

ALTON BOARD OF SELECTMEN
Minutes
Public Session I
September 19, 2016
6:00 PM
1 Monument Square
Alton, NH 03809
Approved: October 3, 2016

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
Philip V. Wittmann, Selectman
Virgil MacDonald, Selectman
John Markland, Selectman
Elizabeth Dionne, Town Administrator

Lou LaCourse, Vice Chairman was absent.

Approval of the Agenda

Cydney Johnson requested adding an announcement for clarification of confusion regarding voting.

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

Announcements: (Addressed later in the meeting)

Appointments: DOT Commissioner Victoria Sheehan; Route 28 Rumble Strip Project

DOT Commissioner Victoria Sheehan and Assistant DOT Commissioner William Cass were called to the table to discuss the ongoing centerline rumble strip issue for the Route 28 North corridor. There was discussion regarding the openness and the cross sections of the roadway along with speed factors. Concerns were brought forward in the passing zones particularly in the residential areas which are the areas that are being reviewed. DOT has been monitoring with tube placement on the roadway which includes the amount of hits and volumes of noise levels however the full review has not been completed. Upon further review by NH DOT, will determine what action needs to be taken in order for them to make that determination. The tubes were placed for a period of seven (7) days which included weekdays and weekends. Statistical data was questioned and if it was taken into consideration for determination of the location of the rumble strips. Other communities of similarity were brought forth for discussion on filling their rumble strips. With a significant number of residences in the areas of concern this becomes a factor of the quality of life for those that reside there and being a tourism town it is effecting that as well. As a Board we are not in favor of the rumble strips and ask that they be removed. NH DOT would like to see the experience from having filled the white line strips before making a decision on the centerline strips. At this time, it is not

the intention of NH DOT to remove the centerline strips until further review and the data is monitored. A question of road deterioration was posed due to collection of ice and snow. DOT's response is that it has not shown an effect. After the presentation was made by NH DOT, it was the consensus of the Board to allow questions from the audience until 6:30 PM at which time there was a Public Hearing scheduled. The floor was opened to the public for questions; several residents voiced their concerns/issues to NH DOT which they responded to. NH DOT was in agreement that they would further meet with the audience downstairs in the Heidke Room to address specific questions. The audience was asked to be respectful with their questions and concerns. The discussion continued downstairs with NH DOT and the audience in attendance.

Questions were posed by the following residents:

- Joseph MacDonald; tube placements, number of vehicles traveling the roadway and collisions due to inattention
- Melissa Gulbrandsen; passing zone, significant distinct noise impact, commuter traffic, not capturing a full analysis, encourage DOT to do a noise study including a radius with overlay of homes within, setbacks
- Sylvia Leggett; July 29th letter specifically item #4, consideration of removal of the centerline passing zones and tube placement, challenge the depths of the rumble strips, strongly urge the removal of the rumble strips in all passing zones on the Route 28 corridor
- Dennis Aukamp; double passing zone, incompetence with incorrect distance removal, behind the times in the type of rumble strips installed (reflective/recessed)

It was noted that the installation of the rumble strips is very similar to Maine and Vermont.

A five (5) minute recess was taken at 6:30 PM.

At 6:35 PM the floor was opened for the Public Hearing.

Public Hearing: Woodlands Road

Ken Roberts, Highway Agent was called to the table to discuss the particulars of the Public Hearing for the work to be done on Woodlands Road. Questions will be taken in the meeting room after his presentation opposed to the Heidke room due to NH DOT using that space. Specific questions can be taken via an appointment by calling Ken Roberts at the Highway Department.

An overview of the work to be done on Woodlands Road was presented which included the following over this and next year:

- Work to begin in another couple of weeks on the far end at Rum Point Road
- Cutting of trees and brush with landowner's permission
- Marked trees (currently 37) and stumps, root structures
- Some paving before winter
- Ledge/rocks removal throughout the roadway
- Water, erosion and drainage issues (shoreline protection & Dig Safe)
- Meet with the residents on a case by case basis by appointment

- Underground lines (sewer & electric)
- Slope work (no blasting build roadway up)
- Grinding and binder course before final pavement
- Bituminous curbing (asphalt)
- Catch basins
- Final paving
- Marking Property lines/pins
- Fill and rocks are available for the residents (if desired)
- Rock walls

The following residents made inquiries:

- Dick Flemming; last work on the roadway; sealed at one time approx. 22 years
- Sally Flemming; pavement; patching this year, binder next then finish coat
- Jeff Cantor; modification to the intersection of Woodlands Road and Route 11D; dead and dying trees will be taken down; corner lot owned by the town
- Sheila Walsh; road widening; try to make the road consistent in its width other than the hill
- Russ Wilder; excess fill possible use for the skimobile trail as long as it is worthy, speaking for Dave Cummings; possible removal of large pines (depends on the root structure in the roadway)
- Richard Walsh; questioned the corner lot that the town owns which will be used for clean decent fill to progressively level the lot
- Steve Wallace; property setbacks; they will not be changed

At this time the Public Hearing was closed with specific questions to be taken outside the meeting room or downstairs or by making an appointment with Ken Roberts.

A two (2) minutes recess was taken at 7:00 PM

The meeting re-adjourned at 7:02 PM.

BOARD OF HEALTH

John Markland made a motion to Recess as the Board of Selectmen and to convene as Board of Health and Virgil MacDonald seconded with all in favor of the motion.

- Septic Waiver Request, 520 Rattlesnake Island; Map 79, Lot 32; Gambee

John Dever provided photos to the Board who presented this waiver on behalf of the designer David Ames. The tank is 15' from the shore which is close but with a lot of ledge in the area. The current tank appears to be an old oil tank that will be replaced with a heavy duty plastic tank with a pump which would be a tremendous improvement to the current system. The field will be 110' from the lake.

Virgil MacDonald made a motion to approve the Septic Waiver request for Map 79 Lot 32; tank to surface water required 75', actual 15' and Phil Wittmann seconded. The vote was 3 approved, 1 opposed, John Markland.

- Septic Waiver Request, 14 Misty Lane, Map 12 Lot 36; Matson

John Dever presented this request. There was no explanation as to why it was presented this way except that the previous leach field is currently located in the Town's Right of Way. DES rejected this plan unless they have the Town's approval. It was voiced that it should be pushed back into the yard where all the trees have been cut. The designer was not available to attend the meeting tonight however the property owner, Donald Matson was in attendance and was called to the table. He was asked to be present at the meeting and stated that it was his understanding that the State had approved everything except for the highway permit for weight limits. It appears that the new system is going on top of where the old system is located. This design is not showing any alteration to the plan as the owner stated. If the intention is to alter the plan, moving the leach field, then it would not need to go before the Board for approval.

After the discussion, no action was taken on this item. John Dever will contact the designer to look into whether there is an amendment to the plan and if this is even necessary.

John Markland made a motion to adjourn as Board of Health and to Re-Convene as Board of Selectmen and Virgil MacDonald seconded with all in favor of the motion.

Announcement:

Cydney Johnson noted that it had been brought to her attention that some people were under the impression that the change to voting at Prospect Mountain High School was initiated by the school, that they were not allowing the Town use the facility. This is not a true statement and is no way related to the school asking that it be moved. Many residents voiced concerns about voting in the Auditorium for a variety of reasons. With the alternative to use the Senior/Community Center it was decided to use that facility. There has been very positive feedback to the election being held at that location. There are a lot of concerns for the November election.

Mark Northridge, Town Moderator approached the table stating that this has been a topic of discussion for at least 6 or 7 years. The auditorium at the school is not working evidenced by the election in February when they could not get people thru the check in lines or the voting booths fast enough, taking upwards of 3/4 of an hour or longer. In the past there were complaints from people about how far they had to walk. Mark Northridge and the Board of Selectmen felt that after reviewing the Senior Center it would work; the test will be the November Presidential election. There are a few concerns; with 55 parking spots; we may need another officer for traffic control and people could be waiting outside the building, not knowing what the weather might be. There is a canopy outside the back of the building that might be moved to the front of the building by the front door. Making it perfectly clear; no one from the school has approached me as Moderator or the Town for wanting them out of their building, it was the decision of the Town and the election folks to move the polling location. There were 37 booths with another 6 or 7 that can be set up for the next election and tables with portable booths for the elderly which will allow them to sit. We also would like to allow the nonprofits to have space to sell cookies etc. The lighting is much better and there are many more pluses than negatives for this location.

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

Jeffrey Clay approached the Board and once again voiced that he thought the Board should resign due to the lack of response to an anonymous letter of a report of abuse. Further stating that he turned it over to the Attorney General's Office. Under the RTK law he previously requested a copy of Attorney Sessler's contract and wants to know why after that length of time there is none; how is that justifiable by not going out to bid for over 30 years; this in itself is reason for you all to resign. This lacks the integrity and lacks the ability to fulfill the duties of the Board. On another note there is no job description for the Town Administrator; how is that justifiable, why is there not one. Again Mr. Clay urged and demanded that the Board resign and further stated that goals and objectives belong in public session. Not responding to a police report is a cover up and is not very responsible on the part of the Board. Continuing with a RTK request regarding the Alton Senior Center. Unable to finish, Mr. Clay was advised that his time limit is expired.

Joe MacDonald approached the Board regarding the rumble strips; he had just come from the meeting downstairs and it sounds like NH DOT might adjust the rumble strips but they will not be taking them out. He suggested that the Town consider filing a lawsuit against the State for destroying the quality of life in Alton. We have ordinances that they have no right to break.

New Business:

Approval; Exotic Aquatic Plant Infestation Control Grant Program (Milfoil) Application

This is an annual Grant for the Milfoil treatment program.

Virgil MacDonald made a motion to approve the Application for a grant for Milfoil and Phil Wittmann seconded with all in favor of the motion.

Bench Donation in memory of Paul Richardson

Cydne Johnson noted that many people were and are familiar with Paul Richardson and the work that he did for the Town.

Cydne Johnson made a motion to accept the donation of the granite bench to be placed adjacent to the Town boat ramp on the west side of Alton Bay on Lake Winnepesaukee in memory of Paul Richardson with thanks to Carol Richardson and her family and Virgil MacDonald seconded with all in favor of the motion.

Note: Carol Richardson was in the audience and was personally thanked for her generosity.

Approval of Halloween Hours; Monday, October 31, 2016 5 PM to 7 PM

A memo from Police Chief Ryan Heath recommending Halloween Hours was provided to the Board. The Chief stated that these hours seem to work best for the community.

Cydney Johnson made a motion to accept the Chief's recommended for Halloween hours for Monday, October 31, 2016 from 5 PM to 7 PM and Phil Wittmann seconded with all in favor of the motion.

Emergency Operations Center (EOC) Location Change

A request from Police Chief Ryan Heath to move the Emergency Operations Center to the Police Station using the Town Hall as a backup was provided to the Board.

Virgil MacDonald made a motion to allow the Chief to move the location of the Emergency Operations Center (EOC) down to the Police Station and Phil Wittmann seconded with all in favor of the motion.

Approval; MAPS Contract

Ryan Heath spoke on behalf of this request. We are outdated on our Emergency Operations Plan which needs to be renewed. Most towns usually utilize a Homeland Security Grant to do this. The previous plan was done through Lakes Region Planning Commission however they are extremely backed up so a contractors list was requested from the Department of Emergency Management, Homeland Security. A list was provided; MAPS is one of their contractors. They are used by many communities and come highly recommended. There are some costs upfront with their proposal which include the approved contract amount based on the grant allowance. The money put forth as a town will be completely reimbursable through the federal grant. Chief Heath recommends moving ahead with the contract for updating the Emergency Management Plan. This will get the town into this round of funding through the grant. Our field rep with the Emergency Management Department is willing to help write the grant to move it forward.

Cydney Johnson asked for an overview of what the contract actually does for the Town. It was explained that Emergency Management comes in hosts a series of meetings with key players, takes the existing plan identifying the key factors in the community. It outlines the actions that would be taken in an emergency situation as a community; establishing a shelter, evacuation plans for the schools or areas within town, addressing a flooding situation etc. It is basically an overview plan as to how to respond and handle an emergency situation or natural disaster to attend to the needs of our community members.

John Markland inquired if there is anything from the state saying that they will honor the reimbursement. Chief Heath responded "no" that would be through the grant process. We are not committed to this until we have the grant approved; it is necessary to have a quote/estimate and company to work with, in order to apply for the grant for funding.

Phil Wittmann stated if we get the grant then he would like to see the grant and read the grant before moving forward, to read the fine print.

Phil Wittmann made a motion to allow the Police Chief to move ahead with the Grant Application and Virgil MacDonald seconded. The vote was 3 approved, 1 opposed, John Markland.

Old Business:

Highway 3 Year Bids - Recommendation & Awarding

Ken Roberts was present to discuss the Highway bids and is comfortable with each of the bidders. He has worked with each company in one form or another and has taken the low bid on everything.

- Lambert Landscaping; Winter Plowing
- Rocky Mountain Farm; Hydroseeding
- Vermont Recreational; Guard Rails
- Pipe Connections; Frames and Grates
- Eliminator Systems; Culverts
- Scituate Concrete; Catch Basins
- AH Harris; Geo Tech

John Markland made a motion to approve the bids as recommendation and awardings of the 3 year bids as stated in Ken Roberts' memo dated September 12, 2016 and Virgil MacDonald seconded with all in favor of the motion.

Discussion of Bay History Gazebo

Marty Cornelissen was present along with Ken Roberts to discuss a proposed gazebo on the west side of Route 11 in Alton Bay that is to be worked on next year. The gazebo is proposed to be on the original supports of the old water tower which dates back to approximately 1851. Several photos were provided of the supports and the supports would be more than adequate to support the gazebo, 18' maximum in width, 8 sided with the entrance on the back side. Sidewalks are proposed to be on the front side wrapping around to the back side making the structure completely ADA accessible. The plan would be to get the structure built in conjunction with the plans Ken Roberts has for next year. Later the center section can be built with 4, 6' walls, of which 3 will have benches and the remaining wall will be used for telling the history of Alton Bay, dating back to the early 1800's. Estimates have been obtained from Rick Fogg who drew up the design and did the material takeoff. The idea is to build this as low maintenance as possible with composite materials due to the Bay being well known for its weather. Marty is proposing, with the Board's support a possible Special Warrant Article for just the structure, fundraising will be necessary for the remaining work. He is estimating an amount of 20K with a high estimate of 30K for everything but would like at this point to just get the structure done. Later fundraising or grant money can be obtained. If there is any money left over from the Warrant Article it would go back to the general fund. The account for this has already been approved and set up for donations through the Finance Office. Cydney Johnson questioned if this could be set up as a 501C, 3 so that people might be more inclined to donate for the tax deduction. It was suggested to look at the Downtown Revitalization Committee project which would be similar and that grant money might require it to be set up that way. Ken Roberts noted that there is no place that shows the history of the Bay. Marty referred to the Cochecho Railway reading an excerpt from what was written and submitted to the NH Historical Society.

Virgil MacDonald made a motion to allow a Special Warrant Article for the Bay History Gazebo in Alton Bay and Cydney Johnson seconded and voiced appreciation for all the work that everyone is doing.

Further discussion transpired in regards to the history, the businesses, and simply bringing the history of Alton Bay.

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

Town Administrator's Report and Updates by Liz Dionne

Resignation

The Board was informed that the Town Administrator's part-time secretary has given a 2-week notice. The position has been posted.

NH Assessing Association Ballot Vote

A ballot from the NH Association for Assessing was provided to the Board for the Board to vote on, if the Board chooses. It is due October 17th. The Assessor already has one and has voted.

It was the consensus of the Board to table this item for further information and questions on the candidate's and to bring this back to the October 3rd meeting.

Legal Counsel Retainer

This is for discussion on whether to increase the annual retainer for our Legal Counsel or leave it at what it is currently. Virgil MacDonald wants to find his paperwork.

After a discussion it was the consensus of the Board to leave the retainer as it is currently, with no COLA increase.

Workshop Dates for Budget Reviews

A discussion amongst the Board members transpired for setting the dates for Budget Hearings for the various Town departments; as follows:

- September 28th 6:00 PM
- October 4th 6:00 PM
- October 11th 6:00 PM
- October 12th 6:00 PM
- October 18th 6:00 PM

Salary Survey

A salary survey was provided to the Board for their review and discussion at a potential Workshop of which a date would need to be set. This would be necessary for inclusion for the

upcoming budget lines. The information in this packet is very in depth. The Board agreed to a Workshop on October 6th, 2016 at 6:00 PM.

Workshop Date for Parks and Recreation Commission Proposed Bylaws

It was noted that this item is not time sensitive and can be done after the budget season. The Board decided that this would be placed on the agenda for the regular BOS meeting on October 3rd. The Town Administrator will provide a draft of the bylaws at that meeting.

Workshop Dates for Ambulance Billing and Issues

After a brief discussion it was decided to place this item on the agenda for the regular BOS meeting on October 17th with the Fire Chief present.

Warrant Articles

Warrant Articles were briefly discussed for a particular order in which they appear on the ballot. Basically it would be the same order as in the past.

Selectmen's Committee Report

Phil Wittmann attended an Alton Community Services special meeting last week and found it to be very informative and learned of the many services they provide. He was questioned regarding the monthly allotment for rents for General Assistance with a potential for the Board to allow for an increase since 2012 was the last increase.

Virgil MacDonald: None

John Markland met with the Budget Committee last week which revolved mostly around the school budget. John informed the committee of the possible ambulance discussion that will be forth coming and that the Board had not received the budget books yet.

Cydney Johnson noted that the ZAC was supposed to meet however there was no quorum.

Approval of Selectmen's Minutes:

September 6, 2016

John Markland made a motion to approve the minutes of Public Session I, September 6, 2016 as written and Virgil MacDonald seconded. The vote was 3 approved, 1 abstention, Cydney Johnson.

John Markland made a motion to approve the minutes of Non Public Session, September 6, 2016 as written and Virgil MacDonald seconded. The vote was 3 approved, 1 abstention, Cydney Johnson.

Virgil MacDonald inquired as to the cost analysis on the new lighting in the Bay. Liz Dionne responded that it had not been obtained yet.

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

Jeffrey Clay once again approached the Board encouraging the Board to resign. He made several inquiries of the Board such as why the town attorney's contract has not gone out to bid for hiring a new attorney for the town. It is not a lifetime appointment; it's called competitive bidding. In his opinion based on everything he has done and seen Attorney Sessler should be disqualified from representing this town and he demands that there be a bidding process that excludes him. The Public Participation Policy is still not straight. He demanded that the Town Administrator provide a professional description of her job duties at the next meeting for a first reading; he also included the Department Heads job descriptions for review and every employee of the town. The rules need to be enforced! Three (3) different felonies were reported to the Board from an anonymous complaint; the Board refused to report on it, you need to be responsible. Further he tasked each Board member with the following: to present a five (5) minute speech on what integrity or your belief of what integrity means to you as a Board member.

Non-Public Session:

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

Adjournment

The meeting adjourned at 8:30 PM.

Respectfully submitted,

Mary K. Jarvis

Mary K. Jarvis
Recording Secretary

