

ALTON BOARD OF SELECTMEN  
Minutes  
December 4, 2017  
6:00 PM  
1 Monument Square  
Alton, NH 03809  
**Approved: December 18, 2017**

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Virgil MacDonald 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 Johnson, Chairwoman - excused absence  
Virgil MacDonald, Vice Chairman  
Philip V. Wittmann, Selectman  
John Markland, Selectman  
Reuben Wentworth, Selectman - excused absence  
Elizabeth Dionne, Town Administrator

**Agenda Approval**

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

**Announcements**

None

**Board of Health**

Virgil Macdonald made a motion to recess as the Board of Selectmen and to re-convene as the Board of Health and John Markland seconded with all in favor of the motion.

John Dever, Code Officer was present to give an overview of the request for property located on Rattlesnake Island, Map 76 Lot 11. The lot is very steep and rocky and is situated at the Northwestern end of the island. The installer was supposed to attend the meeting however he was not able to make it but will be available by phone if necessary. The site has been visited by the Subsurface Bureau Administrator who will be doing the final review; he saw no issues with the distances. It was noted that the plan is acceptable to DES. Virgil MacDonald questioned if the system will be alarmed. John responded "yes". The Clean Solution system also requires that the signed maintenance contract be recorded at the Registry of Deeds.

John Markland made a motion to approve the septic waiver request for Map 76 Lot 11, Septic Tank to lake, Required 70', Actual 49'; Septic Tank to Well, Required 50', Actual 36'; Pump Tank #1 to lake, Required 75', Actual 40'; Processing tanks to lake, Required 75', Actual 50' and EDA to lake, Required 75', Actual 69' and Phil Wittmann seconded with all in favor of the motion.

John Markland made a motion to adjourn as the Board of Health and to re-Convene as the Board of Selectmen and Phil Wittmann seconded with all in favor of the motion.

### Appointments

#### Larisa Djuvelek-Ruggiero; CAP, Regional Mobility Manager

Larisa Djuvelek-Ruggiero, Regional Mobility Manager for the Mid State Regional Coordinating Council (RCC) for Community Transportation introduced herself to the Board. She is employed by Community Action Program (CAP) from Belknap-Merrimack Counties. The purpose of her presentation is to raise awareness, to tell the Board a little bit about Mid State RCC and to encourage the Board's collaboration by asking the Board to consider joining the RCC. It is not required to join with forty (40) towns across the Belknap-Merrimack region. The boarders were created based upon hospital catchment areas in 2009. There are nine (9) RCC's which were created by the State Coordinating Council for Community Transportation enacted by NH Legislation in 2007. The mission of all RCC's is to improve community transportation for people with disabilities and the elderly. Currently there are thirty-six (36) members; a table of the members was provided. Joining the RCC is free other than assigning a person or two as representatives (one representative, one alternate) to attend RCC meetings. We just ask for participation and meeting attendance. There are six (6) meetings a year, three (3) in the Lakes Region, three (3) in the Concord area. In addition, they are trying to implement online go-to meetings for participation. The meeting are usually on the second Tuesday of the month from 2:00 PM to 4:00 PM. There are various initiatives that have been implemented and we need the whole community to makes changes and/or improvements. We are the lead RCC in the State and have the most members at the table for discussions. Virgil MacDonald challenged the "no cost" for joining and asked what the cost was to stay in it? Larisa again stated there is no cost. They have a budget; all the money that RCC applies is through the Department of Transportation from the Federal Transit Administration. The donations go through a 20% local match, which is required. No money is required CAP and Central NH Regional Planning is raising those monies for the services through written grants. Again, there is no cost for membership; just your time and participation. John Markland noticed that services already come to Alton on Thursdays. Larisa stated that the services come to Alton through the Senior Center in Laconia. John asked, does that make us part of the program already? Larisa responded "no, if Alton senior citizens wanted more then, this would be a good venue to talk about it and change things. Alton is comprised of about 25/26% of seniors according to the 2010 census and is probably a bit higher at this point. This program is being done due to aging. The current services are okay but they may not be able to sustain the growing needs moving forward. We are aging nationwide as shown in the provided graphs. Another thing that Larissa would like the Board to consider adding a link to them on the Town's website [www.midstatercc.org](http://www.midstatercc.org). Phil Wittmann questioned the Thursday visits to Alton what exactly do they do? Larisa responded that it is called rural transit system which runs out of the senior center in Laconia; they take people grocery shopping, she is unsure if they have a specific schedule. They may take people to doctor appointments. There is a suggested \$2.00 donation for round trip service. Larisa noted that this is not something that needs to be decided on tonight; please consider it and get back to her. The Town Administrator was provided a copy of the bylaws and a memorandum of understanding for further review. John

Markland would like to read the bylaws and give it strong consideration. Larisa was thanked for her time.

Michael Gelinas, Powder Mill Snowmobile Club; Hayes Road

Michael Gelinas from the Powder Mill Snowmobile Club and Ken Roberts, Road Agent were called to the table to discuss the request for the use of Hayes Road.

Mr. Gelinas stated that they lost landowner permission from David Avery for use of the trail that ran on his land. We are hoping to go back to what they previously used which was a short section of Hayes Road until another re-route can be obtained. We are looking quite hard not liking to be on the roadway.

Virgil MacDonald consulted Ken Roberts to see if he has any issues with this use of the roadway. Ken responded with a couple of comments:

1. The groomer can go on the road but no grooming or no pulling of anything into the roadway. This should not happen.
2. Curfew of 11:00 was questioned with Mr. Gelinas responding he is not aware of that. Ken stated this would be due to the residents in that area.

Phil Wittmann asked Ryan Heath if he was aware of this? Ryan referred to the Noise Ordinance but he was not aware of anything specific to the snowmobiles; the ordinance would address excessive noise. If the snowmobiles were properly muffled machines then they probably would not fall under the ordinance. Ken Roberts felt that due to the residents there it might be good to have an informal discussion with them to see if there are any issues with it. It was compared to the Rand Hill Road situation and we would not want to end up in a similar situation. At this time, there is no other option.

Mr. Gelinas stated a whole new trail would need to be cut and it is way too late in the season not realizing that the Avery property was not available until it was too late. The road is a Class V roadway with the area in question being under 500 feet. According to Fish and Game laws as long as it is 500 feet or less it is not an issue. Ryan Heath stated that if it is under the 500 feet, it is a moot point. Fish and Game laws allow them to go from trailhead to trailhead 500 feet or less along a roadway. Ryan Heath spoke with CO Ron Arsenault who stated they are just under the 500-foot mark and to be safe he recommended that they get the Town's permission but technically they are within the bounds. Ken Roberts has no issues at all with them using the road but does not want the groomer pulling stuff in and out of the roadway. Liz Dionne commented that the only thing found in reference to the area was in 2011 when permission was granted to the Powder Mill Snowmobile Club to use a part of the Class VI portion of Drew Hill Road, nothing else was found in the records. That would be why whatever decision is made would need to have a motion to make it official.

Virgil MacDonald made a motion to allow the Powder Mill Snowmobile Club permission to use Hayes Road with the 500', trailhead to trailhead and complying with the Road Agent's request regarding grooming within the roadway and Phil Wittmann seconded with all in favor of the motion.

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

None

**New Business**

**2018 Annual Mortgagee Contract Renewal; Sanders Searches, LLC**

Liz Dionne informed the Board that this is an annual contract renewal for title searches for the Tax Collector.

John Markland made a motion to approve the 2018 mortgagee contract renewal for Sanders Searches, LLC and Virgil MacDonald seconded with all in favor of the motion.

**Donation Acceptance; Fire Department and Donation Acceptance; Police Department**

Liz Dionne spoke on behalf of the next two agenda items for donations to the Fire Department and the Police Department. The Fire Department received an anonymous donation of \$2,000.00 and the Police Department received an anonymous donation of \$1,000.00 from the New Hampshire Charitable Foundation. Each department has made their recommendation as to the usage of the funds. Liz noted that the Board would need to move to first accept the donation then move to approve the recommended use of the donation.

John Markland made a motion to accept the donations from New Hampshire Charitable Foundation in the amount of \$2,000.00 for the Alton Fire Department and \$1,000.00 for the Alton Police Department and Virgil MacDonald seconded with all in favor of the motion.

John Markland made a motion to accept the recommended proposals made by the Fire Chief and the Police Chief for such donations and Phil Wittmann seconded with all in favor of the motion.

**Old Business**

**Police Boat Update**

Police Chief Ryan Heath was present to see if the Board had any further questions or had made a decision on his second proposal, which is replacement of the hull for the Police boat in order to obtain a ten (10) year warranty opposed to refurbishing the existing hull with only a one (1) year warranty. Another option was a new boat of the same size at roughly \$58,700.00. The hull replacement option is approximately 43K. It is the decision of the Board as to which way they feel is the best viable option for continuation of services not only for the Police Department but more importantly for the Code Enforcement Officer to perform his services for permitting and inspections on the islands.

John Markland asked the Chief if he felt comfortable with the Board making a decision tonight or would he feel better if it was tabled until the next meeting until there is a full Board in attendance. Ryan responded that he did not have a problem either way but given the late

nature in the year. A request will be brought forth at the next meeting on December 18<sup>th</sup> to encumber the funds. Liz Dionne was consulted; her thought was to bring it forward on the 18<sup>th</sup> before the encumbrances are discussed and approved. Liz noted that the encumbrances will be coming before the Board at the next meeting; in order to encumber funds from any budget you must have or soon to have a signed contract, an invoice or something official from the vendor that this is approved or ordered in the current year and will be paid for in the next year. This will be a key factor at the next meeting approving it first in order to obtain an invoice or commitment for making the encumbrance legal. The invoice will suffice but it must be approved then encumbered.

### **Selectmen Committee Reports**

Phil Wittmann had nothing to report. Parks and Recreation meets tomorrow night.

John Markland had nothing to report.

Virgil MacDonald had nothing to report.

### **Town Administrator Report**

Liz Dionne noted that the two (2) vehicles that were previously approved for purchase for the Assessing and Code Enforcement Departments; one has arrived and the other should be arriving later this week. We were able to trade in the Ford Ranger pickup truck for \$1,200.00 however; the Crown Victoria needs to be disposed. Liz is requesting permission from the Board to authorize the mechanic to scrap the vehicle. There are many issues with that vehicle. Scrap metal is going for \$120.00 per ton and they are estimating we will get approximately \$170.00 for the vehicle.

John Markland made a motion to allow the Town Administrator to scrap the Crown Victoria vehicle as presented and Phil Wittmann seconded with all in favor of the motion.

### **Approval of Minutes:**

#### **November 20, 2017**

John Markland made a motion to approve the minutes of Public Session, November 20, 2017 and Virgil MacDonald seconded with all in favor of the motion.

John Markland made a motion to approve the minutes of Non-Public Session, November 20, 2017 and Phil Wittmann seconded. Liz Dionne requested to keep #2 sealed. The vote was all in favor of the motion.

John Markland amended his previous motion to approve the minutes of Non-Public Session, November 20, 2017 releasing #1 and Virgil MacDonald seconded with all in favor of the motion.

November 28, 2017

John Markland made a motion to approve the minutes of Public Workshop Session, November 28, 2017 and Virgil MacDonald seconded with all in favor of the motion.

**Approval of Consent Agenda**

Virgil MacDonald made a motion to approve the Consent Agenda and Phil Wittmann seconded with all in favor of the motion.

**1. 2017 Administrative Abatements \$193.00**

Stapleford Brenda L	181 Main Street	Map 29 Lot 46	\$12.00
Raschilla James A etals	Dan Kelly Drive	Map 35 Lot 23	\$4.00
Blanchard Rose	105 Heron Point Road	Map 9 Lot 14-101	\$34.00
Collier Allen	1439 Wolfboro Hwy	Map 19 Lot 8-2-20	\$143.00

**2. 2017 Abatement \$1,432.00**

Dover Point Rev Trust	Reed Road	Map 16 Lot 4	\$1,432.00
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**3. 2017 Veteran's Credits \$4,000.00**

Perry George H Jr	132 Echo Point Road	Map 41 Lot 14	\$500.00
Divaio Richard J	22 Melody Lane	Map 59 Lot 14	\$500.00
Sullivan Lawrence	132 Frank C Gilman Hwy	Map 8 Lot 33	\$500.00
Parente Anthony	82 Loon Cove Road	Map 49 Lot 38	\$500.00
Moulton Stanley	6 Horne Road	Map 5 Lot 55	\$500.00
Torriero Joseph	27 Ridge Road	Map 15 Lot 15-6	\$500.00
Hotchkiss Robert	241 Drew Hill Road	Map 19 Lot 65	\$500.00
Knowlton John	47 Ridge Road	Map 15 Lot 15-9	\$500.00

**3. 2017 All Veteran's Credits \$3,000.00**

Bergevin Robert	21 Sedlari Way	Map 10 Lot 16-13	\$500.00
Young John	319 Rand Hill Road	Map 11 Lot 12	\$500.00
Barrett Patrick	50 Riley Road	Map 66 Lot 41	\$500.00
Ahn Norman H Trust	147 Hopewell Road	Map 21 Lot 5-9	\$500.00
Stevens William	518 Prospect Mountain Rd	Map 3 Lot 26	\$500.00
Jalbert Leslie	67 Mallard Drive	Map 6 Lot 5-11	\$500.00

**4. 2017 Surviving Spouse of a Veteran \$500.00**

Mills Pauline	19 Richardson Avenue	Map 38 Lot 47	\$500.00
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## 5. 2017 Veteran Total Disability \$1,400.00

Arsenault Bernard	8 Jewett Farm Road	Map 33 Lot 55	\$1,400.00
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Approval - New Hire - Highway Department, Joshua Smart, Full Time Truck Driver; \$16.85 per hour.

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

Executive Councilor Joseph Kenney noted that periodically he comes to the various Town Board of Selectmen meetings to talk a bit about Governor Council updates that might impact his communities. The topics of discussion were as follows:

- There has been a lot of change over in Commissioner positions in State government. We are looking for a Department of Revenue Administration Commissioner, we have a new Agriculture Commissioner and a new Department of Labor Commissioner and have had approximately 7 to 8 Commissioner change overs in the last ten (10) months. Additionally there have been 6 or 7 new judges on the benches to allow more coverage up north.
- The 10-year Highway Improvement Plan is going through the hearings throughout the district within his district. We are prepared to sign off on this however; there has been a slight hiccup with the proposed increase of tolls. Currently Public Hearings are scheduled to address the issue. DOT believes that by increasing the tolls they feel that the funding of projects could be done sooner by acquiring 36 million dollars a year with the increase. There has been concern around the state as to whether this should be done. Hopefully there will be a final Highway Improvement Plan late in December, it will then be given to the Governor for signing then passed on to Legislation.
- Another topic in the public safety community is First Net, which is a first responder broadband communication system, which will allow first responders to have first dibs in emergencies. The national contract has been given to AT&T. NH has been looking at a company called Rivata who would have built in incentives if they are chosen. Councilor Kenney has spoken to AT&T voicing that we need more towers (at least 20) in the northern region. This is continually being worked on.
- New Water Drinking Trust Fund was created with 276 million dollars which was from a settlement from MTBE lawsuit from 2003. The settlement was from Exxon with each state getting a large sum of money. An advisory committee has been created; they are taking applications and have awarded quite a few grants in the northern communities. Statewide over the next 10 years there is about 850 million dollars for drinking water projects that need to be done. USDA has money for water drinking projects. In addition, DES has a grant program and there is Northern Boarders grant money available. These are the different funding sources for water projects for the future. Please call him for further information.
- There are grants available through Emergency Management that are very popular. Recently there has been a lot of storm damage. The Governor moved forward with a declaration which should allow FEMA to reimburse communities with 75% of costs. Since 2010 the state kicked in 12.5% along with the 75% so communities were only responsible for 12.5% now it is strictly 25% resulting in a down shift unless legislation

wants to help out. Highway Block grants awarded additional grants. There are a lot of infrastructure things currently on the table.

- Anthem was awarded the State contract with the State employees as well as the retirees.
- Rumble Strips; Councilor Kenney does not like them and would like to see the state roll them all up. We are in a moratorium stage until they re-write their rules and procedures. We had some luck in Plymouth and Alton and urged the Board to keep pursuing it and pushing it. The Noise Study was discussed and he agreed that it was flawed as Virgil MacDonald mentioned. Phil Wittmann noted that a section of Route 28 North heading to Ossipee, which has been repaved, has none. Councilor Kenney will continue to pursue the issue. He works very closely with DOT on a regular basis for various projects and he very much pushes them as he can. He relies on federal staff that is available but really needs to rely on his Commissioners on the state level who don't always have the answers.

Councilor Kenney asked the Board if there were any other items of concern for the Board. Liz Dionne, Town Administrator asked the Board for permission to ask a question of him and also to make a statement. Liz asked about the FEMA money 25% that was mentioned earlier whether it was the state or the Town portion. The response was it was the Town portion; generally, if there is damage within a community a FEMA representative will step in to go over the matter. Her statement was in reference to the Water system grants she will be contacting the Water Commissioners to reach out to him. Councilor Kenney stated there is the State Drinking Water Revolving Fund, which is basically a low interest loan program. USDA Rural Development is somewhat the same; sometimes they give grant monies. The new trust fund is both grant money and loan money preferring the grant side over the loan side. Northern Boarders Commission Grant can be applied for up to 250K. If there is an infrastructure project along with economic development then you can go to EDA at the federal level who has large sums for water and sewerage grants. At some point Councilor Kenney would like to create a flyer of different grants and resources for both state and federal grants that are available. At this time, John Markland brought forth the high phosphate issue of the Cyanobacteria problem stemming from the state fish hatchery in New Durham. This is a very serious problem; Fish and Game and DES is aware of the issue. A committee was formed in New Durham and Alton has two (2) Selectmen members sitting on that committee. They are all working together to come up with funding to have a watershed plan put into place. Once it is in place then federal grants may be applied for to help remedy the issue. It is a very serious issue. There have been local articles written on the issue. Councilor Kenney stated he has six (6) hatcheries in his district. The phosphorus levels in the fish hatchery location are much higher once beyond the hatchery the levels are much lower. The fish hatchery is creating the problem. The vacuum system was described and the waste now goes back into the river. Fish and Game has changed the fish food to a low phosphorus food to try and help the situation. There is a big concern with this coming down the Merrymeeting River into Alton heading towards Lake Winnepesaukee. This hatchery is the largest in the state. In addition, there is drinking water at Levey Park right next to the river. It is possible that this could be fixed by the state through these grants being a state hatchery. Councilor Kenney would like to take a tour of the area. There were many officials that attended the meetings and Councilor Kenney will speak with the new DES Commissioner Robert Scott or the Deputy Commissioner Clark Freise later in the week questioning them and



to possibly get them out to the area in question before snowfall. He was surprised that they didn't go with the self-contained hatchery similar to the one in Warren which works just fine. Back to the rumble strip issue, it originated in the Milton area on the Route 16 corridor due to the amount of accidents. The Route 28 corridor has only had two (2) accidents; it seems that they are not using the data to justify the rumble strip issue. Councilor Kenney will continue to voice his concerns. Not getting everything he wants he visits a subject, leaves it alone for a bit then re-visits the issue at later date in order to balance it out. The state is growing with an older infrastructure; District 1 has over 400 miles of resurfacing projects next year, there will be continued bridgework and maintenance of the roads. There is a program that recently passed legislature for a municipality to bond a bridge and be reimbursed for 80%. This is an approach for municipalities to expedite bridge work but a bond must be floated in the interim.

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

None

**Non-Public Session:**

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

**Roll call vote:**

Philip V. Wittmann, yes  
John Markland, yes  
Virgil MacDonald, yes

**Adjournment**

The meeting adjourned at 7:05 PM.

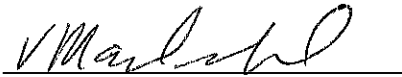
Respectfully submitted,

  
Mary K. Jarvis  
Recording Secretary

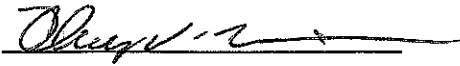
ALTON BOARD OF SELECTMEN



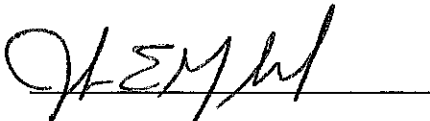
Cydney Johnson, Chairwoman



R. Virgil Macdonald, Vice-Chairman



Philip V. Wittmann, Selectman



John Markland, Selectman



Reuben Wentworth, Selectman