

ALTON BOARD OF SELECTMEN

Meeting Minutes

May 19, 2014

6:00 PM

1 Monument Square

Alton, NH 03809

Approved: June 9, 2014

R. Loring Carr 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:

R. Loring Carr, Chairman
Marc DeCoff, Vice Chairman
Lou LaCourse, Selectman
David Hussey, Selectman
E. Russell Bailey, Town Administrator

Cydney Johnson, Selectman arrived late.

Approval of the Agenda

E. Russell Bailey requested adding to New Business #5 Special Events Application for the Alton Rotary Club and #7 Hawkers and Vendors Application.

David Hussey made a motion to approve the agenda as amended and Marc DeCoff seconded with all in favor of the motion.

R. Loring Carr announced that Cydney Johnson will be late due to a flat tire.

Announcements:

- Town Offices will be closed on Monday, May 26, 2014 in observance of Memorial Day. The American Legion Post 72 will be holding the annual Memorial Day Parade; procession lines up at 9:30 AM at Monument Square, the march begins at 10:00 AM to Riverside Cemetery.
- The week of June 23, 2014; Stockbridge Corner Road will be closed for one (1) week; this is in relation to the State project on Route 28 heading towards New Durham.

David Hussey inquired about the Chairman and the Board's participation in the American Legion parade; the Chairman will be speaking and the Board will be marching.

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

Septic Waiver Request, Map 56 Lot 3 ~ Wallace

John Dever; May and Tom Varney were present regarding the waiver requests.

This is to replace an existing system that is approximately 35 feet from the lake with no plan on record. Tank to surface water required 75 feet with actual 52 feet, with no way to make the 75 feet.

David Hussey made a motion to approve the septic waiver request for Map 56 Lot 3, 62 Woodlands Road tank to surface water required 75 feet; actual 52 feet and R. Loring Carr seconded with all in favor of the motion.

Septic Waiver Request, Map 54 Lot 11 ~ Kroon Campground

There are four (4) dwellings on the property which has four (4) septic systems, only one (1) is state approved the rest are pre-existing. The proposal is to install a septic system that will accommodate everything on the lot. The waivers are for the septic tanks themselves.

R. Loring Carr would like to get a better understanding of this waiver request as it is very busy/complex and would also like to meet with the Engineers on site.

This item was tabled and a meeting was set for 5:45 PM Friday with the Engineers to get a better understanding of the request.

John Dever asked to be excused from the Friday meeting as he has a prior commitment. Granted.

R. Loring Carr questioned seasonal cottages without water and sewerage which would be bunk houses and inquired if the campers were still going to be seasonal.

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

At this time Cydney Johnson arrived to the meeting.

Appointments:

None

Selectmen's Committee Report

Marc DeCoff reported that the first ZAC meeting took place; they went over what was going to be focused on this year; noting there will be no rezoning this year.

Lou LaCourse reported that there was no Zoning meeting and the Budget Committee met basically for introductions with the next meeting slated for Tuesday, May 27, 2014.

R. Loring Carr reported on the Old Home Weekend Committee; they want to raise money and join in on the town wide yard sale, they are asking for volunteers to sell items noting that any items left behind should remain in Alton and not go to Huggins. They are also asking to use the town truck and trailer.

David Hussey made a motion to allow the Old Home Weekend Committee to be involved in the town wide yard sale using the town truck and trailer and Lou LaCourse seconded with all in favor of the motion.

E. Russell Bailey again reiterated that the items are to stay within Alton.

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

The TDS one (1) year telephone agreement is about to expire. We are at a rate of \$25.00 per line for the Centrex System. The two (2) year rate is \$21.00 per line and the three (3) year rate is \$19.00 per line; we can opt out anytime with 30 days notice but would have to reimburse any savings incurred. We are not ready for a new phone system and there is nothing in the budget. The recommendation is to take advantage of the three (3) year plan and save \$2,160.00 per year.

David Hussey made a motion to take advantage of the three (3) year plan and save \$2,160.00 per year and Cydney Johnson seconded with all in favor of the motion.

Russ met with Scott Simonds, the town has an agreement for shingles that are brought in which are sent to Maine with the cost being 40% less than if we went through Waste Management; we then get the materials back which is ground up. The rate is the same as we have always been paying at \$48.00 per ton for the tipping fee and \$95.00 for the transportation. We are still working with New Durham and we share the transportation fee and the tonnage is split. This is a one (1) year contract and is the same as it has been all along. The materials are ground up shingles and used as a base on shoulders and also used at the Solid Waste Center for maintenance.

David Hussey made a motion to approve the one (1) year service agreement contract authorizing E. Russell Bailey to sign and Cydney Johnson seconded with all in favor of the motion.

The website is in the process of being upgraded, in house, by our IT person. The new homepage is designed and laid out, we will be eliminating the fee we have been paying and it is the same site that Manchester is basing their design on. Towards the end of June beginning of July we will have a meeting to go over the proposed changes to the website with the Board. It will be more interactive, will have dropdowns etc. We will notify the public as to when this will take place for public input.

Improvements have been made to the Roberts Cove Beach. Attorney Sessler has reviewed and made some changes due to the improvements and signed off and approved the Conservation Easement. We have received the Conservation Easement back in the office signed by the property owners and will need the Board to accept and sign the Easement. In the winter the bob houses and snowmobiles will still be allowed access to the lake.

Cydney Johnson made a motion to accept the Easement for the Roberts Cove Beach as written with the changes and Marc DeCoff seconded with all in favor of the motion.

We are doing an inventory on all of the street lights in town with assistance from the Police Department at night, to see if they were working or not; this information has been sent to NH Electric Coop. Someone will be going out to verify each location, verify the type of lights and the billing for each light; recommendations will then be made to the Board whether to move, eliminate etc. This will be a 2 to 3 month project, completed by the end of August, in time for the budget season.

At town meeting \$500.00 was approved to be expended for audio equipment. Two (2) examples were provided to the Board for review. The equipment should be portable in order to have the ability to take it to the different meeting rooms as necessary. There should be more information available for the next meeting for a recommendation.

Public Input I

Jeffrey Clay approached the Board with his objections to the appointment of David Hussey as Selectman. He implied that Mr. Hussey was not appointed legally or properly and he would take the Board to Court.

Tim MacDonald, Paul White, Alice Ziegler Calvert, David Morse and William L. Moore all spoke on behalf of and thanked David Hussey and the Board for serving as Selectmen.

David Hussey thanked all who spoke on his behalf for their kind words.

Approval of Selectmen's Minutes

Marc DeCoff made a motion to approve the minutes of April 21, 2014 Public Session I as presented and Lou LaCourse seconded. Vote: 4 approved, 0 opposed, 1 abstention, David Hussey.

Marc DeCoff made a motion to approve the minutes of April 21, 2014 Non Public Session releasing items 1a, b & c, 2, 3, 4 and 5 and Cydney Johnson seconded. Vote: 4 approved, 0 opposed, 1 abstention, David Hussey.

Marc DeCoff made a motion to approve the minutes of April 21, 2014 Public Session II as presented and R. Loring Carr seconded. Vote: 4 approved, 0 opposed, 1 abstention, David Hussey.

Marc DeCoff made a motion to approve the minutes of April 24, 2014 Public Workshop Session I as presented and Cydney Johnson seconded. Vote: 4 approved, 0 opposed, 1 abstention, David Hussey.

Marc DeCoff made a motion to approve the minutes of April 24, 2014 Non Public Workshop Session releasing items 1 & 2, and Cydney Johnson seconded. Vote: 4 approved, 0 opposed, 1 abstention, David Hussey.

R. Loring Carr did not think that #2 should be opened and E. Russell Bailey recommended not releasing item #2 as it is still being finalized.

Marc DeCoff amended his previous motion just releasing item #1 and Cydney Johnson seconded. Vote: 4 approved, 0 opposed, 1 abstention, David Hussey.

Marc DeCoff made a motion to approve the minutes of April 24, 2014 Public Workshop Session II as presented and R. Loring Carr seconded. Vote: 4 approved, 0 opposed, 1 abstention, David Hussey.

Marc DeCoff made a motion to approve the minutes of April 28, 2014 Public Hearing (MetroCast) as presented and R. Loring Carr seconded. Vote: 4 approved, 0 opposed, 1 abstention, David Hussey.

Marc DeCoff made a motion to approve the minutes of April 28, 2014 Non Public Workshop Session releasing items 1 & 2, and Cydney Johnson seconded with all in favor of the motion.

Marc DeCoff made a motion to approve the minutes of April 28, 2014 Public Workshop Session I as presented and Lou LaCourse seconded with all in favor of the motion.

Marc DeCoff made a motion to approve the minutes of May 8, 2014, Public Workshop Session I as presented and Cydney Johnson seconded with all in favor of the motion.

Marc DeCoff made a motion to approve the minutes of May 8, 2014, Non Public Workshop Session releasing #2 and Cydney Johnson seconded with all in favor of the motion.

Marc DeCoff made a motion to approve the minutes of May 8, 2014, Public Workshop Session II as presented and Lou LaCourse seconded with all in favor of the motion.

Old Business:

Project Status Updates

Highway Reconstruction

Monument Square is near completion with the cement contractor returning to finish the cement work and then the hand paving will be done next to the curbing. There is one issue; the Board needs to make a decision on the line painting for the parking areas realizing it will have to be redone when the overlay is completed next year. There is no exact price for this but the approximate price is \$800.00 and there would be more flack if they are not painted.

Cydney Johnson made a motion to go ahead and restripe the parking lines and David Hussey seconded. The vote was 4 approved, 1 opposed, Marc DeCoff.

Trask Side Road is currently under construction with completion by the end of June. The drainage for Dan Kelley Drive and Sanctuary Lane is scheduled for next week and the Public Hearing is scheduled for June 9, 2014 for Hamwoods Road, Echo Point Road, Abednego Road, Dan Kelley Drive and Sanctuary Lane.

Senior Center

The foundation should be finished next week and the drainage and parking areas have been completed. The Foundation Bid ends next week once we have a contractor the Highway Department will come back to dig the foundation.

Sidewalks

The sidewalk work will stop for now at Monument Square then continue after Labor Day which was previously agreed upon due to the busy season.

Town Hall Roof

The contractor will begin the roof construction on June 23, 2014; we will hold a meeting prior to them beginning the work to go over how they will set up, disposal and any potential safety issues at the entrance way.

Roberts Cove Beach

The easement is already approved, the drainage design is being developed and the wetlands permit is still pending.

Bids

We still need to finalize the bids for the West Alton Fire Station, the Highway roof and the Water Bandstand.

We will need to schedule a Workshop for the West Alton Fire Station and then meet with Ken Roberts to go over the remaining reconstruction schedule. A date was set for Wednesday, May 28, 2014 at 5:30 PM at the West Alton Fire Station then return to the Town Hall to meet with Ken around 6:30 PM.

There have been several requests from residents wanting fill from the work from road reconstruction. The policy is that the Board would have to approve any disposal of unusable materials. David Hussey noted that junk fill goes for a cost of \$3.00 per yard. Lou LaCourse suggested that it should be sold for the \$3.00 per yard or given to town residents. E. Russell Bailey stated we need to know whether to allow or not allow materials to be given to the residents or it should be trucked to the nearest town site for stockpiling. David Hussey questioned if there was room at the dump to store the materials.

Russ will talk with Scott Simonds regarding Lou LaCourse's proposal and report back to the Board.

The consensus of the Board is there will be no personal disposal of materials and we will stockpile the materials at the different town sites.

Draft RFP; Auctioneer/Town Property

A draft RFP/RFQ for an auctioneer for the sale of town properties was provided to the Board. Marc DeCoff questioned the date which would be sometime towards the end of June and R. Loring Carr changed the word "system" to "needs".

Cydney Johnson made a motion to accept the Draft RFP with the amendments and Marc DeCoff seconded with all in favor of the motion.

Highway Truck; Plow Package and Bed Liner (Approval)

The truck has already been approved but the plow and bed liner needs approval. **Note:** There may be a typo in the bid from EW Sleeper on the installed/not installed.

Marc DeCoff made a motion to approve the Plow bid for EW Sleeper installed \$4,454.00 and R. Loring Carr seconded with all in favor of the motion.

Cydney Johnson made a motion to approve Merrimack Valley Linex, Bow, NH for a spray in liner \$1,640.00 and Marc DeCoff seconded with all in favor of the motion.

Social Media Policy

Chief Ryan Heath was called upon for this agenda item. This is a 2 fold policy; for a Facebook Page for the Police Department and also to govern personal use of Facebook by the Officers in order to protect the Department and the Officers individually from having to disclose something on cross examination or testimony by putting something out there that they didn't think through thoroughly. All the key points were taken from the International Chief of Police Accredited Policies and tailored to the Alton Police Department. We are looking for approval of the Board to start a Facebook page. This is for community policing and to communicate quickly and more personally with the general public.

Marc DeCoff made a motion to approve the Alton Police Department, General Order for a Social Media Policy and to allow the Police Department to have a Facebook page and David Hussey seconded with all in favor of the motion.

Marc DeCoff mentioned that there should be a review of the policy after the first year to see if it is working.

Cydney Johnson brought forward the idea of using a Twitter account as it hits a different demographic.

Board Re-Appointments

The Board has the following vacancies to fill due to the resignation of Robert Daniels.

- Conservation Committee
- LRPC
- Milfoil
- Planning Board Alternate

These vacancies will be filled by David Hussey.

R. Loring Carr brought forward that he wants to form a Committee “Get Alton on the Map Committee” and would like to see Alton have a Channel 9 camera at the Bay and again talked about the need a for a new improved sign “Welcome to Alton”. Cydney Johnson believes that Economic Development would come if we could get something on Route 28. David Hussey stated he wouldn’t mind trying to get something moving on Route 28; which might open something up, which is needed. The town needs to be recognized but the problem is there is no more commercial land. There was a discussion on the two buildings across from the Town Hall but there is no septic for them which needs to be discussed.

R. Loring Carr, Marc DeCoff and David Hussey offered to be on the Committee.

New Business:

Land Use Items

Cydney Johnson made a motion to approve the 2014 Current Use Application for Map 6 Lot 32-1 and Marc DeCoff seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2014 Elderly Exemption for Map 22 Lot 13-A; \$80,000.00 in value and Marc DeCoff seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the Land Use Change Tax for Map 19 Lot 62-4 for \$5,700.00 and Marc DeCoff seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2013 Timber Warrants for Map 9 Lot 32 Operation 13-011-03-T, \$30.75; Map 14 Lot 3 Operation 13-011-10-T, \$2,236.21; Map 5 Lot 56 Operation 13-011-11-T \$1,102.61; Map 6 Lot 32 Operation 13-011-24-T \$1,545.77 and Marc DeCoff seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2013 Timber Warrants for Map 11 Lot 30 & 31 Operation 13-011-05-T, \$44.82; Map 33 Lot 65 to 68 Operation 13-011-06-T, \$3.33; Map 5 Lot 2-8 Operation 13-011-36-T \$420.52; Map 19 Lot 62-1 Operation 13-011-25-T \$674.41 and Marc DeCoff seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the 2013 Abatements for Map 8 Lot 49 for \$2,107.00 and Map 55 Lot 13 for \$2,172.00 and Marc DeCoff seconded with all in favor of the motion.

Cydney Johnson made a motion to approve the Administrative Abatements for Map 19 Lot 8-2-67 for \$59.00 and Marc DeCoff seconded with all in favor of the motion.

Fire Department; Forest and Lands

A grant is available from the Division of Forest & Lands for the Fire Department to purchase shirts for the wildfires and other tools at one half of the equipment cost.

Lou LaCourse questioned the Nomex shirts opposed to cotton shirts as the Purchase Order shows cotton shirts which offers no protection. E. Russell Bailey stated that he would have to rely on the Fire Department to know what they need.

R. Loring Carr made a motion to table this item for more answers to the questions brought forward and David Hussey seconded with all in favor of the motion.

Draft Highway Bids; Gravel, Sand, Catch Basin Cleaning Services

Marc DeCoff questioned the need to bid gravel and Lou LaCourse inquired as to the fill that we are getting rid of from the road reconstruction, if there was any gravel in it. E. Russell Bailey stated that we would be stockpiling it if there were.

Cydney Johnson made a motion to approve the Invitation to Bid for Gravel and Marc DeCoff seconded with all in favor of the motion.

Marc DeCoff made a motion to approve the 2014 Invitation to Bid for Sand for 2015, 2016 & 2017 and David Hussey seconded with all in favor of the motion.

Marc DeCoff made a motion to approve the 2014 Invitation to Bid for Catch Basin Cleaners Service, Option I, 3 year contract 2015, 2016 & 2017 & Option II, 1 year contract and hourly rate and Lou LaCourse seconded with all in favor of the motion.

Donation; DeLong Family Fund

This is a donation of \$1,000.00 from the DeLong Family Fund for work on the Bocce Court at the B & M Railroad Park.

Marc DeCoff made a motion to accept the \$1,000.00 donation for the Railroad Park and David Hussey seconded with a vote: 4 approved, 0 opposed and 1 abstention, Cydney Johnson.

Special Event Application; Rocky Mountain Weekend, July 26 & 27, 2014

Marc DeCoff made a motion to approve the Special Event Application for Rocky Mountain Weekend Event, July 26 & 27, 2014 and David Hussey seconded with all in favor of the motion.

Special Event Application; Alton Centennial Rotary Club Penny Sale, 8/8/2014

Marc DeCoff made a motion to approve the Special Event Application for the Alton Centennial Rotary Club Penny Sale for August 8, 2014 from Noon to 7:00 PM with cleanup August 8, 2014 and David Hussey seconded with all in favor of the motion.

There may be an issue with the Freight building which needs to be cleaned.

Antique Boat Show Request, Town Docks; August 9, 2014

Cydney Johnson made a motion to approve the use of the Town Docks on August 9, 2014 and David Hussey seconded with all in favor of the motion.

Hawkers & Vendor Application, Daniel Hanson

This is for a college student going door to door for the sale of educational books.

Marc DeCoff made a motion to approve the Hawkery & Vendors application and David Hussey seconded with all in favor of the motion.

Public Input II

None

Non-Public Session:

R. Loring Carr made a motion to enter into non-public session pursuant to RSA91-A:3,II(a) personnel (c) character/reputation and (e) claims/litigation and Marc DeCoff seconded with all in favor of the motion.

The meeting adjourned at 7:55 PM.

Respectfully submitted,

Mary K. Jarvis

Mary K. Jarvis
Recording Secretary