

ALTON BOARD OF SELECTMEN
Minutes
March 07, 2022
(Approved - March 21, 2022)

Chairman P. LaRochelle convened the meeting at 6:00 PM.

P. LaRochelle led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence. The following staff members were present:

The following staff members were present:

Paul LaRochelle, Chairman
Reuben Wentworth, Selectman
Bob Holt, Selectman
Brock Mitchell, Selectman
Virgil MacDonald, Excused
Ryan Heath, Town Administrator

Agenda Approval

P. LaRochelle motions to amend the agenda by adding the Swearing in of Deputy Chief Todd MacDougall as the new Chief of Police for the Town of Alton to New Business but before Public Input after the Public Hearing and B. Holt seconded with all in favor of motion.

Announcements

- The Public Participation Police applies to all Selectmen meetings. A copy of it is on the back of each agenda, posted in this meeting room, and on our website.
- NOTICE - The Alton Town Clerk/Tax Collectors office will be closed on Tuesday, March 8, 2022 due to the Town/School Elections held at St. Katharine's Drexel Church, voting will be 7am- 7pm.

Public Hearing - 6:05PM

ARPA Funds Acceptance - Locality Equipment Purchase Grant Program

P. LaRochelle motions to open the Public Hearing at 6:05 for the ARPA Funds Acceptance- Locality Equipment Purchase Grant Program. R. Heath states that this was brought before the Board in a previous meeting about getting the approval from the Board to apply for the \$50,000 ARPA funds to upgrade the stretchers in the ambulances. James Beaudoin, Fire Chief, approached the table. J. Beaudoin states that the funds are coming from the ARPA Governors Goferr Fund which is a matching program, which the Fire Department has been awarded \$50,000 depending upon approval today with the project being a total of a little under \$60,000. The \$9,000 that's in between will be coming from the Ambulance Revolving Fund which has money saved. This total amount will include warranty as well.

R. Wentworth motions to accept the \$50,000 from the Governor and Executive Council and B. Holt seconded with all in favor of the motion.

Public Hearing closes at 6:07pm.

Swearing in of Police Chief Todd MacDougall

P. LaRochelle calls up Todd MacDougall and the Selectmen. P. LaRochelle begins to swear in Todd MacDougall as the Police Chief,
Todd MacDougall

Whereas, there is a vacancy in the office of full time Police Chief in the Alton Police Department in the said Town of Alton, NH;
and,

Whereas, the Subscribers herein have confidence in your ability and integrity to perform the duties of said office, and do hereby appoint you the said Police Chief of said Alton Police Department; and upon your taking the oath of office and having this Appointment recorded by the Alton Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office, until another person shall be chosen and qualified in your stead.

Given under our hands this 7th day of March 2022.

OATH OF OFFICE

P. LaRochelle has Todd MacDougall repeat after him the Oath of Office.

I, Todd MacDougall, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent upon me in the position of Police Chief, with the Alton Police Dept.; agreeably and according to the Rules and Regulations of the Constitution, Laws of State of New Hampshire and of the United States of America, to the best of my ability, so help me God.

Chief Todd MacDougall gives speech and thanks everybody for coming out tonight and thanks the Board of Selectmen for trusting him with this position for the Town of Alton.

10 min recess

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

NONE

Appointments

NONE

New Business

1. 48th Annual Chicken BBQ & Farmers Mkt.- Special Event Application - Approval

R. Wentworth would like the well water checked as it's a new well for public consumption and J. Beaudoin states that the well has been checked and passed.

R. Wentworth motions to approve the 48th Annual Chicken BBQ & Farmers Mkt. - Special Event Application and B. Mitchell seconded with all in favor of the motion.

2. Alton Bay Boat Show - Special Event Application - Approval

R. Wentworth motions to approve the Alton Boat Show - Special Event Application and B. Mitchell seconded with all in favor of the motion.

3. Sweet Caroline Retail Table Wine License - Approval

R. Wentworth motions to approve the Sweet Caroline Retail Table Wine License and B. Mitchell seconded with all in favor of the motion.

4. Cold Spring Farm LLC - Caterer ON Site Cocktail Lounge Liquor License - Approval

R. Wentworth motions to approve the Cold Spring Farm LLC - Caterer ON Site Cocktail Lounge Liquor License and B. Mitchell seconded with all in favor of the motion.

5. Seasonal Intern Job Description & Ad - Approval

Scott Kinmond, Public Works Director, approached the table. S. Kinmond states that this was part of the budget process and is a line of the 2022 budget and depends on the election the next day and how the board votes tonight. This will be part of the Asset Management Data collection for mapping of the roadway drainage culverts and storm water management. This will be for two positions and the two interns who will be hired to do this data collecting will be supervised by management and showed how to collect properly. S. Kinmond would like to have something sent out to colleges.

B. Mitchell motions to accept Seasonal Intern Job Description & Ad as presented and B. Holt second with all in favor of the motion.

6. Authority for Seasonal Weight Limit Posting - Approval

S. Kinmond does state that he did post the roads today and they were posted under the Towns Highway Policy Regulations. S. Kinmond would like to have the Board of Selectmen give authorization to the Director of the Public Works, or his designee, the authority to post Town Class V roads with a seasonal weight limit of six (6) tons. Would like it in the meeting for the BOS to give the authorization for the posting and that they plan to add this into the Highway Regulations. S. Kinmond would like it memorialize that the Board of Selectmen have assigned a designee to put the signs up, weight limit on, allow to remove weight limit, and to allow for exemptions for people to be able to pass.

R. Wentworth is wondering about upping the tonnage to eight (8) as other towns have moved to 8 tons as well. He's wondering if this is something that could happen in the future and looked into. S. Kinmond states that they should have a road test done before making this decision. S. Kinmond states that when you do the reconstruction of roads that you have to follow the States Regulations and that if we had these roads done in these specifications than he'd have no problem with upping the tonnage on roads but at the moment would hold off and wait.

R. Wentworth motions the Board of Selectmen authorize the Public Works Director or his designee, the authority to post Town Class V roads with a seasonal weight limit of six (6) tons and B. Mitchell seconded with all in favor of the motion.

7. Asset Management for Drinking Water and Storm Water - ARPA Funds Approval

Courtney Mitchell, Water Superintendent/Assistant Public Works Director approaches the table. R. Heath states that he had a meeting with both C. Mitchell and S. Kinmond going over the possible projects. C. Mitchell states that this is to cover the Asset Management Project for the water side that was not covered by ARPA. Been working with the engineering consultant Tata &

Howard, who are working on putting together an asset inventory, mapping and the Hydraulic Model from last year's funds. This Capital Efficiency Plan will let the Town know of the efficiency and how the Town can go about making any changes. C. Mitchell mentions that the Asset Management Project for Drinking Water is broken down into tasks and Task #1 is to continue with the GIS Mapping at \$7,000, Task #2 Financial Planning \$6,500, Task #3 Hydraulic Modeling funding from 2021 Water Works surplus, Task #4 Capital Efficiency Plan at \$26,500 and Task #5 Asset Management Software \$7,000 with a total of \$47,000 for the Drinking Water Asset Management Project. P. LaRochelle asks for more detail on the Hydraulic Modeling and C. Mitchell explains that it will take out current distributing system and tell us how it is performing now and how the pipes that we have are flowing throughout the system. This will help with the future especially with the hydrant flows. This hydraulic model will make it known to the Water Department on what needs to be fixed immediately and what can wait a few years. S. Kinmond states that all the data that the Town collects will be in this mapping system and that this information that is able to go on the IWorQ Software all this information that they are putting together will make things easier for the Town to see what needs to be done sooner than later.

C. Mitchell states that all the dots on her map that when you click on them tells you of what breaks or malfunctions and this new system it will be able to tell you what's going on with the ground dirt, the piping and what possible needs to be done with it. P. LaRochelle is wondering if the total amount will be the \$96,900 and S. Kinmond states that the Town will be spending \$47,000 on the Drinking Water Asset Management Project and then \$19,900 on the Storm Water Asset Management Project and that the total for the Town would be \$66,900. S. Kinmond states that the DES Asset Management Grant of \$30,000 is a reimbursement amount which will be given to the Town when they sign off on the project once it's done.

R. Wentworth motions to allow the Water Superintendent and Public Works Director to proceed with the Drinking Water Asset Management Project and Storm Water Asset Management Project with the money coming from the ARPA Funds and the Towns commitment to match and B. Holt seconded with all in favor of the motion.

R. Wentworth mentions to S. Kinmond that there are some roads on in Alton that need to have some snow and ice scrapped back so cars can pass easier to move through those sections.

8. Water Bandstand Wedding - Approval

P. LaRochelle would like this to go through the Water Bandstand Committee to have their decision on the wedding and then for it to come back before the Board of Selectmen.

9. Appointments - Boards -Commissions

R. Wentworth motions to approve Dana Rhodes, Earl Bagley, and David Mank for 3 year term with the Conservation Commission and June McLaughlin for a 2 year term with the Old Home Week Committee and B. Mitchell seconded with all in favor of the motion.

Old Business

1. New Riverside II Cemetery Engineering Preliminary Concept Plans -Review

Scott Kinmond, Public Work Director, Kellie Troendle, Grounds & Maintenance Director, Jim Andersen, Cemetery Sexton, and David Eckman, PE, Eckman Engineering approach the table. R. Wentworth would like to change this from approval to review of the plans and then approve at a later date as elections are the next day and the Board members could change and with this being such an intricate concept it should be approved with the new board. S. Kinmond mentions that David Eckman of Eckman Engineering is here to discuss the plans that he has started and to receive feedback from the Board regarding the concept.

D. Eckman states that at the beginning they were talking about different columbarium designs and bringing roads to the upper area and a trail system. From speaking with his landscape architect it was suggested that in the trail system, to incorporate plaques in the field stone walls and the walk way. The design is less than 100,000sf of alteration of terrain which will keep it under the NH DES permitting, which in the long run which will save cost and project time. The columbarium in the design is next to the retaining wall which would have pockets in the wall. The landscape architect has ideas of making things low maintenance and that includes using trees that are multi-functional and where the slopes are some mowed and the other areas that are not will have low maintenance wild flowers. D. Eckman states that he will have to speak to NHDOT in regards to the wall location and drainage along the front of the cemetery on the RT 28 side on Suncook Road. P. LaRochelle is wondering if the septic and garage will be staying where they are and D. Eckman states that with the designs they have now that is the location where they will be staying. D. Eckman brings up that at the beginning borings were originally talked about using up front and D. Eckman talked with the guy at Geotech and they realized that it would be cheaper to do test pits since there could be a lot of rock that would need to be broken up. D. Eckman mentions that they brought in wetland scientist Robert Stewart since they noticed a pocket area and R. Stewart wrote a letter which recommends that they are able to grade over that area. The landscape architect John Sullivan is able to work with any recommendations that the board has and able to come up with any new ideas as well. R. Wentworth only concern about moving the columbarium that it could cost the town more money since they would have to inform the loved ones of the families that are to be moved. P. LaRochelle would like pictures of past jobs. D. Eckman has them look at page D-1 which is what some of the designs and how the stone wall has been built in the past.

R. Wentworth mentions that if they want to get some cost that he has no problem with getting costs and going forward that way, but he does not want to vote to since the board could change. The board would like pictures of past projects, and they believe it will still be a 2 year phase project.

2. Public Works Implementation Phase II & IV - Solid Waste Min/Max - Approval

Scott Kinmond, Public Works Director, approaches the table. S. Kinmond mentions that with the Boards approval of the job description on the Board of Selectmen meeting on 1/19 that he met with Scott Simonds and they went over wages that are matching with other departments so that they are on a more equal base. S. Kinmond states that people that work at the facilities that once they complete a certificate or a licensed that it can go up \$.25 with each one. This new phase does make an adjustment for the director as well.

R. Wentworth motions to approve the recommendations submitted by the Public Works Director for the Implementation Phase II & Phase IV for the Solid Waste Min/Max for the Director, Attendant/Assist. Director, Facility Attendant, Recycling Attendant, and Seasonal Laborer as submitted and B. Holt seconded with all in favor of motion.

R. Wentworth mentions that he would like the job ads that are used for open positions to be enhanced to make them catchier and to include more about the benefits and salary.

Selectmen Reports

R. Wentworth has nothing to add.

B. Holt has nothing to add.

B. Mitchell has nothing to add.

P. LaRochelle has nothing to add.

Town Administrator Report

R. Heath has only one item for today's Town Administrator Report. Which was a petition with names received last week and since Peter Farrell is here, he is wondering if the Board would like to hear from him now or during Public Input. Board members have no problem with P. Farrell coming to the table now. P. Farrell is here to ask the Board to have an additional hearing or at least a time for the members of these roads to come in and have a discussion about these roads. R. Wentworth is in agreement with having a public input before having a public hearing and would like to have some of the people who signed to show. R. Wentworth would like to have it set up as a special meeting so anybody who has a safety concern with the roads to come forward to talk about these issues. They will decide on a date after the elections.

Approval of Minutes

R. Wentworth motions to hold off on the approval of January 25, 2022, February 07, 2022, and February 14, 2022 Non-Public Session minutes until the next meeting and B. Holt seconded with all in favor of motion.

January 25, 2022 - Public Session

R. Wentworth made a motion to approve the minutes of January 25, 2022 Public Session and B. Holt seconded with all in favor of the motion.

February 07, 2022- Public Session

B. Holt made a motion to approve the minutes of February 07, 2022 Public Session and R. Wentworth seconded with all in favor of the motion.

February 14, 2022 - Public Session

B. Holt made a motion to approve the minutes of February 14, 2022 Public Session and R. Wentworth seconded with all in favor of the motion.

Consent Agenda Approval

R. Wentworth made a motion to approve the Consent Agenda of March 7, 2022 items # 1-7 and B. Holt seconded with all in favor of the motion.

1. Fire Department

Town Forest Warden - Reappointment Consent

Deputy Forest Warden - Appoint Michael Okoniewski Consent

2. Fire Department - Conditional Hire

Firefighter, Cody Griffin \$16.00 per hour effective 3/8/2022

3. Public Works Department - Conditional Hire

Light Equipment Operator I, Timothy Robare \$20.00 per hour effective 3/21/2022

4. Police Department - Conditional Hire

Full-time Patrol Officer, Richard Dakota Davis \$29.00 per hour effective 03/20/2022

5. Police Department

Full-Time Patrol Officer to Part-time Patrol Officer, Michael Beauchamp, to \$27.50, effective 04/05/2022

**6. Assessing Department
Land Use Items - approval**

Veteran's Credits

Collins; Map 11 Lot 25-37; 81 Lakewood Drive; \$750

Armer; Map 1 Lot 16; 137 Locke's Corner Road; \$750

Timber Tax

Miramichie Hill LLC; Map 15 Lot 10; 53 Miramichie Hill Road; \$4,349.89

Administrative Abatements

Kemper Land Holdings; Map 19 Lots 31 & 32; 67 Drew Hill Road; \$209

LaScolia; Map 8 Lot 49-188; 188 Fox Trot; \$160

7. Town Clerk/Tax Collector Department

Deputy Town Clerk/Tax Collector to Town Clerk/Tax Collector, Jennifer Collins, \$54,219.31, effective 3/08/2022

Asst. Town Clerk/Tax Collector to Deputy Town Clerk/Tax Collector, Melissa Ingham, \$18.47 to \$20.64, effective 03/07/2021

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

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

Kenneth Roberts approaches the table. Would like to make a comment about the postings of roads and is wondering if the Town Administrator can talk with New Durham Town Administrator about possibly posting on their end of Stockbridge Corner Road. K. Roberts states that if New Durham won't post then there really is not a reason to post. R. Wentworth states that New Durham can post a sign that states 6 ton limit starting at Town Line at the intersection before the road.

Loring Carr approaches the table. L. Carr states he brought a decibel meter and would like the board to know that if you are not speaking directly into the microphone then it is exactly like having a normal conversation and that people are not able to hear you completely. L. Carr is wondering why the Water Bandstand Committee who are volunteers have the right to decide what goes on with the bandstand. L. Carr is wondering if there will be packets for the public with what's going on with the cemetery that the public can look at. L. Carr is wondering why with the Capital Reserve Funds on the last page of the Town Report was used for things that did not pertain to a new fire truck, stating that Town Attorney at the time stated that it could only be used for a NEW Fire Truck. L. Carr is wondering why on the Warrant Articles they state that "Recommended by the CIP" and that at the deliberative they took off the "Recommended by the Planning Board". L. Carr believes that it should not mention the CIP on the warrant articles either.

Kelly Sullivan approaches the table. K. Sullivan came to the meeting tonight to touch base since this is the last meeting before the election and wanted to see Todd MacDougall swearing in and would like to say thank you to the Board for approving the liquor license for the Town Businesses to help them expand and grow. K. Sullivan would like to say thank you for all the Board members who are up for re-election.

Courtney Mitchell approaches the table. C. Mitchell would like to bring up something as a Department Head and would like for the Board, public, and any employees to help new employees through any mistakes that are made. C. Mitchell states that with everybody stepping into positions that they are not used to, to work with those employees and help them through their mistakes.

Loring Carr approaches the table. L. Carr states that now that if a person writes a letter that they are able to come up and talk about their issue at any time.

Kelley Sullivan approaches the table and understand where L. Carr is coming from but also as a citizen also sees that the Board is taking an extra step into hearing the public about their issues.

Non-Public Session

P. LaRochelle moved at 8:30 pm to enter into Nonpublic Session under RSA 91-A: 3, II, a (employee matters) and e (Litigation) R. Wentworth seconded. Roll call vote:

V. MacDonald - Excused P. LaRochelle - yes R. Wentworth - yes
R. Holt - yes B. Mitchell - yes Roll call vote carried unanimously.

At 8:30 pm Vice Chairmain LaRochelle convened the nonpublic session with the following people present:

- P. LaRochelle, Vice Chairman
- B. Mitchell, Selectmen
- R. Wentworth, Selectmen
- R. Holt, Selectmen
- R. Heath, Interim Town Administrator

P. LaRochelle moved at 8:38 pm to exit nonpublic session. R. Wentworth seconded. Roll call vote:

V. MacDonald - Excused P. LaRochelle - yes R. Wentworth - Yes
R. Holt - Yes B. Mitchell - yes Roll call vote carried unanimously

P. LaRochelle moved to 'not divulge' the minutes 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. R. Wentworth seconded. Roll call vote:

V. MacDonald - Excused P. LaRochelle - yes R. Wentworth - yes
R. Holt - yes B. Mitchell - yes Roll call vote carried unanimously

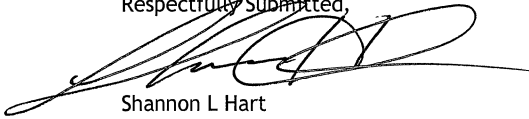
Public Actions:

R. Wentworth motioned to allow the former Town clerk / Tax Collector Lisa Noyes to help out part-time at her current rate on an hourly basis. B. Mitchell seconded. Motion carried.

Adjournment

B. Mitchell moved at 8:40 pm to adjourn. R. Wentworth seconded. Motion carried.

Respectfully Submitted,



Shannon L Hart
Recording Secretary