

Budget Committee
APPROVED Minutes (Approved 1/15/2020)
January 9, 2020 @ 6:30 PM
Alton Town Hall
1 Monument Square, Alton, NH 03809

1. Call to order by Patrick O'Brien, Chairman at 6:30 pm followed by the Pledge of Allegiance to the American flag.
2. Roll Call
Present:
Patrick O'Brien, Chairman
Beth Varney, Member
John Markland, Member
Peter Leavitt, Member
Bob Holt, Member
Reuben Wentworth, Selectmen Representative

Others Present:
Laura Parker, Town of Alton Finance Administrator
Liz Dione, Town of Alton Administrator
3. Approval of Agenda
MOTION by J. Markland to approve the Agenda as presented. Second by B. Varney. No discussion. Motion passes with all in favor (6-0).
4. Old Business
 - a. 2020 Warrant Articles - Review and Recommend

Article A: Benefit Pay Expendable Trust Fund

To see if the Town will vote to raise and appropriate the sum of \$25,000 to be added to the Benefit Pay Expendable Trust Fund, previously established in 2001. Said funds are recommended by the Town Auditors to be used to pay for benefits accrued by Town employees and redeemed when they leave employment with the Town of Alton, in accordance with the Town Personnel Policy. Recommended by the Board of Selectmen (5 -0) and the Budget Committee (6-0). (Majority vote required)

MOTION by J. Markland to recommend Article A: Benefit Pay Expendable Trust Fund. Second by R. Wentworth. No discussion. Motion passes with all in favor (6-0).

Rationale: This funding was established to comply with the Governmental Accounting Standards Board Statement, which recognizes the financial liability of the town to employees when they retire or leave employment.

Article B: Operating Budget

Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$8267,897 Should this article be defeated, the default budget shall be \$8,090,865, which is the same as last year, with certain adjustments required by previous action of the Board of Selectmen or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. This article does not include special or individual articles addressed. Recommended by the Board of Selectmen (5-0) and the Budget Committee (5-1). (Majority vote required)

MOTION by J. Markland to recommend Article B: Operating Budget. Second by P. Leavitt. No discussion. Motion passes (5-1).

Article C: New Riverside Cemetery Engineering

To see if the Town will vote to raise and appropriate the sum of \$50,000 to be added for the purpose of engineering needed at the New Riverside Cemetery in order to lay out all required work that needs to be done to the site for expansion and usage such as a utility corridor for all utilities needed on the site, interior travel ways (roads), lay out of lots, and more. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the engineering project is completed or by December 31, 2024, whichever is sooner. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (6-0). (Majority vote required)\

MOTION by J. Markand to recommend Article C: New Riverside Cemetery Engineering. Second by B. Holt. No discussion. Motion passes with all in favor. (6-0).

Rationale: These funds are needed to assist in the permanent layout of the New Riverside Cemetery expansion. The expansion includes an improved utility corridor for all utilities (water, electricity, etc.) to be in the same general pathway with easy accessibility if needed; Water would be used for irrigation, electricity for the existing buildings or exterior lighting, additional travel roads in the new expansion area to allow vehicles to enter the cemetery expansion area, extension of the stone wall along Route 28, engineering of the two existing wells for usage, drainage through the DOT right of way, engineering of the existing ledge areas, a second columbarium in the distant future as cremations versus burials are being done with increased frequency, etc. NH DOT has stated we may use their right of way areas for drainage.

The need for the expanded use of this cemetery is high. The engineer work will identify and place the grave sites and columbarium cremation niches available for purchase, onto a physical plan. A complete and long term, inclusive engineering plan is needed for the expansion of the cemetery. The ultimate goal is to have everything neatly and correctly engineered with layouts, built and installed, for the future use of the cemetery.

Article D: Fire Department Equipment Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$100,000 to be added to the Fire Department Equipment Capital Reserve Fund as previously established in 1973. Recommended by the Selectmen (5-0). Recommended or Not Recommended by the Budget Committee (6-0). (Majority vote required) (Recommended by CIP)

MOTION by J. Markland to recommend Article D: Fire Department Equipment Capital Reserve Fund. Second by P. Leavitt. No discussion. Motion passes with all in favor (6-0).

Rationale: The Fire Department staff and the CIP Committee worked diligently to create a systematic planned replacement cycle for capital equipment and vehicles. The CIP will allow for a safe and modern fleet of fire apparatus and equipment. The CIP provides for a mechanism to replace vehicles & equipment with a steady payment plan. The CIP will in the future spread out the planned replacement over many years rather than over just a few years. This capital reserve fund was established to repair/replace fire vehicles and equipment.

Article E: Fire Department Ladder Truck

To see if the Town will vote to raise and appropriate the sum of \$100,000 to be used toward the purchase of a Fire Ladder Truck. Said funds to come from undesignated Fund Balance, which will not have an impact on the tax rate. This article is contingent upon receiving the award of a FEMA grant. Should the grant funding not be received this article is null and void. Recommended or Not Recommended by the Selectmen (5-0). Recommended by the Budget Committee (6-0). (Majority vote required) (Recommended by CIP)

MOTION by J. Markland to recommend Article E: Fire Department Ladder Truck. Second by P. Leavitt. No discussion. Motion passes with all in favor (6-0).

Rationale: This article is to enable the purchase of a \$1.1 million dollar Fire Department Ladder Truck because the current 30+ year old ladder truck is no longer able to be used for any type of an emergency. A FEMA grant is opening for applications in November. The Town will be applying for funds from the FEMA grant. The grant amount provided could be \$750,000. The Town would need to come up with the remaining \$350,000 by using \$250,000 from existing funds in the Fire Department Equipment Capital Reserve Fund. The remaining \$100,000 (this warrant article) will be taken from the undesignated fund balance, which will result in no impact to the tax rate.

Article F: Grounds and Maintenance Vehicle and Equipment Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$23,000 to be added to the Grounds and Maintenance Vehicle and Equipment Capital Reserve Fund as previously established in 2019. Recommended by the Board of Selectmen (5-0) and the Budget Committee (5-1). (Majority vote required)

MOTION by J. Markland to recommend Article F. Grounds and Maintenance Vehicle and Equipment Capital Reserve Fund. Second by P. O'Brien. No discussion. Motion passes (5-1).

Rationale: The funds would be used to purchase replacement vehicles when needed for the Grounds and Maintenance Department, which maintains thirty-eight Town properties, including plowing building parking lots; trash removal at all Town buildings and public parks; turf management and custodial work. The Grounds and Maintenance Department is expected to replace the current F350 2008 pickup truck which has over 109,000 miles in 2020 with a similar vehicle for approximately \$45,000. The fund currently has a balance of \$22,500.

Article G: Highway Department Equipment Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$350,000 to be added to the Highway Department Equipment Capital Reserve Fund as previously established in 1981. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (6-0). Recommended by the CIP Committee. (Majority Vote Required)

MOTION by J. Markland to recommend Article G: Highway Department Equipment Capital Reserve Fund. Second by P. Leavitt. Discussion. B. Holt inquired as to the Fund Balance. L. Parker informed \$59,616.16. No further discussion. Motion passes with all in favor (6-0).

*Rationale: This capital reserve fund was established to repair/replace highway vehicles and equipment. The breakdown of the requested amount is to save a designated amount each year toward the purchase of these pieces: \$172,000, 6-wheel Mack Dump Truck, 12-year lifespan
\$88,000, one-ton dump truck, 10-year lifespan*

Article H: Highway Road Construction Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$950,000 to be added to the Highway Road Construction Capital Reserve Fund, as previously established in 1998. Said amount is partially offset by revenues from the Highway Block Grant Fund estimated to be \$201,000. This is an annual appropriation that provides for the reconstruction of existing roadways. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (5-1). Recommended by the CIP Committee. (Majority Vote Required)

MOTION by J. Markland to recommend Article H: Highway Road Construction Capital Reserve Fund. Second by B Holt. Discussion. B. Holt inquired as to the Fund balance of \$553,000. Asked if there are restrictions on this grant. L. Dione stated no restrictions with regard to maintenance on roads. B. Holt expressed his concern there is not a plan in place for the road maintenance. No further discussion. Motion passes (5-1).

Rationale: This capital reserve fund was established to continue the road rebuilding that the town does which is a major cost savings to the town by performing this work in-house rather than hiring a contractor.

Article I: Highway Sand Shed Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$10,000 to be added to the Highway Sand Shed Capital Reserve Fund, as previously established in 2003. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (5-1). Recommended by the CIP Committee. (Majority Vote Required)

MOTION by J. Markland to recommend Article I: Highway Sand Shed Capital Reserve Fund. Second by P. Leavitt. Discussion. B. Holt stated there is no plan and feels this is justification to appease State of NH. No further discussion. Motion passes (5-1).

Rationale: This capital reserve fund was established for the purpose of constructing a building to stockpile sand. By stockpiling the sand inside of a sand shed, structure, it places the sand product undercover and protects the sand from inclement weather thus reducing silica dust traveling elsewhere and runoff.

Article J: Bridge Construction Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$10,000 to be added to the Bridge Construction Capital Reserve Fund, as previously established in 1995. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (6-0). Recommended by the CIP Committee. (Majority Vote Required)

MOTION by J. Markland to recommend Article J: Bridge Construction Capital Reserve Fund. Second by R. Wentworth. No discussion. Motion passes with all in favor (6-0).

Rationale: This capital reserve fund was established to save towards the 20% of the Town's mandatory share requirement for a major repair or replacement of a bridge when the Town applies to the Bridge Aid Program, run by the NH Department of Transportation. The NH DOT pays the remaining 80% of the cost on a bridge repair or replacement. The repair or replacement of a bridge is a very costly project, usually exceeding one million dollars.

Article K: Highway Building Improvements/Repairs Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$20,000 to be added to the Highway Building Improvements/Repairs Capital Reserve Fund, as previously established in 2014. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (6-0). Recommended by the CIP Committee. (Majority Vote Required)

MOTION by J. Markland to recommend Article K: Highway Building Improvements/Repair Capital Reserve Fund. Second by R. Wentworth. No discussion. Motion passes with all in favor (6-0).

Rationale: This capital reserve fund was established to save funds for future improvements to the Highway Department Building.

Article L: Highway Sidewalk Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$10,000 to be added to the Highway Sidewalk Capital Reserve Fund, as previously established in 2007. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (6-0). Recommended by the CIP Committee. (Majority Vote Required)

MOTION by J. Markland to recommend Article L: Highway Sidewalk Capital Reserve Fund. Second by P. O'Brien. No discussion. Motion passes with all in favor (6-0).

Rationale: This capital reserve fund was established to add funds for the future improvements to the sidewalks in Town.

Article M: Alton Bay Community Center Property Capital Reserve Fund

To see if the Town will vote to establish an Alton Bay Community Center Property Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of repairs and upgrades to the Alton Bay Community Center and property, and to raise and appropriate the amount of \$10,000 to be placed into this fund. Further, to name the Board of Selectmen as agents to expend from said fund. Recommended by the Board of Selectmen (5-0) and the Budget Committee (6-0). (Majority vote required)

MOTION by J. Markland to recommend Article M: Alton Bay Community Center Property Capital Reserve Fund. Second by P. O'Brien. No discussion. Motion passes with all in favor (6-0).

Rationale: The funds would be used to repair the roof, floors, windows, kitchen, bathrooms, decking, boardwalk, painting, and upgrade electrical and plumbing when needed.

Article N: Milfoil Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$23,000 to be added to the Milfoil Capital Reserve Fund, as previously established in 2010. Recommended by the Board of Selectmen (5-0) and the Budget Committee (6-0). (Majority vote required)

MOTION by J. Markland to recommend Article N: Milfoil Capital Reserve Fund. Second by B. Holt. No discussion. Motion passes with all in favor (6-0).

Article O: Landfill Closure Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$5,000 to be added to the Landfill Closure Capital Reserve Fund, as previously established in 1994. These funds are being used to deal with the contamination at the landfill and to meet the state regulatory requirements. Recommended by the Board of Selectmen (5-0) and the Budget Committee (6-0). (Majority vote required)

MOTION by J. Markland to recommend Article O: Landfill Closure Capital Reserve Fund. Second by P. O'Brien. No discussion. Motion passes with all in favor (6-0).

Rationale: This fund is required by the Department of Environmental Services to fund unexpected expenses such as new contamination, testing, additional monitoring wells, removal of monitoring wells, the Annual Report for Groundwater Management required by the Department of Environmental Services. DES has lowered the Ambient

Groundwater Quality Standards (i.e., groundwater regulatory standards) for several PFAS and 1,4-dioxane; and is proposing to lower the groundwater regulatory standards for arsenic and manganese. These changes will increase testing and sampling requirements at the landfill.

Article P: Solar Array Lease Agreement

To see if the Town will authorize the Selectmen to enter into a 25-year lease agreement with a company for the purpose of allowing the construction and operation of a solar panel array on top of the Town's capped landfill located at 61 Hurd Hill Road, Map 15 Lot 87, and further to negotiate terms and conditions of said lease. This article does not involve any taxation. There will be no impact to the tax rate. Recommended by the Board of Selectmen (5-0). (Majority vote required)

Rationale: This lease will enable the capped landfill site to be used for another purpose which will involve three streams of revenue to the Town. New England Solar Garden (NESG) will construct the solar array. The solar array equipment will be owned and maintained by NESG. NESG will maintain the land area underneath and around the solar array such as mowing, fencing, etc. This project will enable the Town to receive three streams of revenue from NESG. 1) An annual lease payment for use of the land on top of the capped landfill. 2) NESG will be taxed by the Town for their equipment on the site. This taxation method is called a PILOT program (Payment In Lieu Of Taxes = PILOT). 3) The Town will receive an annual rebate check at the end of each year, for NH Electric Coop electricity used and saved through NESG. All revenues will be placed into the General Fund. NESG is a Portsmouth, NH based company and had been working with NH municipalities and now is working with municipalities and non-municipalities in New England. The Board of Selectmen feel this is a very good use of vacant land and will be a win-win situation for the taxpayers of Alton.

Article Q: Master Plan Consultant

To see if the Town will vote to raise and appropriate the sum of \$25,000 for the purpose of hiring a Master Plan consultant that specializes in municipal Master Plan guidance and to work with the Planning Board and staff to assist and address the Master Plan needs and process in the Town of Alton. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the Master Plan consulting services are completed or by December 31, 2024, whichever is sooner. Recommended by the Selectmen (5-0). Recommended by the Budget Committee (6-0). Recommended by the CIP Committee. Majority vote required.

MOTION by B. Holt to recommend Article Q: Master Plan Consultant. Second by J. Markland. No discussion. Motion passes with all in favor (6-0).

Rationale: The Master Plan consultant would provide assistance to the Planning Board in how to proceed in identifying the demographics, engaging the community in the Master Plan process, how to conduct surveys with larger results, identifying and creating appropriate chapters in a proposed Master Plan, and how to get people involved. The consultant would show the Planning Board how to represent the Town and ways of participation for well-rounded results. The goal is to identify the appropriate demographics, and assign those demographics into the Master Plan. The Master Plan is a flexible Plan which evolves and changes year to year. The Master Plan portrays guidance in how to promote and control growth in the Town, in appropriate areas, with appropriate means. The Master Plan forms the basis for all decisions made by the Planning Board, its Committees, and the Zoning Board of Adjustment. Recommended by the Planning Board (6-0).

Article R: Town Hall Building Improvements Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$14,000 to be added to the Town Hall Building Improvements Capital Reserve Fund, as previously established in 2011. Recommended by

the Board of Selectmen (5-0) and the Budget Committee (6-0). (Majority vote required) (CIP recommended)

MOTION by J. Markland to recommend Article R: Town Hall Building Improvements Capital Reserve Fund. Second by B. Varney. No discussion. Motion passes with all in favor. (6-0)

Rationale: These funds will be used for improvements to the Town Hall building and property. The current project these funds are being sought for is a sprinkler system for the Town Hall. The building has a smoke detector system, which is aged, but no sprinkler system which places the Town in violation of State of New Hampshire Fire Safety Codes for occupancy limits in the upstairs meeting room as well as the hallways, and building exits.

Article S: Town Hall Second Floor Lift

To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of replacing the first floor lift which provides access to the second floor. This special warrant article will be a non-lapsing appropriation per RSA 32:7,VI and will not lapse until the lift replacement is completed or by December 31, 2024, whichever is sooner. This sum is to come from unassigned fund balance. No amount to be raised from taxation.

Recommended by the Board of Selectmen (4-1). Recommended by the Budget Committee (5-1). Majority vote required.

MOTION by J. Markland to recommend Article S: Town Hall Second Floor Lift. Second by B. Varney. Discussion. L. Dione explained this is a multi-year putting money away to 2024. B. Holt stated he does not why this cannot be put into town hall capital reserve fund. This money is taken from the fund balance. Concern for the fund balance. L. Dione noted, this is to replace the lift now, proposed this way because of the urgency to get the lift replaced. Parts are not available anymore. If it does not work, cannot hold meetings on the second floor per ADA. R. Wentworth noted the capital reserve is \$14,000 being reserved for replacement of the water suppression system. There is currently approx. \$185,000 in the Clough-Moore fund. Discussion on date for fire suppression. P. Leavitt stated in same position for both issues waiting on balances to grow concern for number of years. No further discussion. Motion passes (5-1).

Rationale: These funds will cover the cost of a new lift to be installed on the first floor of the Town Hall. The lift is used to gain access to the second floor for those who cannot use the stairs. The current lift is approximately 30 years old and has surpassed its' normal life expectancy. In 2018 the company representative advised this particular lift had a normal lifetime of 25 years and would only last one to three years longer. Replacement parts are no longer made for this lift. The cost of a new lift is \$50,000. The old lift would be traded for a slight discount on a new purchase. The requested amount in the warrant article would be needed immediately should the lift break down. We would not be able to wait an additional year to submit a warrant article because once the lift breaks down, the Town would be in violation of ADA standards. This is because "reasonable accommodation" would not be provided if a meeting were being held on the second floor. Currently the Town Hall employees on the second floor provide reasonable accommodation during the day to residents on the first floor, when needed. Reasonable accommodation would be when the second floor employees go downstairs to the first floor and meet with someone. If the lift breaks and someone is not able to get to the second floor to attend a meeting, we would be in violation of ADA requirements because the meeting would not be moved to the first floor. The Town wants to be pro-active on this lift issue. RSA 32:7,VI allows us a maximum of five years to use the funds. Further, using money from the unassigned fund balance means there is NO IMPACT on the tax rate. This is a win-win situation for all.

Article T: IT (Internet Technology) Capital Reserve Fund

To see if the Town will vote to establish an IT Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of funding larger-scale IT needs and projects. This would include system upgrades, new hardware equipment, servers, computer and network software, GIS, security systems, audio/video systems, and emergencies. Further, to raise and appropriate \$6,346 to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund. Recommended by the Selectmen (5-0). Recommended by the Budget Committee (6-0). Majority vote required.

MOTION by J. Markland to recommend Article T: IT (Internet Technology) Capital Reserve Fund. Second by R. Wentworth. No discussion. Motion passes with all in favor (6-0).

Rationale: This fund supports the Town in purchasing, replacing, upgrading aging computer systems, servers, software, security, and network equipment. Replacing, upgrading IT equipment is an essential arrangement that supports every Town department in working and communicating effectively. This also reduces cyber risk, IT management and supports overhead associated with running hardware and software beyond manufacturer supported lifecycles. IT needs and projects are expensive but needed. Multi-year planning and budgeting is recommended. This Capital Reserve Fund will assist with that.

Article U: GIS (Geographical Information System) Expense

To see if the Town will vote to raise and appropriate the sum of \$80,000 for the purpose of installing the first phase of a GIS system for utilization by all Town Departments. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the first phase is completed or by December 31, 2024, whichever is sooner. This sum to come from unassigned fund balance. No amount to be raised from taxation. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (6-0). Majority vote required.

MOTION by J. Markland to recommend Article U: GIS (Geographical Information System) Expense. Second by P. Leavitt. No discussion. Motion passes with all in favor (6-0).

Rationale: This fund supports the Town in its efforts to produce and utilize a working GIS system in a phased approach. GIS (Geographic Information System) is a computer-based system used to capture, analyze, manipulate, and present geographic and spatial data. A tool like GIS is used in most towns in New Hampshire to answer complex questions and automate essential tasks associated with geographic information. The first phase of production involves digitizing our tax maps. For years, these maps have been edited via image editing software; a deprecated method that by 2021 will no longer be supported by the Town's current mapping vendor. Once these maps are inevitably digitized for use in GIS, the initial tax map layer can be built off of to create additional layers for use by taxpayers, town departments, and third parties seeking accurate geographical information associated with the town.

**Article V : Alton Water Works Water Transmission Line Extension Capital Reserve Fund
DISCONTINUANCE**

To see if the Town will vote to DISCONTINUE the Alton Water Works Water Transmission Line Extension Capital Reserve Fund, created in 1997. Said funds, with accumulated interest to date of withdrawal, estimated to be approximately \$25,000 plus any additional accumulated interest, are to be transferred to the Water Main Expense Capital Reserve Fund. This article is contingent upon Article # X passing. No impact on the tax rate. Recommended by the Board of Selectmen (5-0). (Majority vote required)

Rationale: This fund is for water line extensions only. It is prohibitive and limiting to the variety of needed work on water lines because these funds can only be used for a water line extension. These funds cannot be used for any

other type of a water line expense such as the repair of a leak or the need to replace a corroded line. If this article passes, this account will be closed and the funds in this account will be placed into the Water Main Expense Capital Reserve Fund on this warrant (Article # X). The action of closing this account would help to streamline the existing Water Works Capital Reserve accounts. Warrant article # X must pass in order for this to happen. No impact on the tax rate.

Article W: Alton Water Works Water Transmission Line Replacement Capital Reserve Fund DISCONTINUANCE

To see if the Town will vote to DISCONTINUE the Alton Water Works Water Transmission Line Replacement Capital Reserve Fund, created in 1997. Said funds, with accumulated interest to date of withdrawal, estimated to be approximately \$30,000 plus any additional accumulated interest, are to be transferred to the Water Main Expense Capital Reserve Fund. This article is contingent upon Article # X passing. No impact on the tax rate. Recommended by the Board of Selectmen (5-0). (Majority vote required)

Rationale: This fund is for water line replacements only. It is prohibitive and limiting to the variety of needed work on water lines because these funds can only be used for a water line replacement. These funds cannot be used for any other type of a water line expense such as the repair of a leak or the need to extend a line. If this article passes, this account will be closed and the funds in this account will be placed into the Water Main Expense Capital Reserve Fund on this warrant (Article # X). The action of closing this account would help to streamline the existing Water Works Capital Reserve accounts. Warrant article # X must pass in order for this to happen No impact on the tax rate.

Article X: Water Main Expense Capital Reserve Fund

To see if the town will vote to establish a Water Main Expense Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of paying for expenses incurred during any creation of a water main or main to stop, the installation, repair, upgrade, removal, location change, and replacement of same, and to raise and appropriate \$1.00 to be placed into this fund. Further, to name the Board of Selectmen as agents to expend from said fund. No impact on the tax rate. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (6-0). (Majority vote required)

MOTION by J. Markland to recommend Article X: Water Main Expense Capital Reserve Fund. Second by B. Holt. No discussion. Motion passes with all in favor (6-0).

Rationale: The Selectmen are looking to consolidate the number of Water Works Capital Reserve Funds. This is the first step in that process. This step involves the creation of this fund for all expenses associated with a water "main" and a "main to stop". A water main is the main line that travels around the Water Works area. A "main to stop" is a smaller line that extends off of the main to each individual property for hooking up to the water system. The property owner would not attach to the main, but in order to hook up to the water system the property owner would be responsible for a water line from the residence to the "main to stop".

Article Y: Water Bandstand Maintenance and Repair Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$5,500.00 to be added to the Water Bandstand Maintenance and Repair Capital Reserve Fund previously established in 2014. Recommended by the Board of Selectmen (5-0) and the Budget Committee (6-0). (Majority vote required)

MOTION by J. Markland to recommend Article Y: Water Bandstand Maintenance and Repair Capital Reserve Fund. Second by B. Holt. No discussion. Motion passes with all in favor (6-0).

Rationale: During the winter of 2018/2019, there was significant underwater damage done to the cribbing support timbers from lake ice movement. The Water Bandstand Committee and Board of Selectmen felt it appropriate and necessary to make the cribbing repairs in 2020. An estimate was obtained from a local marine repair company at approximately \$4,380.31. Due to the "unseen" or "unknown", the amount has been rounded up to \$5,500.00.

Article Z: Bay dock work

To see if the Town will vote to raise and appropriate the sum of \$80,400 for the purpose of replacing the existing dock attached to the restaurant known as Shibley's on the Pier; to allow the public to dock at the new dock; add one or two boat fingers as space will allow to the new dock area; fix the eroding banking behind the dock; and attach this new dock to the public "Town" docks using an extension of the existing board walk. This special warrant article will be a non-lapsing appropriation per RSA 32:7,VI and will not lapse until the repairs and renovations are completed or by December 31, 2024, whichever is sooner. Recommended by the Board of Selectmen (-). Recommended by the Budget Committee (5-1). Majority vote required.

MOTION by J. Markland to recommend Article Z: Bay dock work. Second by B. Holt. Discussion. B. Holt concerned no plans, vague project. Feels bandstand was done well but Harmony Park a disaster. L. Dion explained the lease situation on this land. No further discussion. Motion passes (5-1).

Rationale: This plan is to allow for a larger public dock in the bay. It will also allow for a longer pedestrian boardwalk for foot traffic along the docks.

The plan is to remove the existing restaurant dock and underwater support structure. The current dock is in poor condition with valid safety concerns. The dock will be replaced with a new dock, pilings and everything required. This new dock will allow Shibley's at the Pier, Inc, to have continued access to their basement from the dock and their upper level storage area from the dock. The public will continue to have access to the restaurant dining deck from the dock if they choose. The existing ten-foot curtilage area around the restaurant will remain as is, in the lease with the Town. This dock will become Town-owned and Town-maintained. Shibley's on the Pier, Inc will be responsible for costs associated with upkeep and maintenance of the dock and underwater structure within the ten-foot curtilage area listed in the existing lease. The restaurant owners will no longer be taxed on the entire length of the existing restaurant dock, but only on the ten feet within the curtilage of the dock. The public will be allowed to dock at the restaurant dock for access to other bay businesses. The steeply inclined banking beside the restaurant will be repaired using DES approved erosion control methods such as fill, rocks, plantings, a fabric mesh covering for stabilization, etc. This will prevent further erosion into Lake Winnepesaukee. All requirements by the DES will be adhered to. This new dock will then be connected to the Town's existing public docks complete with an extension of the pedestrian boardwalk thus creating one large public docking area. The addition of one or two dock fingers will be installed onto the newer end of the structure nearest the restaurant and as space allows, or a dock for larger sized boats that will not fit into the existing public docks.

By working together with the restaurant owners (Mr. and Mrs. David Shibley), the Town and the Shibley's feel this is a win-win situation for everyone. The results of this renovation will improve the appearance of the area, improve the safety of the existing restaurant dock, and improve the land/banking on site.

Main project:	\$30,400
Shibley's portion:	\$ 4,500
Additional finger if room allows:	\$10,500
DES permitting cost:	\$ 5,000

<u>Product cost for banking:</u>	<u>\$30,000</u>
Subtotal	\$80,400
<u>Shibley's portion</u>	<u>-\$ 4,500</u>
Total cost to taxpayers	\$80,400

Article AA: OLD HOME WEEK

To see if the Town will vote to raise and appropriate the sum of 3,000.00 for the purpose of funding Old Home Week events such as the band concerts, magic shows and other forms of activities. Recommended by the Board of Selectmen (5-0) and the Budget Committee (6-0). (Majority vote required)

MOTION by J. Markland to recommend Article AA: Old Home Week. Second by B. Holt. No discussion. Motion passes with all in favor (6-0).

Article BB: Coffinbrook Property Sale

To see if the Town will vote to authorize the Selectmen to sell a parcel of Town owned land located on Coffinbrook Road, Map 43 Lot 5, known as the old burn dump. Said parcel to be put up for auction. Recommended by the Board of Selectmen (4-1). Majority vote required.

Rationale: This property was the former Town Dump site in which all refuse was burned and buried in layers of sand and dirt. The land is described as 4.62 acres. The topography is level and wet. This is not a tax-deeded property. This property was purchased by the Town in 1982 from Robert and Jeffrey Moody. Records cannot be found as to why it was purchased by the Town, but those that can remember, have indicated it was for the Town burn dump. There is a strong probability that this property is contaminated by the debris that was burned and buried such as garbage, demolition, and more. There is an interest in purchasing the parcel by a nearby landowner. The Selectmen desire to sell the parcel, publically, at auction, with a clear understanding to all who may be interested, that there is a strong likelihood that the land is contaminated by unknown contaminants from years' worth of burning and burying the burned garbage, demolition, furniture, appliances, plastics, and more unknowns. The NH DES (Department of Environmental Services) has it listed on their website as an abandoned dump. Water and soil testing would need to be done by the new owner.

Article CC: Alton Community Services Nonprofit

To see if the Town will vote to raise and appropriate the sum of \$12,500.00 for the purpose of supporting the Alton Community Services which provides a food pantry and assistance programs for fuel, prescriptions, utilities and housing in close coordination with the Alton Welfare Department. This is a special warrant article. Recommended by the Board of Selectmen (5-0) and the Budget Committee (6-0). (Majority vote required)

MOTION by R. Wentworth to recommend Article CC – Article LL as a group: Second by J. Markland. Discussion. B. Holt has issues with several of the non-profits. Does not want them voted on all at once. Motion rescinded.,

MOTION by J. Markland to recommend Article CC: Alton Community Services Nonprofit. Second by R. Wentworth. No discussion. Motion passes with all in favor (6-0)

Article DD: American Red Cross Nonprofit

To see if the Town will vote to raise and appropriate the sum of \$2,000.00 for the purpose of supporting the American Red Cross which provides disaster relief, shelters, basic household necessities and counseling. This is a special warrant article. Recommended by the Board of Selectmen (5-0) and the Budget Committee (4-2). (Majority vote required)

MOTION by R. Wentworth to recommend Article DD: American Red Cross Nonprofit. Second by J. Markland. No discussion. Motion passes (4-2).

Article EE: CAP Nonprofit

To see if the Town will vote to raise and appropriate the sum of \$10,000.00 for the purpose of supporting the Community Action Program which provides supplemental food, fuel, utility, transportation, meals on wheels, weatherization assistance and Women, Infants & Children food assistance program (WIC). This is a special warrant article. Recommended by the Board of Selectmen (5-0) and the Budget Committee (5-1). (Majority vote required)

MOTION by J. Markland to recommend Article EE: CAP Nonprofit. Second by R. Wentworth. No discussion. Motion passes (5-1)

Article FF: Caregivers of Southern Carroll County & Vicinity Nonprofit

To see if the Town will vote to raise and appropriate the sum of \$2,500.00 for the purpose of supporting Caregivers of Southern Carroll County & Vicinity, Inc. (includes Alton) which provides free transportation to handicapped, elderly and other residents needing assistance with all these services provided by volunteers. This is a special warrant article. Recommended by the Board of Selectmen (5-0) and the Budget Committee (5-1). (Majority vote required)

MOTION by J. Markland to recommend Article FF: Caregivers of Southern Carroll County & Vicinity Nonprofit. Second by R. Wentworth. No discussion. Motion passes (5-1).

Article GG: CASA Nonprofit

To see if the Town will vote to raise and appropriate the sum of \$500.00 for the purpose of supporting CASA (Court Appointed Special Advocates) which provides advocacy for abused and neglected children. This is a special warrant article. Recommended by the Board of Selectmen (5-0) and the Budget Committee (6-0). (Majority vote required)

MOTION by J. Markland to recommend Article GG: CASA Nonprofit. Second by B. Varney. No discussion. Motion passes with all in favor (6-0).

Article HH: Central NH VNA & Hospice Nonprofit

To see if the Town will vote to raise and appropriate the sum of \$12,000.00 for the purpose of supporting the Central New Hampshire VNA & Hospice which is a non-profit agency that provides health care, hospice care and maternal child health services. This is a special warrant article. Recommended by the Board of Selectmen (5-0) and the Budget Committee (6-0). (Majority vote required)

MOTION by J. Markland to recommend Article HH: Central NH VNA & Hospice Nonprofit. Second by B. Holt. No discussion. Motion passes with all in favor (6-0).

Article II: Child & Family Services of NH Nonprofit

To see if the Town will vote to raise and appropriate the sum of \$2,500.00 for the purpose of supporting Child & Family Services of NH. This is a special warrant article. Recommended by the Board of Selectmen (5-0) and the Budget Committee (5-1). (Majority vote required)

MOTION by J. Markland to recommend Article II: Child & Family Services of NH Nonprofit. Second by B. Varney. No discussion. Motion passes (5-1).

Article JJ: Lakes Region Mental Health Nonprofit

To see if the Town will vote to raise and appropriate the sum of \$15,750.00 for the purpose of supporting Lakes Region Mental Health Center which provides mental health care to area residents, services for children, elders, along with other emergency services. This is a special warrant article. Recommended by the Board of Selectmen (5-0) and the Budget Committee (4-2). (Majority vote required)

MOTION by J. Markland to recommend Article JJ: Lakes Region Mental Health Nonprofit. Second by P. O'Brien. Discussion. This is the program formerly known as Genesis. No further discussion. Motion passes (4-2).

Article KK: L.I.F.E. Ministries Nonprofit

To see if the Town will vote to raise and appropriate the sum \$3,000.00 for the purpose of supporting L.I.F.E. Ministries, Inc. which is a not-for-profit charity that provides food and staples to Alton residents. This is a special warrant article. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (6-0). (Majority vote required)

MOTION by J. Markland to recommend Article KK: L.I.F.E. Ministries Nonprofit. Second by B. Varney. No discussion. Motion passes with all in favor (6-0).

Article LL: New Beginnings Nonprofit

To see if the Town will vote to raise and appropriate the sum of \$1,575.00 for the purpose of supporting New Beginnings which provides 24-hour crisis support for domestic/sexual assault victims, operates a shelter and provides counseling. This is a special warrant article. Recommended by the Board of Selectmen (5-0) and the Budget Committee (5-1). (Majority vote required)

MOTION by J. Markland to recommend Article LL: New Beginnings Nonprofit. Second by Beth Varney. No discussion. Motion passes (5-1).

5. New Business - None Presented. New business closed.

6. Approval of Minutes

1, December 19, 2019. MOTION by J. Markland to approve the minutes of December 19, 2019 as presented. Second by P. O'Brien. No discussion. Motion passes (5-1). B. Holt Abstain.

2. January 6, 2020. MOTION by J. Markland to approve the minutes of January 6, 2020. Second by B. Varney. No discussion. Motion passes (4-2) P. Leavitt and R. Wentworth abstain.

7. Public Input - Open

Loring Carr. Article C. questioned on the words "to be added". R. Wentworth agreed that should be removed. Article E. asked if this is capital reserve. R. Wentworth noted coming from fund balance. L. Carr asked why not put in capital reserve. Article X suggest that reword to rate payer funded - change wording. Article Z Dock work. Asked if original owners put in those docks. Alton is responsible for the dock on the south side less 10 feet. Missing the article for allowing any other admissions

8. Other Business (if necessary) None presented.

9. Adjournment at 7:40. MOTION by B. Holt to adjourn at 7:40 pm. Second by J. Markland. No discussion.
Motion passes (6-0)

Respectfully submitted,
Carolyn Schaeffner, Recording Secretary