

ALTON BOARD OF SELECTMEN

Meeting Minutes

Public Session I

June 1, 2015

6:00 PM

1 Monument Square

Alton, NH 03809

Approved: June 22, 2015

Cydney Johnson convened the meeting at 6:00 PM and led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence. The following members and staff were present:

Cydney Johnson, Chairwoman
Lou LaCourse, Vice Chairman
R. Loring Carr, Selectman
Philip V. Wittmann, Selectman
Virgil MacDonald, Selectman
E. Russell Bailey, Town Administrator

Approval of the Agenda

R. Loring Carr requested adding #3 Monument Square under new business.

Virgil MacDonald made a motion to approve the agenda as amended and Phil Wittmann seconded with all in favor of the motion.

PUBLIC HEARING

Bay Hill Road

The Board of Selectmen opened the Public Hearing and turned it over to the Highway Agent, Ken Roberts who presented an overview of the work to be done on Bay Hill Road. This included drainage and cross drainage improvements, tree removal, culvert/catch basin installation, rock removal, grinding, grading and compacting work. At the bottom of the road the intersection will not be widened. At the top of the road there are drainage issues that will be addressed. Bituminous curbing will be used to try to guide the water just above Jewitt Farm.

Ken Roberts, Highway Agent opened up the meeting for public input with several residents asking questions and voicing concerns on a variety of issues. A six (6) inch drainage line with fabric will be placed and tied to the underground drainage with cross drainage under the roadway. There will be 2600/2700 feet of underground piping being laid for this project. There will be road closures while digging out the rocks due to the loader being in the road to catch any falling materials below the work. Those closed areas will be identified. Approximately ten/twelve (10-12) feet of all driveways will be reshaped and blended into the new roadway. Signage and placement of signage was discussed.

Upon completion of the public participation the public was invited downstairs to the Heidke Room for further discussion with Ken Roberts.

The Public Hearing was closed.

Announcements:

- The Town Clerk/Tax Collector's Office will be closed on Friday, June 12, 2015 for staff attendance at a regional meeting.
- The Townwide Yard Sale is Saturday, June 6, 2015 from 9:00 AM to 3:00 PM
- Old Home Week is making a return and will be held from August 7th thru August 16th; brochures are available in the lobby of Town Hall.

Appointments: Ruth Messier ~ Town Historian

Ruth was called upon to approach the Board in reference to an appointment of a town historian. Ruth felt that this is the Board's decision to make the appointment, determine the qualifications with a delineated description of the position, who they would turn to procedurally and stressed the importance of having a town historian in order to preserve Alton's history. Ruth urged the Board not to drop the issue of having a town historian whether it is a volunteer or a paid position; that would be up to the Board.

Selectmen's Committee Report

Phil Wittmann reported on his meeting with the Parks and Recreation Commission. They will be conducting tours of all the properties that the town owns. Kellie was going to obtain survey maps from the Assessor's office and the next meeting will begin at Harmony Park. We will try to see what needs to be done at the various locations and who would be responsible for any upkeep. There was conversation in regards to the tennis court and adding a backboard; the Capital Reserve fund has approximately 30K but we are unsure if that could be used for such. It was suggested that Phil speak with the ABA for input to the signage down at the Bay. There was also talk of the lack of sidewalks in the Bay from the Fish & Game building to the beach; not knowing if some pressure could be placed on them.

R. Loring Carr reported that the Old Home Week Committee met and folded brochures with help from a few Selectmen. They will be meeting again in two (2) weeks.

Virgil MacDonald reported that the Planning Board met and addressed "housekeeping" issues.

Lou LaCourse stating that the next Zoning Board meeting is Thursday and the Conservation Commission cancelled their last meeting.

Cydney Johnson noted that the Zoning Amendment Committee will be meeting tomorrow night.

Town Administrator's Report and Updates

1. **Town Right of Way Hills Pond:** E. Russell Bailey is looking into the issue of public access to Hills Pond and has asked the Town Assessor to look further into this then Russ will report back to Board.
2. **Boat Museum for Old Home Week:** A request was received for an annual antique boat show to use the town docks on Saturday, August 8th from 7 AM-12 Noon; this needs Board approval.

R. Loring Carr made a motion to reserve the town docks from 7:00 AM to Noon on August 8, 2015 for the Annual Alton Bay Antique Boat Show and Virgil MacDonald seconded with all in favor of the motion.

The Parks & Recreation Commission is requesting to reserve one (1) dock near Shibley's Restaurant from 12 Noon to 3:00 PM on August 15, 2015 for the Barbershoppers.

R. Loring Carr mentioned that this might be a bit premature. It was suggested that this be conditionally approved pending the Old Home Week Committee making its final recommendations.

R. Loring Carr made a motion to reserve one (1) town dock closest to Shibley's Restaurant for the Old Home Week steam boat rides on August 15, 2015 and Virgil MacDonald seconded with all in favor of the motion.

3. **GASB 45 Agreement:** This agreement is to look at the potential costs for Health Insurance for retirees; this is something the Auditors do each year. The town does not pay for any of the retiree's health insurance but it allows them to stay on the plan as long as they pay for the costs themselves. Most opt not choose this option but it needs to be part of the annual audit. Paulette recommends the same company as previously used, Jefferson Solutions.

Lou LaCourse made a motion to continue to use Jefferson Solutions for another three (3) years and R. Loring Carr seconded with all in favor of the motion.

Ken Roberts, Highway Agent returned to the meeting to support his recommendation for the Japanese Knotweed bid. Municipal Pest Management has the state bid award with a high rate of success. The product used is "Rodeo" it may be sprayed at any time but mostly in the fall when the product gets drawn into the root system of the plant with a 95-97% success rate in the first year. The permit takes approximately 90 days to obtain and it can only be sprayed twelve (12) feet into the road, inside the

town right of way. This invasive plant spreads by shards not by seeds. There is no charge for the permitting.

R. Loring Carr made a motion to approve Municipal Pest Management Services of Newington, NH for the Japanese Knotweed bid and Virgil MacDonald seconded with all in favor of the motion.

As previously discussed, E. Russell Bailey noted that the Milfoil Committee was asked if the inspectors from the Lake Host Program would check for Zebra Mussels during their inspections of boats within the program; they will.

At town meeting it was voted and approved for a discontinuance of the spur on Stockbridge Corner Road which gave up the ownership of the property to the center line as written and agreed to by the Selectmen. The piece of land that went to the abutting land owner needs to have a deed issued signing it over to them. E. Russell Bailey talked with the Assessor and based upon the Town Attorney's approval of the deed approval is necessary to authorize the Chairman to sign the deed.

R. Loring Carr made a motion to authorize Cydney Johnson to sign the deed for the property on Stockbridge Corner Road and Lou LaCourse seconded with all in favor of the motion.

Public Input I

Ruth Messier approached the Board making a suggestion that the Board allow the public to speak and voice their opinions after the Town Administrator's Reports and Updates which would allow more flexibility during the meetings.

Lou LaCourse noted that the Board makes decisions and votes; then we have public input after the decision has already been made, it seems that it would be good to get public input. Cydney Johnson mentioned that there is always a chance to revisit an issue and reconsider.

Approval of Selectmen's Minutes

May 18, 2015

R. Loring Carr made a motion to approve the minutes of Public Session I, May 18, 2015 as presented and Virgil MacDonald seconded. The vote was 4 approved, 0 opposed 1 abstention, Lou LaCourse.

R. Loring Carr made a motion to approve the minutes of Non Public Session, May 18, 2015 as presented opening #1 and Cydney Johnson seconded. The vote was 4 approved, 0 opposed 1 abstention, Lou LaCourse.

R. Loring Carr made a motion to approve the minutes of Public Session II, May 18, 2015 as presented and Cydney Johnson seconded. The vote was 4 approved, 0 opposed 1 abstention, Lou LaCourse.

May 20, 2015

R. Loring Carr made a motion to approve the minutes of Chestnut Cove Road Public Hearing, May 20, 2015 as presented and Cydney Johnson seconded. The vote was 3 approved, 0 opposed 2 abstentions, Lou LaCourse and Phil Wittmann.

Old Business:

2015 Project Status Report

Highway Reconstruction:

The final overlay was completed on Monument Square with some lines being painted however they are coming back due to them painting too many lines across the street; they did motorcycle parking. They will be back at no charge to correct the error and there are lines that need to be finished on Old Wolfeboro Road and other roads. Echo Point Road has been finished which took a little longer than expected due to traffic issues. Preliminary drainage will begin on Chestnut Cove Road next week and the tree bid has been advertised.

Roberts Cove Beach has been completed and looks nice. The sign is on order with an estimated three (3) week timeframe. One of the concerns is boats being launched; this is not allowed therefore temporary posts have been installed which will be removed in the fall as people are allowed to put bob houses on the ice from the location and snowmobiles are allowed to access through the area.

No bids were received on the sidewalks which will be put back out again with expanded advertising. Pat will contact some Landscapers however they or most would not be qualified to re-set the curbing. We will not know what is going to happen until the re-bid comes back.

The highway building roof only received one (1) bid; it was the same bidder as last year, it was sent out to four (4) companies. Talking with Fran this morning she had some additional vendors but the normal small roofing company would not take on this job due to the size. E. Russell Bailey noted that we could hold off and send it out to the other companies, not knowing what might happen, but we don't want to delay this project much longer as it should get done before the fall/winter season. The bidder is the same company that did the work at the Transfer Station.

Virgil MacDonald made a motion to award the bid and Lou LaCourse seconded

E. Russell Bailey reiterated that we only received one (1) bid and in the past we wouldn't go with just one bid.

Discussion amongst the Board was that this bid has been in the works for a couple of years, it is the same bidder as the Transfer Station and we are satisfied with their work, they took the time to bid it properly and on time, the insulation was questioned and found to be R19 which is the commercial requirement. Russ also recommended that this could be conditional upon a meeting with Ken Roberts and Jeff to go over the specifics to make sure he will meet all the requirements.

After the discussion the Board supported the motion on the table with all in favor of the motion.

The Town Hall HVAC system is being worked on, the consultant has been through the building and the draft specs should be available in the next few weeks. Once we have the specs it will be brought to the Board for review before sending them out.

New Business:

Civil Forfeiture, Unlicensed Dogs

The Civil Forfeiture Warrant is done by statute, the list is on the Selectmen's signature table and will be provided to the Police Department who notify the people that they need to get their dog(s) licensed. Virgil MacDonald asked if the people had been called however the list is too lengthy and Lisa does send out notification. E. Russell Bailey noted that this is set by law so our hands are somewhat tied as to what can be done; as required it is necessary for the Board to authorize the Warrant so the Clerks Office can move forward; this is done annually. Concerns were voiced about the costs associated with the process; Russ will ask the Police Department as this could be costing the town a lot of money with thoughts of possibly putting the costs back on the dog owner.

Lou LaCourse made a motion to authorize the Office of the Town Clerk to move forward with the notifications and Virgil MacDonald seconded with all in favor of the motion.

Sign Request; Echo Point Road

A request/complaint was received for signage for speeding on Echo Point Road which is normal after a road has just been paved.

Virgil MacDonald inquired if a guard rail needs to be placed where you enter the road and it drops off on the left side by the garage? E. Russell Bailey responded that if Ken Roberts thought it was a safety issue then he would have done it; it is not required.

A sign needs to be in place for enforcement which would be for 30mph, if the Board wants it any lower it would require an engineer to okay the lesser speed. Attached is a report from the Police Department in reference to the request but the request is for any kind of sign that would slow people down.

E. Russell Bailey stated at a minimum there should be a speed limit sign.

Cydney Johnson made a motion to ask the Highway Department to install a 30mph speed limit sign on Echo Point Road and Phil Wittmann seconded.

Further discussion transpired:

R. Loring Carr can't see how anyone can go 30mph on Echo Point Road. State law dictates that anything below 30mph needs to have an engineer review and make a recommendation. Peter Julia would need to go out, review and state from an Engineer's point of view that this should not be any more than 20mph. If no sign is placed in the area and someone gets stopped for speeding, it could present a problem. There are two (2) options, either have Peter Julia go out and make a recommendation for a lower speed limit or place slow children signs. The ideal thing would be for both.

Cydney Johnson amended her previous motion to have Peter Julia review the road and come back with a speed limit recommendation and Lou LaCourse seconded with all in favor of the motion.

Monument Square

R. Loring Carr stated that money was put into a line item for Monument Square for a sprinkler system noting that the grass died last year and felt that he doesn't want to keep replacing it every year. Loring requested installing a sprinkler system to address the issue. E. Russell Bailey stated there is only \$500.00 in that line item. The water line is already in place. Russ has spoken to Kellie and will get cost estimates and bring it back to the Board.

Phil Wittmann requested returning to the sidewalk issues asking if the voters voted to appropriate money for the sidewalks. At a seminar that Phil recently attended with a subject of liability of town roads, it was stated that unless the road is not drivable anymore, then there really isn't any liability. This brought up questions of liability on sidewalks. E. Russell Bailey stated that the rule of thumb is if you are notified you have three (3) days to either block, cone or repair the sidewalks and if you knew about it and didn't take care of it then you would have some liability. The sidewalk

near Fish and Game would wrap around towards the beach and it would be on the state right of way, the sidewalk would belong to the town. The state probably would allow them to be done as long as it was done to state specifications. This has never been talked about as a Board; there is enough room to go part of the way and enough space in the state right of way before the guard rail that allows for walking. This all depends on how serious the Board wants to pursue getting cost estimates for future years. There could be an issue when vehicles pull out with a boat and trailer which would not allow enough room in the parking area if there was a sidewalk. If anything the sidewalks should be out next to the roadway which is really in the DOT area. We can look at this, come up with cost estimates so that during budget season they could be considered; this would mean more maintenance for the town. All sidewalks are town owned and town maintained and it was Russ' opinion that all sidewalks need to be maintained year round. It was Phil Wittmann's thought that he will report back to the committee "that it doesn't seem viable to put pressure on Fish and Game".

Public Input II

None

Non-Public Session:

Cydney Johnson 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 R. Loring Carr seconded. The Board was polled in the affirmative with all in favor of the motion.

The meeting adjourned at 7:48 PM.

Respectfully submitted,

Mary K. Jarvis

Mary K. Jarvis
Recording Secretary