

ALTON BOARD OF SELECTMEN
Meeting Minutes
October 3, 2016
6:00 PM
1 Monument Square
Alton, NH 03809

Approved: October 17, 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
Lou LaCourse, Vice Chairman
Philip V. Wittmann, Selectman
Virgil MacDonald, Selectman
John Markland, Selectman
Elizabeth Dionne, Town Administrator

Approval of the Agenda

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

Non-Public Session:

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

The Board returned from Non Public Session at 6:09 PM.

Announcements:

- Town Offices will be open on Columbus Day, October 10th.
- The Town Clerk and Town Tax Collector offices will be closed on Tuesday, November 8th due to the general elections which will be held at the Pearson Road Community Center.

Appointments: David Hussey and Doug Savidge from SG Solar Development, LLC; Solar Energy Proposal

David Hussey and Doug Savidge did not appear.

BOARD OF HEALTH

Cydney Johnson made a motion to recess as the Board of Selectmen and to convene as Board of Health and Lou LaCourse seconded with all in favor of the motion.

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

John Dever, Town of Alton Health Officer, stated that a waiver is no longer needed. He met with the designer and had a conversation with the DES and the septic system has been re-designed and is no longer in the right of way.

- Septic Waiver Request, 16 Acorn Drive, Map 65 Lot 40; Audesse
The site is on Acorn Drive, directly behind Spring Haven Campground and they are planning on doing major reconstruction to the house and at that time they want to replace the septic system. The lot slopes down towards the lake and they are asking for the septic tank to be 53 feet from the water. Presently the existing tank is 35 feet from the lake and the existing leech field is 20 feet from the lake. They are pushing things back. The new leach field will be a little over 150 feet from the lake and the tank will be moved back and will have a gravity drain and will be pumped.

Virgil MacDonald made a motion to approve Map 65 lot 40 septic system and Cydney Johnson seconded with all in favor of the motion.

- Septic Waiver Request, 297 Trask Side Road, Map 43 Lot 22; Donovan
This is a small lot on Trask Side Road and the existing septic tank is fairly modern and for the existing leech field there is no record. The existing septic tank was replaced about 10 years ago. They are going to use the existing septic tank and relocate it further away from the water. The lot is bisected by a driveway and the leech field will be on the Trask Side Road side of the driveway. They are proposing a fairly substantial pump tank as well. The old tank is a 1000 gallon tank. The tank will be 62 feet from the water and is presently beside the house.

Lou LaCourse made a motion to grant the septic waiver for Map 43 Lot 22 and Virgil MacDonald seconded by with all in favor of the motion.

Cydney Johnson made a motion to adjourn as Board of Health and to Re-Convene as Board of Selectmen and Philip Wittmann seconded with all in favor of the motion.

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

Alton resident Jeffrey Clay stated he was disappointed not to see the job descriptions of the Town Administrator and all of the department heads provided for the public tonight and asked if it was accomplished. He stated he strongly encourages the Board to take action. That is what you are getting paid for. Why have you ignored my request to have the Town Administrator have a job description? Who else does not have a job description? You don't know because you won't ask. That is unacceptable. As your supervisor and employer I am telling you to get this done. Mr. LaCourse this is not personal, I see some of you wearing collared shirts tonight, wearing a tee shirt, you are the executive right? Would you allow the people of Alton to come to work dressed like that? Is it OK for the Town Administrator to come to work like that? Mr. LaCourse responded that he wore the tee shirt just for him. Mr. Clay responded that he was not supposed to. How about a collared shirt?

Cydney Johnson asked Mr. Clay if he had something to speak to that is on the agenda. Mr. Clay responded that he wasn't speaking to her.

Cydney Johnson stated the rules of Public Input are very clearly stated. Three minutes per person, subject matter, agenda items only in the first session of Public Input. Do you have an agenda item that you would like to speak to?

Mr. Clay stated I do and I am.

Cydney Johnson stated I don't believe that attire is on the agenda, Mr. Clay responded I don't care what you believe.

Cydney Johnson stated we do have rules of Public Input that need to be followed.

Mr. Clay responded and I am following them. I don't care what you say or what you think. I have no respect for you as Chairperson of this Board. If I have not made that plainly clear I will make it plainly clear again right now.

Cydney Johnson stated I am asking you to please follow the rules of Public Input or to please go back to your seat. Mr. Clay responded I am following the rules. Mr. Clay continued as your employer. Cydney Johnson stated this is not a matter that is on the agenda. Mr. Clay stated how do you know what I am going to say, you are interpreting what you believe I am going to say. Mr. Clay continued just so you are aware the BOS meeting is on the Agenda and that is what I am addressing. I will clarify for you in case you are not keeping up with it. You need to wear a collared shirt and you need to wear a coat and represent us in an appropriate manner.

Mr. Clay continued, attorney job titles and attorney bids have you gotten those back yet? Did you put it out for bid for a new attorney? Did you find the attorney contract yet? You are failing miserably. I have asked for your resignations 100 times and you keep refusing. You aren't even aware of your own failings. You don't even want to try and improve. Not even a little bit. You are stuck in your own little world. You think here he is an argumentative man who comes before us and all he does is spout and we don't have to listen to him.

Virgil MacDonald stated have you looked at your own world yet.

Mr. Clay responded you do have to. I am not the one sitting there Mr. MacDonald you are. You are answerable to me. I am not answerable to you.

There was no additional public input.

Public Input I closed.

New Business:

East Alton Fire Station Underground Storage Tank Removal

A recommendation memo is included in the packet from the Fire Chief.

Virgil MacDonald asked Chief Ryan Ridley if we had a pump available to pump the oil out instead of paying \$1.50 a gallon to pump it and burn it at the town shed. Chief Ridley stated that they are going to take as much of the oil out as we can with a portable system the DPW has. Whatever is left behind we will have to pay to get rid of. Lou LaCourse asked why the tank had to be dug

up if the oil was going to be pumped out. Chief Ridley responded because it will still have product in it and we are going to get out as much as we can and we are no longer using it. DES regulations state it must be removed.

Cydney Johnson motioned to approve the Fire Chief's recommendation to hire Les A. Carter and Associates to remove the underground tank located at the West Alton Fire Station with the amount not to exceed \$5,000.00 and was seconded by Lou LaCourse.

Further discussion transpired. Virgil MacDonald asked if that included everything including trucking it out and filling it in. Chief Ridley responded it will have to be determined if the tank has leaked. They will have to do soil samples. It has product in it. They believe there is about 100 to 150 gallons in the tank at \$1.50 a gallon to remove and \$385.00 a barrel. It is our hope that there is only one barrel of oil to dispose of.

The motion held with all in favor of the motion.

Old Business:

Ambulance Bid Results and Recommendation

A recommendation was made by Chief Ridley and was reviewed by the Board.

Cydney Johnson motioned to approve Chief Ridley's recommendation to purchase the 2016 Ford E 450 ambulance through Sugar Loaf Ambulance and Rescue Vehicles. Money to come from the Ambulance Capital Reserve Account and was seconded by Virgil MacDonald.

Virgil MacDonald asked if this would leave the account short and Chief Ridley responded that it will leave \$160,000.00 in the account. The Revolving Account is separate and is for operating expenses. Liz Dionne stated every year there is a budget that has to be approved at Town Meeting for the Revolving Account for supplies.

John Markland asked if they had looked into leasing the ambulance. Chief Ridley stated at this time we can't lease a vehicle because there is no lease line in the budget and he has proposed that for the future. Liz Dionne stated it has been added into the 2017 budget with \$1.00 in it as long as it passes in March. You have to have a line item in the budget for the lease payments and that would be approved through a warrant article. We need to have a lease payment line before we can request the warrant article. You can't use capitalization reserve funds to lease the ambulance.

The vote was 3-2 in favor, with Virgil MacDonald and John Markland voting against the motion. The motion passed.

Highway Paving Bid Results and Recommendation

The bids were opened today and Ken Roberts recommending GMI Asphalt Paving, of Belmont, NH. They were the only bidder. This is for a period of 3 years with two 2 year extensions if required.

John Markland motioned to approve the Highway Paving bid results to GMI Asphalt LLC of Belmont, NH and was seconded by Lou LaCourse. All were in favor.

NH Electric Coop; Cost Analysis

Liz Dionne stated this item is in regards to a previous request by Virgil MacDonald for information on updated lighting for Alton Bay. The cost to the town will be an additional \$6.00 per month for the updated lighting and will decrease the number of old hardware on the old street lights. More efficient lighting costs more with NH Electric Coop although it saves energy.

Liz Dionne stated this is a total cost and not per fixture. There is currently one new light in the Bay already; it was installed so that you can see the difference in lighting. The location is different and it is on the western side of Route 11. These prices are just for the kilowatt usages and not the hardware. The Coop owns the hardware. The Highway Manager's recommendation is to remove five old ones and install four new ones in new locations. Liz Dionne stated she believes it would be a safety issue if we kept the old lighting with the new parking lot and sidewalk.

Virgil MacDonald motioned to accept the new lighting and was seconded by Philip Wittmann. All were in favor.

NH Association of Assessing Officials Election Ballot Vote

Liz Dionne stated that this was brought up at the last meeting and tabled and Board has the right to vote. Most of the positions have at least one person running and one position has two people with a recommendation from the Assessor for that particular position. You may choose not to vote at all. The Assessor has his own right to vote. This is for the governing body and it is up to the Board if they wish to vote or not.

Lou LaCourse stated the Assessor is more familiar with the people than the Board and he would follow the Assessor's recommendation on who to vote for. For the one where there are two people running the Assessor recommendation Mr. Gagne.

Lou LaCourse motioned to vote as recommended, and seconded by Virgil MacDonald. The vote was 3-2 with John Markland and Cydney Johnson voting against.

2017 Tax Map Maintenance Proposal; Cartographic Associates, Inc. d/b/a CAI Technologies

Liz Dionne stated that this was submitted from the Assessor and has he advised that this is an annual contract that the governing body approves every year to update the tax maps.

John Markland motioned to accept the 2017 Tax Map Maintenance Proposal from Cartographic Associates of Littleton New Hampshire in the amount of \$2,750.00 and was seconded by Virgil MacDonald.

Lou LaCourse asked if the information would also go into the GIS system and Liz Dionne stated yes.

The motion held with all in favor of the motion.

Email Policy Amendment

John Markland motioned to approve the E-Mail policy as proposed and was seconded by Lou LaCourse with all in favor of the motion.

Parks and Recreation Commission Draft Bylaws

Philip Wittmann stated there is a section that states the purpose of the ex-officio member is to be the Selectman's representative and to relay information to and from both Boards and asked if it would be appropriate to add "without promoting an agenda of either board." Also to add an annual meeting where the Parks and Recreation Commission comes before the Board with their recommendations so we know exactly what they have in mind and what they want to accomplish. There has been some confusion and sometimes they don't know what they can and can't do. They come before us and inform the Board this is what we would like accomplish and asks the Board to tell them what can be done. Ultimately the Select Board is oversees that so there is no more frustration on their part when they think they have been assigned or given something to do and was actually not in their scope to do.

Cydney Johnson stated she believed every year it would be up to the Parks and Recreation director to lay out what the responsibilities of the Commission members are especially the new ones when they take the oath. Similar to when a Selectman comes on board they take the oath and meet with the Town administrator talk about what you can and can't do. Unfortunately there is no Parks and Recreation course you can take. We did decide that annually we would have the meeting with town council to review. Most of Parks and Recreation did attend and they found it very helpful. That could be something that could be placed under Kellie Troendle.

Liz Dionne stated she sent an E-mail to all of the departments asking if they had an associated Board Committee or Commission and once the elections were over to give that Board or Committee a copy of the RSA that pertains to them and a copy of 91-A and to attend the meeting with Attorney Sessler. It would behoove the board to have all the appointed committees come before the Board yearly to give a status update on what they have accomplished and what their future goals are.

Philip Wittmann stated there does not seem to be a consensus on voting on the Commissions that we are assigned to. There are five members of the Parks and Recreation Commission. Should it be that the selectmen's representative doesn't vote at all or is the tie breaker? If they have five members, they are going to have a quorum.

There was a discussion by the Board regarding how the voting should be done on commissions where the Select Board members would make the number of commission members an even number. Most boards don't have even numbers. Should they vote only in tie breakers or continue with discussions until the tie is broken.

Cydney Johnson asked Liz Dionne what her pervious town experience was and if the Selectmen representative has been a voting member or just a liaison. Liz Dionne responded she has seen it done both ways. In the rules if you chose to make the Selectman's representative a voting member you would reserve one of the five slots for the Selectmen's representative and it would be in the rules. They would have four appointed members and the Selectman's representative

would make it five. If you chose to have a resolution or bylaws or committee charter you could make that a requirement that one of the five positions could be the Selectman's rep or liaison.

Cydney Johnson stated there are already five appointed members for Parks and Recreation. The Selectmen's representative could be the liaison or alternate member as needed and only vote if there was a member missing.

Liz Dionne stated the RSA does allow for alternates and she could add into the document up to two alternates, one would be the Selectmen's Representative and the other could be left vacant. In worst case scenario, tie after tie, she has seen flipping of coins, drawing of straws etc. to break the tie.

The positions are appointed and not elected and there was a discussion on how to reduce the Park and Receptions Commission by one member. At the end of someone's term you could eliminate a position by attrition. Cydney Johnson was concerned about a person wanting to continue to serve. Her preference would be to have the Selectman's representative be a liaison/alternate member.

Philip Wittmann would like to see a new draft and have the Parks and Recreation Commission members come before the Board and give us their opinion.

Liz Dionne will add these changes in for review for the next meeting and we will then place it on next agenda after that.

Town Administrator's Report and Updates by Liz Dionne

The Moderator came to see Liz Dionne regarding the federal election on November 8th. The Attorney General's office is telling all of the towns and cities that a member of the governing body has to be there during the day. The Moderator asked Liz to speak to the Board to see if they could be there during the day for at least a few hours. The Attorney General realizes that some of you may not be able to but asked that the information be passed to the Board. Elections will be held on November 8th at the Pearson Road Community Center.

On September 23rd, Liz Dionne went to the NHMA to vote on behalf of the Board on the proposed legislation and stated it went very well and she would be more than happy to represent the BOS in future years. It was a great experience and was very interesting and she voted exactly how the Board wished.

For the first session of town meeting in 2017; there is a week and a day when you can have the first session of town meeting. It could be on/or between Saturday, February 4th and Saturday, February 11th. This past February is was held on a Tuesday. It will be reserved for Tuesday, February 7th.

A new managers group has been formed and it is called the Lakes Region Municipal Managers Group, and Liz Dionne is a member. This is an informal monthly meeting to talk about the Lakes Region and what each municipality is doing. I have found it very useful. Every month a different Lakes Region municipality hosts. They have lunch, talk about what is going on in the municipalities and share ideas. Liz asked the BOS if they minded if she hosted a meeting at the

Town of Alton either in December or January and to provide lunch for the municipality managers. It was the consensus of the Board to allow the hosting.

Selectmen's Committee Report

John Markland had no updates to report.

Virgil MacDonald had no updates to report.

On September 22nd Philip Wittmann met with the Alton Milfoil Committee and discussed the Dash Work report and costs. The Dash costs for 2016 were \$27,408.00 and at least 80% of the dash was in the Merrymeeting River and herbicide costs for 2016 were \$10,849.00. The committee discussed the following: options and timing of herbicide treatments, budget update, the 2017 warrant Article, total cost of milfoil treatment expenses, which is \$38,257.00 to date and the DES will reimburse the town up to \$16,874.00. It was the consensus of the Committee to recommend a warrant article for \$21,000.00 for 2017, there was an update on the \$1,500.00 Lake Host grant and so far \$820.00 has been spent. For the Milfoil survey areas, the Committee said the 2016 treatments were successful and Milfoil is under control in Lake Winnepesaukee and Merrymeeting River.

Also on September 22nd Philip Wittmann met with Parks and Recreation at Half Moon Lake and it was noted that the property needs to be surveyed and boundary lines need to be identified. The judging of the photos for the photo calendar contest is currently on hold because there were not enough quality photos, the Barbershoppers were a big success this year and it was suggested to increase the event publicity for 2017; there was discussion about the kiosk installation at Jones Field; the master plan was discussed and Jonathan Downing reported that the Lakes Region Planning Commission staff person will get something to Parks and Recreation by end of September. Expenses to be paid out of the Parks and Recreation Revolving Fund to cover: Adventure Week summer camp, Exploration Week summer camp, the 5k race, 5k recertification, the craft fair, pickle ball and the youth soccer program. The structure of Basketball program needs to be restructured due to loss of revenue, negative \$483.00 and the 5k race needs to be recertified and new course is an option to consider. The director completed the recreation soccer league schedule. I clarified my role as a Board representative to the Commission and his responsibility is to report the work of the Commission but not to promote the work ideas. Philip Wittmann would like the opportunity for the Commission to advise the Board on the recommendations at a possible yearly meeting, and there was a discussion about a possible golf tournament.

Lou LaCourse had no updates to report.

Cydney Johnson had no updates to report.

Approval of Selectmen's Minutes:

August 24, 2016

Virgil MacDonald made a motion to approve the minutes of Public Workshop Session, August 24, 2016 as written and Cydney Johnson seconded. The vote was 3-0-2 in favor with John Markland and Virgil MacDonald abstaining.

September 19, 2016

Virgil MacDonald made a motion to approve the minutes of Public Session I, September 19, 2016 as written and Philip Wittmann seconded. The vote was 4-0-1 in favor with Lou LaCourse abstaining.

Cydney Johnson noted the minutes of Public Session I, September 19, 2016 need to be amended as follows: Page 2, under the last paragraph, first bullet amend "Rustic Shores" to read "Rum Point Road".

Cydney Johnson motioned to approve the minutes of Public Session I, September 19, 2016 as amended and Philip Wittmann seconded. The vote was 4-0-1 in favor with Lou LaCourse abstaining.

Philip Wittmann made a motion to approve the minutes of Non Public Session, September 19, 2016 as written and John Markland seconded. The vote was 4-0-1 with Lou LaCourse abstaining.

Cydney Johnson motioned to approve the minutes of Public Session II, September 19, 2016 as written and John Markland seconded. The vote was 4-0-1 in favor with Lou LaCourse abstaining.

Approval of Consent Agenda

Cydney Johnson motioned to approve the Approval of Consent Agenda as written and John Markland seconded with all in favor.

- Promotion ~ Approved ~ Michael Okoniewski; Fire Department, Firefighter/EMT to Firefighter EMT with Certification
- Promotion ~ Approved ~ James Brown; Fire Department, Firefighter/Advanced EMT to Lieutenant/Firefighter Advanced EMT
- New Hire ~ Approved ~ Jeremy Lambert; Fire Department, Probationary Firefighter
- New Hire ~ Approved ~ Esther DiCarlo; Fire Department, Probationary EMT
- New Hire ~ Approved ~ Laura Zuzgo; Assessing Department, Part-Time Secretary
- New Hire ~ Approved ~ Jessica Call; Planning Department, Full Time Secretary
- New Hire ~ Approved Andrew Rawson; Highway Department, Truck Driver
- Land Use Items ~ Approved ~ 2016 Land Use Change Tax; Map 5 Lot 26-1; \$5,900.00; Map 5 Lot 27-3; \$900.00 and Map 6 Lot 37-20; \$6,500.00

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

Jeffrey Clay wished that the people at home could see how Lou LaCourse is dressed tonight. They would be as disappointed as I. A coat and a tie is appropriate as I have told you before and before. You are representing the city, the Town of Alton. Once or twice a month you have a meeting and there is no reason why you can't dress appropriately. You would not allow the Town Administrator to show up to work dressed that way, she would not allow the public employees to dress that way you should be setting the example. You are the role models. If I don't see vast improvement I am going to take a picture and then I am going to write on the worst dressed public body in the State of New Hampshire and send it to the Union Leader.

Starring none other than Mr. LaCourse. If that is what you would like to portray to the entire state continue down this road. People at home don't realize this I am the only person here. There is one other the gentleman from the newspaper but you still have the police officer, a Sergeant in the back sitting there. Time and time again, every meeting you say we need a police officer here. You're wasting the person's talents his skills, his training, his education, everything about it. Just to sit in the back of the room at every meeting. You are costing us thousands of dollars a year in doing so. The only reason you are doing it I'll remind you is solely for intimidation. You owe an apology to the police department and everybody there when you make them sit back there because none of them deserve the punishment that you put them through. Get over yourselves, OK, get over yourselves.

Why bother having bid contracts. You didn't take the lowest bid on the ambulance thing. Why have a competitive bidding process if you are not going to accept the lowest bid. What are the requirements that you are putting out there that the public is not aware of. You put out a bid and say this is what we want X, give us a price on your best X. Here is our best price on X. You pick and choose. Then you have a company here you only got one bid on paving. Well hold on a second. That wouldn't suit me before I spent the taxpayer's money. First I'd find out if I could wait until spring to do it, but the second thing is listen how many people we sent that out to. In fact under the Right to Know law I'm going to request, I want to see all the people we sent out a paving contract to under this requirement right here and why didn't we send out more to get a competitive bid. What is it somebody's relative or something. That's what I'm thinking. Do your jobs. You're supposed to be trying to save money adhering to the rules. Talk about rules for just a minute. I hear you sit there and say we are going to institute some policies for the Parks and Recreation Department. Good Job. How about some rules for you folks? Where is this Board's policies? Where are your policies that govern how you operate? That's what I want to see. I'm sorry am I interrupting over there? That is what I want to see. I want to see your rules for how you. How are we supposed to assess you? We are your employers. What are you above the law, are you above criticism, Well you are not Mr. MacDonald. I will tell you what I'll do, I'll prove it to you very shortly that you are not above the law. You go ahead and read the paper. You people screw us over every day of the week. You just screw us into the ground. Every day it is screw, screw, screw, the people because you don't want to do your job. Doesn't that word sound really great Mr. MacDonald. There are some other words I can use. You like to throw them around. It's your word. Mr. MacDonald replied you screw us every day. Mr. Clay continued you're screwing us every day. Workshops. They are not workshops they are public meetings. Why don't you get over yourselves and stop trying to disenfranchise the public by using the word workshop. It is a public meeting. I'll be attending them all in the future. I'm going to bring my camera and record you and I'm going to do all those wonderful things. But you should be having them right up here and just call it a regular public meeting and let the people show up. You know that would be the nice thing for you to do. The Senior Center what a debacle that's going to be come election day when we are all standing out there in the "friggin" cold. Is that a good word to use Mr. MacDonald is that OK. When you screw us over and the elderly are out in the snow because the building capacity is only so large and we can't use the school anymore that we all paid millions and millions and millions of dollars for. Tens of millions of dollars because the elderly want to be able to sell their cakes and candies and the ramp was too long for them to get up and down up at the high school. So now we are going to go over here and as soon as that building reaches capacity I'm going to make sure the Fire Department is right there and the Police Department. You go one person over capacity and I am going to raise a big stink because you are jeopardizing the health and safety of all of us. You made a wrong choice when you decided to do that especially for the reason I articulated

by the moderator. Because the elderly want to be able to sell their wares and it is too far of a stroll for them to get down to register to vote at the high school. That is a great article. That is what you did to us when you are not paying attention and you are not doing your job. So come November 8th, God I'm praying for a huge snow storm. Have a great day and I hope you resign soon.

Public Input II Closed.

Adjournment

Lou LaCourse made a motion to adjourn and was seconded by Philip Wittmann with all in favor.

The meeting adjourned at 7:15 PM.

Respectfully submitted,

Peggy Hawksley

Peggy Hawksley
Recording Secretary