

ALTON BOARD OF SELECTMEN  
Minutes  
November 5, 2018  
6:00 PM  
1 Monument Square  
Alton, NH 03809  
**Approved: November 19, 2018**

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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

**Agenda Approval**

John Markland made a motion to approve the agenda and Virgil MacDonald seconded.

Virgil MacDonald requested adding to Old Business the Geleas property on Alton Mountain for a street light. Liz Dionne noted that this would be covered under the Town Administrator's Report; Virgil accepted.

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

**Announcements**

- The Town Clerk/Tax Collector's Office will be closed on Tuesday, November 6<sup>th</sup> for the General Election which will be held in the lower level of St. Katharine Drexel Church from 7:00 AM to 7:00 PM.

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

None

**Appointments:**

Barbara Howard; Signage Stockbridge Corner Road

Barbara Howard approached the Board to discuss signage on Stockbridge Corner Road. Barbara voiced her concerns regarding riding horses and narrow escapes with various vehicles on the roadway. She is very upset; she went to the Police to inform them of what was transpiring in the area, feels that signage would be helpful, appropriate, and would be a continuous reminder to people to slow down. This has been discouraging and knows that the Police cannot control ignorance by people.

Cydney Shapleigh voiced that they have notes from Ken Roberts regarding horse signage and they could be ordered however the resident is responsible for payment. Barbara requested the result of the speed study that was done. Police Chief, Ryan Heath explained that the equipment actually malfunctioned so there is a limited amount of data and explained the provided information on the study to the Board and Barbara. In addition, directed patrols were done. John Markland inquired if the intent was to place two (2) signs, one at each end of the roadway, which would be the best option.

It was the consensus of the Board to allow the signs.

Craig Bailey; Reed Road Upgrade for Class VI to Class V

Craig Bailey, Agent for Walter Thomas both were present and approached the Board to ask permission to upgrade 150' portion of Reed Road from a Class VI to Class V standards. Mr. Thomas has been building a residential home after 99 Reed Road; this came after a 2015 subdivision approval, which allowed a covenant to construct a residence with the understanding that he would have to upgrade that portion of the road. They are asking for

permission to begin the work in the right of way. Cydney Shapleigh called on Ken Roberts to speak. Ken feels that there are all kinds of pluses to the town in regards to this upgrade. The driveway is being created as a hammerhead turnaround that we currently do not have. This would be an upgrade from Class VI to Class V standards then they would return to the Board for them to accept it as a Class V roadway for that 150'. Ken offered to oversee the project along with the engineer during the process. There is another parking lot much further up the roadway, which was created by the Forest Society for the trails and will have no effect on it. It will be paved right up to the driveway as well as the hammerhead.

John Markland made a motion to approve Bailey Engineering to begin work on Reed Road to bring it from a Class VI to Class V in the proposed area on behalf of Mr. Walter Thomas and Virgil MacDonald seconded with all in favor of the motion.

### **New Business:**

#### **1. Water Bandstand Committee; Discussion on Land Bandstand**

The Water Bandstand Committee members approached the Board to give a status update regarding the work being performed. Paul LaRochelle thanked the Board for their support and help and gave a brief update stating that the exterior lights have been completed, the only remaining work to be done are the four (4) interior lights (will be on a separate switch) and an upgraded light on the flagpole. It was noted that the work looks great and is very impressive. In addition, the Committee wanted to thank Greg Brooks for the work that he performed. The new plaque that is to be installed was provided to the Board to view. Maintenance was discussed by Jonathan Downing and noted that there should be some money left and hopefully will be available for the maintenance. Funding for the celebration will be worked on by the Committee. Paul continued that the Committee planned on discussing with the Board the land bandstand and an offer to assist with helping with the work on that project however they noticed that the Parks and Recreation Department has begun the renovations. The Committee was under the impression that they did not have the time or enough manpower to start the work. Again, the offer to assist was voiced along with concerns and suggestions regarding code compliance, ADA accessibility, rails, etc. not knowing if these would be addressed. Liz Dionne called upon Ken Roberts and Kellie Troendle who met with her today in regards to the land bandstand. Liz stated that the rails will be placed in kind, the support beams have held up very well. Kellie stated that the plan is to replace on the bandstand just what needs to be replaced and to look exactly as it is without changes or improvements. Previously there were discussions brought forward by Joan Blackwood. Jonathan Downing intervened that the current rails do not meet code; perhaps the Code Officer needs to do a review and that there may be some simple solutions for an ADA ramp. Nancy Merrill asked if there were any plans for any lighting around the bandstand and suggested that the Board look at the new lighting around the Water Bandstand and it would be very attractive to have the same lighting around the land bandstand. It is very economical and would tie the two together. We should be very proud of our community. Nancy asked if it would be possible to do some lighting around the land bandstand. It was noted that there is additional lighting string left over from the Water Bandstand project however, they do not have the bulbs. Cydney Shapleigh summarized that the Water Bandstand Committee would like to come up with a plan for the land bandstand. Paul LaRochelle stated that this was the original plan but seeing that the project is moving forward they would just be offering to help and happy to assist if necessary. Nancy Merrill is looking as the land bandstand being the platform for the Water Bandstand celebration day. Nancy continued that they are in the beginning stages for the celebration and asked if the Select Board would have any funds available. The response was they would need to write a separate Warrant Article. Future yearly maintenance was mentioned; Cydney noted that any money left over in this Warrant Article would be good for two (2) years. A change of use Warrant Article would need to be done to change it to a Capital Reserve. Liz Dionne noted that there is already a Capital Reserve for such stating that it would be up to the Board if they wanted to have an annual Warrant Article to add to the fund for the continued maintenance. The Article would need to be done next year to move the money, if any money was left over and it can be used next year for annual maintenance.

#### **2. Highway Department; Sealcoating and Calcium Chloride Bids - Approval**

Ken Roberts presented the Board with his recommendations for the Sealcoating and Calcium Chloride Bids. Ken explained that these bids are for the next three years.

John Markland made a motion to approve Connecticut Sealcoating LLC for the Crackseal Bid for the next three years and Rocky Mountain Farm Co. for the Calcium Chloride Bid for three years and Virgil MacDonald seconded with all in favor of the motion.

### 3. Highway Department; Discussion on Connex Box Storage Units

Ken Roberts explained that some of the moves that would be happening in 2019 would require storage and what storage he has now is full. He contacted a local vendor for Connex Boxes which are rodent proof and water proof. He stated that nothing would be stored outside if the move is approved in March. He states that he has room for the three boxes now. Liz Dionne explained that it would be about \$7,000.00 for this move. She stated that Ken does not have the funds in his budget and she does not have the funds in her budget. Liz stated that at the end of this year there will be funds leftover in the Legal Budget. Virgil asked if there was an estimate on the surplus because that money should go back to the taxpayers. Liz stated that she does not have an estimate at this time. She stated that if there is a motion to do this that it should be done out of this year's legal budget. She stated that next year there are going to be some litigation issues. John Markland asked if it was illegal to move money from one budget to another. Ken stated that the Board of Selectmen have the right to move the money around. Virgil MacDonald asked if Ken was down a man this year and Ken stated that he was. Ken stated that that money is being expedited to some projects coming up. Liz stated that according to DRA, the Board of Selectmen are the only ones who can move money from one budget to another. Cydney Johnson asked why this needed to be done now. She stated that she feels like the cart is being put before the horse. Virgil agreed. Virgil stated that it should wait until the move gets approved. Phil Wittmann agreed. Ken stated that it didn't make any difference to him.

It was the consensus of the Board to wait until the voters approve the combining of the departments.

### 4. Fire Chief Beaudoin; Discussion of Future Public Safety Building

Chief Jim Beaudoin and Chief Ryan Heath approached the table. Jim stated that the Central Station has been brought up several times. He stated that it is on the CIP with no plan. He would like a Warrant Article to be done so they can start a Needs Assessment. This would give the idea of needs, locations, and possible costs. He stated that Chief Heath's needs are not as bad. Jim stated that if they are looking at a Safety Building in the future, Chief Heath's input is important. Chief Heath stated that at a cost standpoint it doesn't make sense to look at repairing individual buildings. He stated that it makes more sense to go to a Public Safety Building. It is the consensus of the Board that a Warrant Article is a good idea.

### 5. Fire Department; Outfitting Command Vehicle - Approval

Jim Beaudoin presented the Board with his recommendations for outfitting the Command Vehicle. He stated that the paper that he gave them is incorrect. He asked the Board to ignore the bottom where it mentions the tires and rims. He stated what he would like to have done which includes wiring, lights, radios, and lettering. He stated that each company was missing something. Global is the one that had pretty much all of what he was looking for. Cydney asked if it would come within the amount in the Warrant Article. Chief Beaudoin stated that it does.

John Markland made a motion to approve the outfitting of the Command Vehicle to the quote given by Global in the amount of \$20,339.00. Virgil MacDonald seconded with all in favor of the motion.

### 6. Fire Department; Outfitting for Forestry Vehicle - Approval

Jim Beaudoin presented the Board with his recommendations for outfitting the Forestry Vehicle. He mentioned the work already done. Cydney Johnson asked if this was within the amount of the Warrant Article and Jim stated that it was.

John Markland made a motion to approve the Chief's recommendation of outfitting the Forestry Vehicle to the quote given by Global. Phil Wittmann seconded with all in favor of the motion.

John Markland asked if the remaining two items are being taken care of. Jim stated that the Board is the only ones who can expend from the Capital Reserve Fund.

John Markland made a motion to approve the Winch and the Tools requested by the Fire Chief in the amount of the Winch- \$2065.00, Hand Tools- \$500.00, and Pump Fittings- \$250.00 out of the Capital Reserve Fund. Cydney Johnson seconded with all in favor of the motion.

## 7. Fire Department; Replacing Central Station Heating System - Approval

Jim Beaudoin stated that he is looking for approval to put a bid out for replacement of the heating system at Central Station. He stated that he went online and found a calculator that helped him determine how big of a unit that needed to be in each area of the station. He explained the type of heating units he wants for the different areas. He explained all the issues that they have been having with the current system.

It was the Boards consensus to go out to bid.

### Old Business:

#### 1. West Alton Community Center; Jalbert Contracting Revised Proposal - Approval

Liz Dionne called Mr. Jalbert to the table. She explained how the Board approved a bid by Mr. Jalbert to do certain things at the Community Center. Mr. Jalbert put together a second quote for any extra things that may need to be replaced. Mr. Jalbert stated that he put together the second quote if in the event that some of the plywood would need to be replaced when the shingles are removed. He stated that he would have the Building Inspector take a look and give his opinion. He stated that he was planning on starting it next week.

Virgil MacDonald made a motion to allow the extra \$3500.00 for the plywood. Phil Wittmann seconded. 3 yes and 1 no (John Markland).

### Selectmen Reports

Phil Wittmann reported that he met with the Old Home Week Committee and discussed how it went. He then went to ZAC meeting that went over 5 proposed amendments. He stated the he went to the Cyanobacteria meeting in New Durham where there were representatives from the EPA, Federal, Fish & Game, and the State.

Virgil MacDonald had nothing to report.

John Markland stated that CIP met and finalized the chart and it will then go to the Planning Board.

Cydney Shapleigh had nothing to report.

### Town Administrator Report by Liz Dionne

#### Street Light Request, Geleas/Banker Property; Alton Mountain Road

Liz asked Russ Wilder to come to the table. He provided maps to the Board. He stated this is an agreement that would allow for access to the trails and parking for the trails as well as snowmobiles. It was started by the Town approving a Warrant Article. The Conservation Commission has been out there clearing brush. Mary Lou Banker mentioned that she would like to add a street light at the end of the street. Russ stated that he emailed Jim Sessler about it. He stated that it would have to be town approved. Virgil asked if a Solar Light would work. Cydney was concerned that the light might be too close to their house.

Virgil MacDonald made a motion to allow the street light. John Markland stated that he would like to revisit it. He would like to take a ride out there to look at it. Phil Wittmann stated he would like to put it on hold. Russ suggests they take a ride out and look at it.

#### Workshop Date with the Planning Department

Liz Dionne stated that she has a couple of workshop dates. The dates would be given to the Town Planner to take to the Planning Board. She stated that it is about Class V, Private, road standards, frontage requirements, Class VI, paper streets, etc. It was the consensus of the Board that November 27<sup>th</sup> or 28<sup>th</sup> would be good.

#### Legal Budget

Liz Dionne stated that she brought the Legal Budget to the Budget Committee last week. She stated that it was cut last year from \$40,000.00 to \$35,000.00. She asked if it would be okay to increase it to the original \$40,000.00

due to possible litigation coming next year. It was the consensus of the Board that it would be alright to increase it to \$40,000.00.

#### Press Release

Liz Dionne stated that she had a draft press release that the Board had asked for. Cydney Johnson asked if the Town normally does a press release with the Tax Rate. Liz stated no. Liz stated that during discussion it was brought up. Virgil MacDonald stated that he disagrees with it. Virgil stated that he thinks they should make a motion to move any surplus back onto taxes and just seal the spending in the Town Hall and the whole Town. Phil Wittmann seconded the motion. Further discussion: Virgil stated that there should be a spending freeze and the surplus put back to the taxpayers. Cydney stated that it was too late that the tax rate had already been set and the tax bills sent out. Phil Wittmann withdrew his second.

#### Approval of Minutes

##### October 10, 2018

John Markland made a motion to approve the minutes of Public Workshop Session, October 10, 2018 and Virgil MacDonald seconded. The vote was 3 approved, 1 abstention, Cydney Shapleigh.

##### October 11, 2018

John Markland made a motion to approve the minutes of Public Workshop Session, October 11, 2018 and Virgil MacDonald seconded. The vote was 2 approved, 2 abstentions, Cydney Shapleigh and Virgil MacDonald.

##### October 15, 2018

John Markland made a motion to approve the minutes of Public Session, October 15, 2018 and Virgil MacDonald seconded. The vote was 3 approved, 1 abstention, Cydney Shapleigh.

##### October 16, 2018

John Markland made a motion to approve the minutes of Public Workshop Session, October 16, 2018 and Virgil MacDonald seconded. The vote was 3 approved, 1 abstention, Cydney Shapleigh.

##### October 18, 2018

John Markland made a motion to approve the minutes of Public Workshop Session, October 18, 2018 and Virgil MacDonald seconded. The vote was 2 approved, 2 abstentions, Cydney Shapleigh and Virgil MacDonald.

##### October 24, 2018

John Markland made a motion to approve the minutes of Public Workshop Session, October 24, 2018 and Phil Wittmann seconded. The vote was 3 approved, 1 abstention, Cydney Shapleigh.

##### October 29, 2018

John Markland made a motion to approve the minutes of Public Workshop Session, October 29, 2018 and Virgil MacDonald seconded with all in favor of the motion.

John Markland made a motion to approve the minutes of Non-Public Workshop Session, October 29, 2018 releasing #1 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 and Phil Wittmann seconded with all in favor of the motion.

2. 2018 Timber Warrant

Roberts Cove Inc	Map 19 Lot 36	Operation 18-011-11-T	\$1664.62
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3. 2017 Abatements

Gary G Bahre	Map 21 Lot 5-3	Hopewell Road	\$5,033.00
Gary G Bahre	Map 21-5-4	142 Hopewell Road	\$21,552
Robert P & Sandra L Bahre	Map 21-5-5	144 Hopewell Road	\$34,596

4. 2017 Carry Forward Abatements

Gary G Bahre	Map 21 Lot 5-3	Hopewell Road	\$5,476.00
Gary G Bahre	Map 21-5-4	142 Hopewell Road	\$23,446
Robert P & Sandra L Bahre	Map 21-5-5	144 Hopewell Road	\$37,636

Approval - Raffle Permit Application; Alton Centennial Rotary Club November

Approval - Police Department -New Conditional Hire; Nathan Ayotte, Part-time Patrol Officer, \$19.56 per hour.

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

Loring Carr stated that he was present when the Board gave the Bandstand Committee the authority to have work done under \$4999.00 and they won't need quotes. He stated that he doesn't think that is good practice. He thinks it puts the burden on them. He doesn't think it's a good policy anymore. He asked what the Selectmen's increase to the Budget Committee was. Liz Dionne stated that it was the same. She doesn't know the exact. Loring asked about the shipping containers. He feels that there are tongue and cheek comments being made. He asked if there is a new structure now. Cyndey Johnson stated that she could not answer because she was not present. Virgil MacDonald stated that they are changing Grounds and Maintenance over to Ken Roberts. Loring stated that the project in the Alton Bay parking area used a lot of man hours. He stated that it seems that you are taking hours away from road work for pet projects. He further stated that the roads need to be fixed too.

Dave Hussey stated that there are no specs for Private Roads. He stated that the Planning Board is running into it constantly. He suggested taking 2 people from each Board to make a committee. There are no regulations for private roads and stated it is a problem here in Town.

Bob Holt stated that the Water Bandstand looks like a million bucks. He stated that they did a good job. They took an initiative. He states that there is a serious problem with ditches on roads. There are a lot of problems. He states that a lot of it is maintenance. There should be a schedule.

Joe Haas from Gilmanton stated that he sent an email. He is here to talk on property taxes. Cydney Johnson asked if he was a tax payer in Alton. Joe stated that he owned land in Gilmanton. Cydney asked if the Board would like to vote to allow him to speak. It was consensus of the Board to let him speak. He asked if the tax bills have already been sent out. He sent emails out to all the candidates. He asked to be put on as an agenda item. He stated that RSA 76:11-A gives the Town the authority to put an information sheet in the tax bills when they go out. He was hoping that the Board would welcome and encourage how property is being taxed right now; it is unlawful. He stated it would be nice if the Board would meet with another Board of Selectmen.

Ray Howard stated that he likes Virgil's idea of a spending freeze. He also stated that he is concerned about putting a light in for the snowmobilers. He would like to see less spending.

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

- Scott Rowe; Improvements to Chamberlain Road

It was the consensus of the Board to allow the appointment for a future meeting.

**Non-Public Session:**

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

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

**Adjournment**

The meeting adjourned at 7:48 PM.

Respectfully submitted,

*Mary K. Jarvis*

Mary K. Jarvis  
Recording Secretary