

**ALTON BOARD OF SELECTMEN**  
**Meeting Minutes**  
**June 4, 2012**  
**ALTON TOWN HALL**

---

The Chairman convened the meeting at 6:00pm, and led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence, those present included the following members of the Board and staff:

David Hussey, Chairman  
R. Loring Carr, Vice-Chair  
Peter Bolster, Selectman  
Cydney Johnson, Selectman  
Marc DeCoff, Selectman  
E. Russell Bailey, Town Administrator  
Kenneth Roberts, Highway Agent

The Agenda was amended to add #5 The Sidewalk Curb Bid to Old Business and to add #4 Pole Petition to New Business and to remove Selectmen's Committee Reports. M. Decoff motioned to approve the Agenda as amended, the motion was seconded and passed with all in favor.

D. Hussey opened up the Public Hearing. Rand Hill Road & Spring Street -K. Roberts the Highway Agent presented an overview of work that he expects to do on the roads and advised he would meet with the property owners after this hearing to answer questions and concerns affecting the road and their properties on Rand Hill Road & Spring Street.

Rand Hill Road -Problems on Rand Hill Road will be corrected concerning, drainage, culverts, cleaning ditch lines, tree removal, and there are sub base issues, 1000' of geotech mat will be installed, many delays are anticipated at this point, however the road will not be closed at that time, any water drainage issues will be addressed as much as possible, as the work progresses, a large culvert 5' x 7' will be replaced and that work has gone out to bid as the culvert has deteriorated, this will be a significant project and when it starts, the road will have to be closed for several weeks, advance notices will be sent and traffic will be diverted. Rocks are also protruding on the road and will have to be removed. This will include 9000' of road. The whole road will be overlaid next year. Anything that will improve the roadway has been ordered and ready to install, beginning the first week in July beginning at Busy Corner Store. Several residents asked questions concerning water, sand and drainage, including pooling/flooding and speed limits which were addressed by K. Roberts.

Spring Street – K. Roberts noted no other pavement work is planned for this road way. The existing ditch lines, shoulder work will be completed with using ledgepak. The driveways will be blended, and all gravel driveways will receive 4' aprons, 1" top will go in on 2013. All erosion preventive measures will be used.

The Chairman then closed the Public Hearing. K. Roberts and residents left the room.

**Selectmen's Minutes**  
**June 4, 2012**  
**Page 2**

**Announcements**– R, Bailey noted that the new C & D Facility opening will be rescheduled to June 24<sup>th</sup>. Some of the guardrail work will need to be outsourced and hopefully expedited. R. Bailey will bring more information back to the Board at their next meeting, it was also noted a hearing will take place on June 18<sup>th</sup> for Phase I of Trask Side Road.

**Public Input I**

None

**Town Administrator's Report**

- 1) R. Bailey discussed an e-mail received concerning delivery of the 10-wheel trucks as previously approved. Two ten-wheelers will be delivered on Tuesday. They are covered by Town insurance and will be dropped off at the Highway Department.

- 2) R. Bailey continued with regards to the Loon Cove Station at the B & M R.R. Park the exterior work is completed and work is on-going in the interior. A B&M R.R. pot belly stove has been donated. R. Bailey recommended, with historical items being donated, that they be listed for official acceptance. P. Bolster asked about a policy for use of the building. It was agreed this should be considered for all of the buildings.

- 3) R. Bailey advised that he had received a memo from the Police Chief regarding a blown engine, the plan is to replace the engine and a Crown Vic has lost a catalytic converter. Costs would be approximately \$6000. Quotes would be needed on the motor. R. Bailey would check on warranties. D. Hussey motioned to approve a motor for the 2008 Expedition and Catalytic Converter for the 2005 sedan and to look at a rebuilt engine under the Town Mechanic's discretion, the motion was seconded. P. Bolster asked about the time frame of using this vehicle. R. Bailey advised about 5 years. R. Bailey will check on this, on the shape of the sedan, etc. The catalytic converter request was put on hold.

It was agreed to table a decision on the 2005 sedan for now. It could be better than the one at the Town Hall. D. Hussey restated his motion to replace the engine in the 2008 Expedition for the sum of 4,232.00 or looking into a rebuilt at the Town Mechanic's discretion, the motion was seconded and passed with all in favor.

- 4) R. Bailey discussed the Police Budget, that it was over \$18,000, this would come out of the Police his operating budget which was originally projected to be \$8500.00.

- 5) R. Bailey referenced problems with 9-1-1 and had a received a memo from the Fire Department. The 9-1-1 Committee had met and discussed the status of the 9-1-1 system and to review problems and procedures. Some property Numbers are not displayed, or improperly placed. and another issue is island properties. They will have the island properties reviewed this summer and to take care of enforcement. No one has been fined yet, but they will pursue sending reminder notices, then a warning and then turned over to the Police. P. Bolster asked about the island properties and noted numbers on seasonal docks which are raised for the winter and where the numbers should be accurately posted. These would have to be visible year round on a permanent basis. P. Bolster asked about posting on a town right of way as a temporary solution. It was agreed not to pursue this.

**Approval of Selectmen's Minutes:**

May 21, 2012, L. Carr motioned to approve the minutes and to noted to replace the wording on the Board of Health to read: *L. Carr motioned to reconvene at the site while still acting as the Board of Health and to recess after the site review*, And on page 2, May 3rd, add that *L. Carr abstained*. The motion was seconded and passed with all in favor.

May 21<sup>st</sup> – Non-Public Session – L. Carr motioned to approve the minutes and to release #1, 2, 3 and 4. the motion was seconded, and in a discussion it was agreed item #3 was not finalized and should not be released, the motion then passed to remove #3 with all in favor.

May 21<sup>st</sup> – Public Session II – L. Carr motioned to approve the minutes, the motion was seconded and passed with all in favor.

May 23<sup>rd</sup> – Board of Health – D. Hussey motioned to approve the minutes, seconded by L. Carr and passed with two abstentions (CJ) (MD)

May 25<sup>th</sup> – Public Session I, II and sealed Non-Public Session Minutes – L. Carr motioned to approve the minutes as presented, seconded by D. Hussey and passed with one abstention (CJ)

**Old Business:**

- 1) **Road Reconstruction Status:** R. Bailey advised Smith point was paved last week and now work is being performed on Youngstown Road. Rogers Street will involve 600' of paving, this will not begin until September as recommended by the Highway Agent. And a letter was been sent to the land owner based on a court settlement in 1991. K. Roberts would like to have a survey done on the 600'

to ensure that the work is down within the court settlement right of way. A discussion then ensued about surveyor pins. R. Bailey will come back to the Board with more information on costs for the surveyor. And he will ask the Highway Agent to provide his reasoning and a quote before the work begins and on maintenance.

- 2) **Town Hall Improvements/energy upgrades** – L. Carr and the Board members discussed this matter with R. Bailey and discussed recommendations as noted in the minutes of the Town Hall Building Committee Meeting, of May 23, 2013 (attached). In addition, R. Bailey advised K. Troendle is working on other items to address problems with dormers, wood replacement, etc. Also discussed was possibly replacing bushes and the removal of the fir tree at the Town Hall.

At this point in the meeting, R. Bailey presented bid quotes for Culvert Replacement Part One and Part Two for Rand Hill Road. Following a review the Board unanimously approved the recommendations from Peter Julia, P.E., to grant the Brown Industrial Group, Inc of Berwick Me., the Rand Hill Road Culvert Bid-Part 1 in the amount of \$141,134,00 and to award Concrete Systems, Inc of Hudson NH the Rand Hill Road Culvert Bid Part 2 in the amount of \$41,838.00.

- 3) **West Alton Fire Station – Roof Bid** – Following a review, L. Carr motioned to approve the bid of T.MacDonald as submitted in the amount of \$11,795.00, seconded by M. DeCoff and passed with all in favor.
- 4) **Review of Copier Bids** – R. Bailey advised 7 bids had been received with options to lease or purchase. He noted there are currently several different vendors, the objective was to have one vendor, and that this process may take a year. Seacoast Business Machines is the low bidder, but he would need approval to negotiate a contract. The Board voted unanimously to grant the town Administrator to enter into negotiations with Seabrook Business Machines.
- 4) **Sidewalk Curbing** – R. Bailey advised only 1 bid had been received and was not opened. D. Hussey motioned to rebid, and to contact the 1 bidder if they want to keep their bid or submit again, seconded by L. Carr and passed with all in favor. R. Bailey will notify the bidder.

**New Business**

- 1) Prosecutor Contract – R. Bailey noted the former prosecutor had resigned, and in a prior meeting the Board had reviewed the three applicants . C. Johnson motioned to approve the recommendations of the Town Administrator and Police Chief and to appoint Daniel St. Hillaire, the motion was seconded and passed with all in favor.
- 2) Town Clerk/Dog Warrant – Following their review, noting this was an annual warrant lisiting residents of unlicensed dogs, L. Carr motioned to approve, seconded by P. Bolster and passed with all in favor. R. Bailey advised the warrant is sent to the Police Department and then residents will be contacted.
- 3) Land Use Items – L. Carr motioned to approve the recommendations of the Town Assessor for Timber Warrants and an Abatement as submitted, the motion was seconded and passed with all in favor.

Pole Petition – NH Elec. Co-op - L. Carr motioned to approve the petition for a pole license #1820, seconded by M. DeCoff and passed with all in favor.

**Public Input II**

Andrew McLeod asked about the Economic Development Committee – D. Huseey advised a meeting would be posted in two to three weeks.

**Non-Public Session** – At 7:35pm, D. Hussey motioned to enter in Non-Public Session pursuant to RSA91-A,3;II (a) personnel (c) character/reputation and (e) claims/litigation, the motion was seconded, the Chairman polled the members who each voted in the affirmative and the motion passed with all in favor.

Respectfully submitted,

Patricia A. Rockwood, Secretary

Minutes Approved: June 18, 2012  
Alton Board of Selectmen