

ALTON BOARD OF SELECTMEN  
Minutes  
September 17, 2018  
6:00 PM  
1 Monument Square  
Alton, NH 03809  
**Approved: October 1, 2018**

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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  
Virgil MacDonald, Selectman  
Philip V. Wittmann, Selectman - Excused Absence  
Reuben Wentworth, Selectman  
Elizabeth Dionne, Town Administrator

**Agenda Approval**

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

**Announcements**

None

**Board of Health**

Cydney Shapleigh made a motion to recess as the Board of Selectmen and to convene as the Board of Health and John Markland seconded with all in favor of the motion.

- Septic Waiver Request; Map 79 Lot 13, 616 Rattlesnake Island, Alexander

Alan Folsom, Designer was present to explain the waiver request for a grinder pump to be placed 40 feet from the lake. Ledge was encountered, his neighbor is against blasting, and hydro fracking was attempted but was unsuccessful. Consistent ledge was located all around the house therefore it was determined to stay with the original design. They are sealed plastic tanks with less of the tank in the ground for gravity from the house. The original approval was for 50 feet from the lake making this an additional 10 feet. This still needs State approval.

Cydney Shapleigh made a motion to approve the waiver request for Map 79 Lot 13 pump chamber to lake, required 75', actual 40' and Reuben Wentworth seconded with all in favor of the motion.

Reuben Wentworth made a motion to adjourn as the Board of Health and re-Convene as the Board of Selectmen and Cydney Shapleigh seconded with all in favor of the motion.

**Public Input I (limited to 3 minutes per person on agenda items only)**

None

**Appointments:**

**Old Home Week Committee Annual Update**

Roger Sample, Chairman of the Old Home Week Committee was present to give a status update. Roger felt that the events went well for the committee but voiced it was a very small committee; the goal will be to get more

volunteers. People suggested going back to just the weekend however, he felt and hopes the Board feels the same to continue with the event timeframe as is.

### Planning Board Annual Update

Roger Sample, Chairman of the Planning Board was present to give a status update. Roger voiced things have gone smoothly with the Board. The biggest issue is regarding private roads and private ways and feels that it might be beneficial for the Board of Selectmen and the Planning Board meet jointly to discuss some gray areas. The ordinance defines how all roads must be built to town specifications. Concerns regarding safety were brought forth and that Police, Fire and Highway should be brought into the discussion.

#### **New Business:**

##### 1. Exotic Aquatic Plant Infestation Control Grant Application (Milfoil) - Approval

John Markland made a motion to approve the Exotic Aquatic Plant Infestation Control Grant Application and Reuben Wentworth seconded with all in favor of the motion.

Note: Virgil MacDonald does not want to see this done during a holiday timeframe.

##### 2. Highway Department; Screened Loam Quote - Approval

Ken Roberts, Highway Manager approached the Board to discuss, stating that screening and moving loam in order to get it ready for use is a very time consuming project. The product would be moved behind the maintenance shed. This would free his department up and allow them to work on different projects. The cost would be approximately \$4.00 per yard and the total cost is estimated on the high side at 10K +/- . This will all be necessary to create the area below at the Cemetery. Guidelines will need to be set for the ledge area. The goal is to keep all the roads similar to the old section, the Columbarium will not move. During the crushing, the product will be separated and used for a sub-base under the roadways with good gravel on top and will be done the same way as last year. Materials will be dropped in place leaving the finish grade for Highway Department. It is estimated to be about 2500 yards and is measured by the base of the pile and when moved it can be counted when loaded. Reuben Wentworth questioned whether the money comes from the Cemetery Trust or from the taxpayers. Ken responded all of the crushing money has come from the taxpayers. Reuben further questioned pulling the soils out of the Cemetery it this would be a gray area due to the land having been purchased with Cemetery Trust Fund monies. Liz Dionne responded she had received a legal opinion when this first began; anything that is being dug out of the ground and reused for the Cemetery must stay on the property and anything that cannot be used may be used for road reconstruction or town purposes. Much of the materials being dug out of the ground cannot be used for gravesites it needs to be a certain type of material.

John Markland made a motion to approve the Highway Department request submitted by Ken Roberts dated September 12, 2018 regarding the screened loam quote.

At this time, Ken noted that this is just to create a Warrant Article for the Town for 10K to screen the loam.

John Markland clarified the motion to approve the Highway Department request submitted by Ken Roberts dated September 12, 2018 to create a Warrant Article for screened loam at 10K and Cydney Shapleigh seconded with all in favor of the motion.

##### 3. Highway Department; Excavator, Rebuild Lower End -Approval

Ken Roberts, Highway Manager noted that this is to rebuild the sprockets that are frozen and several of the idlers. This will be done during the winter months. This usually comes out of road reconstruction and all of the maintenance has been done from there.

Virgil MacDonald made a motion to approve the work on the lower end of the 320C excavator with CAT for \$13,570.18 and John Markland seconded.

Further discussion: Reuben Wentworth questioned the balance in the road reconstruction fund. Ken responded it has a current balance estimated at 200K. This amount is dependent upon the completion of their current roadwork and the potential of beginning another road project. Drew Hill, Gilman's Corner have been done; currently we are on Marlene and Sunset which is a different fund if over run then the road reconstruction fund will need to be used.

The motion on the table held with all in favor of the motion.

4. Fire Department; Bid Specifications - New Engine 4 - Approval

James Beaudoin, Fire Chief provided bid specifications for a new Engine 4 Fire Truck. A committee met and came up with the specifications. This was approved by Warrant Article. Jim noted he would like to see what will be offered for a trade in value; this does not have to be accepted, if it is not worth it. The vehicle will be housed at the East Alton Station. Virgil MacDonald mentioned that within the bid there is a tool allowance for 50K. This is due to the current vehicle having a limited amount of tools and they are aged.

John Markland made a motion to approve the request for the bid for the new Engine 4 as submitted by the Fire Department Chief and Reuben Wentworth seconded with all in favor of the motion.

5. Fire Department; Forestry Truck Donation - Interdepartmental Transfer Approval

James Beaudoin, Fire Chief offered to give the old Forestry Truck to the Cemetery Department opposed to the Solid Waste truck as discussed at the previous meeting. Virgil MacDonald voiced that a 550 would be too big for the Cemetery Department. The current cab and bed are being removed then moved to the new truck. Liz Dionne requested to speak. There is a need for two (2) trucks, one for the Cemetery Department and one for the Grounds and Maintenance Department. The Forestry vehicle is being replaced before it becomes obsolete as an emergency vehicle; this is a preventative measure. The current Cemetery vehicle most likely will go to a junk yard; being in poor shape. It was suggested to send it to the State Auction and could be an option. Liz was not aware that the Cemetery truck was in such poor condition until recently. At this time, Ken Roberts approached the Board to discuss a plan that might be useful. For discussion #5 & #6 New Business and #3 Old Business all meld together. The mechanics have been looking at spending money on the Cemetery truck; they will patch it up to get it through inspection. The transmission has been slipping on it, rebuilt twice. All trucks have been viewed. Numbers were provided for two (2) flatbeds. Ken would like to see the Solid Waste truck with aluminum flatbed go to the Cemetery Department and the Forestry Truck to the Highway Department with a 9.5' flatbed put onto it and toolboxes. From previous discussion, if employees are added to departments then the vehicles can be transferred to another department or they could be available when needed. If any other department needs the vehicle they would be available as it has been past practice. Kellie Troendle noted that the Parks and Recreation Department currently has two (2) vehicles but three (3) employees, this would allow the department to be more efficient. Reuben voiced if a truck goes to the Cemetery, it should be a loaner. Ken noted that there is definitely a vehicle shortage stating transferring both trucks and allowing the flatbeds to be installed on them, one truck to the Cemetery Department and the other to stay at the Highway Department unless needed by another department as a loaner. All maintenance is under the Highway Department under the fleet maintenance program. Questions were posed regarding the Cemetery Trust and them putting funds into the vehicle. Liz Dionne responded if funds are used from the Cemetery then it must remain with Cemetery. Permanent loan should be the way it is handled. The money for the flatbeds will come out of the Highway Operating budget. Vehicle maintenance will be used to get the vehicles rebuilt.

Reuben Wentworth made a motion that the Solid Waste Center truck be loaned to the Cemetery Department, the Fire Department Forestry truck be sent to the Highway Department and two (2) aluminum flatbeds be put on them for a total amount of \$4,745 and the Forestry truck stays with the Highway Department and be at the disposal of other departments when needed and Cydney Shapleigh seconded with all in favor of the motion.

6. Highway Department; Purchase 2 Alcom Flatbed Bodies - Interdepartmental Transfer Approval

This item was made in the previous motion (#5 Old Business).

To further, clarify:

John Markland made a motion to approve the memo sent by Ken Roberts' dated September 12, 2018 regarding the purchase of two (2) Alcom Flatbed bodies and Cydney Shapleigh seconded with all in favor of the motion.

**Old Business:**

1. Fire Department; Forestry Truck, Bed Removal - Approval

James Beaudoin, Fire Chief stated that this would be an approval for the bed to be removed from the current Forestry truck and mounted to the new Forestry truck. This should have been brought forth during the approval of the vehicle at the last meeting. This being approved through CIP it needs Board approval. The cost is \$750 through Hillsboro Ford.

John Markland made a motion to approve the Fire Department request in regards to the removal of the bed on the Forestry truck and Reuben Wentworth seconded with all in favor of the motion.

2. Fire Department; Purchase Radios, Pagers & Repeater (Change Order)- Approval

James Beaudoin, Fire Chief stated that there was a previous approval in June for the purchase of radios, which were actually never purchased. Apparently, the radios no longer exist. This is still state bid pricing and will just change to the Kenwood brand; they are half the price. Included was purchasing a new repeater for the new ambulance however there is a new repeater in the old ambulance so it will be removed and installed in the new ambulance. The Airboat radios were questioned. The Chief responded it is going out to have the motor worked on and upon its return, training will begin without the radio and headsets that would be almost impossible to do without communications. The main purpose of the airboat is to be used during the winter months on the ice.

John Markland made a motion to approve the Fire Department change order request on the purchase and switch over of radios, pagers and repeater as submitted and Cydney Shapleigh seconded with all in favor of the motion.

3. Solid Waste Department Pickup Truck - Interdepartmental Transfer Approval

This was approved in an earlier motion (#5 Old Business).

4. Gilman Museum - Bid for Exterior Work - Approval

A proposal was provided to the Board for work on the Gilman Museum; only one bid was received and is for exterior work only. Reuben Wentworth stated he did not see much in the bid specifications about repairing any rot or replacing any wood boards. Liz Dionne stated in speaking with the bidder, he seemed very enthusiastic about performing the work but she could not speak to his intentions. The main concerns voiced is the replacement of any rotted wood and was not specific in the bid.

After the discussion, it was the consensus that this bid is considered incomplete and it should go back out to bid.

**Selectmen Reports**

Reuben Wentworth had nothing to report.

Virgil MacDonald had nothing to report.

John Markland had nothing to report.

Cydney Shapleigh had nothing to report.

**Town Administrator Report** by Liz Dionne

**Jones Field Bridge Repairs**

Liz Dionne requested to bring Ken Roberts, Highway Manager and Kellie Troendle, Parks and Recreation Director to the table to discuss the Jones Field Bridge. A packet was provided which included two (2) invoices for the actual repair work and products and the other invoice is a partial invoice for engineering and DES related items. Ken consulted with Prescott Brothers and DES. Pressure treated wood will be used to rebuild the crib, concrete would have required engineering, which would be very costly, this came from DES and the town was advised against it. Pressure treated wood will allow another 20 years and it increased the cost from the original proposal; now at 4K. In order to get the wetlands permit it could take up to 90 days. The survey has been done, part of the wetlands application has been done and the billing is the first part of a 2 part billing which is estimated to be at \$3,200. Previously discussed was the funding coming out of the money from the Warrant Article for Jones Field; it was the opinion of the town attorney that it could come from that money which currently has over 49K in the fund. The top end cost will be roughly \$7,200 and the Board are the agents to expend. Kellie has not been approached about snowmobiles running across the bridge. Ken was just approached on the subject and advises that a lot of work would need to be done by the skimobile club prior to the Selectmen approving; planks and snow fencing should be placed. This discussion should be for a later date. In the past rocks have been placed in front of the bridge so nobody crosses. The folks that are doing the upgrades to Jones Field need to be notified that the \$7,200 is being expended out of the account to fix the bridge.

Reuben Wentworth made a motion to approve \$7,200 out of the Special Warrant Article and John Markland seconded.

Further discussion transpired regarding going out to bid and wetland issues.

Virgil MacDonald made a motion to approve the \$7,200 for the pedestrian bridge for Letter S Road and John Markland seconded with all in favor of the motion.

**Approval of Minutes**

September 5, 2018

John Markland made a motion to approve the minutes of Public Session I, September 5, 2018 and Virgil MacDonald seconded. The vote was 3 approved, 1 abstention, Cydney Shapleigh.

John Markland made a motion to approve the minutes of Non-Public Session, September 5, 2018 releasing #2, 5 & 6 and Reuben Wentworth seconded. The vote was 2 approved, 1 opposed, Virgil MacDonald (felt more should be opened) and 1 abstention, Cydney Shapleigh.

**Approval of Consent Agenda**

John Markland made a motion to approve the Consent Agenda as submitted and Reuben Wentworth seconded with all in favor of the motion.

Approval - Petition and Pole License #41-0643, across from 202 Hamwoods Road, EverSource Energy

Approval - Road Name only acceptance, Sample Terrace (off New Durham Road)

**Public Input II (limited to 5 minutes per person on any Governmental/Town Business)**

Patrick O'Brien approached the Board representing the Firemen's Association to speak on behalf of the Airboat project. Phase I of the project was for the boat to be gone through from stem to stern; not knowing what work was necessary. There was a phenomenal response from the fundraiser, which allowed most of the work to be

completed. It fell short when it was discovered it needed a motor. Other than the radio/communications equipment, the project came together. We needed no town funds to support the project.

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

**Barbara Howard; Speeding and Signage on Stockbridge Corner Road**

Cydney Shapleigh made a motion to grant the discretionary appointment request for Barbara Howard for speeding and signage on Stockbridge Corner Road and Reuben Wentworth seconded.

Further Discussion: John Markland wanted to know if any traffic studies have been done in the particular area and if not he would recommend it be done before placement of signs all over the place and to determine if cars are actually speeding. Ken Roberts approached the Board, he had received a phone call regarding the equestrian signs and advised that they would be responsible to purchase the signage and the Highway Department would install them with the permission of the Board of Selectmen. Detective Adam Painchaud, Alton Police Department approached the Board. He spoke with the Chief specifically about this referenced study, and agrees it is a good idea. The speed trailer will be out in that area for about a week, which will generate a report, they will have a better idea after that is done. There are no special children or other signage except the 30mph signs on both ends of the road. That particular road is heavily enforced.

At this time, the motion on the table was called with all in favor of the motion.

**Non-Public Session:**

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

**Roll call vote:**

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

**Adjournment**

The meeting adjourned at 6:58 PM.

Respectfully submitted,

*Mary K. Jarvis*

Mary K. Jarvis  
Recording Secretary

