

ALTON BOARD OF SELECTMEN
Meeting Minutes
Public Session I
April 21, 2008
ALTON TOWN HALL

Convene: At 6:00pm, Chairman Sherwood convened the Board in public session, those present included the following members of the Board and staff:

Alan Sherwood, Chairman
William Curtin, Vice-Chair
Stephan McMahan, Selectman
E. Russell Bailey, Town Administrator
Kenneth Roberts, Highway Agent

Pledge of Allegiance to the Flag and Moment of Silence

The Chairman led the assembly in the Pledge of allegiance to the Flag and a Moment of Silence.

Approval of the Agenda

S. McMahan amended the agenda to include two additional items in New Business; #5: Parking Issues at the Bay Post Office and #6: Litter and Trash left on the Lake after ice fishing season. A. Sherwood motioned to approve the agenda as amended, seconded by W. Curtin and passed with all in favor.

Announcements

A. Sherwood noted the rabies clinic to be held April 26th at the Central Fire Station and also that dog licenses would be issued during the clinic as well.

The Chairman continued that on April 16th the Board had attended a meeting at the high school sponsored by NH DOT with regards to the traffic circle. There will be more information on this matter when a full Board is in attendance at their regular meeting. He noted the meeting was open to the public, and people had the opportunity to express their opinions.

Selectmen's Committee Reports

S. McMahan – No report

W. Curtin – No Report

A. Sherwood stated the Belknap Conservation Range Coalition is planning to have a public session in late May. He advised the Household Hazardous Waste Committee had met his past Thursday and that William Curtin had attended the meeting.

Town Administrator Report and Updates

R. Bailey advised that after a medical incident at the Town Hall, it became evident that the staff should be better prepared for emergencies that may occur during the work day. He has made arrangements for the departments to have in-house CPR training by personnel at the Fire Station at no cost for employees. Also he explained that he will be looking into the purchase of automatic type defibrillators, these cost about \$700 for municipalities and will come back to the Board with his recommendations.

R. Bailey presented work session schedules for the Board to consider.

R. Bailey stated the Marine Patrol has requested time at the Town Docks to inspect Boats and noted this was an annual request. The date will be Saturday, June 21st from 9-1. The Selectmen had no objections to this request. R. Bailey will notify the Marine Patrol.

R. Bailey stated he had received a Hawkers and Vendors application to operate a ice cream truck. He will confirm if this is the same vendor from 2007 and will advise the Board at their next meeting.

Public Input I

The Chairman recognized Gregory Fuller. G. Fuller asked about the Digital TV Conversion and if this would affect the Town Camera and taping meetings.. R. Bailey advised there would be no effect as video is aired in reformatted form from Metrocast.

Approval of Selectmen's Minutes

The Board reviewed the minutes of April 7, 2008 and amended Page I, section b. to change "April 2nd" to read *March 13th*. A. Sherwood motioned to accept the Public Session I as amended, Public Session II and the (sealed) Non-Public Session of April 7th, seconded by W. Curtin and passed.

Vote to Approve the Minutes of April 1st – Public Session I and II and the (sealed) Non-Public Session work session. W. Curtin motioned to approve the minutes, seconded by A. Sherwood, in a discussion, S. McMahon advised he was delayed on the date of the meeting. It was so recorded and the motion passed with all in favor.

Vote to Approve the Minutes of April 2nd – (Sealed) Non-Public Session - W. Curtin motioned to approve the minutes, seconded by A. Sherwood and passed with all in favor.

Old Business

1. Bid/Project Status Report – R. Bailey reported on the RFQ's for Architectural and Engineering Services - he recommended once all the bids have been received and opened, to appoint a review committee who would make a recommendation to the Board of 4-5 firms and then schedule interviews to meet with them. It was agreed that the committee could consist of the Fire Chief, or his representative, the same with the Police Department, and two Board of Selectmen members and the Town Administrator. With the RFQ for Engineering services, the Highway Agent or his representative would be on the committee.

2. Water Bandstand - R. Bailey reported on the bid status for the restoration of the water bandstand. The date has been changed to November. He will report back to the Board if any lead paint exists. The Board and Town Administrator reviewed requirements of a wetlands permit. R. Bailey advised the bid will go out this week.

3. Transfer Station - R. Bailey and the Board discussed improvements at the Transfer station including run off and drainage, expanding the facility and to cover containers, etc.. He will come back with more details after he meets with Scott Simonds.

4. Beach Permit - The Town Administrator advised the Board about the beach permit being filed for dredging and drainage and the Shoreland Protection Act implementation, and the 20' setback.

R. Bailey advised the Town sidewalks have deteriorated over the years. Following a discussion and the need to put together a long term plan for sidewalks and curbing, using asphalt for now as a temporary measure for repairs etc., and putting this project out to bid Expanding the sidewalks, funding and costs for a re-do , it was agreed that R. Bailey will bring this matter back to the Board.

R. Bailey advised the Board that the Highway Crew will begin to prep the parking site at the B&M Railroad Park. Paving will be done once the paving bids have been approved.

R. Bailey presented a letter for the Chairman's signature relative to appointments as emergency management director and granting the Town Administrator to appoint two deputies. The Board agreed that the Chairman sign the letter granting the Town Administrator permission to establish two deputy positions. Deputies would be Edward Consentino, Fire Department and Ryan Heath, Police Department.

Road Construction - R. Bailey advised that while waiting for a survey to be completed for Hayes Road, the Highway Agent would like to begin work on Stockbridge Corner Road. He recommended the Board hold a Public Hearing to address any issues residents may have. It was agreed to conduct a Public Hearing at 6PM at their Meeting on May 19th. Notices will be mailed out and posted. (Highway Agent's Letter attached)

Bids-Highway Truck

K. Roberts met with the Board and reviewed the bids as received. He recommended the bid for cab chassis and wheels be granted to DiPrizio International-GMC Trucks. Following a review, W. Curtin motioned to award the bid to DiPrizio for the cab chassis and wheels, in the amount of \$104,417.00 and for warranties in the amount of \$5,200 to total \$109,617 and to award the tire bid to Northeast Tire in the amount of \$3357.56 for 10 tires, seconded by A. Sherwood and passed with all in favor.

Based on the Highway Agent's recommendation, A. Sherwood motioned to award the Mobile Radio Installation bid to Lily Pond Communications which includes a 3-year warranty of \$631.50, seconded by W. Curtin and passed with all in favor.

K. Roberts recommended Tenco, Inc for installation of equipment (plow wing, sander, dump body, in the amount of \$61,136.00. Following a discussion, W. Curtin motioned to award the bid to Tenco, Inc as recommended, including warranty, seconded by A. Sherwood and passed with all in favor.

K. Roberts recommended scrapping parts from the 6-wheeler truck for use by the Highway Department. W. Curtin motioned to accept this recommendation, seconded by A. Sherwood and passed with all in favor.

K. Roberts advised the new truck should be available by late fall.

New Business

1. R. Bailey reported on the seminar he attended at the Local Government Center relative to issues of the tick & mosquito season. Informational materials will be available for the public and he will also discuss this issue with Department Heads.
2. R. Bailey updated the Board concerning the digital tv conversion scheduled for February. He noted there have been some misconceptions, and that individuals do not have to buy a new tv, the commerce department will issue two coupons per household to help with the purchase of converter boxes. Also, more information will be posted on the web-site.

3. Vote to approve Recommendations of the Town Assessor - A. Sherwood read the recommendations and motioned to approve and sign the recommendations accordingly, seconded by W. Curtin and passed with all in favor.
4. Memorial Day Parade Permit – R. Bailey noted the American Legion Post had submitted their annual request for a parade route on Memorial Day, the Board voted unanimously to have the Town Administrator sign the approval for the parade.
5. Alton Bay Parking – S. McMahon noted construction crews at the Miniature Golf site had obstructed parking. And there was no parking for residents who utilized the Bay Post Office and no consideration for businesses in the area or for the public. R. Bailey advised the Code Official had been sent out to the site. The Chain link fence and parking will be restored. R. Bailey will have the Code Official ensure that construction does not cause obstructions
6. Trash on the Lake – It was noted that owners of bob-houses should be responsible for their trash left behind after fishing season ends. Enforcement is necessary, trash is polluting the Bay. R. Bailey will contact NH Fish and Game officials, hopefully a plan of action will be in place for next winter, perhaps to have monitoring.

Public Input II

A citizen suggested that organizations in the town of Alton come up with signs and a facility to dispose of trash as they come off the lake to remind people of what they are leaving behind.

Non-Public Session

At 7:15pm, A. Sherwood motioned to enter into non-public session pursuant to RSA91-A:3, II (a) (c) and (e), seconded by S. McMahon. The chairman polled the members who each voted in the affirmative and the motion passed.

Respectfully submitted,

Patricia A. Rockwood

Minutes Approved 5-5-08

