

ALTON BOARD OF SELECTMEN
Minutes
March 2, 2020
Approved - April 6, 2020

Chairman R. Wentworth convened the meeting at 6:00 PM and P. Wittmann led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence. The following staff members were present:

Reuben Wentworth, Chairman
Virgil MacDonald, Vice Chairman
Cydney Shapleigh, Selectwoman
Philip V. Wittmann, Selectman
Paul LaRochelle, Selectman
Elizabeth Dionne, Town Administrator

Agenda Approval

P. Wittmann made a motion to approve the agenda as submitted and V. MacDonald seconded with all in favor of the motion.

Announcements:

- The Town Clerk/Tax Collector Office will be closed on Tuesday, March 10th for Town/School Elections which will be held at St. Katharine Drexel Church (lower level), Hidden Springs Road from 7:00 AM to 7:00 PM.
- There is a 6 Ton Weight Limit on all roads within the Town until further notice. Please contact the Highway Department if you have any questions or concerns.

On behalf of the Board of Selectmen and Town employees, R. Wentworth honored and presented a gift to C. Shapleigh recognizing her nine (9) years of service to the community and noting her services on the School Board. In addition, L. Dionne presented a bouquet of flowers from all of the Town employees and thanked her for all that she has done over the years.

Public Hearing - 6:05 pm

C. Shapleigh made a motion to recess the regular meeting and open the Public Hearing and V. MacDonald seconded with all in favor of the motion.

- Proposed Water Rate Increase

C. Mitchell, Water Superintendent explained and gave an overview of the reasons for the proposed rate increase. An overall concern is to operate efficiently while providing the water customers with a safe and reliable supply of drinking water. All monies including a rate increase would go 100% to the operating and maintenance costs for the department. The goal is to keep the increase as minimal as possible. The proposal for the basic rate structure is as follows:

- Current - \$100 per 1000 cubic foot (minimum usage) with 10 cents per cubic foot (overages)
- Proposed - \$110 per 1000 cubic foot (minimum usage) with 12 cents per cubic foot (overages)

An average size home will see an increase of approximately \$92 per year. C. Mitchell's goal is to make the department financially whole in 2020 and build the capital reserves to support the aging infrastructure before catastrophic losses occur. The floor was opened to the Board who questioned summer user's increases (previously had an increase of \$100), unmetered homes (currently 68), meter replacements and inventory of meters. The floor was opened to the public. The following voiced concerns or comments:

- B. Holt - Last increase (2015); rate structure, keeping Board informed; running more efficiently.
- L. Carr - Building for the future; dependent on yearly expenses, this year 46K went into the Revenue Account with a current balance of 431K. Base increase at the minimum will be approximately 18K per quarter over what is currently collected. Tying into inflation has not been considered.

- K. Sullivan - Great increase in communications and appreciation of efforts.
- B. Holt - Rate comparisons to other Towns in area; breakouts given - within the range

C. Mitchell feels that rates should be looked at least one time each year and feels confident that they are where they need to be.

R. Wentworth closed the Public Hearing at 6:16 PM.

C. Shapleigh made a motion to approve the water rate increase as proposed (begin Quarter 2) and P. LaRochelle seconded.

Further Discussion: R. Wentworth questioned the effective date for the increase. C. Mitchell responded with Quarter 2 once the meters are read; April 1st.

The motion on the table was called with all in favor of the motion.

The regular meeting commenced.

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

R. Howard addressed the Board in reference to higher education. He feels this should be a special warrant article to let the voters decide. A degree is acquired for your own personal investment to negotiate a higher pay scale and understands that it is not a required item for the current employee's job description.

J. Markland addressed the Board. He personally thanks C. Shapleigh while serving with her on the Board; for her insight, he greatly appreciated and admired her insight! In addition, he addressed concerns regarding higher education.

Appointments:

- John Robidas-Adams - Approval to Build on the Class VI Portion of Reed Road

J. Robidas-Adams approached the Board. It was noted that all departments and Legal Counsel have approved and have no issues.

C. Shapleigh made a motion to approve the request noting that the waiver release needs to be signed and recorded and V. MacDonald seconded with all in favor of the motion.

New Business:

1. Planning Department - Request to establish Facebook Page

J. Call, Town Planner addressed the Board to request the creation of a Facebook page for the Planning Department stating that it would be a great opportunity to promote the department and get information out to the public. The page would be for informational purposes only. L. Dionne explained it would be similar to the Facebook pages that other Town Departments have with positive information. Discussion took place amongst the Board members regarding what might be placed and/or explained with examples given for a social media page. Good idea!

P. LaRochelle made a motion to allow J. Call, Town Planner to move forward with a Facebook page and C. Shapleigh seconded with all in favor of the motion.

2. Parks and Recreation Commission - Snowmobile Access at Jones Field

K. Troendle, Parks and Recreation Director approached the Board to discuss and was asked if snow fence had been installed by the snowmobile club last year; she recalled that it had been however Ms. Bergeron stated they did not. The club was contacted about installing snow fencing; they felt it was too expensive to install and there was no formal agreement just a suggestion. Signage and delineation of the trail were done. There is also an issue with

the water well; there should be no direct access to it. The snow fence really only protects the ball fields. R. Wentworth and P. LaRochelle both walked the area from the water shed to the bridge; it appeared that nobody had gone off trail. The lines, stakes and signage were in place to keep off the areas with no visible sign of straying with the trail being well away from the well. Most snowmobilers are very respectful of the boundaries. If what is working this year continues with monitoring why put any unnecessary burden on the club. The twine used to mark should be a bit heavier or defined for safety purposes. Continue to monitor and if the trail needs to be closed then contact the snowmobile club. The Board was in agreement.

3. Parks and Recreation Commission - Jones Field Memorial Plaque

K. Troendle, Parks and Recreation Director addressed the Board regarding a request from Nick Moulton to install a 12x18 dedication memorial plaque at Jones Field to honor Jack Baggaley and Jeffrey Moulton. V. MacDonald mentioned J. Downing and others that donated and spent hours of their time and money. There are buried electrical lines that need consideration. R. Wentworth suggested that K. Troendle go back to the Commission to see how they would like to handle this letting Mr. Moulton know that there was discussion on this. There is no problem with the plaque as requested and feels that there probably wouldn't be a plaque big enough to list all supporters/contributors. The consensus of the Board was supportive however V. MacDonald has an issue if they don't add the people that built the park. Nothing should happen until the electrical conduit is marked. This should be brought back to the Board once this takes place for visual location.

4. Milfoil - Special Permit Application, SOLitude Lake Management

K. Troendle, Parks and Recreation Director informed the Board that this is the permit for the chemical treatment which is the same as last year. It requires a signature with hopes of getting it out as it takes roughly 90 days for processing.

C. Shapleigh made a motion to approve the special permit application for SOLitude Lake Management authorizing the Town Administrator to sign and V. MacDonald seconded with all in favor of the motion.

5. Fire Department - Temporary garage for airboat

J. Beaudoin, Fire Chief informed the Board that storage is an issue at the Central Fire Station. The department has the airboat for ice rescues however the problem is there is no place to store it. It is recommended that it be stored undercover. In the past it has been stored at the West Alton Station which is not a good place for deployment. The Fire Association proposed the idea and offered to pay for most of the costs. To date they have paid for one container and the roof and the Fire Department has paid for one container. One will be used to house training equipment and the other for equipment that takes up a lot of space in the station. In between will be where the boat will be stored. It was questioned if a concrete pad will be installed. Noted was the engine is started on a regular basis and a solar panel will be installed to keep the batteries charged. It is intended to have a pad installed but is dependent on the cost for the roofing. This is a temporary solution and should be made "critter" proof. Roof trusses and metal roofing quotes are being obtained by the Fire Association. In addition, a plan is in place to replace the fencing that has come down between the station's training area and the Parks and Recreation area.

C. Shapleigh made a motion to approve the temporary structure to house the airboat as presented and P. LaRochelle seconded with all in favor of the motion.

6. Alton Housing for the Elderly - Annual Payment in Lieu of Taxes

C. Shapleigh made a motion to accept the Payment in Lieu of Taxes for Elderly Housing, \$4,248.11 and V. MacDonald seconded.

Further Discussion: P. Wittmann questioned if it was known how many elderly are in the complex opposed to others. It was unknown but noted that it is elderly, disabled and low income. There is a waiting list.

The motion on the table was called with all in favor of the motion.

Old Business:

1. **Police Department - Higher Education Policy**

Ryan Heath, Police Chief addressed the Board regarding the original proposal that began at the end of 2019. He gave a brief overview of previous discussions. He is looking for direction as to the funding of higher education for the SRO Officer. A lengthy discussion between the Chief and Board members included partial payments, revisiting or clarification of the personnel policy (very broad and not well defined), proceeding cautiously, courses vs. degree, job description, employee commitments/retention tool, enforcement of contract/commitment, term loan, limitations of funding, possible stipend incentives, alternate ways to obtain higher education, maximum funding amounts and GPA average, reimbursement for pertinent courses, suicide prevention seminar attendance, school support, Lakes Region alternate education offerings, etc., etc. Course(s) reimbursement could be submitted by the policy. There are courses within the program that best pertain to the job description for at risk behaviors (#9 job description). The policy and job description needs to be looked at more carefully; defining it, believing that the whole degree program is out of the question. The courses should be looked at by the Chief and K. Guest for a proposal/recommendation of the courses that should be paid for that best pertains to benefiting the Town and the job. Possibly one (1) or two (2) courses this year and one (1) or two (2) next year. In addition, the Chief will check into the seminar attendance. The Board was in agreement to having the recommended information that was discussed back to the Board. In addition, the need to revisit the policy and other opportunities offered.

Selectmen Reports

P. LaRochelle had nothing to report.

P. Wittmann had nothing to report.

C. Shapleigh had nothing to report.

V. MacDonald had nothing to report.

R. Wentworth reported on the Cyanobacteria Public Hearing that took place with the EPA. There were not many in attendance and hopes that Fish and Game does the right thing by installing the septic system.

Town Administrator Report by L. Dionne

Tax Assessor

Deb Derrick, Town Assessor has submitted her retirement notice, her last day of employment is April 10th; advertising has begun.

Town Election

Next week the Board's attendance at the election is needed at the polls.

Manager's Meeting

For informational purposes, handouts from a training meeting L. Dionne attended were provided to the Board regarding the County budget for 2020 with a breakdown of the various municipalities.

Approval of Minutes

February 3, 2020 - Regular

C. Shapleigh made a motion to approve the minutes of the Regular Meeting, February 3, 2020 as presented and V. MacDonald seconded with all in favor of the motion.

February 3, 2020 - Non-Public

C. Shapleigh made a motion to approve the minutes of Non-Public Session, February 3, 2020 as presented divulging #1 and V. MacDonald seconded with all in favor of the motion.

February 4, 2020 - Regular

C. Shapleigh made a motion to approve the minutes of the Regular Meeting, February 4, 2020 as presented and V. MacDonald seconded. The vote was 4 approved, 1 abstention, R. Wentworth.

February 10, 2020 - Workshop

P. LaRochelle made a motion to approve the minutes of the Workshop Meeting, February 10, 2020 and P. Wittmann seconded. The vote was 3 approved, 2 abstentions, R. Wentworth and C. Shapleigh.

Approval of Consent Agenda

C. Shapleigh made a motion to approve the Consent Agenda as submitted and P. Wittmann seconded with all in favor of the motion.

2019 Land Use Change Tax

Donna Ferreira	198 Old Wolfeboro Rd	Map 12 Lot 53-5	\$210
Sandra R Hammond	Meramichie Hill Road	Map 15 Lot 8	0
Van E. Hertel, Jr.	Old Wolfeboro Road	Map 15 Lot 9	\$5,000
Van E. Hertel, Jr.	Old Wolfeboro Road	Map 15, Lot 9-1	\$5,000
Van E. Hertel, Sr.	Old Wolfeboro Road	Map 15, Lot 9-3	\$6,500

Denise Conroy & Philip Edwin Crystal II	229 Prospect Mountain Road	Map 3 Lot 4	\$816
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2018 Abatement Request

John & Marie Calabro	Hopewell Road	Map 21 Lot 5-7	\$1187.75
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2019 Abatement Request

Arthur G & Tammy Cornelissen, Jr.	4 Pine Street	Map 28 Lot 50	\$664.28
John & Shirley Young Revocable Living Trust	7 Star Lane	Map 28 Lot 57-1	\$582.97
MaryLou Banker & John Geleas	659 Alton Mountain Road	Map 10 Lot 28	-0-

Parks and Recreation Department

- a. Hire: Hollie Kelley, Summer Camp Director, \$16.50 per hour.
- b. Hire: Abigail Thomas Summer Camp Lead Counselor, \$10.25 per hour.
- c. Hire: Lucas Therrien, Summer Camp Counselor, \$9.00 per hour.

Fire Department

- a. Hire: Nicholas T. Carey, EMT-B Firefighter II, \$15.36 per hour.

Election Budget

- a. Hire: Hunter Kierstead, Election Worker, \$10.00 per hour

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

J. Markland addressed the Board suggesting that it might be helpful in the future to have the Town Planner attend the Deliberative Session with a table set up with the Zoning Articles and to answer any questions that the attendees might have.

B. Holt addressed the Board regarding the amount of the higher education cost reimbursement that was previously requested; 40K+/- with 13K currently spent by the requestor. To date nothing has been spent by the Town. He urged the Board to define the policy. In addition, he commended R. Wentworth, the Board and especially C. Shapleigh for her three (3) terms and wished her well.

R. Howard addressed the Board regarding loaning money to a Town employee; he cautioned and referred to Article 5 of the State Constitution, there are fine lines and prohibits within that need to be considered.

P. O'Brien approached the Board stating that he can't thank C. Shapleigh enough for the expertise that she brought to the Board. Her business background has brought the Town a long way and appreciated the time she has devoted and wished her well. In addition, he mentioned making changes to the bid process for further outreach. He feels getting younger people involved with government such as using social media for engaging the people and it may offer statistics to see who is out there looking and to see if it is reaching specific groups. In reference to the snowmobile club discussion. He noted that they are not asking for money they are just asking for access and cooperation hoping that the Town continues to support their venture.

K. Sullivan approached the Board noting she supports and feels the suggestion that J. Markland made regarding the Zoning Articles at Deliberative Session is a good idea.

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

None

Non-Public Session:

R. Wentworth made a motion to enter into non-public session pursuant to RSA 91-A:3, II (a) (c) and (e) at 7:30 PM and V. MacDonald seconded. The Board was polled in the affirmative by roll call with all in favor of the motion.

- P. LaRochelle, yes
- P. Wittmann, yes
- C. Shapleigh, yes
- V. MacDonald, yes
- R. Wentworth, yes

Adjournment:

R. Wentworth moved at 8:11pm to exit nonpublic session. C. Shapleigh seconded. Roll call vote:
C. Shapleigh - yes V. MacDonald - yes
P. Wittmann - yes P. LaRochelle - yes
R. Wentworth - yes Roll call vote carried unanimously

R. Wentworth moved to "not divulge" the minutes, except for item #1, because divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective. C. Shapleigh seconded. Roll call vote:

C. Shapleigh - yes
P. Wittmann - yes
R. Wentworth - yes

V. MacDonald - yes
P. LaRochelle - yes
Roll call vote carried unanimously

P. LaRochelle moved at 8:12pm to adjourn. C. Shapleigh seconded. Motion carried.

Respectfully submitted,

Mary K. Jarvis

Mary K. Jarvis
Recording Secretary