

ALTON BOARD OF SELECTMEN

Meeting Minutes

Public Session I

April 20, 2015

6:00 PM

1 Monument Square

Alton, NH 03809

Approved: May 4, 2015

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
R. Loring Carr, Selectman
Philip V. Wittmann, Selectman
Virgil MacDonald, Selectman
E. Russell Bailey, Town Administrator

Lou LaCourse, Vice Chairman arrived at 6:02 PM

Approval of the Agenda

R. Loring Carr made a motion to approve the agenda as presented and Phil Wittmann seconded with all in favor of the motion.

Appointments:

Steve Parker ~ Water Bandstand

Steve Parker recently took a walk out to the water bandstand which in his opinion is in disrepair. There is drip edge hanging off the roof and a hole just below the roof, it is unlevel and he doesn't think that the composite material is the right way to go as it doesn't seem to adjust to the natural bending of the crib. He continued that there is a need for some professional attention, possibly bringing in a barge company to do the leveling repairs. The crib itself appears to be in good shape noting that Winnepesaukee Marine Construction had previously done work on the structure. At this time Cydney Johnson interjected stating that this would need to go out to bid. Steve Parker continued describing the Bandstand as a treasure. We need someone to fix roof and the soffit. There were lights around the perimeter of the bandstand and Steve would like to see it like it was in the 40's/50's. Cydney Johnson stated that the Board would discuss. Steve further voiced that the Board needs to address these issues before the 4th of July and offered boat service to access the bandstand.

Joshua Monaco ~ Website Review

Joshua Monaco was thanked and introduced; he then provided an overview presentation of the Town's new website, which has not gone live yet. The key features of the new website were explained and the fact that the website could be modified at any time to add additional features. Each section of the new website was reviewed noting that it is a contact management system which is basically managed by the town, which makes it easier for the employees to update the site.

E. Russell Bailey explained that we have eliminated the public access channel at a cost savings to the town, the media costs would be approximately \$300.00 a year. The hosting company we use now is insufficient; we will need to go to a higher level of hosting. Because we are doing all of this in house it this will eliminate the outside person who has been used to do all the updating of the website. The old site was costing us about \$1,200.00 to \$1,400.00 and the new site will be about \$1,800.00 which is an increase of \$400.00, so it is a slightly higher cost. This has all been built into the budget and there is money in the PEG budget. The cost is about \$500.00 per year for unlimited text messages and alerts up to 25K; we can increase that to 50K for an additional \$100.00. There are a lot of advantages for residents to have auto text or email by signing up from the website which would be new for us and a benefit for the residents.

Virgil MacDonald questioned the where the Library was on the website; voicing a concern that it should be located with all the departments.

Cydney Johnson questioned if this was compatible with a Mac? Josh replied "yes".

R. Loring Carr inquired as to the location of Community Webpages which is under the links section.

Phil Wittmann questioned the go live date; with a response of at least a month after approval, the site must be finished and the staff must be trained.

Cydney Johnson commented that the website seems to be very user friendly and suggested a link be put on the site to google maps for the town beaches and town resources.

Joshua Monaco pointed out that the site was still in the development mode and that this was just a brief overview of what has been currently done with a lot more to come.

Lou LaCourse inquired as to what percentage of the website was complete? Josh replied about 75%.

E. Russell Bailey noted that we need to sign up with the hosting company; once approved it would need to be activated. Josh estimated that it would be under a month for completion. The Board expressed their pleasure to the new website.

R. Loring Carr made a motion to proceed with the new website and Phil Wittmann seconded with all in favor of the motion.

BOARD OF HEALTH

R. Loring Carr made a motion to Recess as the Board of Selectmen and to convene as Board of Health and Lou LaCourse seconded with all in favor of the motion.

John Dever, Code Enforcement Officer was present along with May and Tom Varney to present the septic waivers.

Septic Waiver Request, Map 63 Lot 37 ~ Toye; 85 Rollins Road, 3 requests for this property:

There is nothing on record for the existing system; renovations are being done to the home. The new system is less intrusive, it has a dug well and the home is going from a three (3) bedroom down to a two (2) bedroom home.

- Tank to Open Drainage 75' Required 57' Actual
- EDA to Culvert 75' Required 62.5' Actual
- EDA to Wetland 75' Required 52.5' Actual

There is also a 2:1 fill extension being requested instead of the normal 3:1 due to the steepness of the lot.

Lou LaCourse made a motion to allow the waiver requests for Map 63 Lot 37 and Phil Wittmann seconded. R. Loring Carr amended the motion to include Tank to Open Drainage 75' Required, 57' Actual, EDA to Culvert 75' Required, 62.5' Actual and EDA to Wetland 75' Required, 52.5' Actual and Phil Wittmann seconded with all in favor of the amended motion.

Septic Waiver Request, Map 37 Lot 28 ~ Estes, 12 Donald Drive

This request is for a failed system; there is currently no plan on record. The tank will be 1500 gallons and the EDA will be located 107 feet from the shore; the exemption is requested due to the town's requirement of a pre-treatment type of system. There is a steep slope for the lot; a well rig will be brought in on a barge with installation of an artesian well, noting the water currently comes from the lake, they are not required to put a well in but for the state it needs to be shown on the plan. This plan meets all of the state requirements.

R. Loring Carr made a motion to grant the septic waiver request for Map 37 Lot 28, Tank to Surface Water 75' Required, 51' Actual and Lou LaCourse seconded with all in favor of the motion.

John Dever commented about the advantages of departments being able to make changes to the new website simply, without having to send it outside, this would allow things to be current.

R. Loring Carr made a motion to adjourn as Board of Health and to Re-Convene as Board of Selectmen and Phil Wittmann seconded with all in favor of the motion.

Announcements:

- The Annual Memorial Day parade will be held on May 25, 2015 at 10:00 AM
 - E. Russell Bailey mentioned that the American Legion will need to know who will be marching in the parade.

Selectmen’s Committee Report

R. Loring Carr reported that the Old Home Week Committee had met; there are two (2) vacancies to be filled and volunteers are needed to help with the actual events. The committee will be asking for folks to place ads in their booklet with different sizes available at a much better rate than last year.

Virgil MacDonald reported that the Planning Board met and discussed the coffee shop, Aroma Joes across from Barnes Avenue. This is a drive thru location and has been pretty much approved with one more meeting to go.

Phil Wittmann will be attending his first Parks and Recreation meeting on Thursday.

Lou LaCourse reported on the Conservation Commission meeting he attended which entailed a discussion on all the changes at Mt. Major. They will be looking into walking as many of the easements as they can sometime in May. Virgil MacDonald asked that Alton Mountain be brought forth in the discussions.

Town Administrator’s Report and Updates by E. Russell Bailey

Tax Deed ~ Cysani

The tax deed was approved two (2) weeks ago after receiving full payment of the amount due. The Board members need to sign the deed back to the owner in order to record it at the Registry of Deeds.

MS232

The new form MS232 needs the Board’s signature this was formally known as the MS2 which was voted in at town meeting for the Budget. It is used by the DRA for setting the tax rate.

Winnepesaukee Cigar Co; Liquor License

A letter was received from the Liquor Commission for a liquor license for Winnepesaukee Cigar Co. at the Pavilion. The State Liquor Commission is looking for any objections from the town which will be used when considering the issuance of a liquor license. E. Russell Bailey has asked John Dever and Ken McWilliams to research this to find out exactly what they are planning. This is just for informational purposes and will be brought back to the Board at the next meeting.

Alton Bay Blooms

A new florist business is located within the Busy Corner Store; they are looking for permission to put flyers on windshields to promote their business. We will need to check the statutes; they were informed that if it was on private properties they would need to check with the individual businesses. E. Russell Bailey will check with Police Department regarding any regulations. Lou LaCourse mentioned the possibility of attaching conditions such as picking up anything that might be left on the ground in any public areas.

TDS Easement

There was a call from a TDS Representative; this will be confirmed with Ken Roberts. TDS wants to install some additional equipment off Avery Hill Road on an old Class VI road which is used mainly as a snowmobile trail. There is currently equipment there and they want to expand this site to provide better services in the area. E. Russell Bailey recommends the Easement and doesn't expect any issues. Virgil MacDonald voiced concerns about interference of the shield for radios in that area. This will have no impact on the shield and won't affect anything and will not be in the way of the snowmobile trail. There is no Easement on record for the old equipment this is just to expand that equipment. E. Russell Bailey stated that we can make a conditional approval not to impede the trail and Ken Roberts signs off. They will need to restore the area to its original condition or better condition.

Virgil MacDonald made a motion to approve the TDS Easement with the stipulation of not impeding the snowmobile trail, restore the area to its original condition or better condition and Ken Roberts signs off and Phil Wittmann seconded with all in favor of the motion.

Public Input I

Steve Parker approached the Board and wanted to thank Ken Roberts and his crew for the excellent job they did this winter, he also thanked him for the great job done on Trask Side Road. He also commented and made some suggestions for the webpage, asking if it would be for tourist and if so in his opinion it should promote the

attractions in town, it should feature the businesses in town with an emphasis on promoting the Bay area; mentioning specifically he would like to see some lights installed over by the Beach and the white rocks by the Beach that show Alton should read Alton Bay; reiterating the emphasis of tourism being reflected on the website.

Approval of Selectmen's Minutes

March 16, 2015

Lou LaCourse made a motion to approve the minutes of Non Public Session I, March 16, 2015 opening 1b and c and Phil Wittmann seconded. A brief discussion transpired on the releases and discussion with the Attorney. The vote was 1 approved, Lou LaCourse, 4 opposed. The motion failed. Virgil MacDonald amended the motion to approve the minutes as written with no releases and Phil Wittmann seconded. The vote was 4 approved; 1 opposed, Lou LaCourse.

April 6, 2015

Lou LaCourse made a motion to approve the minutes of Public Session I, April 6, 2015 as written and Cydney Johnson seconded with all in favor of the motion.

R. Loring Carr made a motion to approve the minutes of Non Public Session, April 6, 2015 opening #1, 3, 5, 6, 8 & 9 and Lou LaCourse seconded with all in favor of the motion.

Lou LaCourse made a motion to approve the minutes of Public Session II, April 6, 2015 as written and Phil Wittmann seconded with all in favor of the motion.

April 7, 2015

Lou LaCourse made a motion to approve the minutes of Public Workshop Session I, April 7, 2015 as written and R. Loring Carr seconded with all in favor of the motion.

Virgil MacDonald made a motion to approve the minutes of Non Public Workshop Session, April 7, 2015 opening #3 and R. Loring Carr seconded with all in favor of the motion.

R. Loring Carr made a motion to approve the minutes of Public Workshop Session II, April 7, 2015 as presented and Lou LaCourse seconded with all in favor of the motion.

Old Business:

2015 Project Status Report

Road Reconstruction: There is a workshop scheduled for Wednesday, April 22, 2015 to go over this year's road work schedule, prioritizing the roads within the \$750K budget. We will need to finalize the intersection of Old Wolfeboro Road; about two (2) months ago it was brought to the Board regarding changing the intersection by cutting the curb back for a better turning radius adding new lines for directing the traffic and it was approved for a cobblestone corner; this needs to be and is recommended to be a priority. Phil Wittmann noted how dangerous the intersection is now.

Sidewalks: The brick sidewalks will need to have the curbing reset with footings being set which will increase the cost however the bid needs to go out. The bid will either be to reset the brick or to put in stamped concrete.

In reference to the Route 11 sidewalks, moving them off the roadway is not feasible and would not be recommended; trees would need to be removed and it would be too tight near the Pavilion, redoing is the best option. The curb is usually 7 inches plus but the curbing is less in that area about 4-5 inches. As the state paves we would lose even more of the curb so if we pulled the existing curb and resetting is done (if possible), if it wasn't possible to reuse the curbs then we wouldn't have enough money this year. The brick sidewalks definitely need to move forward on the bid and we can talk more about the Route 11 curbing issue on Wednesday with Ken Roberts. We should at least get them out to bid to get good numbers for a cost estimate deciding how to proceed, depending on the cost. Asphalt over concrete is not a good option and there are currently trip hazards in that area. A decision needs to be made on the curbing and the work would be done after Labor Day. This can be discussed at the next meeting.

R. Loring Carr brought forward the issue of the two (2) Warrant Articles noting that he recalls that one Warrant Article is for the Bay and the other is for continuing with the town sidewalks. E. Russell Bailey stated that the other Warrant Article reads it can be for any sidewalk within the town. A debate transpired and R. Loring Carr suggested reviewing the Deliberative Session minutes. E. Russell Bailey would like to get the bids out in order to get numbers even if the work doesn't get done it will give us the numbers to work with for the future. The town sidewalks are a new area that has not been discussed. E. Russell Bailey is looking for direction for which way to go and it would be done at the pleasure of the Board. The bids would all be separate, the Route 11 section, the brick section, in order to get cost estimates for the future.

Pearson Road Community Center: The electrical work is roughed in and the HVAC system is currently being looked at. The septic system plan was designed and approved, under DES rules we don't have to put it in unless the system fails. E. Russell Bailey recommends not putting the new system in until it fails. The money will stay in the Senior Center Capital Reserve Fund. It was the consensus of Board to leave the septic system alone until it fails.

Roberts Cove Beach: This will be discussed on Wednesday with Ken Roberts. The plans have been worked on for approximately a year and a half. The drainage needs to be improved, we need to add basins before the end of the beach and run pipe to the wetlands across street. All the wetlands permitting have been approved. The plan is all laid out; the projection is about a week for the work which includes the parking area and buffer zone between the parking and the actual beach and replenishing the beach, there is a need for a new sign. This would be recommended for spring or into June; if it is not done by summer then it should be put off until after Labor Day. This will be discussed with Ken Roberts on Wednesday, as a priority.

R. Loring Carr wanted to talk about Half Moon Beach and would like for the town to pursue with the courts, changing the will restrictions for just launching boats. E. Russell Bailey will talk with Attorney Sessler in reference to this matter.

Highway Roof Bid: A new draft for the Highway Roof was provided, the R value for commercial code calls for R19, the R38 will be eliminated and spray foam of 19 and above. The Board was in agreement.

Old Home Week Committee Procedures

R. Loring Carr stated that the committee doesn't currently have a procedure for how money is to be spent. A procedure was provided by E. Russell Bailey.

1. Committee develop a proposed budget
2. Committee to request funding from the town.
3. The Board of Selectmen review/approve the budget and authorize a representative to expend up to the approved amount in the budget. All invoices (petty cash) would be processed through the Finance Office with approval of the Selectmen (Rep) before any payment. Any petty cash reimbursement would require signed approval by the Selectmen's Representative before any funds are disbursed.

Virgil MacDonald made a motion to accept the Old Home Week Committee Funding Procedure and Phil Wittmann seconded with all in favor of the motion.

Virgil MacDonald brought forth the request by Ruth Messier regarding a town historian. Many years ago this was advertised; before advertising we would need to have a description of what you want the historian to do. There is an active Historical Society, possibly this should be turned over to them; Marty Cornelissen has done a lot of work rebuilding the B & M Railroad Station and he opened the Freight Building this summer during the Old Home Weekend events, possibly we could tie the historian into this. E. Russell Bailey will reach out to both Marty and Ruth and bring more ideas and specific information along with some kind of job description back to the Board.

Review Committee for Non Profit Organizations (Warrant Articles)

R. Loring Carr originated this committee at the Deliberative Session. This committee would consist of:

- 2 Citizens Members
- 2 Selectmen
- 2 Budget Committee Members
- Town Moderator

A person has stepped forward but it is possible that there could be a conflict as she represents a non profit organization.

E. Russell Bailey mentioned that he had spoken with Andy McLeod; he will step forward and he will try and find another member from the committee. The Selectmen members are R. Loring Carr and Virgil MacDonald. This needs to be advertised.

New Business:

Land Use Items as recommended by the Town Assessor

Cydney Johnson made a motion to approve the 2015 Current Use requests for Map 16 Lot 10; Map 12 Lot 50 and Map 12 Lot 49 and R. Loring Carr seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2015-2016 Intents to Excavate for Map 9 Lot 59-1 and Map 8 Lot 3-2 and Lou LaCourse seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2014 Excavation Warrant for Map 9 Lot 59-1 and Lou LaCourse seconded. Cydney amended the motion to include \$43.62 with all in favor of the amended motion.

Cydney Johnson made a motion to approve the 2015 Veteran's Tax Credit for Map 67 Lot 3 for \$500.00 and R. Loring Carr seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2015 Veteran's Tax Credit Denial for Map 5 Lot 73-11 and R. Loring Carr seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2015 Disabled Exemption for Map 5 Lot 73-11 in the amount of \$40,000.00 and R. Loring Carr seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2015 Elderly Exemption for Map 6 Lot 1-20 for \$60,000.00 and Map 15 Lot 17-1 for \$40,000.00 and R. Loring Carr seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2015 Elderly Exemption Denial for Map 2 Lot 28 and Virgil MacDonald seconded E. Russell Bailey looked into the amount stating that it was denied so there should be no dollar amount. All were in favor of the motion.

Cydney Johnson made a motion to approve the 2014 Abatement Denial for Map 11 Lot 12-3 and R. Loring Carr seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2014 Abatements for Map 15 Lot 21-1-1 in the amount of \$1,341.99 and R. Loring Carr seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2014 Timber Warrant; Operation 14-011-19-T in the amount of \$1,935.29 and R. Loring Carr seconded with all in favor of the motion.

Raffle Application; Happy Hobby Doll Club

The application is for a raffle permit; by state law the Selectmen need to approve the permit. A couple of years ago the Board had voted to use this form. The dates are set for June 6th to August 18th and the doll will be displayed at Town Hall.

R. Loring Carr made a motion to approve the Raffle Application for the Happy Hobby Doll Club for June 6, 2015 to August 18, 2015 and Phil Wittmann seconded with all in favor of the motion.

Public Input II

Steve Parker approached the Board questioning why the town plows the big long sidewalk on Route 11 at the Bay when you can walk in the parking area. E. Russell Bailey responded that it is by State law; they have to be maintained. Steve Parker continued that the sidewalks in town take a beating, the town plows them, then the State salts which is a never ending cycle, the bridge is beginning to show its wear. He also questioned the use of heavy equipment for plowing when the smaller machine could be used noting he would like to see better use of equipment for cleaning the sidewalks. Cydney Johnson stated that this would be discussed as a Board.

Non-Public Session:

Cydney Johnson made a motion to enter into non-public session pursuant to RSA91-A:3, II (a) personnel (c) character/reputation and (e) claims/litigation. The Board was polled in the affirmative with all in favor of the motion.

The meeting adjourned at 8:04 PM

Respectfully submitted,

Mary K. Jarvis
Recording Secretary

ALTON BOARD OF SELECTMEN

Cydney Johnson, Chairwoman

Louis LaCourse, Vice-Chairman

R. Loring Carr, Selectman

Philip V. Wittmann, Selectman

R. Virgil MacDonald, Selectman