

ALTON BOARD OF SELECTMEN  
Minutes  
November 20, 2017  
**Approved: December 4, 2017**

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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 staff members were present:

Cydney Johnson, Chairwoman  
Virgil MacDonald, Vice Chairman  
Philip V. Wittmann, Selectman  
John Markland, Selectman  
Reuben Wentworth, Selectman - excused absence  
Elizabeth Dionne, Town Administrator

**Agenda Approval**

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

**Announcements**

- Town Offices are closed on Thursday and Friday, November 23<sup>rd</sup> and 24<sup>th</sup> for the Thanksgiving Holiday

**Appointments**

**Jonathan Downing and Steve Parker; Alton Bay**

Cydney Johnson invited Jonathan Downing and Steve Parker to the table to discuss their concerns regarding Alton Bay. They were informed that this was scheduled for a ten (10) minute meeting.

Speaking as residents they voiced their concerns regarding the Water Bandstand, Land Bandstand and the wall at Harmony Park. Mr. Downing concentrated on the Water Bandstand. He stated he is interested to getting it “shining” again. He is aware that a new roof was put on it but there is additional work that needs to be done. Kellie Troendle provided him with an update on the Capital Reserve, which was established in 2014 for maintaining, and repairing the Water Bandstand with 20K appropriated. Due to weather, projects have been delayed. The roof work was completed and paid for at approximately \$7,500.00 leaving a balance of roughly \$13,540.00. Visually the Bandstand looks fine from a distance. The following items need to be repaired/replaced:

- Vinyl Siding; falling off
- Ceiling; needs painting
- Algae; deck (few years)
- Lighting; antiquated

Mr. Downing took it upon himself to obtain estimates to get the work done, to make it look right again as follows:

- Level Deck; \$1,000.00 to \$1,500.00
- Painting; \$1,000.00
- Replace Lighting; better fixtures
- Vinyl Siding; Replace with Simplank product
- Ceiling Paint
- Flag Pole (fiberglass with cross arm); \$3,500.00

The total costs that he came up with is roughly estimated at \$12,500.00 with a 1K contingency for a total of \$13,500.00 which will be close to what is left in the Capital Reserve. He would be happy to provide this information to the Town Administrator. He shares a personal interest as his family originated the Bandstand in the 1920's. The purpose of the Bandstand was to hold boat races and band concerts with a loudspeaker system to the mainland. He would like to see that considered again. Steve Parker stated that there are only two (2) of these Bandstands in the whole country and it is a treasure to the people that live on the lake and is one of the most important structures to the Town of Alton. The condition is disgraceful and should be at the top of the list to maintain. It has been neglected for many years. Mr. Downing gave a brief history of the Bandstand. He feels that nobody is doing anything to improve the conditions or to administrate or dedicate someone to get the work done and he voiced he doesn't feel that the Parks and Rec Department has the manpower to get it done. Steve Parker voiced concern regarding the stonewalls in the Bay. Jonathan Downing mentioned the land bandstand which has not been painted; let's get it freshened up by at least painting it. In addition, the retaining wall that was built at Harmony Park was paid for with Barbershop Jamboree money. The work done last year repairing it could have been done without putting the stone riprap in front of it as they did. Now they are recommending pre-cast concrete panels that look lousy in his opinion. Steve Parker interjected stating there are many stonewalls in the Bay and has a problem with tearing down part of the history and replacing it with a manufactured product; he would like to see the old fashioned rocks go back with underpinning put underneath the Harmony Park wall. In addition, he noted that the other walls in the Bay need to be maintained by Shibley's and the public docks. It all seems to be forgotten. Alton Bay is what brings the money to this Town and what bring the people to the Town. Other ports on the lake look nice and feels that ours is being neglected. He voiced 73.3% of the tax revenue comes from the Bay. In addition, he voiced across from the beach the stones say Alton it should say Alton Bay and that has been neglected too.

At this time, Jonathan Downing requested additional time with the Board for another meeting; Cydney Johnson informed him to contact the Town Administrator to make arrangements.

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

None

Public Input closed.

## New Business

### Emergency Management Performance Grant for Trailer & Command Vehicle Enhancement Project

Ryan Heath approached the Board; he provided quotes that were not previously available. The grant is for the Emergency Management equipment and will allow the equipment that is in multiple locations to be consolidated into an enclosed trailer. It would mean a more timely response and to be more organized in an emergency. There are two (2) shelter locations, PMHS and the Senior Center however there is a third option for the offsite evacuation point for mass casualties at the school, which is St. Katharine's Church. The application includes an 8'x20' all aluminum V-nosed trailer, which would be set up with a pintle hook allowing it to be hauled by the Humvee; he must have a vehicle that can haul it. The SUV's do not have the hauling capacity to haul this size trailer fully loaded. The only other option would be using a vehicle from another department and is not realistic during an emergency situation. The other portion of the Grant is the barricade equipment with a quote provided for signage. This Grant has been in the works for over a year; we have encumbered money from last year and money was budgeted this year. The Grant has changed a couple of times with the configuration from Highway Safety now there is a local match for this Grant. The State has specified the items it will cover: trailer, barricade equipment, for the vehicle they will purchase a radio for communicating with mutual aid communities and cover lighting, sirens and things of that nature. These quotes were presented. The local match needs to be there no matter what, we either match with money or we do something with it to benefit the Town; a vehicle set up to do this is a benefit to the Town on many different levels. With the encumbered money, the budgeted money and money that was budgeted for the radio (now the grant will cover that). The Hardtop and labor were originally going to be covered under the Grant but it was flipped so now they are not going to allow it but the emergency equipment will be allowed. Currently the Humvee is not operational due to the top having large gaping holes in it, taking in water and freezing in the vehicle itself. None of the emergency equipment in the vehicle works at this time. All the equipment has been taken from old vehicles and we have made it work. A photo was provided for a permanent install, complete hardtop and complete doors with functioning windows. The Grant has a 50/50 match and donations are included. Donation lines are included with the quotes and will become part of the "soft match"; there is a total of approximately \$5,400.00 in donations that we don't have to come up with. Photos were shown of the current condition of the Humvee with the biggest issue being the soft top with no ability to secure the vehicle. Once the vehicle is operational, it can be used for many other purposes and be a benefit to the Town. It can create a lot of awareness through public events. John Markland questioned the year of the vehicle with a response of 1988 with 25K in miles. It was a gift to the Town in 2008/2009; it was through the Lesso Military program and was applied for not gifted. Further, John questioned previous discussions about monies being put into the vehicle to get it operational. The work was done through the Highway Department and old equipment was utilized as much as possible. Minimal money was used to get it operational and it is still operational except for the soft top. Cydney Johnson stated that our share is \$24,999.00 however with the donation it would be roughly \$19,500.00, Ryan was in agreement with that amount and it would come from the encumbered money, the budgeted amount and the extra

money that was budgeted for the radio which is now covered through the grant and there is money in his budget for some of the emergency equipment that will now be covered. There is a deadline of December 13, 2017 for the paperwork submission.

Virgil MacDonald made a motion to allow Ryan Heath to accept the terms of the Emergency Management Performance Grant (EMPG) as presented for Emergency Management Trailer & Command Vehicle Enhancement Project in the amount of \$24,999.00 for the purchases with a total project cost of \$49,998.00 with a 50% match and Cydney Johnson seconded. The vote was 3 approved, 1 opposed; John Markland.

## **Old Business**

### **Police Boat Update**

Cydney Johnson suggested that this item be moved to the next meeting agenda in order for all members to have a copy of the island calls, for review.

Ryan Heath noted a need to explain the provided copy as it is not call specific to just the island properties it is a combination of water related calls. This list does not include calls that were farmed out to Marine Patrol while our boat was down (these are not available). The calls for service needed to be marked by hand and have been highlighted. There are currently 19 open island building permits that are in need of inspections. The three specific questions that were asked at the last meeting:

1. Using the Revolving Fund; the answer is No
2. Warranty issue; instead of a refurbished hull it has been proposed to replace the hull which will provide a ten (10) year warranty vs. one year on the refurbished. In addition we will go to a single drive motor opposed to a dual motors with a municipal three (3) year warranty from Honda
3. Smaller boat; 20' boat is \$58,787.00

The bigger issue is for the Code Enforcement Department who has to jump through a lot of hoops to get out to the islands. The hull replacement is the best utilization of money opposed to scrapping the whole boat and getting the warranty and the best option.

It was the consensus of the Board to place this on the next agenda so that the Board had the opportunity to fully review the calls.

## **Selectmen Committee Reports**

Phil Wittmann had nothing to report.

John Markland reported that he met with the Budget Committee who began their process and found it humorous that it only took an hour to review the 13 million dollar School budget versus the Town budget.

Virgil MacDonald had nothing to report. He meets with Planning tomorrow.

Cydney Johnson had nothing to report.

### Town Administrator Report by Liz Dionne

#### Building and Assessing Department Vehicles

As previously requested an additional quote has been obtained for the Assessing and Building Department vehicles. Liz is recommending that the money for the purchase be taken from excess surplus at the end of the year, which has approximately 300K due to employment vacancies; we will not have that much next year. The Assessing vehicle is not usable and the Building vehicle is following very close to it; just learning today that one of the straps holding the gas tank has broken it has rusted off and cannot be reattached. Both vehicles are a hazard and liability to anyone using the vehicle(s) and a hazard to others in general should something happen. The quotes were provided and are for six (6) vehicles, which are all the same so this is comparing apples to apples. In addition, other small SUV's and small pickup trucks were looked at. Other quotes have not come in yet however; these quotes do involve municipal discounts. John Markland questioned if the warranties were the same at each dealership; Liz did not have that information but assumes that they would all be similar. Cydney Johnson voiced she is not in favor of obtaining any manual transmission vehicles. There was no mention about free oil changes for the life of the vehicle and may not even be pertinent with the Highway Department doing that service. Standard Tacoma vehicles will no longer be made after this year. An automatic vehicle is the preferred vehicle in order to allow other departments to use the vehicle if necessary, as not everyone knows how to drive a standard vehicle.

Cydney Johnson made a motion to go with the low bidder on the automatic transmission for \$25,800.00 and John Markland seconded.

Further discussion: Phil Wittmann voiced concern on the automatic transmission with Cydney stating it really should be in order to allow all users who might not know how to drive a manual transmission vehicle. This is for two (2) vehicles so it would be \$25,800.00 times two (2). Cydney called the vote on the table with 3 approved, 1 opposed, Phil Wittmann.

Further discussion: Phil questioned getting one (1) vehicle this year and one (1) vehicle the following year; spreading it out a bit. Virgil mentioned doing a Warrant Article. There is a current need for two (2) vehicles with both being in disrepair. With a large CIP coming forward next year and the unexpected money from the unfilled positions it is best to take advantage of this situation.

Phil rescinded his previous vote now voting yes. The vote is now unanimous.

#### Bay Project

This is a housekeeping item; it was discovered that when the Bay project for the historical gazebo was completed letters of thanks were sent out to those that volunteered however, three (3) people from the Highway Department were omitted from receiving a letter. Liz is

requesting that if the Board wouldn't mind re-signing individual letters for each person. The Board was in agreement.

#### Workshop Date; CIP Presentation

A Workshop date and snow date needs to be set for the CIP presentation inviting the Budget Committee.

The Board agreed on November 28, 2017 at 6:30 PM. If this date does not work, Mary will poll the Board for another date. No snow date was set.

#### Workshop Date; Warrant Articles Review and Recommendation

A Workshop date and snow date need to be set for review of the Warrant Articles.

The Board agreed on December 13, 2017 at 6:30 PM. No snow date was set.

#### Cyanobacteria Committee

For informational purposes regarding the 20K Warrant Article for the Cyanobacteria Committee Watershed Study. Liz found out that New Durham will be putting the 20K in their budget as a line item instead of a Warrant Article. Our Warrant Article has been re-worded that it be contingent upon their budget passing rather than their initial proposal.

#### January Meetings

The first meeting in January actually falls on the New Year's Day holiday; our offices are closed. Liz suggested to move the meetings in January to the 2<sup>nd</sup> and 4<sup>th</sup> Monday's of the month. The Board was in agreement to flipping the January meetings.

#### Approval of Minutes:

Cydney Johnson made a motion to approve the minutes of Public Workshop Session, November 1, 2017 and Virgil MacDonald seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the minutes of Non-Public Workshop Session, November 1, 2017 divulging all and Virgil MacDonald seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the minutes of Public Session, November 6, 2017 and John Markland seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the minutes of Non-Public Session, November 6, 2017 divulging all and Phil Wittmann seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the minutes of Public Session II, November 6, 2017 and Virgil MacDonald seconded with all in favor of the motion.

**Approval of Consent Agenda**

John Markland made a motion to approve the Consent Agenda and Virgil MacDonald seconded with all in favor of the motion.

**1. 2017 Added Tax \$523.00**

Justin & Darlene Webster	24 Sleeper Island	Map 73 Lot 21	\$523.00
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**2. 2017 Administrative Abatement**

Calden Francis & Eda	Mount Major Hwy Dock	Map 36 Lot 33-1D	\$51.00
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**Public Input II (limited to 5 minutes per person on any Governmental/Town Business)**

Michael Gelinias representing the Powder Mill Snowmobile Club approached the Board. The club previously had permission from 1998 to 2013 to use a section of Hayes Road. It was moved down the road to Irving Roberts property however the landowner on the other side of road took away the permission to use his property. He had some issues with the Town and is mad with everybody. With the permission being previously granted and never been taken away he asked if they could still use this access or do they need to gain permission again? Liz felt that they would need to be granted permission again because it has changed since the original approval. Cydney Johnson voiced that she thought the Board should see some kind of map to see what is being sought. Mr. Gelinias did not realize the time necessary and has already dropped off a map and request for appointment and asked for a waiver of the process, not knowing what the weather will do. Liz Dionne stated it will be scheduled for the next agenda for approval of a Discretionary Appointment for a following meeting. Cydney sees the point but never having rescinded the previous permission to use the road but wants to be sure that there won't be trouble in using it again. Mr. Gelinias gave an overview of the circumstances behind the revoking. Cydney Johnson stated that this will need to come before the Board at the next meeting.

Cydney Johnson made a motion that the Board approve and waive the rules and bring it to the next meeting on December 4, 2017. The Board agreed.

Ryan Heath approached the Board in reference to the Emergency Management grant; he noticed that specific language needs to be stated if the Town Administrator signs the Grant. Cydney acknowledged it was all set.

Patrick O'Brien, President of the Alton Fireman's Association approached the Board. There has been some discussion over the past few days about the Fire Association's contribution to the Greater Lakes Region Children's Auction and the fact that we no longer hold a conventional boot drive in the road. Several year's ago he was told that the Board collectively

decided that we shouldn't be collecting money in the middle of the road. The efforts were moved to the area businesses and the income declined from several thousand dollars to a couple of hundred dollars; last year our contributions were minimal. The Town was still supported very well and comparable to year's past. Patrick wanted to come back to the Board to make sure it was still the stance of the Board. Cydney Johnson voiced and believed that this is a state law. Ryan Heath was consulted; it is a state RSA and they are enforcing it. In addition, Cydney mentioned that Belmont is holding their boot drive in three (3) separate locations and suggested to Patrick that this be done here. Patrick voiced concerns that this is where we get into mixed issues if the Association does the drive then we would need permission from the Board/Town for the use of the trucks and volunteerism can be an issue. The Circle Store has been very helpful, Hannaford does not allow so we set up at Meredith Village and we were considering the Transfer Station however then you are just targeting Alton residents. Cydney suggested Monument Square as it is not a State road; Ryan will need to look at the law as it may read public way and leaves the door open, he is happy to pull the paperwork. Furthermore, the RSA outlines and it may refer to any travel portion of or in the roadway. Ryan will refer to the original paperwork he was sent. Patrick had no specific deadline and would like to reserve the Monument Square location contingent upon the findings Chief Heath comes up with. The Chief doesn't feel that it would be an issue. Suggestions were made for the Bay parking lot and across from the Fire Station. It is unknown if it needs to be Fire Department personnel or could it be any volunteer; Patrick would need to check with the insurance company or they could sign a waiver. For full disclosure, John Markland made it known that he is the Executive Director of the Greater Lakes Region Children's Auction so he will not comment on the issue.

Cydney Johnson made a motion to approve Monument Square, Bay parking lot and across from the Central Fire Station as locations for the department to hold a Boot Drive for the Greater Lakes Region Children's Auction.

Further discussion: Patrick mentioned that they would probably only need two (2) locations, maybe the Bay and Monument Square just because the traffic on Route 140 is a bit fast, in a valley with not a lot of time for drivers to process what is taking place. Liz Dionne voiced the need for the Fire Chief to be allowed to weigh in on the subject.

Cydney Johnson amended the previous motion to add with approval of the Fire Chief and Virgil MacDonald seconded. The vote was 3 approved, 1 abstention; John Markland.

Mr. O'Brien gave a quick update regarding funding for the Airboat; to date they have raised approximately 14K. The Board congratulated their efforts and Patrick thanked the donors and Board for the support.

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

None



**Non-Public Session:**

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

**Roll call vote:**

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

**Adjournment**

The meeting adjourned at 7:09 PM.

Respectfully submitted,

*Mary K. Jarvis*

Mary K. Jarvis  
Recording Secretary