

ALTON BOARD OF SELECTMEN

Minutes

September 9, 2019

6:00 PM

1 Monument Square

Alton, NH 03809

Approved: October 7, 2019

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Chairman R. Wentworth convened the meeting at 6:00 PM and P. Wittmann led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence. The following staff members were present:

Reuben Wentworth, Chairman  
Virgil MacDonald, Vice Chairman  
Cydney Shapleigh, Selectwoman  
Philip V. Wittmann, Selectman  
Paul LaRochelle, Selectman  
Elizabeth Dionne, Town Administrator

**Agenda Approval**

V. MacDonald motioned to approved the agenda adding CIP as #3 under New Business and P. Wittman seconded with all in favor of the motion.

**Announcements:**

- The Town Clerk's Office will be closed on Thursday, September 12, 2019 in order for the staff to attend the Annual NH City and Town Clerk's Conference.
- On Saturday, September 14<sup>th</sup> there will be a HHW and Medicine Collection at the Transfer Station from 8:30 AM to Noon

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

None

**Appointments:**

IT Department Annual Status Update

Joshua Monaco came to the table to give an update for the IT Department. He would like to point out 3 main points: 1. Budget- he has done some careful planning about savings such as renegotiating contracts and security backups and upgrades. He plans to review a new phone system that will hopefully decrease the budget. 2. Security- Several new systems have been added in the town. 3. Backups- The new backup system enables him to decrease the time that it normally takes. R. Wentworth stated that he talked to D. Hershey about the server. He said D. Hershey told him it takes all weekend to do the backups.. J. Monaco stated that he has it planned in the budget to replace a 10 year old server that will be more reliable.

Joseph MacDonald; Lily Pond Road Concerns

Joe MacDonald approached the table and introduced himself. He addressed several areas of concern with Lily Pond Road where he lives including stone walls being buried by the Highway Department which act as boundaries and the ditches along the road. The ditches are too deep and were dug with no outlet. Some of the ditches are 1 ½ - 2 feet deep and 4-5 feet at the top. J. MacDonald stated that he had a petition that states that they want normal swales and a good crown put back on the road. The way it used to be. Ken Roberts approached the table. He stated that the best thing to do is underground drainage because that road is only 33 feet wide or 2 rods. He stated that his department can't go every week to grade it. He stated that it is up to the Board of Selectmen as how to proceed. He stated that pretty much every driveway would need a culvert. J. MacDonald stated that that cannot be done because it's all blue granite. He stated that the swales worked for 100 years and there is no reason you can't grade the road. R. Wentworth asked if the stone walls were undermined. K. Roberts stated that it is because of the ditch line. He stated that he was not

able to find anywhere that stated the stonewalls were property lines and the proper way to do it is to have the road surveyed. J. MacDonald stated that in 1978 in Town Hall someone brought out a deed that stated something like from Old Wolfeboro Road to Emerson House goes from stonewall to stonewall. R. Wentworth stated that someone will have to look for the deed. V. MacDonald stated that he thinks Mr. Roberts is right and it should be surveyed. R. Wentworth stated he will take a ride up and look at the road.

#### New Business:

##### Police Prosecutor Annual Contract Increase

L. Dionne stated that as she was working on the Legal Budget and the 4<sup>th</sup> line down is the annual contract for the Police Prosecutor. Any increase that is issued to the town employees the Police Prosecutor would get. In 2020 there is 0% COLA. She wanted to bring it to light. R. Wentworth stated that he thinks that they are considered contractors because they do a W9. If they want an increase then they should go through the department head they work for and have it submitted to us instead of us just automatically raising it each year. Chief R. Heath stated that since Attorney Estes has worked for us his contract going back to 2014 he has never asked for any big jumps or anything more than what the employees are getting. R. Wentworth asked R. Heath if Attorney Estes could submit to the Chief in writing an increase from last years amount \$51,794.40 with New England CPI capped at 2% COLA. It should be requested from Attorney Estes.

##### Police Department; Out of State Training, Jamey Balint and Kristen Guest - Approval

Chief R. Heath highlighted the two courses that Jamey Balint and Kristen Guest would like to attend. They are both out of state.

C. Shapleigh made a motion to approve the DARE Officer Mentor Training for Kristen Guest and V. MacDonald seconded with all in favor of the motion.

C. Shapleigh made a motion to approve the 2019 Collision Reconstruction Seminar for Jamey Balint and P. LaRochelle seconded with all in favor of the motion.

##### CIP

V. MacDonald stated that the CIP Committee have a Capital Reserve for \$40,000.00 and would like one for smaller stuff that is kept in garages such as tire machine, lawn mowers, etc. K. Roberts approached the table. He stated that he has a lot of equipment that doesn't quite meet the \$40,000.00 mark for the CIP. R. Wentworth stated that those items could be expended out of the Equipment Capital Reserve Fund. The Board of Selectmen have the right to expend. K. Roberts asked the Board to do another vote to put a different cap on the CIP. R. Wentworth stated that he cannot see creating another capital reserve for the smaller stuff. General discussion ensued. The Planning Board is the one who voted to put a \$40,000.00 cap on the CIP. R. Wentworth polled the Board on what to do and it was the consensus of the Board to stay the same and come out of the Equipment Capital Reserve.

#### Old Business:

##### Fireworks Bid Results and Award

Virgil MacDonald motioned to approve Atlas Pyrotechnics and C. Shapleigh seconded with all in favor of the motion. V. MacDonald amended his motion to approve Atlas Pyrotechnics in the amount of \$21,350.00 and C. Shapleigh seconded the amendment with all in favor of the motion.

##### Surplus Items Bid Results and Award

R. Wentworth motioned to approve the sale of the oak farmhouse table to Laura Zuzgo in the amount of \$5.00 and C. Shapleigh seconded with all in favor of the motion.

### Selectmen Reports

P. Larochelle had nothing to report.

P. Wittmann stated they did not have a quorum for the last ZAC meeting and are trying for this Wednesday.

V. MacDonald had nothing to report.

C. Shapleigh had nothing to report.

R. Wentworth stated that things got a little heated at the Budget Committee but settled back down.

### Town Administrator Report

L. Dionne asked the Board if they would like to set up dates for Budget Workshop. After some discussion it was decided to have the following dates:

September 18

September 23- Will be a combination workshop with Alton Youth League.

September 24

September 25

September 30

October 2

L. Dionne presented a contract from Whitney Consulting Group, LLC to the Board for a company for Assessing because the current Measurer and Lister will be out for a medical issue. He has hired a sub-contractor. L. Dionne had a meeting today with everyone involved. He would be a perfect fit to fill in. V. MacDonald asked if it would be the same price. L. Dionne stated that it would be.

L. Dionne presented a letter from Alton True Value Hardware Store with concerns about Monument Square being closed off during certain events. Discussion ensued as to where to hold the car show in the future. It was decided to notify the Chairman of the Old Home Week Committee and see if there could be another location.

L. Dionne stated that the repairs to the Gilman Museum were put out for bid again and no bids were received.

### Approval of Minutes

#### Public Workshop Session, August 12, 2019

C. Shapleigh made a motion to approve the minutes of August 12, 2019 as presented and V. MacDonald seconded with all in favor of the motion.

#### Public Session, August 19, 2019

C. Shapleigh made a motion to approve the minutes of August 19, 2019 as presented and V. MacDonald seconded. The vote was 4 approved, 1 abstention, R. Wentworth

#### Non-Public Session, August 19, 2019

C. Shapleigh made a motion to approve the Non-Public minutes of August 19, 2019 as presented divulging #1 and P. LaRochelle seconded. The vote was 4 approved, 1 abstention, R. Wentworth

#### Public Workshop Session, August 29, 2019

R. Wentworth made a motion to approve the minutes of Workshop August 29, 2019 as presented and P. LaRochelle seconded. The vote was 3 approved, 2 abstentions, C. Shapleigh and V. MacDonald

Public Workshop Session, August 29, 2019

R. Wentworth made a motion to approve the minutes of Workshop August 29, 2019 as presented divulging #1 and P. Wittmann seconded. The vote was 3 approved, 2 abstentions, C. Shapleigh and V. MacDonald

**Approval of Consent Agenda**

C. Shapleigh made a motion to approve the Consent Agenda as presented and V. MacDonald seconded with all in favor of the motion.

**1. Timber Yield Tax**

Prospect Forest Enterprises LLC	Map 6 Lots 27, 31, 31-2	Operation 18-011-07 T	\$363.28
John Jeddrey Realty Trust	Map 15 Lots 56 road, 60-9, 60-13, 60-14, 60-15, 60-15, 60-17	Operation 19-011-07 T	\$629.35

2. Approval, Fire Department; Benjamin C. Gregoire, Student Intern, New Hire, \$12.23/hr.
3. Approval, Police Department, End of Probation; Nathan Ayotte, Part-Time Police Officer, \$19.56/hr to \$19.81/hr
4. Halloween Trick or Treat hours are Thursday, October 31, 2019, 5-7 pm.

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

Kristy Painchaud approached the board and stated that there could be a conflict with putting the car show in the bay because there is a craft fair at that time. She also stated that she had been working on a beautification committee and would like to bring it to the Board's attention. They are looking to improve the Alton Circle.

L. Carr approached the board and stated that he was on the Board of Selectmen when there were signs that were made for the Hardware store for "No Parking" during Old Home Week. They had the same issue with the parking.

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

None

**Non-Public Session:**

C. Shapleigh made a motion to enter into non-public session pursuant to RSA 91-A;3, II (a) and (b) at 7:41 PM and Virgil MacDonald seconded. The Board was polled in the affirmative by roll call with all in favor of the motion.

- C. Shapleigh, yes
- P. Wittmann, yes
- P. LaRochelle, yes
- V. MacDonald, yes
- R. Wentworth, yes

R. Wentworth moved at 8:26pm to exit nonpublic session. V. MacDonald seconded. Roll call vote:

- C. Shapleigh - yes
  - P. Wittmann - yes
  - R. Wentworth - yes
  - V. MacDonald - yes
  - P. LaRochelle - yes
- Roll call vote carried unanimously

C. Shapleigh moved to “not divulge” the minutes for items #1 and #4 because divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, and render the proposed action of the board ineffective. V. MacDonald seconded. Roll call vote:

C. Shapleigh - yes	V. MacDonald - yes
P. Wittmann - yes	P. LaRochelle - yes
R. Wentworth - yes	<u>Roll call vote carried unanimously</u>

**Assessing Department:** R. Wentworth moved to offer the Assessing Secretarial full-time position to Laura Zuzgo, with full benefits, at \$17.35 per hour. C. Shapleigh seconded. Roll call vote:

C. Shapleigh - yes	V. MacDonald - yes
P. Wittmann - yes	P. LaRochelle - yes
R. Wentworth - yes	<u>Roll call vote carried unanimously</u>

**Ridge Road:** R. Wentworth moved to authorize the use of up to \$2,000 of the 2018 encumbered legal funds toward the mowing of the sides of Ridge Road, in concert with a previous legal agreement. C. Shapleigh seconded. Roll call vote:

C. Shapleigh - yes	V. MacDonald - no
P. Wittmann - yes	P. LaRochelle - yes
R. Wentworth - yes	<u>Roll call vote carried unanimously</u>

**Old Home Week Car Show:** The Board discussed the issue of the Old Home Week Car Show blocking Monument Square and businesses thereof, cars parked on Main Street creating a safety hazard when pedestrian viewers step into Main Street (Route 11) traffic to look at the cars on display parked along the road. The Board agreed and directed the Town Administrator to notify the Old Home Week Chairman to move future car shows to a different location, out of Monument Square, and to a safer area.

**Adjournment:**

C. Shapleigh moved at 8:29pm to adjourn. V. MacDonald seconded. Motion carried.

Respectfully Submitted,

*Stacy L. Bailey*

Stacy L. Bailey  
Recording Secretary