cases of infusion pumps for a total of \$14,126.14 with the balance back to the General Fund.

Cydney Johnson made a motion to approve the Chief's recommendation for the Medication Infusion Pumps and Phil Wittmann seconded with all in favor of the motion.

Town Administrator's Report and Updates

Merit and COLA Percentages

Liz Dionne, Town Administrator provided a chart to the Board in regards to the proposed increases for COLA and merit for Board approval for 2018. Liz's recommendation is as follows:

- Merit; 2% or 3% increase
- COLA; currently at 1.76% recommends rounding up to 2%

These proposed increases were recommended in order to keep up with average wages and to bring employees to average wages in order to avoid turnover. The merit is based and is dependent on the score of an employees' successful evaluation. It was noted that not all employees will score the same so increases will vary.

Cydney Johnson made a motion to approve COLA at 2%, Merit at 2% and Phil Wittmann seconded with all in favor of the motion.

FEMA Application for Reimbursement; March 14th Storm

The Board was informed that a FEMA reimbursement is being applied for the March 14, 2017 storm for \$3,693.12. It will only cover certain things; it is only for the Police and Fire Departments.

RTK Log on Website

The Board was informed that there is now a Right-to-Know (RTK) Request Log posted on the Town Website.

Virgil MacDonald read the law on RTK and questioned the process. Liz explained that is what we do and it needs to be taken out of various files for review. Copies are charged for as obtained; documents need to be provided for inspection if available and we do not have to created something that does not exist.

Selectmen's Committee Report

Phil Wittmann reported that the Old Home Week Committee (OHWC) met last week and was supposed to have another tonight. At the last meeting we found out that Lilac Printing would have a lower price for printing the booklets. The theme is The Transportation History of Alton. There are a number of changes to the events; there won't be a waterski show, new events include a Poker Run ending at JP China, Fire Department Chicken BBQ, River Run Deli Scavenger Hunt and S'mores Campfire, Dog Show, Wildlife Adventure during the Block Party. The booklet is coming along thanks to Bob Regan.

Virgil MacDonald reported that he will be meeting with the Conservation Commission tomorrow night.

Cydney Johnson reported that the Cyanobacteria Committee will be meeting on Thursday night at the Gilman Museum.

Approval of Selectmen's Minutes:

June 5, 2017

- Public Session I
- Non Public Session I
- Public Session II

All minutes for the June 5, 2017 were tabled for a quorum of the Board who were present at that meeting.

Approval of Consent Agenda

Land Use Items:

1. 2017 Administrative Abatement

Brad Winslow	1439 Wolfeboro Hwy # 41	Map 19 Lot 8-2-41	47.00
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2. 2017 Added Tax Bill \$455.00

Macshib Revocable Trust	Old Wolfeboro Road	Map 12 Lot 39	\$455.00
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Approval, Promotion - Fire Department; Certification Level Change, Firefighter/EMT to Firefighter/Paramedic with Certification; Shane Warren, \$13.67 to \$16.94/hr.

Approval, New Hire - Fire Department; Paramedic; Stephen H. Previte, \$16.42/hr.

Approval, End of Probation - Administration Department; Secretary; Stacy Bailey, \$15.18 to \$15.43/hr.

Approval, Parks and Recreation Department; Seasonal Hire Umpire; Andrew Jackson; \$38.00 per game.

Virgil MacDonald made a motion to approve the Consent Agenda for June 19, 2017 as presented and Phil Wittmann seconded with all in favor of the motion.

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

Hedda Christiani approached the Board stated that she saw an announcement in the newspaper from NH Electric Cooperative that Alton will be involved with a very controversial herbicide spraying by a chemical company from MA. Hedda noted that many people in Town are coming down with arthritis, dementia and have so many health problems feeling that this chemical business is being overdone. In addition, she voiced that she would like to see only natural products used; Alton might want to take the lead by putting a stop to this. She is very concerned and she urged the Board to look into the matter. She provided a list of items to the Board.

Steve Parker approached the Board questioning whether there will be any more work done on the retaining walls in the Bay. Liz Dionne, Town Administrator explained that it is her belief that the first phase will be done this year; it is a 2/3 year project. The timing needs to be right and this needs to be done without waiting too long. He further addressed the Police Boat and spoke to Ryan Heath about considering a pontoon boat, they are very lightweight, aluminum and you don't need two (2) motors. A government boat is cheap to buy it is the outfitting that is costly. For a pontoon boat 22' /24' with a 150HP motor which would run with everything on it for under 50K and \$3,500 for a trailer. Fiberglass pricing has increased sharply. In addition, the first post on the bridge is still deteriorating. Kellie Troendle, Parks and Recreation Director has added it to the list of repairs however in the meantime it was discovered it actually belongs to the state. Steve also addressed the amount of salt being dumped into the lake by DOT feeling that the Town should give them a nudge to use something less harmful for the environment. There are low salt areas and the Board should do something.

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

None

Non-Public Session II:

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

Roll call vote:

Virgil MacDonald, yes
Philip V. Wittmann, yes
Cydney Johnson, yes

Reuben Wentworth, absent
John Markland, absent

Adjournment

The meeting adjourned at 7:56 PM.

Respectfully submitted,

Mary K. Jarvis

Mary K. Jarvis
Recording Secretary

Wentworth, Selectman