

ALTON BOARD OF SELECTMEN  
Meeting Minutes  
Public Session I  
March 26, 2007  
ALTON TOWN HALL

---

At 6:00pm Vice-Chairman, Stephan McMahon convened the meeting of the Board of Selectmen, present were the following members of the Board and staff:

Stephan McMahon, Vice-Chairman  
Patricia Fuller, Selectman  
Alan Sherwood, Selectman  
Peter Bolster, Selectman  
William Curtin, Selectman  
E. Russell Bailey, Town Administrator

S. McMahon led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence.

**Approval of the Agenda**

R. Bailey amended the agenda to remove Item #4 in New Business and add MS2-Report of Appropriations. P. Fuller motioned to approve the agenda as amended, seconded by P. Bolster and the motion passed with all in favor.

**Reorganization of the Board of Selectmen**

The Board reorganized as follows:

Chairman – Alan Sherwood  
Vice-Chair – Patricia Fuller  
Member - Stephan McMahon  
Member - Peter Bolster  
Member - William Curtin

Committee Representatives:

Planning Board – W. Curtin  
Alternate – A. Sherwood  
Zoning Board of Adjustment – P. Fuller  
Parks & Recreation - P. Bolster  
Downtown Rev. Comm. - P. Bolster  
Conservation Committee - S. McMahon  
Household Hazardous Waste –A. Sherwood  
Alternate - R. Bailey\*

\*By unanimous vote R. Bailey was appointed as an Alternate member to the Household Hazardous Committee.

Budget Committee - P. Bolster  
Alternate - W. Curtin

NH Coalition - P. Fuller

School Liaison - S. McMahon

A suggestion was made that the Selectmen and School Board have an informal workshop as soon as possible. The School Board could be invited to meet at the Town Hall or have the meeting at the school.

Lakes Region Planning Commission – Representation will be brought back up on a later Selectmen's agenda

Alton Beach Committee - Peter Bolster

Following the reorganization and appointment to Committees, S. McMahon turned the meeting over to Alan Sherwood.

#### **Announcement**

Chairman Sherwood advised a Rabies Clinic will take place at the Central Fire Station on April 21<sup>st</sup> between the hours of 12:30 – 2:00pm.

#### **Appointment**

The Board met with Reuben Wentworth, Spokes person for the Alton Business Association.

R. Wentworth advised that since their initial meeting in September, the Association has formed 4 committees, including government, community, promotional and education, all sharing an interest in the community. He asked for representation from the Town.

R. Wentworth continued the Association has a web-site called alton nh businesses.com Members pay a yearly fee, this is applied towards the ABA scholarship fund for those students who attend a vocational or special trade schools. He noted guest speakers attend their monthly meetings, and on April 11<sup>th</sup>, a representative from the NH DOT is scheduled to speak about the Alton Traffic Circle and they had suggested this could include a Public Forum. He asked the Board's permission to allow the ABA to sponsor the Public Forum at the Gilman Museum for the plan on the Traffic Circle. W. Curtin will serve as Selectmen's representative and the Board also agreed to have the ABA sponsor the Public Forum.

R. Wentworth continued the Alton Bay Businesses had much impact from the pavilion fire and demolition and that without notice to those businesses, the Board had granted permission for the pavilion owner to cordon off a portion of the roadway at the pavilion site until the foundation was in. Also, during this excavation mounds of earth and construction materials were left making access to businesses difficult. He continued that

it would have been better if the Board had sent notices to businesses prior to their decision to close that portion of roadway. He had letters from the businesses impacted.

R. Bailey advised this action was taken for safety purposes, and he will review the work with the Code Official and this will be an agenda item for April 9<sup>th</sup>. A. Sherwood agreed businesses should have been notified, the Board took action taken too quickly without knowing the facts.

A. Sherwood acknowledged Lee Maserian owner of the pavilion. L. Maserian advised the action of the Board was taken due to the requests of the building inspector and highway agent, and their recommendations, persons were walking through the debris and the situation at the site was dangerous. He advised the project is moving ahead as quickly as possible. He stated the corridor should be opened within two weeks.

The Board members were all willing to revisit the schedule if necessary and R. Bailey will have a status report at the next meeting.

**Recess as Board of Selectmen, Convene as Board of Health** – Note: P Bolster stepped down from the Board and did not participate in the discussion or vote.

A. Sherwood motioned to recess as Board of Selectmen and to convene as Board of Health, seconded by P. Fuller and passed with all in favor.

The Board met with Thomas Varney, P.E. and the proposed owner of the property, formerly Alton Video.

Following a review which included the volume of the business operation as compared to a video business, and the number of gallons necessary and review of the memo from the Health Officer, and the fact abutters had not been notified S. McMahon motioned to deny the septic waiver, to ask them to come back with an easement from the owners of the property next door, and based on the recommendations from the Health Officer, seconded by P. Fuller and passed with all in favor.

**Adjourn as Board of Health and Reconvene as Board of Selectmen** – A. Sherwood motioned to adjourn as Board of Health and reconvene as Board of Selectmen, seconded by P. Fuller and passed.

Selectmen Bolster rejoined the Board of Selectmen.

### **Selectmen's Committee Reports**

P. Bolster spoke on the Beach Committee and the finishing touches that have been accomplished at the Town Beach and Harmony Park and that a privacy fence and benches will be in place. Harmony Park is not yet wheelchair accessible, however the committee has this under advisement. He also stated consideration is being given to creating a connecting sidewalk from the beach to the corner of Rte 11.

P. Fuller noted the ZBA has not met. She has spoken to representatives about representing the Town on the retirement board, all representatives and state senator are in favor of that, also Allida Milham is on the committee and will report to the Board. In speaking to the representatives about education funding, they are not sure how education funding will turn out. She continued that Representative Whalley and Senator Sgambati would be willing to come and speak to the Board about these issues or others. She spoke to all but two legislators.

S. McMahon noted he had no report at this time.

W. Curtin stated the budget committee had met but not enough members had been sworn in. However a discussion was held and it was recommended that the Selectmen and School Board have representation at the meetings.

A. Sherwood noted a household hazardous waste district committee meeting was held on Thursday, this year there will be two collections of prescription medications. He will have more information on this later. And, a satellite collection site in Alton was also discussed for Alton residents rather than bringing their HH Waste Materials to Wolfeboro. R. Bailey advised SWC employees will be attending a certification class. A. Sherwood expressed his appreciation to Representative. Whalley for his assistance with the transportation liability.

A. Sherwood continued the next Belknap Range Coalition meeting will take place in May. Membership now consists of 15-16 persons.

### **Town Administrator's Report**

R. Bailey and the Board agreed that the next scheduled meeting of the Selectmen would be held April 9<sup>th</sup>. Also, it was agreed to schedule a workshop to discuss goals and objectives for 2007. Following a discussion, the workshop will be held April 4<sup>th</sup> @ 4:00pm.

R. Bailey confirmed that Michael Izard has been hired as Town Planner and that currently he is working with the Lakes Region Planning Commission. His duties will begin on April 30<sup>th</sup>, in Alton.

R. Bailey advised a Public Hearing will be necessary to accept the franchise check received from Metro Cast Cable TV. Out of \$43,000 received, \$11,000 of that will be sent to Lakes Region Public Access Channel 26, for our share. The balance will go into the general fund. The Board agreed to conduct the Public Hearing at their next meeting.

R. Bailey advised that the Highway Agent and his mechanic have located a machine sweeper that the Town could purchase. There is \$8400 in the budget for this expense as the Highway Department usually rents a machine. It was agreed to put the matter on the next agenda and to have the Highway Agent and Mechanic attend the meeting as the Board would like more information.

R. Bailey continued that he has a Purchase Order from the Police Department for a SUV vehicle as approved at Town Meeting. W. Curtin moved to accept the bid for the 2007 Ford Expedition for the Police Department in amount of \$24,692, purchase order #6241, seconded by P. Fuller and passed with all in favor.

### **Public Hearing I**

The Chairman recognized Robert Longabaugh. R. Longabaugh suggested moving Public Input prior to Approval of the Agenda. He continued that voters were against the sale of Shibley's at the Pier Restaurant and that the lease would be renewed in December. He noted the former owner suggested the lease amount be related to the percent of gross and presented a handout to the Board. Also, he stated that two lessons had been learned from the Police Hearing and that the SRO should be at school when school is in session unless called out in an emergency and that timekeeping records could be improved, with a uniform standard for all Town departments.

Mary Longabaugh. - M. Longabaugh made her suggestions about who should serve on search committees for Town appointments rather than utilizing outside agencies, noting the committee should be comprised of employees, citizens, and those with expertise in the job qualifications, not just the five selectmen.

John Matarozzo – J. Mattarosa questioned the attachment to the Intent to Cut form. R. Bailey advised this form (a tax assessment, permission slip) requests that the forester visits every site. He will review this matter with the assessor and the Board will also review the Intent to Cut procedures at their workshop on the 4<sup>th</sup>. J. Matarozzo stated the Forester may be in conflict of interest and works for a competing company.

Robert Miller – Mr. Miller expressed his concerns about the beach, that it will not be used year round, there will be too many restrictions and it would necessitate more Town enforcement. R. Bailey noted a type of fencing is being considered for privacy. The Beach Committee had concerns with traffic and this privacy fence could also include plantings of shrubbery. The fence will provide a sense of security, there needs to be some separation from the road and adjoining property. Mr. Miller stated he did not know the beach would be closed during the winter, snow-mobilers and planes would not be allowed on the beach. These matters were not taken into consideration. A. Sherwood advised Public Hearings had been held prior to work on the Beach.

#### **Approval of Selectmen's Minutes**

A correction was made in Old Business to change the word "situation" to *situated*. S. McMahon motioned to accept the minutes of March 5<sup>th</sup>, 2007 Public Session I as amended, Public Session II and the sealed Non-Public Session minutes, seconded by P. Fuller and passed with one abstention (WC).

#### **Old Business**

1. Town Meeting Warrant Results – R. Bailey advised at Town Meeting most items passed except for four vehicles. An economy vehicle is needed for the Assessor. There is a line item in the budget : "vehicle rental and purchase", under the general government account. This gives the authority to make a purchase if necessary, until the next Town Meeting. It was agreed to look at other options rather than older police vehicles, including lease or rental, utilizing retired serviceable state vehicles for a year. P. Bolster motioned to contact the state first and if that is not feasible to consider the lease option. R. Bailey will have the Town Mechanic come back with cost estimates on state vehicles and information on potential lease issues for the agenda on April 9<sup>th</sup>. S. McMahon noted over the years purchasing used vehicles has not been feasible.

R. Bailey advised Parks and Rec. and the Highway Department have downed vehicles. Also, the Highway Department has a truck currently undergoing repairs from an accident.

Trask Side Road Property– R. Bailey advised a deed will be prepared for the Board' s approval.

The Conflict of Interest - R. Bailey stated the articles passed and will be incorporated into the Town Ordinances.

The Green Monster Fence at Jones Field – R. Bailey advised the removal of the fence will move forward with volunteers and assistance from different departments. R. Bailey will continue to provide status reports to the Board on this project.

Fire Truck – R. Bailey advised the Fire Truck passed at Town Meeting and will be going out to bid, once approved and awarded it will be another 5-6 months before the truck is ready for delivery.

Global Warning Article - R. Bailey advised no action is needed now, but this may require that a committee or group be established with reference to energy conservation.

Paving Parking Area on Depot Street – R. Bailey advised voters had approved \$25,000, this will be discussed by the Downtown Revitalization Committee and in July they will come before the Board of Selectmen with a final plan for the parking area, once approved prep work will begin and the paving will go out to bid.

2. Tree Cutting Bid – R. Bailey advised that the bid number was listed twice, causing some confusion when the bids were opened, it appeared to be \$25,000 and the Selectmen awarded it to another company as the low bidder. In reality the bid was actually \$12, 667 from DJ's Tree Service. This company was recommended by the Highway Agent, and the company that was originally awarded the bid has been notified about this issue, DJ's Tree Service was \$6000 lower.

In consideration and review of this lower bid, R. Bailey recommended that DJ's Tree Service be awarded the bid as the qualified low bidder, for cutting trees on Powder Mill Road. P. Fuller motioned to rescind the previous Board's previous action of awarding Waterman Tree Services the bid that the bid now be awarded to DJ's Tree Service for \$12,667.00, seconded by P. Bolster and passed with one abstention (WC)

3. Memo of Understanding – CERT Emergency Management – R. Bailey noted the Town is a member of a community group working on the Pandemic Flu Emergency Plan. Funds of \$15,000 will be allocated to each of the 9 communities within the regional organization. He stated he would need the Board's approval for the MOU and authorization for him to sign on behalf of the Town. P. Fuller moved to approve the Memo of Understanding and to have the Town Administrator sign the document, seconded by A. Sherwood and passed with all in favor.

4 Emergency Planning Grant to LRPC – R. Bailey stated the Town had received a grant for the Hazard Mitigation Plan, required by FEMA for hazard mitigation work. The LRPC and several other Towns also received a grant. LRPC put together a Hazard Mitigation Plan which was approved by the Selectmen, there is an application in for a \$128,000 grant for one of the roads in Town to fix a major culvert problem. The \$6800

that was awarded for that was never used and has been carried over by the auditors, we can now amend the grant to update the Emergency Plan which is now over 14 years old. With the \$6800 we can bring in a consultant and have this person update the Emergency Plan. S. McMahon motioned to approve these recommendations, seconded by A. Sherwood and passed with all in favor.

5. Sign at Christian Conference Center – The Board met with Neil Harris representing the Conference Center. Following a review that included a discussion about common land, on maintaining the property, paving, parking issue, easements, and the need for long-range plans for the area, P. Fuller motioned to allow the Christian Center to move their sign location back to the original site; conditional that there would be no objection from the Highway Agent and with the understanding the Town reserves the right to move the sign at some point in the future and subject to insurance, seconded by W. Curtin and passed with all in favor. R. Bailey will contact the Christian Conference Center

### **New Business**

1. Vote to Approve the Cemetery Deed – A. Sherwood moved to approve the Cemetery Deed for Row I, 26 & 27, (Pine) seconded by P. Fuller and passed with all in favor.

2. Vote on the Recommendations of the Town Assessor - A. Sherwood read the items as submitted. A. Sherwood moved to approve the recommendations from the Town Assessor and to sign them accordingly, seconded by P. Fuller and passed with all in favor. A. Sherwood advised the new members that the Assessors Items are available for the Selectmen to read prior to their meeting in the Secretary's Office.

3. New Hampshire Electric Co-op Pole Petition – A. Sherwood noted the Highway Agent had signed off on the pole petition as submitted and motioned to approve the petition for #2609-T on Avery Hill Road, seconded by P. Fuller and passed with all in favor.

4. MS2 – R. Bailey noted this is used for the budget passed at Town Meeting in the amount of Seven Million, one hundred and forty-two thousand, six hundred and forty-two dollars (\$7,142,642.00) for capital items and the operating budget. He continued it needs to be signed and is used for setting the tax rate. A. Sherwood moved to sign the MS2, seconded by W. Curtin and passed with all in favor.

### **Public Input II**

The Chairman recognized Robert Longabaugh. R. Longabaugh noted the Board would be entering Non-Public Session to review personnel and legal matters. R. Longabaugh pointed out the difference in Legal fees; in 2005 that figure was \$76, 676 and in 2006 it



Selectmen's Minutes  
Meeting Minutes  
Page 9

was \$86,205 and the 2007 budget is approved for \$63,389. He noted "Solomon" like decisions would have to be made in Non-Public Session as far as court costs in light of the recent personnel hearing for Lt Correia and his appeal and the fact that Chief Iwans had already filed suit in Superior Court.

The Chair recognized John Matarozzo – J. Matarozzo asked about the tree bid originally awarded to Waterman Tree Service and how that could be taken away. R. Bailey noted the job had not been started, that there was an error in awarding the bid, and the Town Attorney had advised the award could be changed. R. Bailey noted the mistake had been acknowledged, we went with the qualified low bidder, this should not be discussed without DJ's Tree Service being represented at this meeting.

The Chair recognized Greg Fuller - G. Fuller disagreed about committees reading over resumes, and noted individuals apply for jobs on a confidential basis. Too many people involved in making employment decisions is not a good idea, it should be up to the Board of Selectmen.

**Non-Public Session**

At 8:05pm, A. Sherwood motioned to enter into Non-Public Session following a brief recess pursuant to RSA91-A:3, II (a) (c) and (e), seconded by P. Fuller. The chairman polled the Board who each voted in the affirmative and the motion passed.

Respectfully submitted,

Patricia Rockwood, Secretary

ALTON BOARD OF SELECTMEN:

Minutes Approved: 4-09-2007