

DRAFT
Alton Board of Selectmen
Meeting Minutes
October 8, 2012

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

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

Approval of agenda

M. DeCoff motioned to accept the agenda as presented, seconded by C. Johnson, and passed all in favor.

Announcements

Halloween Night October 31st, Trick or Treat is from 5:30pm – 7:30pm

Selectmen's Committee Reports

Peter Bolster reported on the open house at the Train Station. There have been a lot of donations including the chandelier, and stove and they hope to continue to receive donations of railroad memorabilia.

D. Hussey reported on the Zoning Committee meeting. It was an excellent meeting with participation from the public and other boards on the review and discussion of new regulations.

Town Administrator Report and Updates

- R. Bailey recommended that the West Alton roof bid be put out for to re-bid due to the changes in the insurance requirements. We would notify all the bidders that they have the opportunity to re-bid under the new requirements and make it an expedited bid in 10 – 12 days.
D. Hussey motioned to approve the re-bid of the West Alton roof, seconded by P. Bolster and approved all in favor.
- The Milfoil Committee requested to meet with the board on the progress to date and the budget and grants for next year. The consensus of the Board is that they come in during a workshop meeting. R Bailey will schedule the workshop.
- R. Bailey discussed the DOT memo previously distributed to the Board and that under state law if the DOT is going to sell a piece of property to a private entity they must give the town that the property is located in first right to purchase property. The DOT requires a response within 30 days.
P. Bolster motioned not to purchase the property, tax map 26, lot 10, located in front of McDonalds and the Homestead, seconded by M. DeCoff, and passed all in favor.
- The Conservation Commission has been presented with the memo in reference to the Town forest located on Avery Hill. R. Bailey will follow up to see what the Committee's plan of action will be.

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- R. Bailey provided samples of the revised E911 and Emergency Management inserts that will be included in the tax bill.
 - The E911 procedure was previously reviewed and revised to include Town policy. There was a discussion on the location of and numbering of mailboxes for emergency response. D. Hussey motioned to adopt the E911 procedures as presented, seconded by M. DeCoff, and passed all in favor
 - Emergency Management – A survey was sent to residents last year to determine if any residents had any special needs that may need to be addressed during a major storm or outage. The Town received responses from 15 residents. R. Bailey would like to re-send it to all residents to see if there are any new people, changes or updates to individual situations.
 - C. Johnson motioned to include the Emergency Management Survey, seconded by M. DeCoff and passed all in favor.
- There was a discussion on a previous request by a resident to appeal a decision with regards to driveway placement. The current Town ordinance is 500 feet; the resident has around 250 feet. The Chairman polled the members who each voted not to allow the driveway request.

Public Input I

None

Public Input I Closed

Selectmen's Minutes

L. Carr motioned to approve the Minutes of September 20, 2012, Public Workshop Session I, as presented, seconded by M. DeCoff and passed all in favor

L. Carr motioned to approve the Minutes of September 20, 2012, Public Workshop Session II, as presented, seconded by M. DeCoff, and passed all in favor

L. Carr motioned to approve the Non-Public Workshop Minutes of September 20, 2012 and to open Items 1, 2, 3, 4, 5, 6, and 7, seconded by M. DeCoff. There was a discussion on the release of Item No. 1 and the motion was amended to release items 2, 3, 4, 5, 6 and 7, seconded by M. DeCoff as amended and passed all in favor

L. Carr motioned to approve the Minutes of September 24, 2012 Public Session 1, as presented with the following corrections: under the 3rd paragraph of Selectmen Committee Reports, on the 3rd line "available to all residents legislation and support on this matter was not passed and will be reworded to come before legislative session", remove the word "legislative" so it reads "and come back to the next session". In the last paragraph under senior center, in the sentence "contractor, engineer and DES are all in place to move forward to the next phase". Sentence should read "the volunteer builders, engineer and DES has been notified. Next page 3rd paragraph down, "L. Carr presented agreement" should read, "R. Bailey presented agreement". Motion was seconded by C. Johnson as amended and passed all in favor.

L. Carr motioned to approve the Minutes of September 24, 2012 Public Session II as presented, seconded by M. DeCoff and passed all in favor.

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L. Carr motioned to approve the Minutes of September 24, 2012 Non-Public Session releasing the paragraph starting with School Superintendent, the paragraph beginning with Brewster Academy, the paragraph beginning with Resignation, the paragraph beginning with Cemetery Trustee Appointment, the paragraph beginning with Copy machine and the paragraph beginning with Tax deed. Seconded by M. DeCoff and passed all in favor.

L. Carr motioned to approve the Minutes of September 26, 2012 Public Workshop Session – with the following corrections: Adding to the first paragraph, second line down a “t” instead of railers should read trailers. Item No. 6 should read Selectmen approved a one time parking request.

P. Bolster noted that on the top of Page 4 of the minutes of September 24, 2012 the date reads September 2, 2012 and should read September 24, 2012. M. DeCoff seconded as amended and passed all in favor.

L. Carr motioned to approve the Minutes of September 27, 2012 Public Workshop Session I as presented, seconded by M. DeCoff and passed all in favor

L. Carr motioned to approve the Minutes of September 27, 2012 Non-Public Session, on 3rd line down person to be contacted should read T. Knowles and to not release any. Seconded by M. DeCoff and passed all in favor.

L. Carr motioned to approved the Minutes of September 27, 2012 Public Workshop II as presented, seconded by M. DeCoff and passed all in favor.

Old Business

1. Highway Reconstruction

R. Bailey presented the Board with an update and informed the Board that the next project is Roger Street and will begin in about 2-3 weeks and should last about 1 week. The cost is estimated to be approximately \$60,000.00 and will include drainage and paving. To date \$1.1 million dollars has been spent. D. Hussey has concerns regarding dips in the road and roads that are not level. The Board will look into further. Roger Street should be completed by the end of October. The next large project will be Trask Side Road and will include drainage and tree removal.

2. Town Hall Project Status

L. Carr and R. Bailey provided the Board with the status of the repairs and costs of the Town Hall updates. Due to the cost of the heating system, the Town is looking at the possibility of updating the steam system and the repair of zones, insulation will be blown in, and two quotes were received on the ceiling fans. The low bid for the heating system was \$230,000.00 and the high bid was around \$390,000.00. This included the cost for the air conditioning pumps, which was approximately \$75,000.00. The Mason will begin work this week on fixing the ramp and the steps. A quote of \$1,500.00 was received to fix the railing and we are currently waiting on a second bid to be received. The Town will go with the first bid if second bid is not received. The board will re-visit next week.

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3. Sidewalk Status

R. Bailey provided an update on the sidewalks. The Highway Department has completed the prep work and the cement work will begin on Wednesday. The drainage basin has been installed near the Huggins Clinic and the Town has received the written easement from them. The removal of the dead tree will need to be scheduled. During the prep work a water shut off valve was hit and will be discussed further at next the workshop. R. Bailey wanted to thank the Water Department for expediting the repair of the pipe at the West Side rest room on Saturday.

New Business

1. Senior Center – Eagle Scout Project

The Board reviewed the plan provided by the Eagle Scout Thomas Darling of the shed to be built at the Senior Center. C. Johnson motioned to approve Eagle Scout Thomas Darling's proposal for the shed at the Senior Center as presented, seconded by M. DeCoff and passed all in favor.

2. Election Warrant

R. Bailey provided the board with a warrant for their signature that is required to be approved and signed for the election to be held on November 6, 2012 from 7:00am – 7:00pm, at PMH. D. Hussey motioned to approve, seconded by M. DeCoff and passed, all in favor.

3. Grant Application

R. Bailey provided a description of the Commuter Grant that is used for extra patrols during the morning and the evening commute. Patrols will be looking to ensure commuters are paying attention to the road. The grant is for \$4,500.00 and there is no charge to the Town if the Town stays within the patrol hours. Authorization will need to be given to allow the Chairman of Highway Safety, R. Bailey, to sign. L. Carr motioned to re-approve the Grant and to authorize the Chairman R. Bailey to sign, seconded by M. DeCoff and passed all in favor.

4. NH Electric Co-op – Final Petitions for signatures – Poles 3434 & 3443

L. Carr motioned to approve NH Electric Co-Op Pole License No.3434 & 3443, seconded by M. DeCoff and passed all in favor.

5. Road Easement

The project before the Planning Board is a wetlands permit that was needed for Hurd Road, and the Boards of Selectmen's position was that the Town was not going to have to pay anything. In order to for the proposed corrections to be made they would need to access the Town right of way on Hurd Hill Road. The Board would need to authorize the correction. Discussion. M. DeCoff motioned to approve, seconded by L. Carr and passed all in favor.

Public Input II

None

Public Input II Closed

Non-Public Session – At approximately 6:50pm D. Hussey voted to enter into Non-Public Session pursuant to RSA91-A,3,II (a) personnel (c) character/reputation and (e) claims/litigation. M. DeCoff seconded the motion and the Chairman polled the members who each voted in the affirmative and the motion passed with all in favor.

Adjourned 6:50 pm

Peggy Hawksley, Recording Secretary

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Minutes Approved: October 22, 2012