

**ALTON BOARD OF SELECTMEN**

**Meeting Minutes**

**April 15, 2013**

**6:00 PM**

**1 Monument Square**

**Alton, NH 03809**

**Approved May 6, 2013**

---

Chairman R. Loring Carr convened the meeting at 6:00 PM and led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence. Those present included the following members of the Board and staff:

R. Loring Carr, Chairman  
Cydney Johnson, Vice Chairman  
Marc DeCoff, Selectman  
Robert Daniels, Selectman  
E. Russell Bailey, Town Administrator

David Hussey was absent.

**Approval of the Agenda**

Marc DeCoff made a motion to approve the agenda as presented. E. Russell Bailey requested to add to the agenda under New Business Item #4, a Raffle Permit for the Alton Business Association in reference to Old Home Day. Cydney made a motion to move the agenda as amended and seconded by Marc DeCoff with all in favor of the motion.

**Announcements**

R. Loring Carr announced that Dog Licenses would be expiring on 4/30/2013.

**BOARD OF HEALTH**

R. Loring Carr made a motion to recess as Board of Selectmen and to convene as Board of Health and seconded by Marc DeCoff with all in favor of the motion.

- Septic Waiver Request, Map 37, Lot 48 ~ Michael & Terri Margolis

Jeff Brownell, Septic Designer was present to explain the 2 waivers; 1 holds very little merit due to it being related to the proposed well location which the owner has no intentions of drilling, it is not required to but the possible location needs to be shown on the plan therefore the need for the waiver. The second waiver is regarding the distance from the surface water to the bed

itself; the tank is good and meets State requirements but the bed is a very little area to replace the leach bed and has a very steep slope with one small flat area then another steep slope to the lake. Stoney Ridge has been hired for the Shoreland Protection permitting. The shoreland permit would hinge upon the septic permit.

R. Loring Carr agreed that there is a very steep slope and questioned if any expansion would be taking place. There are no plans for bedroom expansions and will remain the same as it is now, replacing the crumbling wall with possibly a wooden deck for patio space.

Cydney Johnson made a motion to approve the Septic waiver for Map 37 Lot 48 and EDA leach field to onsite well, required 75' actual 47' and EDA to surface water required 75' actual 61' and Marc DeCoff seconded with all in favor of the motion.

R. Loring Carr made a motion to adjourn as Board of Health and to reconvene as Board of Selectmen and Marc DeCoff seconded with all in favor of the motion.

### **Selectmen's Committee Report**

R. Loring Carr informed the public that Robert Daniels is now the Selectmen's representative to Lakes Region Planning Commission (LRPC) to replace David Hussey.

R. Loring Carr noted that there is a Milfoil meeting coming up on the 29<sup>th</sup>. R. Loring Carr asked about getting other towns together and E. Russell Bailey mentioning possibly sending a letter to the other town and getting more funding from the State and getting them more involved. The State funds the grants which covers about 30% to 40% of what is being spent. R. Loring Carr suggested that we join forces with the other towns, that we might be heard a little bit better and asked that Robert Daniels to bring it up at the meeting he will be attending. E. Russell Bailey noted that Moultonborough and Tuftonboro are working together and Wolfeboro is involved and one or two of them bought a barge for dredging and all have their own Milfoil Committee's. There was another meeting due to the well's being next to the river with the milfoil being so bad they wanted to do chemical treatment with the wells being tied into the water in the river they wanted us to spend \$25,000.00 for testing with no commitment to sign off on it. Possibly the other town's might be interested in some sort of coalition.

### **Town Administrator's Report and Updates with E. Russell Bailey reporting.**

- Fireworks for Old Home Day ~ This has been discussed several times and it is a great idea to think about expanding Old Home Day but time is

running out for the scheduling of the fireworks for Old Home Day; they are in the budget and it was approved; there is a need to let Atlas know if we are moving forward with the event and Alton Business Association is planning on doing their events. Robert Daniels questioned what Old Home Day involves and what role the town plays in the event besides the fireworks. A 5K race is held with a couple of other events that the Recreation Department coordinates along with the Alton Business Association who holds a parade which involves a lot of work and planning. R. Loring Carr noted that a commitment was made during the budget season with Marc DeCoff agreeing, we should move forward this year and this be the last year. Cydney Johnson stated that these comments about not having it this year are due to last years disappointing show. We have gone from Old Home Week to Old Home Weekend to Old Home Day with one of the major events being the fireworks; a lot of traditions are gone maybe it was just an off year. Business owners in the bay area rely on this and we shouldn't make an arbitrary decision without inviting the business owners and the people that rely on the seasonal things should have the opportunity to come discuss how they feel. It is \$6,500.00 out of the budget but the folks in the bay area only have 3 or 4 months to make their businesses work and would feel better about holding a public hearing to hear the pros and cons before taking it away. R. Loring Carr agrees that there needs to be more planning and that we have already committed to this. Cydney Johnson noted that we have committed to this for this year and we need to get the townspeople involved in order to have a chance to be heard. R. Loring Carr made a motion to authorize E. Russell Bailey to sign the Old Home Day fireworks contract seconded by Cydney Johnson with all in favor of the motion.

- Habitat for Humanity ~ Have been contacted by a representative along with a resident that want to try to expand and be more visible in this area for donations and projects; possibly something that they could rent from us for minimal amount. A potential location could be the Freight Building at the B&M RR Park with an effort for fixing it up inside at their cost. E. Russell Bailey will contact them and will revisit this again. All Board members were in favor.
- An email was received from a non-profit agency, one that we support each year asking that they to be listed on our website under the community section for links; it would be a service to the community. Mark DeCoff made a motion to add CASA as a link on the town website and Cydney Johnson seconded the motion with all in favor of the motion.
- R. Bailey presented the Board with a copy of a letter from the Department of Safety informing us that they have a grant to provide emergency radios for Emergency Operations Centers (EOC) for Emergency Management which is located in the meeting room. The two Deputies in Emergency Management are in support of this and our IT

person would set it up here in the town office. Marc DeCoff questioned did we apply for this grant? R. Bailey explained that it was money funded from Emergency Management by Federal Homeland Security and the state is providing these to different communities for their EOC centers. Marc DeCoff had concerns about no warranty. According to our Deputies Eric Borge and Ed Consentino it is a good radio, we have others like it and it is very compatible to what we have with replacement optional if it breaks down. If approved, we need to authorize accepting the grant and to authorize the Chairman to sign the grant. It is about \$35.00 to program the radio. Cydney Johnson made a motion to accept the grant for the XTS 2500 Radio Emergency Management Director and authorize R. Loring Carr to sign and Marc DeCoff seconded with all in favor of the motion.

- Update on Grounds & Buildings ~ A seasonal person for the summer schedule has been hired. We have 1 of the 2 maintenance workers on board and continue to do interviews for the other maintenance position. Met with cemetery and we are working with them. Monument Square work will be starting soon around the monument area to move the bushes to the bay area with loam and seeding with a goal for it to be ready for Memorial Day. The asbestos bid was approved, Scott Simonds met with the company and they expect to start by the end of the month. Before demolition begins we would see if anyone would be interested in reclaiming the plank wood and beams which could be of some value. This would go out to bid and E. Russell Bailey presented a draft of that bid and noted the age of the buildings. It would be required that insurance is needed. Marc DeCoff questioned advertising and mailings to some of the local contractors. E. Russell Bailey responded that we do mailings, advertise in the newspaper and web and we put them on the construction summary sites which are state and national construction groups. The removal of the asbestos is scheduled for the end of the month then the wood removal would take place after that the electric company would remove the meter and the lines to the building then Highway would come in to take down the buildings and it would be shipped out. Cydney Johnson asked about a date to set for the bids to be opened. E. Russell Bailey stated that we usually give about 2 - 3 weeks then. They would then be given 30 days to complete, from the bid closure. Cydney Johnson motioned to accept the bid as written and seconded by M. DeCoff and all in favor of the motion.
- All buildings have been converted over from kerosene except the AVAS Building. We have received quotes from 4K to 8K for a conversion to a high efficiency propane system. The cost for propane is around \$1.90-\$2.00 and we are paying close to \$4.00 for kerosene.
- A copy of Household Hazardous Waste (HHW) agreement between Alton, Wolfeboro and Tuftonboro was presented. The Board will need to review with highlighted changes and bring back to the Board for signing.

## **Public Input I**

Don Clayberg inquired about the Police Department putting names and addresses in the newspaper due to it supposedly being a State Law. E. Russell Bailey checked with the Police Chief and was told that there were no changes and he had checked with the County regarding the matter; E. Russell Bailey would double check into this again. He then questioned why we have a Town Planner as we belong to Lakes Region Planning. E. Russell Bailey responded that they do not provide a Planner and if they did they would charge us for that, there used to be something called circuit riders but there is no free planning done from Lakes Region Planning for the towns themselves. Don further questioned if there was a rule or law that states you need to have a planner and what would you need to do in order to change it. R. Loring Carr mentioned he thought that there was a warrant article regarding this which may have been a petition article; some years ago, going from part-time to full-time. E. Russell Bailey stated that if it was approved at town meeting then you are kind of locked in, it could go back to town meeting to vote it out but the Board still would have the final say. Robert Daniels stated that it was the Board's responsibility to make sure that there is enough work needed for a full-time position opposed to a part-time position, as with all positions. Russ Bailey noted that you need to be very careful about this decision. Robert Daniels mentioned that the Lakes Region Planning Commission does some planning for towns. There are some concerns regarding grants given to towns whether they are federal or state that are received possibly with some strings attached that they need to be reviewed by the Selectmen.

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

Cydney Johnson motioned to approve the minutes of the Public Workshop I, March 21, 2013 and seconded by Marc DeCoff with all in favor of the motion.

Cydney Johnson motioned to approve the minutes of the Public Session I, April 1, 2013 as amended; page 3, second to last paragraph; Bob Daniels did vote in favor with all in favor of the motion. Last paragraph add after materials, as needed for refurbishing; Marc DeCoff seconded with all in favor of the motion.

Cydney Johnson motioned to approve the minutes of the Non-Public Session, April 1, 2013, releasing items 2 through 7 and Marc DeCoff seconded with all in favor of the motion.

Cydney Johnson motioned to approve the minutes of the Public Session II, April 1, 2013 as presented and Marc DeCoff seconded with all in favor of the motion.

Cydney Johnson motioned to approve the minutes of the Public Workshop Session I, April 4, 2013 as presented and Marc DeCoff seconded with all in favor of the motion.

Cydney Johnson motioned to approve the minutes of the Non-Public Workshop Session I, April 4, 2013 as presented with no releases and Marc DeCoff seconded with all in favor of the motion.

Cydney Johnson motioned to approve the minutes of the Public Workshop Session II, April 4, 2013 as presented and Marc DeCoff seconded with all in favor of the motion.

**Old Business:**

Stockbridge Corner Road Intersection

E. Russell Bailey talked with the DOT regarding an upgrade on Route 28 South; the work will go out to bid this year with work to be completed by next year. At Town meeting the drainage easement was approved; a culvert is to be upgraded and replaced between the triangle and Chamberlain Road by the State. The State wants to close Stockbridge Road for 3-4 days, with a need to seek alternate routes. We talked with Fire and Police and they believe that it is okay with mutual aid from New Durham which would be set up ahead of time. It would require notification of all residents on the street and signage in the area. Cydney Johnson had concerns that there would be no way for an emergency vehicle to get through. E. Russell Bailey stated that it would be set up a head of time so that New Durham would be the first responders for that area. E. Russell Bailey continued that if it were our project we would close the road. Marc DeCoff questioned if there would be a traffic light there? The little triangle will be closed off. E. Russell Bailey replied they are straightening the road with an easement from across the street and believes that a turning lane is being created. R. Loring Carr questioned if this would need to be a town warrant article. There are two options in order to discontinue the Town maintaining this portion of road; Town meeting to discontinue and E. Russell Bailey will research for the correct language, in order for this to happen or the other option is to cease all maintenance after a certain amount of years the Road goes from a Class V to a Class VI Road. Robert Daniels stated that we need to talk with the property owner to get their input. R. Loring Carr made a motion to contact the State and that we have no objection to shutting it down for 3-4 days, Marc DeCoff seconded with all in favor of the motion.

Marc DeCoff amended the motion to authorize the Town Administrator, E. Russell Bailey to sign the Municipal Work Zone Agreement, State Project 14121D Federal Project X-A001(051) and Cydney Johnson seconded the amendment with all in favor of the motion.

### Road Reconstruction Drafts

These drafts have been decided on previously and the need to schedule Public Hearings for Monument Square, Depot Street and Old Wolfeboro Road Intersection, to go over with the public the plans that are all approved for the improvements on the roadways and town property.

A letter will go out to all residents for Trask Side Road in Phase II second half of the road which is not scheduled until 2014. The other road is Bowman Road for another Public Hearing with a notice to those residents.

We would need to schedule Hearings in May and June at a Regular Meeting.

### Senior Center Concrete Bid Project

The project has been delayed by a week due to an inspection issue from the State for frame work by done by Kingswood. Only received 2 bids were received on the concrete project and E. Russell Bailey asked to extend the bid by one week. Marc DeCoff motioned to extend the concrete bid by one week until April 22, 2013 and R. Loring Carr seconded with all in favor of the motion.

### **New Business:**

#### Land Use Items

Marc DeCoff made a motion to approve the 2012 Excavation Warrant, Map 12 Lot 16 and Map 19 Lot 18 and Cydney Johnson seconded the motion with all in favor of the motion.

Marc DeCoff made a motion to approve the 2012 Timber Warrant, Map 5 Lot 31; Map 6-42-1 and Map 6-42-2 and Cydney Johnson seconded the motion with all in favor of the motion.

Marc DeCoff made a motion to approve the 2013 Solar Exemption, Map 12 Lot 80 and Cydney Johnson seconded the motion with all in favor of the motion.

Marc DeCoff made a motion to approve the 2013 Veteran's Tax Credit, Map 42 Lot 40 and Cydney Johnson seconded the motion with all in favor of the motion.

#### Backflow Devices Town Buildings

Russell Bailey informed the Board that any commercial establishment hooked into a public water system is required to have backflow device to ensure that if you lose pressure or the water system goes down so that there are no contaminants flowing back into the system; at least 4 of our buildings do not

have them at this time. It is part of the duty of the Water Department, by State Law, to be sure that all commercial establishments have these devices. The estimated cost is between \$500.00 to \$1,000.00; and we have to do this. An inspection has already been done on the Westside Restroom with a timeline by May 6<sup>th</sup>; it is required to be done by a licensed plumber and cannot be done by the Water Department. The cost depends on the size of the water line which determines the device size and the cost amount increases. The device would be installed in front of the meter so if they activated they would not affect the meter readings; it will be arranged to get them installed on the buildings. Marc DeCoff questioned which Fire Department Buildings need these devices, Central Station and the one at the Bay. These are not an optional item. R. Loring Carr questioned whether it would be a bid or just quotes to determine the plumber. It was determined that it would be quotes.

#### Class of 2015; Car Wash

Marc DeCoff made a motion to approve the Class of 2015 Car Wash to be held in front of the Town Hall on Saturday, May 25, 2013 and Cydney Johnson seconded with all in favor of the motion.

#### Raffle Old Home Day

The Alton Business Association Raffle is a request to fundraise for the Old Home Day Parade. The Board has to approve all raffles within the Town by statute. Marc DeCoff motioned to approve the 50/50 raffle to run from now until the day of Old Home Day, 2013 and Cydney Johnson seconded with R. Loring Carr suggesting that moving forward there should be a form made; with all in favor of the motion.

#### **Public Input II**

R. Loring Carr took time to reflect on the bombing that took place at the Boston Marathon with hopes that there are not too many injuries and what a sad thing this is to happen in this country again.

Marc DeCoff made a motion to enter into Non-Public Session pursuant to RSA91-A:3,II(a)personnel (c) character/reputation and (e)claims/litigation and Cydney Johnson seconded the motion with all in favor of the motion.

The meeting adjourned at 7:03 PM.

Respectfully submitted,

Mary K. Jarvis  
Recording Secretary