

ALTON BOARD OF SELECTMEN

Meeting Minutes

July 20, 2015

6:00 PM

1 Monument Square

Alton, NH 03809

**Approved: September 14, 2015**

Lou LaCourse 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:

Lou LaCourse, Vice Chairman  
R. Loring Carr, Selectman  
Philip V. Wittmann, Selectman  
E. Russell Bailey, Town Administrator

Cydney Johnson, Chairwoman was absent.  
Virgil MacDonald, Selectman was absent.

### **Approval of the Agenda**

Lou LaCourse made a motion to approve the agenda as presented and Phil Wittmann seconded with all in favor of the motion.

### **Appointments: Joan Blackwood ~ Alton Garden Club**

The appointment with Joan Blackwood was postponed until her arrival at the meeting.

### **BOARD OF HEALTH**

R. Loring Carr made a motion to table the appointment at this time and recess as the Board of Selectmen and to convene as the Board of Health and Phil Wittmann seconded with all in favor of the motion.

John Dever, Code Enforcement Officer was present along with May and Tom Varney to present the septic waivers.

### **Septic Waiver Request, Map 60 , Lot 14; 160 Minge Cove Road, Roger Ehret**

This request is for a replacement system for one that is in failure, which will use a pre-treatment Advanced Technology System. R. Loring Carr had several questions and concerns for this new Advantex System. After much discussion in reference to the exposed cover and concerns of freezing, ultra violet light option, etc. He stated that this lot, is not a lot to be experimenting with and if this system doesn't work then will it have the option to be replaced with another Advanced Technology System. The answer was "yes". The system will be monitored as part of a maintenance contract that is required with this type of system. John Dever offered to obtain the necessary information to answer the questions and concerns brought forth regarding freezing.

R. Loring Carr made a motion to grant the waiver for Map 60 Lot 14; septic tank to lake, required 75', actual 40.5'; treatment tank to lake required 75', actual 42.5; EDA to lake, required 75', actual 50' and Phil Wittmann seconded with all in favor of the motion.

Septic Waiver Request, Map 54 , Lot 36; 94 Roger Street, Timothy & Deborah Miller

This is for a replacement for a failed system which is all located on the lake side of the street.

R. Loring Carr made a motion to grant the waivers for Map 54, Lot 36, EDA to open drainage required 75', actual 64', EDA to culvert, required 75' actual 64', tank to surface water required 75', actual 52' and Phil Wittmann seconded with all in favor of the motion.

Septic Waiver Request, Map 33 Lot 26-D; 15 Torelli Terrace, George McMillan

This is not actually a waiver but it is for informational purposes. This is a request for a 2500 gallon holding tank which is 10' from the lot line and in failure. No vote is necessary.

R. Loring Carr made a motion to adjourn as the Board of Health and to Re-Convene as the Board of Selectmen and Phil Wittmann seconded with all in favor of the motion.

At this time Joan Blackwood was invited to speak and represent the Alton Garden Club. She noted that 25K was given to the Garden Club and they would like to do an improvement project down at the Bay. Sketches of proposed designs were presented and provided to the Board. Pavers, blocks and granite options were discussed; pavers could be matched to the sidewalks and would be preferred by the Parks and Recreation Department. Irrigation would cost approximately 3-4K and the Club would like to get it ready by this fall. The overall logistics of the design were discussed. Joan also mentioned that if the town could help with the roads it would save the Club a lot of money. Also, assistance with taking out the mismatched trees would be helpful and one of island areas would need to be flattened out due to it being quite high/rounded. High trunk trees were requested by the Highway Department for road sight vision. Depending on which option is chosen the Club might need to have the burning bush removed at the bandstand. There may be a need to obtain permission from DOT and EPA approvals possibly through the town.

The second option has nothing to do with the Garden Club (this is Joan's own project). Joan's goal would be to have no cost to the town; she would begin a fundraiser to raise 15K/20K for a new upgraded Gazebo; suggesting that townspeople could buy a bench which could be dedicated.

R. Loring Carr voiced that he would like to go look at the area with Joan Blackwood and it would be great for the town. The Board as a whole needs to look at the area and involve the Highway Department; Phil Wittmann was in agreement that a trip to view the area would be necessary.

Joan asked to have an answer on proceeding ASAP but before August. Joan mentioned that she would like to get an account opened at the bank and begin fundraising.

It was the consensus of the Board to meet with Joan Blackwood to view the area to get a better overall picture of the proposed work. E. Russell Bailey will get back to her with a specific date to meet; preferably it would be Monday or Wednesday of next week after 5:30 PM; Russ needs to check with the two (2) members that are absent tonight, for their availability.

### **Announcements:**

- Old Home Week events are scheduled for August 7<sup>th</sup> through August 16<sup>th</sup>; the Fireworks are scheduled for August 8<sup>th</sup> with a rain date of August 9<sup>th</sup> at 9:00 PM. The committee is still looking for volunteers to assist with the events.

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

R. Loring Carr reported that the Old Home Week Committee met, they are still looking for volunteers to assist with the events and they are working on finalizing some of the details for the Block Party and the rest of the planned events.

Lou LaCourse reported that at the Zoning Board meeting they reviewed three (3) variance requests: Winnipisaukee Pavilion Condominium Association, Map 54 Lot 60 and Map 38 Lot 10; all were approved.

Phil Wittmann reported that he had attended a Lakes Region Planning Commission meeting and brought handbooks back to all the Selectmen. The topic of discussion was on manmade climate changes. Also, the Parks and Recreation Commission met, walked all the sidewalks at the Bay and voted unanimously for Phil to tell the Selectmen that they don't think there is anything wrong with the existing sidewalks in the Bay, particularly the brick sidewalk except where the dumpster is located at Shibley's Restaurant believing that they would be responsible for fixing that area. The next meeting will begin at Jones Field.

### **Town Administrator's Report and Updates**

**Tennis Courts:** The Recreation Commission is working on repairs to the tennis courts by the Fire Station. There is an established Capital Reserve for the maintenance of the tennis courts. Quotes were received for fixing the courts with a low of \$4,950.00 to a high of \$11,990.00. The Commission voted to recommend Advantage Tennis for \$4,950.00 with the money coming out of the Capital Reserve.

R. Loring Carr made a motion to award the resurfacing of the tennis courts to Advantage Tennis for \$4,950.00 with a three (3) year warranty and Phil Wittmann seconded with all in favor of the motion.

**Personnel:** E. Russell Bailey announced that another employee will be retiring; the Town Planner submitted his resignation today which will be effective January 4<sup>th</sup>, 2016 and that he (Russ) will be moving his date up to either February or March. A definite date will be provided in the next couple of weeks. It is being recommended

that by August the Board needs to make plans for replacing both the positions. This will need to be finalized by the end of August or the beginning of September, for advertising. E. Russell Bailey stated that the Board should make plans for the next meeting for how they plan to proceed.

**Bay Area Speed Study:** A traffic study was just received today from the Police Department regarding speeding in the Bay area. The study was provided to the Board for Mt. Major Highway across from the Alton Bay Community Center and the other was for Main Street across from Parker Marine. No decision is necessary from the Board.

**American Legion Requests:** Two (2) requests were received today from the American Legion; a fundraiser with a band and an application for an annual meat raffle to be held on weekends throughout the year. The fundraiser is scheduled for August 15<sup>th</sup> from 4-11 pm; concerns were voiced regarding the end time of the event. It was noted that the noise ordinance allows for a 10:00 PM limit for noise.

R. Loring Carr made a motion to approve the Special Event Application for the American Legion for the 8/15/15 fundraiser, band until 10:00 PM per the noise ordinance and Phil Wittmann seconded with all in favor of the motion.

R. Loring Carr made a motion to approve the Raffle Application for the American Legion, Meat Raffle for October 1<sup>st</sup> through April and Lou LaCourse seconded with all in favor of the motion.

At this time, R. Loring Carr questioned the amount of people that would be in attendance for the Band at the American Legion inquiring if the Police had reviewed the Special Event Application.

Loring then requested amending his previous motion for the Special Event Application adding: to have Police coverage as per the recommendation of the Police Chief and Lou LaCourse seconded the amendment with all in favor of the amended motion.

## **Public Input I**

Reuben Wentworth approached the Board; he had previously talked with E. Russell Bailey about the sidewalks in the Bay. From the boat landing to the area near the swim docks do have some issues but he believes that these issues could be done in house using both the Park and Recreation Department and the Highway Department. He also suggested for the 31K; if done over a three (3) year phase, 2/3 of the cost could be saved and put into future projects. Along Route 11 he favors the brick idea with concrete being more costly to maintain than asphalt. The brick maintenance has been sparse in the last fifteen (15) years. There are tripping hazards in the area but the worst things are straight on parking hazards, suggesting angle in parking only. He also hoped that down the line the town would buy a sidewalk plow that actually works. He would like to make an appointment for sometime in the future to talk about the issues and asked that the Board be conservative with our tax dollars. E. Russell Bailey will call Reuben Wentworth to make an appointment.

Raymond Howard approached the Board stating that considering tonight's announcement regarding the Planner retiring; it would be a perfect opportunity for the Board to consider not filling the Planner's position.

Barbara Howard would like to see a petition put out to the voters not to use the town's tax dollars to fund the Lakes Region Planning Commission (LRPC). She stated that they should not have the authority or power to dictate to the individual towns and that the Board needs to take a hard look at it asking that LRPC stop micromanaging our towns and for the town to defund them and stop sending them money!

Don Kleeberg agrees with Barbara Howard stating that "we should keep the town in the town".

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

#### **June 22, 2015**

R. Loring Carr made a motion to approve the minutes of Public Session I, June 22, 2015 as presented and Phil Wittmann seconded with all in favor of the motion.

R. Loring Carr made a motion to approve the minutes of Non Public Session, June 22, 2015 opening #1, 2, 3, & 4, and Lou LaCourse seconded with all in favor of the motion.

R. Loring Carr made a motion to approve the minutes of Public Session II, June 22, 2015 as presented and Lou LaCourse seconded with all in favor of the motion.

### **Old Business:**

#### 2015 Project Status Report:

**Highway Department Work:** The Highway Department is almost finished with the drainage work on Chestnut Cove Road; they are waiting for the box culverts to arrive which should be around the first week of August. The signs are up for Bay Hill Road which will be restricted as approved by the Board and they will be starting on the drainage issues. The preliminary review for the trees for Places Mill Road will be started for the tree cutting (not sure if there will sufficient time this year).

**Sidewalks:** 35K was approved at Town Meeting for the Bay area sidewalks. They went out to bid for concrete, stamped concrete (red brick look), or to reset the bricks and curbing. We have received public input. There has been no response for resetting the bricks. There were two (2) bids received; the low bid came in at approximately 31K for resetting the curb and the stamped concrete (red brick look). The Board needs to make a decision on how to proceed (doesn't have to be tonight), noting that the funding was specific for the Bay area and this is good for two (2) years unless there is an encumbered contract.

**Senior/Community Center:** The electric and HVAC is roughed in on the new addition. The insulation is in place and the sheetrock company will be starting; they will also be

repairing the damages caused this winter from the ice dam damages. Money was received from the insurance company which is being held for the repairs.

**Roberts Cove Beach:** the work is complete; we are still waiting on the sign to be delivered.

**HVAC System:** The Town Hall HVAC System bid specs are ready and will be going out to bid this week and hopefully we will be ready for the winter heating season.

Lou LaCourse voiced his concerns on the sidewalks. It was suggested that the Board do a site walk of the sidewalks while in the Bay area after the meeting with the Alton Garden Club. The meeting will be posted. R. Loring Carr voiced his concerns of inviting specific individuals as it is not fair to others to invite an individual person to a site walk. It will be a site walk and it will be up to the Board if it is opened to public comment. The meeting will be posted.

#### Non Profit Committee Status:

R. Loring Carr met with the Committee; as a group it was pretty much the consensus to recommend a single article for the number of non-profit organizations. They are looking for an advisory committee with discussion of who would make up the sub-committee. There was conversation of having a standard form that each of the non profits would have to fill out for review. A question of what portion of funding is actual service to the town along with the overheads costs; realizing that some of the non profits have more volunteers therefore their overhead costs would be quite a bit different. The committee is looking for more input from both the Budget Committee and the Selectmen with ideas of who would make up this subcommittee. It was R. Loring Carr's opinion that it be: 2 Selectmen, 2 Budget Committee members and possibly a Trustee of Trust Fund member. They could then review, make their recommendations to be placed on the ballot and if a non-profit was not part of this single article then they would need to do a petition to have a warrant article for funding. It would be more of an advisory committee. Dates would need to be set before the Selectmen present their budget to the Budget Committee. The Board was in agreement with the recommendation to move forward with the Advisory Committee consisting of 2 Selectmen members, 2 Budget Committee members and a Trustee of Trust Fund member.

#### Levey Park Crosswalk Status:

E. Russell Bailey is not looking for any decision tonight. The Levey Park Trustees have asked that a crosswalk be installed to Levey Park opposite the AVAS building area. We have also contacted NH DOT who is requiring a special curb cut, a light and a few other requirements. It essentially is the decision of the Board whether to pursue this however it wouldn't be done at this time due to the line painting company having come and gone for this season. It is roughly estimated at a minimum of 1K and DOT is requesting some sort of streetlight over the crosswalk. If the Board wants to continue to pursue this E. Russell Bailey would recommend inviting the Levy Park Trustees in order for them to give their input since they initiated the request. It was noted that there would be a loss of 40 feet of parking noting there is no parking on the other side of the road. E. Russell Bailey will schedule this item for a meeting in August or

September inviting the Levy Park Trustees as this wouldn't be done until next year because it would be too expensive to bring the line painting company.

### **New Business:**

#### Land Use Items as recommended by the Tax Assessor

R. Loring Carr made a motion to approve the 2015 Land Use Change Tax request for Map 6 Lot 37-13 for \$222.00 and Lou LaCourse seconded with all in favor of the motion.

R. Loring Carr made a motion to approve the 2014 Timber Warrant for Operation 14-011-18-T for \$1,029.18 and Operation 14-011-17-T for \$91.61 and Lou LaCourse seconded with all in favor of the motion.

R. Loring Carr made a motion to approve the 2015 Timber Warrant for Operation 15-011-01-T for \$717.19 and Lou LaCourse seconded with all in favor of the motion.

R. Loring Carr made a motion to approve the 2015 Administrative Abatement for Map 33 Lot 44-52 for \$58.00 and Lou LaCourse seconded with all in favor of the motion.

#### Special Event Application; Once Around the Winni

This is a fundraiser for the Lakes Region Disabled Sports Group which is a bicycle event that sets up a tent in the Bay area parking lot to use as a rest stop.

R. Loring Carr made a motion to approve the Special Event Application for Once around the Winni for August 23, 2015 and Phil Wittmann seconded with all in favor of the motion.

#### Old Home Week Events

##### **Special Event Permit Application, Annual Parade 8/8/15**

R. Loring Carr made a motion to approve the Special Event Application for the Old Home Week Parade scheduled for August 8, 2015 and Lou LaCourse seconded. The vote was 2 approved; 0 opposed; 1 abstention, Phil Wittmann.

##### **Reserve Town Dock**

There is a need to reserve a dock space for a steam boat that will be part of the Old Home Week event.

R. Loring Carr made a motion to reserve a space for the steam boat and Phil Wittmann seconded with all in favor of the motion.

##### **Parade Participation**

The Selectmen usually ride in the parade. Lou LaCourse will do his best to be there, Phil Wittmann is already in the parade. E. Russell Bailey will need to check with

Cydney Johnson and Virgil MacDonald. There was a question of what vehicle the Board would ride in. Lou LaCourse has a potential vehicle and will get back to R. Loring Carr in regards to the vehicle.

R. Loring Carr questioned the previously approved Proclamation for the Barbershoppers; how that would be handled and what should be done with it. It was suggested that it could be listed on the website along with the schedule of events. The town will ask Jonathan Downing how he wants to handle this as it was originally his idea.

## **Public Input II**

Barbara Howard made a suggestion that the Board of Selectmen use the Police Department Humvee for the parade.

Barbara Howard voiced concerns and made suggestions in reference to maintaining the sidewalks in the Bay area.

Barbara Howard also voiced concerns regarding the Committee for the non profit organizations with a membership consisting of 2 Selectmen, 2 Budget Committee members and 1 Trustee of Trust Fund member. It would be advisory only, then it is coming down to the Budget Committee and the Board of Selectmen, with the Budget Committee, being advisory only then ultimately it is the decision of the Board of Selectmen. She suggested that the committee needs to have 1 or 2 community members to be part of the discussions.

Ray Howard stated that the Governor is hurting the people of this state by all of her vetos. In regards to DOT; Ray noted that he is available and can help with DOT issues. Ray also inquired if there would be any disciplinary action taken in reference to the Clay case and he would hope that the Selectmen involved would step down.

## **Non-Public Session:**

Lou LaCourse made a motion to enter into non-public session pursuant to RSA91-A:3, II (a) personnel (c) character/reputation and (e) claims/litigation. 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