

ALTON BOARD OF SELECTMEN

Minutes

March 19, 2018

6:00 PM

1 Monument Square

Alton, NH 03809

Approved: April 2, 2018

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, Arrived at 6:39 PM

Philip V. Wittmann, Selectman, Excused Absence

Virgil MacDonald, Selectman

Reuben Wentworth, Selectman

Elizabeth Dionne, Town Administrator

Agenda Approval

Reuben Wentworth made a motion to approve the agenda and Virgil MacDonald seconded. with all in favor of the motion.

Liz Dionne, Town Administrator received a request from a Selectman who is currently on his way to the meeting that the reorganization of the Board and Committee Appointments be delayed towards the end of the meeting in order for him to be here.

It was the consensus of the Board to delay and move that item to after the approval of the Selectmen's minutes. The amendment held with all in favor.

Reorganization of the Board

Delayed to later in the meeting.

Announcements:

- Town road weight limits are in effect until further notice.
- 2018 Dog Licenses are available in the Town Clerk's Office and are due no later than April 30th. A rabies clinic is scheduled for dogs and cats at the Alton Central Fire Station, 65 Frank C. Gilman Highway (Route 140) on April 21st from 12:30 PM to 2:00 PM. The cost per shot is \$15.00 and microchipping is available for \$40.00. Dog licenses are available at the clinic for Alton residents only.

Appointments:

- NH Department of Transportation; Tobey Reynolds & Leah Savage

Tobey Reynolds, DOT Project Manager, Leah Savage, DOT Design Lead and Zach Schmidt, DOT Design Engineer were present to give an overview of the planned culvert replacement project. This project is part of the culvert betterment program, which is a State program for replacement around the state through a priority list based on condition and location. It is all state funded with no federal or town funds. Challenges are right-of-ways (ROW), property impacts outside the ROW and traffic control for the construction. Tonight's focus is the traffic control that is being proposed for this project. We would like feedback from the town regarding emergency response, special events, abutter input, etc. The environmental impact is being investigated with natural, cultural and social impacts and trying to minimize such in and around the project area. We need to comply with the National Historic Preservation Act for all buildings and structures over 50 years old. The culvert crosses under NH Route 11, east of the Gilford/Alton Town line adjacent to Riley Road crossing over the Batchelder Brook. It travels through a rail culvert from the 1890's, it is in great condition and will not be impacted then outlets into Lake Winnepesaukee. The existing culvert is a hybrid culvert stone box from 1918 on the outlet end, the inlet end, is an extended metal pipe. The stones on the top of the culvert are beginning to cave in, warranting the replacement to keep the integrity of the culvert. The proposed design is to remove the existing hybrid culvert and replace with a concrete box. It will have a natural bottom to replicate a natural streambed. Other work will be updating the existing guardrail to meet today's standards. Traffic control in the area, due to the narrow nature of the roadway will cause difficulty; the best option is to have nighttime closures and detour traffic to Route 11A during low volume nighttime periods for approximately five (5) nights. This will allow construction in a shorter amount of time. The work would not be done over weekends, holidays or special events. It also minimizes impacts to properties, utilities, stream, construction timelines and costs. There is no way to have two (2) lane traffic. The planned time period is the summer of 2019; concerns were voiced about the businesses in that area which might shut them down and the possibility of the flow affecting the town beach in that area. This will be advertising in November 2018 with the work during the summer of 2019, somewhere from mid-May to September. The total cost is approximately 500K. Another concern voiced is emergency vehicles especially if there is a call on that side of Alton adding to response time or delivery time to a hospital. As far as traffic control is concerned, it would be mostly with signage. The closure details are still being worked on but likely closed at 11A towards Gilford and at 11B towards Alton with signs for local traffic only; police presence is not really needed during the closure however there will be times during the day when the contractor will be doing something which may need police presence for that activity. Nighttime does present some concerns being such a heavily traveled road and an officer from one side or the other would be helpful at night. In reference to emergency vehicles would it be feasible to have mutual aid notified with the surrounding towns from one side or the other; this would be encouraged for the towns and is typically, what NH DOT sees. The Fire Chief was in attendance and indicated it would be possible.

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

Ray Howard approached the Board regarding the previous NH DOT discussion. Last year Route 11A was completely closed for a period of time. At the time Gunstock had input for that closure, they recommended October; it worked well. Mr. Howard suggested that October would be a good timeframe for the culvert replacement for less impact between seasons. In addition, he wanted NHDOT to be aware that this is a sensitive smelt brook; that time of year would have less impact.

New Business:

Water Bandstand Inspection

John Dever, Code Official was present to discuss the inspection report he provided to the Board. He explained that he inspected the water bandstand in February. Photos were provided from various times of the year. The biggest issue of concern is the condition of the supporting crib. It is obvious that there has been some settling in places primarily on the eastern side (Route 28A). Work has been done in the past but most recently, Winnepesaukee Marine Construction leveled the crib. There is a split in the center 6x6 beam. The decking is worn but could be scraped, cleaned and sealed. The scrapings would need to be contained using heavy tarps and curtained to capture the debris so it doesn't end up in the lake. There is lead paint but it is not a project that would require a lead contractor to perform the work. A good pressure washing is needed. Last fall John went out with Greg Brooks (electrician) to view the electrical. There are a lot of extension cords; this would not be difficult to address by checking and replacing outlets by using the ones in the eaves opposed to just the center outlet. Our bandstand is very unique.

Reuben Wentworth stated that the work that was proposed and approved by Warrant Article has charged the Selectmen with putting a committee together, he implied to John Dever that maybe he could sit down, make recommendations for that committee, when it is formed, especially with the decking for using an acrylic stain. The electrical a main concern. John will continue to request an estimate from Greg Brooks. Reuben asked John if he would be available when the committee is formed, John replied "yes, absolutely". John strongly feels that a marine contractor should look at the project to see what they think will be necessary to address the crib.

Fire Department Shift Coverage

Ryan Ridley, Fire Chief approached the Board to discuss shift coverage. Ryan is looking for direction from the Board with what is in the current budget, which is 212K for wages, 91K for stipends and 65K, which was voted and appropriated for the intent of shift coverage to cover 24 hours a day at the Fire Station in lieu of having people on call, from home. Cydney asked if the 65K and the 91K would allow for two (2) people to be at the station fulltime. Ryan responded "yes, this is for both day and night coverage". Last year it was roughly 179K which included EMS training and nighttime calls. All amounts considered we could feasibly cover 24 hours a day. There have been some open shifts since January with hopes that they can attract the current staff. They have coverage each day of the week. There may be a need for some additional hires with some already in the works. This would decrease response times and we would have coverage for the community. Concerns were voiced about coverage at night which is an unknown at this time. The hope is that more people will sign up for shifts because they know that they are going to get paid and they are going to be at the station and not responding from home. Some nights is will be more expensive some nights it will be less expensive. People will be more willing to sign up for coverage. People will be limited to 2 shifts(24 hour) per week to avoid exhausted workers and to avoid overtime issues.

Cydney Shapleigh made a motion to authorize the Chief to count the 65K that was raised on the floor by Warrant Article using it for fulltime shift coverage and Reuben Wentworth seconded with all in favor of the motion.

Ryan reiterated that this is a very positive move for Alton.

On another note, Reuben asked if proposals for a new ambulance was obtained. Ryan responded "not yet and is hoping to have them in a couple of weeks".

Highway Department Trucks

Ken Roberts, Highway Road Agent approached the Board with his recommendations for the Highway Department for three (3) different vehicles as follows:

1. 2018 Dodge Ram 2500 4x4; \$36,772
 - a. Will be outfitted with power windows, liners, radios, etc. as done on other trucks

Reuben Wentworth questioned whether three (3) quotes had been obtained from different businesses and the reasons for not obtaining quotes specifically from other Dodge dealers. Ken responded that through Poulin we receive Fleet Program pricing and he feels that nobody can come near the pricing obtained. Town policy reads anything over 5K requires quotes and we have made other departments follow the policy.

It was the consensus of the Board that this vehicle go out to bid.

2. 2018 International 7400 SFA 6x2; 6-Wheeler, \$115,649
 - a. This vehicle is higher priced; trying to bring the fleet in line with all the same vehicle for maintenance purposes. This vehicle will be just be the dump body, we will use the sander and it will be outfitted from the military vehicle with the plow assembly.

Currently we have two (2) 10-Wheeler Internationals and three (3) 6-Wheeler Macks with a long range plan to change the vehicles to Internationals.

3. 2018 International 7600 SFA 6x4; 10-Wheeler, \$199,364
 - a. This vehicle is fully equipped

Reuben Wentworth made a motion to approve the \$115,649 for the 2018 International 6-Wheeler quote and Virgil MacDonald seconded with all in favor of the motion.

Reuben Wentworth made a motion to approve the \$199,364 for the 2018 International 10-Wheeler fully outfitted (sander & plow) and Virgil MacDonald seconded with all in favor of the motion.

Appointments to Boards, Committees & Commissions

Moved to Non-Public Session.

Old Business:

None

Selectmen's Committee Report

Reuben Wentworth reported that there are no changes with the Water Department; there is a meeting this week. He noted he did not attend the Cyanobacteria meeting and there is a Budget Committee meeting Wednesday night at 6:30 PM.

Note: At this time Selectman John Markland arrived at the meeting.

Virgil MacDonald had nothing to report.

Cydney Shapleigh had nothing to report.

John Markland had nothing to report.

Town Administrator's Report and Updates

DOT Offer; Parcel for Sale

Liz Dionne reminded the Board that at the last meeting she had brought to their attention two (2) parcels that the State was offering to sell of which they did not show much interest. The following day another letter was received for another parcel being offered at the intersection of Route 28 and 28A; there is an issue with a state ROW in front of the property and they do already have a buyer for this parcel. Liz is not recommending interest in this parcel.

Virgil MacDonald made a motion to allow the State to sell the properties.

It was the consensus of the Board to decline the right of first refusal.

Policy Amendment - Out of State Training

Liz Dionne provided, as previously requested from the Board, an amendment to the Employee Manual in regards to out of state training, which included the current policy and the proposed policy. Reuben Wentworth questioned the particulars regarding out of town and out of state conferences. Currently Board approval is necessary for out of state travel. This has presented problems in the past. The majority of the Board supported out of state travel, needs Board approval and should be brought to the Board by the Department Head, John Markland was fine with it as written. Liz is to re-work the amendment and bring back to the Board for approval.

Approval of Selectmen's Minutes:

March 5, 2018

Reuben Wentworth made a motion to approve the minutes of Public Session I, March 5, 2018 and Cydney Shapleigh seconded with all in favor of the motion.

Cydney Shapleigh made a motion to approve the minutes of Non-Public Session, March 5, 2018 divulging #3 and Reuben Wentworth seconded with all in favor of the motion.

Approval of Consent Agenda

Reuben Wentworth made a motion to approve the Consent Agenda and Cydney Shapleigh seconded with all in favor of the motion.

1. 2017 Abatements

Spaulding, Janet Louise	116 Smith Point Road	Map 64 Lot 7	\$599.00
Courtney, James & Maureen	98 Echo Point Road	Map 41 Lot 25	\$637.00
Lorraine J Louder Trust	26 Railroad Avenue	Map 63 Lot 9	\$212.00
Porter Street Rlty Trust	184 Smith Point Road	Map 64 Lot 21	\$3,225.00

2. 2017 Abatement Denials

Carder Daniel E	149 Route 11D	Map 51 Lot 11-1	-0-
J E & K M Smith Trust	124 Smith Point Rd	Map 64 Lot 11	-0-

3. Veteran's "All" Vets Credit

Leach Ronnie	235 Main Street	Map 31 Lot 4	\$500.00
--------------	-----------------	--------------	----------

4. Veteran's Credits

Russell Paul R	34 Osprey Road	Map 6 Lot 1-47	\$500.00
Kesler, John	15 Stagecoach Road	Map 21 Lot 26	\$500.00

5. Land Use Change Tax

Secinaro Robert & Kathy	Old Wolfeboro Road	Map 15 Lot 9-2	\$5,500.00
-------------------------	--------------------	----------------	------------

6. Solar Exemption

Doherty Erik & Andrea	417 Dudley Road	Map 4 Lot 30-3	\$17,596.00
-----------------------	-----------------	----------------	-------------

Board Reorganization

John Markland made a motion to appoint Cydney Shapleigh as Chairman of the Board and Virgil MacDonald seconded. The vote was 4 approved, 1 abstention Cydney Shapleigh.

Virgil MacDonald made a motion to appoint John Markland as Vice-Chairman of the Board and Reuben Wentworth seconded. The vote was 4 approved, 1 abstention John Markland.

Reuben Wentworth voiced he would remain on as a Water Commissioner.

Any committees given to Phil should be revisited once he reviews to be sure he is comfortable with them.

	2017	2018
--	-------------	-------------

Chairman Board of Selectmen	Cydney Shapleigh	Cydney Shapleigh
Vice Chairman Board of Selectmen	Virgil Macdonald	John Markland
Planning Board	Virgil Macdonald	Virgil Macdonald
Planning Alternate	Phil Wittmann	Phil Wittmann
Budget Committee	Reuben Wentworth	Reuben Wentworth
Budget Alternate	John Markland	John Markland
Parks & Recreation	Phil Wittmann	John Markland
Conservation	Virgil Macdonald	Virgil Macdonald
ZBA	Reuben Wentworth	Reuben Wentworth
LRPC	Table	N/A
Household Hazardous Waste	Cydney Shapleigh	Cydney Shapleigh
BECDC	Cydney Shapleigh	Cydney Shapleigh
Milfoil Committee	John Markland	Phil Wittmann
Zoning and Ordinances (ZAC)	Virgil Macdonald Cydney Shapleigh, Alternate	Phil Wittmann John Markland, Alternate
Old Home Week Committee	Phil Wittmann	Phil Wittmann
CIP	Cydney Shapleigh	John Markland
Cyanobacteria	Cydney Shapleigh Reuben Wentworth	Phil Wittmann

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

Ray Howard approached the Board to voice he had just spoken to the NH DOT representatives who gave tonight's presentation. They would be willing to entertain a request from the Selectmen to perform the work in late September/early October. The only thing that would change the plan would be the paving may not be able to be done at night it would need to be done during the day. They would be willing to work with that schedule if the Board was accepting with a formal request.

Steve Parker approached the Board and was glad to see that the work was moving forward with the Water Bandstand. He questioned what and when would it be decided upon for the work and if there would be a committee for such. Cydney responded "yes". In addition, Mr. Parker questioned the rock walls in the Bay area focusing on the Harmony Park walls. Discussion ensued regarding the particulars of the wall such as rocks vs. blocks, costs, no drainage, discussions at Deliberative Session, advertisement, bidding process, attendance at meetings, Warrant Article vote, etc. Mr. Parker voiced his displeasure stating that the Bay is a sensitive issue and he won't like seeing that type of wall. He feels that the Town is making a mistake; it should be fixed right and maybe it should be brought up again.

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

□ Gilman Library Trustees

Liz Dionne noted that she was not in the office when this request arrived and was asked if it had been run by Attorney Sessler; it had not. Cydney Shapleigh mentioned this might need to be in a Non-Public Session discussion Reuben Wentworth agreed without knowing the subject matter. Liz felt that Attorney Sessler should be present when it is scheduled.

It was the consensus of the Board to request more information before making a decision.

Non-Public Session I:

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

Roll call vote:

Reuben Wentworth, yes
John Markland, yes
Virgil MacDonald, yes
Cydney Shapleigh, yes

Adjournment

The meeting adjourned at 7:06 PM.

Respectfully submitted,

Mary K. Jarvis

Mary K. Jarvis

Recording Secretary