

ALTON BOARD OF SELECTMEN
Minutes
November 26, 2024
(Approved - December 10, 2024)

Chairman P. LaRochelle convened the meeting at 6:00 PM.

P. LaRochelle led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence. The following staff members were present:

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Paul LaRochelle, Chairman
N. Buonopane, Vice-Chairman
Andrew Morse, Selectman
Richard Shea, Selectman
Drew Carter, Selectmen
Ryan Heath, Town Administrator

Agenda Approval

R. Heath stated that he would like to add #4 under Old Business Budget. N. Buonopane made a motion to approve the agenda for November 26, 2024 as amended and A. Morse seconded with all in favor of the motion.

Announcements

- The Public Participation Policy applies to all Selectmen meetings. A copy of it is on the back of each agenda, posted outside this meeting room, and on our website.
- In observation of Thanksgiving, Town Offices will be closed on Wednesday, November 27 and Thursday, November 28.

Public Hearing 6:05pm

Acceptance of Dobbins Way as a Town Road

P. LaRochelle opened the Public Hearing at 6:05 pm.

S. Nix approached the table. He is here representing 74 Valley Road LLC. The reason he is here tonight is to ask the Town to accept Dobbins Way under Section 5 of the Road Policy. The reason that they are not doing the acceptance is because when this subdivision was originally approved in 2009 ownership of the road wasn't retained by the contractor. They didn't understand at that time what was happening so under common law, when the lots are sold, the lots actually own half the road. The easiest way to deal with that is to have the selectmen lay the road out. There's many of the lot owners are here. The houses are built, the road was built to town standards. It was inspected. All of the security was put in place and the subdivisions basically built out at this point. All of the owners over there have wave damages, so there's no damages that are due for this particular lay.

S. Garland, DPW Director approached the table. He stated that the only issue he has was who would be responsible for a garden in the center of the cul-de-sac.

R. Heath wanted to let the Board know that this entire packet has gone to Legal and everything was looked at. Everything is as it should be for a Class 5 Road.

J. Kowalik approached the table. He asked what criteria the Town used for plowing. S. Garland explained the process.

R. Matzelle approached the table. He asked how long before the Town would take over the road. N. Buonopane stated that as soon as it is accepted by the Board.

N. Buonopane made a motion to accept Dobbins Way as a subdivision Class 5 Road for layout and A. Morse seconded with all in favor of the motion.

The Public Hearing closes at 6:22 pm.

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

None

Appointments

None

New Business

1. CIP

R. Heath stated that this is the CIP or Capital Improvements Plan. It is a guideline for the board of Selectmen. It's a recommendation from the committee based on presentations from the department heads on capital reserves only with regards to long term purchase items. These recommendations were brought forward by the department heads, then discussed with the committee. Some were increased based on the need, some were decreased based on the need or how immediate the need was, or how much time we could sort of allow it to space out. R. Heath went through some of the changes to the Plan.

2. Water Bandstand Requested Use - Wedding

C. Cassavaugh and B. Newhouse approached the table. They are looking to rent the Water Bandstand for their wedding in October 2025. There will be three people on the Bandstand with all other spectators in their boats surrounding the bandstand.

N. Buonopane made a motion to approve the request for using the Water Bandstand for a wedding venue and D. Carter seconded with all in favor of the motion.

3. Fire Department - Vacation Carry Over Request

J. Reinert, Fire Chief approached the table. He stated this is a request from Captain O'Brien looking to carry over and additional 14 hours of vacation time above the allotted 96 hours.

N. Buonopane made a motion to grant the carryover for Patrick O'Brien based on Chief Reinert's recommendation and D. Carter seconded with all in favor of the motion.

Old Business

1. Police Department - Police Cruiser Graphics Proposals

T. MacDougall, Police Chief, approached the table. He stated that in April or May the Board motioned to allow the purchase of the new Tahoes. He did not have a recommendation for graphics at that time. They have done some investigating and have come up with a more streamlined graphics package. He explained what the graphics will look like.

N. Buonopane made a motion to allow the Police Chief to expend \$5,800.00 from the Police Detail Revolving Account for the removal and installation of police graphics on Police Department cruisers by Moosebrook Signs with \$650.00 of that amount to be reimbursed to the Police Department Operating Budget for expenses already incurred and R. Shea seconded with all in favor of the motion.

2. Tax Collector/Town Clerk - Newfound Title Search Contract Renewal

R. Heath stated that this is just a contract renewal for Newfound Title Search which was used last year. The Town Clerk would like to continue utilizing them.

P. LaRochelle made a motion to accept Newfound Title Search contract for 2025 for the Town of Alton and N. Buonopane seconded with all in favor of the motion.

3. Finance Department - Auditor's Contract Renewal

R. Heath stated that this is a contract renewal for the auditors. They are the auditing company that the Town has used for many years.

D. Carter made a motion to accept the Roberts and Green Proposal for the auditor's contract renewal and A. Morse seconded with all in favor of the motion.

4. Budgets

R. Heath stated that the Budget Committee has approved all of the budgets as presented with the exception of Patriotic Purposes. They voted to increase that line by \$12,800.00.

N. Buonopane made a motion to amend the Patriotic Purposes to \$33,990.00 as proposed and D. Carter seconded with all in favor of the motion.

R. Heath stated that the next thing Budget wise are the Default Budgets.

P. LaRochelle made a motion to approve the Water Department 2025 Budget at \$538,474.00 and N. Buonopane seconded with all in favor of the motion.

D. Carter made a motion to accept the Proposed Default Budget for 2025 representing an increase of \$207,264.00 for a total of \$9,729,012.00 and A. Morse seconded with all in favor of the motion.

Selectmen Reports

P. LaRochelle stated that last week there were several issues with the Transfer Station being closed two days during the week. He would like S. Garland to look into this and possibly coming up with a solution.

N. Buonopane stated that he had a Planning Board meeting that went well.

A. Morse had nothing to report.

R. Shea stated that he had an HHW meeting.

D. Carter stated that he had a Budget Committee meeting.

Town Administrator Report

R. Heath stated that the first two things are for informational purposes. The first are the Draft Warrant Articles. He wanted the Board to be able to review them for the next meeting.

R. Heath stated that the next thing is a Finance Software proposal for the next meeting. He wanted the Board to review it ahead of time.

R. Heath stated that the last thing is the 319 Grant for Mill Pond. He did have a meeting with several individuals that morning and they did not get the grant. The New Hampshire lakes have received an excessive amount of ARPA Funds for projects. The New Hampshire Lakes in conjunction with DES are going to fund \$100,000.00 for that project.

Approval of Minutes

November 12, 2024 - Public Session

N. Buonopane made a motion to approve the minutes of November 12, 2024 Public Session and A. Morse seconded with all in favor of the motion.

November 18, 2024 - Public Session

N. Buonopane made a motion to approve the minutes of November 18, 2024 Public Session and A. Morse seconded with 4 in favor of the motion and one abstention (AM).

Consent Agenda Approval

R. Shea made a motion to approve the Consent Agenda for November 26, 2024 as presented and N. Buonopane seconded with all in favor of the motion.

1. Notice of Limitations/Waiver of Liability

28 Bickford Lane, Map 44/Lot 3, Euphoria Revocable Trust, Elisabeth Biemann, Trustee
9 Peggy's Cove Road, Map 40/Lot 21, David & Michelle Kern
13 Hummingbird Lane, Map 41/Lot 46, Marie Casaccio Trust F/B/O Eric P. Casaccio

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

None

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

None

Non-Public Session

P. LaRochelle moved at 7:32 pm to enter nonpublic Session under RSA 91-A: 3, II, a (personnel). A. Morse seconded. Roll call vote:

P. LaRochelle - yes N. Buonopane III - yes R. Shea - yes
D. Carter - yes A. Morse - yes Roll call vote carried unanimously.

At 7:32 pm Chairman LaRochelle convened the nonpublic session with the following people present:

P. LaRochelle, Chairman
N. Buonopane III, Vice-chairman
R. Shea, Selectmen
A. Morse, Selectmen
D. Carter, Selectmen
R. Heath, Town Administrator
S. Garland, DPW Director

P. LaRochelle moved at 8:02 pm to exit the nonpublic session. N. Buonopane seconded. Roll call vote:

P. LaRochelle - yes N. Buonopane III - yes R. Shea - yes
D. Carter - yes A. Morse - yes Roll call vote carried unanimously.

P. LaRochelle moved to 'not divulge' item two of the minutes because divulgence of the information likely would adversely affect the reputation of any person other than a member of this board or render the proposed action of the board ineffective. N. Buonopane seconded. Roll call vote:

P. LaRochelle - yes N. Buonopane III - yes R. Shea - yes
D. Carter - yes A. Morse - yes Roll call vote carried unanimously.

Public actions.

P. LaRochelle motioned to promote Arthur Caissie to Grounds and Maintenance Team Leader with a starting rate of \$24.00 per hour. R. Shea seconded. Motion Carried

Adjournment

P. LaRochelle moved at 8:03 pm to adjourn. A. Morse seconded. Motion carried.

Respectfully Submitted,



Stacy L. Bailey
Recording Secretary