

ALTON BOARD OF SELECTMEN  
Meeting Minutes  
February 6, 2017  
6:00 PM  
1 Monument Square  
Alton, NH 03809

**Approved: February 22, 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 members and staff were present:

Cydney Johnson, Chairwoman  
Lou LaCourse, Vice Chairman  
Philip V. Wittmann, Selectman  
Virgil MacDonald, Selectman - Excused absence.  
John Markland, Selectman  
Elizabeth Dionne, Town Administrator

**Approval of the Agenda**

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

**Announcements:**

- The Deliberative Session will be held on Tuesday, February 7<sup>th</sup> at 7:00 PM at PMHS. If necessary, there is a snow date on the 8<sup>th</sup> and a continuation date on the 9<sup>th</sup>. The Moderator has indicated will make a decision by 5:00 PM tomorrow on whether he will postpone the meeting to Wednesday due to the weather.
- Town/City Clerk's Offices along with the DMV offices will be unable to process new or renewal registrations over the President's Day holiday weekend, beginning Friday, February 17<sup>th</sup>, 2017 and will be resuming transactions on Wednesday, February 22<sup>nd</sup>, 2017.
- The next election will be held on March 14<sup>th</sup>, 2017 from 7:00 AM to 7:00 PM in the lower level of St. Katharine Drexel Church, 40 Hidden Spring Road.

**Appointments:**

Joan Blackwood, Alton Garden Club along with Kellie Troendle, Parks and Recreation Director were present for discussion on the proposed Monument Square Landscaping project.

This project was presented last month, Ms. Blackwood is looking for approval from the Board to move forward with the project which will be more colorful gardens potentially with perennials for the fall months. She is also looking for approval to move the hydrangea from the monument location over to the Museum. This would allow for the monuments to be seen clearly. She would like to remove the sign and replace it with a plaque of some sort, with the understanding that a plaque has already been designed but not purchased yet through

McKinney Signs. It was clarified that it is the street sign that reads Monument Square. Ken Roberts was called to the table regarding the removal of the sign and if it would be allowed. His response was that it potentially could be relocated to near the stop sign at Depot Street with a T-top on it so it shows both Depot Street and Monument Square, it has to be identified for 911 purposes. The current sprinkler system was mentioned. The walkways will be around the monuments with entryways to view them. John Markland requested that each of the proposals be named #1, identified as Monument, Monument, Monument and #2, Civil War, WWII, Vietnam; for clarification. John prefers #1, Ms. Blackwood had no preference explaining that each design is unique within itself. Cydney Johnson questioned if there would still be grass, the answer was “no, it would be bark mulch with pathways of either stone or it could be grass. In checking with Parks and Recreation, they prefer not to even deal with grass. Once it is mowed then you would spread grass into the bark mulch so it is not quite as nice”. Kellie Troendle voiced that it has been challenging with the grass that is why the irrigation system was installed, it was high maintenance to lay out the hoses with the sprinklers and comments were received about them being on different times of the day. This would be nice solution to bring the monument area to a focal point in Town, making it more visible and to bring in more color to the Town. Kellie felt that they were not successful in the past keeping the area nice. The sprinklers heads could be replaced if necessary. Lou LaCourse questioned the #1 design marked with annuals, perennials and small shrubs, #2 was not marked the same; Joan stated it would be the same. The only difference is the layout of the walkways. After clarification, Lou prefers #1 and Phil Wittmann concurs. Joan would like to see a timer installed in order to run the sprinklers in the evening. It could be battery operated opposed to electrically connected.

Cydney Johnson made a motion to accept the Garden Club proposal, design #1 for Monument Square, with many thanks and Lou LaCourse seconded with all in favor of the motion.

Ms. Blackwood further requested that they place two (2) bigger trees for shading by the benches in the Bay area where there is a large island. There is enough grass in that location; they will check with the irrigation person to be sure that there will be no interference with them. Cydney Johnson asked Ken Roberts if there would be any concerns with this. Ken’s only concern from the Town’s perspective would be that the branches don’t interfere with the sidewalks. The setbacks would be approximately 5’ to 6’ with trees that have high enough branches. There is also one (1) other tree that needs to be placed in the other island area due to the fact that the Garden Club took down a tree which was a memorial tree; this needs to be replaced with possibly a crabapple tree. The trees need to be zoned for our area. This will be brought back to the Board for final approval to be sure that the tree size will be acceptable. Again, Joan Blackwood was thanked.

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

Jeff Clay voiced he has absolutely no confidence in the Town Administrator and blames the Board for this. There is still no job description to provide expectations for such, wondering how you can supervise Departments without. He further questioned where are the policies and procedures for conducting business and to regulate the Board? The only policy he sees is the Public Participation Policy; he cannot find any other policies that regulate the Town anywhere, wondering how the Board justifies doing nothing for the past three (3) years, voicing audacity for them running for re-election. Jeff questioned how many lawsuits had the

Town lost and how much in Attorney fees has been spent during the Boards tenure. Further he voice you might get re-elected because people know you but don't think it is based upon your good performance. Some things have been done but they have been done badly. He also voiced he would like to see someone else become Chairman of the Board.

### **New Business:**

#### **Special Event Application; Winter Carnival**

Roger Sample was present to represent the Alton Business Association to answer any questions. Roger stated that there is always a concern about weather with a plan "b" submitted which would be at the end of the parking lot. We usually have Fish & Game give the "thumbs up" for the safety of the ice. Up until the date of the event, there is no certainty. The Police Department does not appear to have any concerns. A few years ago we needed to use the parking area which was from the bandstand to the realty office and would that would be where it would be again, if need be.

John Markland made a motion to approve the Special Events Application for 2017 Winter Carnival for Sunday, February 19, 2017 and Phil Wittmann seconded with all in favor of the motion.

#### **Road Reconstruction Discussion**

Ken Roberts was present to give an overview of the potential road reconstruction work to be done in 2017.

The following will be done with topcoats that are due for a cost of approximately \$304,725.00

**Places Mill Road**  
**Rines Road**  
**Dudley Road**  
**Frohock Brook Road, Shoulders**  
**Chestnut Cove Road**  
**Bay Hill Road**

The following will be reconstructed +25% with gravel and drainage having a cost of approximately \$492,754.00

**Woodlands Road** - Plans to finish  
**Barnes Avenue** - currently cold mix, falling apart  
**Drew Hill Road** - from Hayes Road to the dirt section previously constructed by a private company, believed to have ledge underneath which must be stripped down, add geo-tech and bind it back up with gravel for binding  
**Gilmans Corner Road** - drainage issues from Drew Hill intersection to Route 28 to Quarry Road potentially to be done in two (2) phases.

Ken Roberts noted that the work will be approximately \$797,029.00 of the 950K. Ken is looking for permission for a big hammer to be brought in on Woodlands Road to break up the

ledge feeling that there is not enough to call a blaster in to do the work. The cost for this is somewhere between 15K to 20K per month which will be the most economical; he would like to identify the bad areas before bringing in the machine. Taking out the ledge and performing the necessary drainage work. If there is any time left he would then like to take the machine over to the Cemetery to handle the rocks that the Town's two machines cannot handle. He is also asking for permission to send the tree bid out for Woodlands Road and would like to do so during the winter months. This does not require a Public Hearing due to it being part of the original proposal. He has an estimate from a company and with that said, there is enough money for this; it would still require Board approval. There was a question brought forth earlier about sidewalks. Ken stated that there are some that need to be looked at by the Board but one in particular would be the one from Parker's Marine that goes to the Dockside but does not continue to the beach. There are sidewalks on Route 140 that are incomplete and another down by Mary Doherty's house that still needs to be finished. We can then plan on the next phases which would be School Street/Church Street. There is a Warrant Article being presented for sidewalks this year. It was Ken's feeling that the one from Parker Marine to the beach is the most pressing sidewalk in the Bay area.

John Markland made a motion to approve the Road Reconstruction presentation as presented and Lou LaCourse seconded with all in favor of the motion.

Cydney Johnson made a motion to allow the Highway Manager to put the tree cutting bid out for Woodlands Road and Lou LaCourse seconded with all in favor of the motion.

### **Old Business:**

#### **HVAC Project; Motion to approve Partial Payment**

John Markland made a motion to approve a partial payment of \$24,000 to KPMB Enterprises, the winning bidder for the Town Hall HVAC system, which was awarded on May 2, 2016. Said payment of \$24,000 to be paid for out of the General Fund and to be reimbursed out of the Clough Morrell Trust in a subsequent motion and Lou LaCourse seconded with all in favor of the motion.

John Markland made a motion to authorize \$24,000 to be withdrawn from the Clough Morrell Fund to reimburse the General Fund for the \$24,000 partial payment to KPMB Enterprises for work on the Town Hall HVAC system and Lou LaCourse seconded with all in favor of the motion.

#### **Town Administrator's Report and Updates** by Liz Dionne

##### **Water Bandstand**

The Board was informed that Tim MacDonald (T-Mac) has been spoken to, he is aiming to begin the work on the Water Bandstand on Friday, February 10<sup>th</sup> or Monday, February 13<sup>th</sup>.

##### **Auction of Tax Deeded Properties**

Liz Dionne is looking to get approval from the Board to move forward with holding an auction possibly this summer on tax deeded properties; she would like to do this once a year or every other year in order to get the properties back on the tax role. More information will be forthcoming. These properties have been held by the Town for more than the three (3) year required period. It was the consensus of the Board to move forward.

### Article 26; Benefit Expendable

Liz Dionne informed the Board that there is a motion which will be found in your Deliberative meeting binders. This will be needed for Article 26 at the first session of Town Meeting to increase the amount of that Article from 30K to 50K. This is for the employee benefit expendables for retiring employees. The Finance Director feels that this should be increased. Liz noted that any amendment at the Deliberative Session needs to be in writing so it will be available to submit to the Moderator.

### Hazardous Mitigation Plan

The Hazard Mitigation Plan is in its final stage. You will be receiving a copy of the plan shortly in an electronic version for your review. There will be a copy available in the reading file. This has a 7 to 10 day public review period. This needs to be updated every 5 to 7 years for FEMA; if this is not done we would not be eligible for applying for federal grants or during disasters for federal reimbursement. It will be available on the website and will be brought to you at the next meeting by the Emergency Management Director on February 22, 2017 for any comments. It then goes to the Feds for their review then back to the Board for your approval.

### Selectmen's Committee Report

Cydney Johnson asked Liz Dionne if she had an opportunity to speak with Virgil MacDonald in regards to the meeting with DOT on the rumble strip issue. Liz had not spoken to him. Cydney noted that Virgil was able to go to a meeting with tDOT along with our State Representatives. Cydney stated that this is still out there in the forefront and is still being worked on for the Route 28 North corridor with hopes of getting relief for the folks in that area.

Phil Wittmann met with the Parks and Recreation Commission. Among some of things discussed were the master plan, signage for Quannippi Trail, the bed race and scavenger hunt have been taken over by ABA, basketball update, skating rink, Light Up Night (huge success), summer event ideas for the 2017 programs and the Recreation Revolving Fund. An overview of the Directors report was provided. Other business discussed was Alton Bay Community Center bid, Alton Bay Bridge Lights and everybody seems happy with the rewriting of the Commission's bylaws. Complaints about the sidewalks were discussed which was believed to be that people are dumping snow in the roadways.

Lou LaCourse mentioned that both the Conservation and ZBA meetings were cancelled due to lack of requests.

### Approval of Selectmen's Minutes:

January 18, 2017

John Markland made a motion to accept the minutes of Public Session I, January 18, 2017 as written and Cydney Johnson seconded with all in favor of the motion.

John Markland made a motion to accept the minutes of Non-Public Session I, January 18, 2017 opening #2 and #3 and Lou LaCourse seconded with all in favor of the motion.

John Markland made a motion to accept the minutes of Non-Public Session II, January 18, 2017 opening #3, #4 and #5 and Cydney Johnson seconded with all in favor of the motion.

John Markland made a motion to accept the minutes of Public Session II, January 18, 2017 as written and Lou LaCourse seconded with all in favor of the motion.

January 23, 2017

John Markland made a motion to accept the minutes of Public Workshop, January 23, 2017 as written and Lou LaCourse seconded with all in favor of the motion.

John Markland made a motion to accept the minutes of Non-Public Workshop, January 23, 2017 and Cydney Johnson seconded with all in favor of the motion.

**Approval of Consent Agenda**

John Markland made a motion to approve the Consent Agenda dated January 4, 2017 as presented and Lou LaCourse seconded with all in favor of the motion.

Liz Dionne noted that there was an updated Consent Agenda at each of The Board members place setting.

John Markland made a motion to approve the amended Consent Agenda at the Boards place setting and Lou LaCourse seconded with all in favor of the motion.

**1. 2016 Administrative Abatement**

Gerald J & Ellen Kennedy	Map 65 Lot 72-INT-003	Elm Street ¼ Interest	\$187.00
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**2. 2016 Added Tax \$374.00**

Northcott Johnathan & Alaine	Map 65-72-INT-004	Elm Street	\$187.00
Ekstedt Karl & Linda	Map 65-72 INT-003	Elm Street	\$187.00

**3. 2016 Land Use Change Tax**

Green Oak Realty Dev LLC	398 Suncook Valley Rd	Map 5 Lot 72	\$14,230
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**4. 2016 Administrative Abatement-request to Rescind**

Aiello Lisa	1439 Wolfeboro Hwy # 63	Map 19 Lot 8-2-63	\$125.00
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Approval of new hire; Fire Department, Jonah Farrow, Student Intern; \$11.75 per hour.

Approval of new hire; Highway Department, Joseph Bahnsen, Truck Driver \$14.47 per hour.  
**Public Input II** (*limited to 5 minutes per person; subject matter - any Governmental/Town Business*)

Jeff Clay approached the Board stating that he has a lot of reasons he has no confidence in the Town Administrator; feeling that each time a public Town employee is at a meeting he hopes that overtime is being paid. He does not understand how you can pay the Town Administrator over 100K in salary and benefits when the Board clearly wants to be both the Town Administrator and the Board; we clearly do not need a Town Administrator! Your hands (referring to the Board) are in everything, you don't even allow her (Liz Dionne) to run the Town the proper way. Again, he referred to the Town employees having to attend the meetings. They need to go to the Town Administrator give her the facts then she should present it to the Board on their behalf. Mr. Clay guarantees that the Board is talking with the Department Heads outside of the Administrator's knowledge; they know they shouldn't be doing this. You refuse to adhere to the policies, as there are no policies. You should get rid of the Town Administrator because the Board is doing all the work. Mr. Clay questioned why we have bids go out if they are not being awarded to the lowest bidder specifically referring to the ambulance bid; you need a bid policy, it's not fair, it breeds contempt. There is no integrity in the system. Mr. Clay brought up the Warrant Articles stating we must be a very wealthy Town; year after year, there are Warrant Articles for every charity in the book. Does the Board ever validate if these are 501 charities and he would like to see the law that says you can even put a charity on a Warrant Article. Mr. Clay's time expired.

**Non-Public Session I:**

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

**Roll call vote:**

John Markland, yes  
Philip V. Wittmann, yes  
Lou LaCourse, yes  
Cydney Johnson, yes

**Adjournment**

The meeting adjourned at 6:50 PM.

Respectfully submitted,

*Mary K. Jarvis*

Mary K. Jarvis  
Recording Secretary

