

ALTON BOARD OF SELECTMEN
Minutes
September 26, 2022
(Approved - 10/3/2022)

Vice - Chairman P. LaRochelle convened the meeting at 6:00 PM.

P. LaRochelle led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence. The following staff members were present:

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Brock Mitchell, Chairman, Excused
Paul LaRochelle, Vice-Chairman
Reuben Wentworth, Selectman
Bob Holt, Selectman, Selectman
Andrew Morse, Selectmen
Ryan Heath, Town Administrator

Agenda Approval

B. Holt made a motion to approve the agenda as presented and R. Wentworth seconded with all in favor of the motion.

Announcements

- The Public Participation Policy applies to all Selectmen meetings. A copy of it is on the back of each agenda, posted in this meeting room, and on our website.
- The Town Clerk/Tax Collector's Office will be closed on Thursday, October 13, 2022 to attend the 97th Annual Town Clerk's Conference.
- Robert's Cove Road bridge project is underway. Robert's Cove Road will be closed at the Robert's Cove Beach #135 Robert's Cove Road to #143 Robert's Cove Road. The closure is estimated to be for another week.

Public Hearing - 6:05PM

Highway Building Improvement and Fire Department Building Improvement Capital Reserves use to hire consultant(s) for Town Facility Plans

P. LaRochelle opened the Public Hearing at 6:05 pm.

R. Heath stated that as discussed at the last meeting this is for utilizing funds from both of the Capital Reserves to move things forward. We are under contract with a property right. Not knowing exactly what the footprint and infrastructure is going to be for a facility to meet the current needs, it is prudent to request to hire architects or a team of structural engineers, architect, civil engineer. It could possibly be a construction group. It is the next step that needs to be taken to better assess where we go from here. R. Wentworth asked if this would go out as a request for quotes. Heath stated that is correct.

J. Markland approached the table. He appreciates the Board considering this. It is much overdue. Having toured both facilities they both need a lot of work. The plan that the Town Administrator brought forward is much needed. He is hopeful that the Board will endorse this project going forward.

K. Sullivan approached the table. She reiterated J. Markland's statements. She hopes that the Board endorses this as well. It is very overdue. There are too many band aids.

W. Woodfin approached the table. He asked if the new facilities are being planned for the sites that they exist at now or at another location. P. LaRochelle stated that decision is being sought after. These plans will help make that decision. W. Woodfin would like to encourage the Board to make sure it is a green building.

P. LaRochelle closed the Public Hearing at 6:11 pm.

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

J. Markland approached the table. He asked about the Non-Profit Warrant Articles. He asked that the Board give some consideration to combine the Non-Profits. He stated that it could go into the Operating Budget as a one-time item. He is trying to make the Ballot shorter.

K. Sullivan approached the table. She signed the petition for the Water Bandstand Committee and doesn't see why the Board couldn't get that to happen. It is historical. Parks & Rec Commission is on the agenda and looking to form a committee to raise funds. This committee is overdue.

Appointments

- William Nims - Winter Roads/ Hazlett Road

W. Nims approached the table. He is here tonight because the Highway Department sent out a notice that they were planning on terminating all winter maintenance of any private road in the town. He gave a brief history of the road. The road is only a few hundred feet long. His father-in-law worked with the previous Highway Manager, K. Roberts to get the road up to Town Specs.

- Jim Raschilla - Winter Roads/ Dan Keiley Drive

J. Raschilla approached the table. The part of the road that the Town plows had never been maintained by the Town. It has been taken care of by the residents of the road. His concern is that snow is going to start piling up on Dan Kelley Drive from either direction. In an emergency there will be no way for any vehicles to get down the road. It will not be safe any longer. He is hoping that the Board will reconsider plowing this road.

New Business

1. Water Bandstand Committee - Historical Marker Endorsement

N. Merrill, M. Bemis, D. Pouliot, J. Benton approached the table. N. Merrill stated that she would like to make one correction that they are not the Water Bandstand Committee, they are the Water Bandstand State Highway Marker Committee. D. Pouliot stated that they are here to petition the Town of Alton to put up a new historical marker highlighting the Bandstand. She read the proposed marker verbiage:

*"The Alton Bay Water Bandstand
In the mid 1920's, six men from Alton Bay
Formed a racing association with the idea of
Racing boats on Lake Winnepesaukee at Alton
Bay. The bandstand was built to be used for
Band concerts and a judging stand for races.
Mr. Oliver Barnes, members of the racing
Committee and volunteers completed the
Structure in 1928. Funds were raised through
Whist card parties and donations totaling
\$1050.26 and \$500 from the Town of Alton.
This is the only water bandstand in New
Hampshire. Racing Association members were:
Edward Downing, Lester Downing, Harry Jones,
Martin Lynch, Stephen Lynch and Ralph Stevens"*

This marker would be put across the street from Pop's. There is a small garden area there. There was an email received from A. Dixon, the head of the Historical Marker Committee stating they are not accepting new marker orders until summer of 2023. They are hoping to get this marker approved. We need to have a letter from the Town of Alton approving the marker, terminology, and the location. Once it is installed it is the responsibility of the Town to maintain it. There is a requirement for a petition to be signed with 20 signatures and there are already 120 signatures. Funding the marker can be done two ways. One, you can take up donations within the Town or there are State funds available. It would be up to the Committee to decide what they want to do.

R. Wentworth made a motion to approve the Water Bandstand State Historical Marker Committee to go to the State and applying and B. Holt seconded with all in favor of the motion.

R. Wentworth would like to revisit the Appointments that were here tonight. He would like to take a week and have this on the next agenda. He himself would like to go out and visit these roads. B. Holt stated that is what he thought the Board would do after tonight's presentations. He would like a list of all the roads before the next meeting.

2. Parks & Recreation Commission Request

K. Roberts approached the table. He is on the Parks and Recreation Commission. R. Heath stated that he was approached by members of the public. The Commission wants to form a committee for the betterment of Parks and Rec features such as playgrounds, parks, etc. They need to figure out how to retain funds that the committee raises through fundraisers, raffles, etc. The Board of Selectmen has the authority to form an escrow account. K. Roberts stated that he went to the Department of Justice, Attorney General's office and talked to them about this and how to form this. This would be too much for a small town like Alton. The second option is to form a committee under the Parks and Recreation Commission. They would go and look at all of the facilities and see what needs to be done. The hope is to help offset taxes with this committee. They would also look at grants and put grant together. They need an account to put this money in. R. Heath stated that approval from the Board to establish the escrow account would be needed. R. Wentworth asked if this would be a committee that would have to be sworn

in. R. Heath stated that he can do more research on it. P. LaRochelle asked if this falls under the same idea as the escrow account for the Water Bandstand committee.

R. Wentworth made a motion to allow the Board of Selectmen to establish an escrow account for the Parks and Recreation Commission for the purpose of raising funds for the grounds and buildings of the parks, upgrading the facilities and land of the parks for recreation and A. Morse seconded with all in favor of the motion.

3. IT Department - Tax Software Recommendation

J. Monaco approached the table. He is looking for the Board's support for the upgrade of the tax software. R. Wentworth asked if this is for this year or next year. J. Monaco stated that it is for this year. R. Wentworth asked if there is a reason to not wait until next year. J. Monaco stated that this project needs to be started to be prepared for next year. R. Wentworth asked if it would come from the Technology Capital Reserve. J. Monaco stated that it would. R. Wentworth stated that his only problem is with Avitar. He hates their system for residents to look up assessments. He asked if the tax bills would still go out in December. J. Monaco stated that the time frame that he was given that they would.

R. Wentworth made a motion to allow the IT Director to enter into an agreement with Interware Development for \$13,033.72 to be taken out of the Capital Reserve for the IT Department and B. Holt seconded with all in favor of the motion.

R. Wentworth made a motion to allow the Town Administrator to sign on the Board's behalf and B. Holt seconded with all in favor of the motion.

4. Budget Presentations

• Parks and Recreation 4520

K. Troendle approached the table. She highlighted some of the changes to her budget. The lifeguard wages were \$11.40 and she would like to increase that to \$17.00 for 2023 and remove one lifeguard position. She asked the Board if they would like to continue having lifeguards. They haven't had lifeguards for the last three years. The first two years was because of Covid and this year was because they had no one apply. R. Wentworth stated that he thinks it is something that we should still offer.

R. Wentworth made a motion to approve the Operating Budget of the Recreation Department at \$129,408.00 and B. Holt seconded with all in favor of the motion.

• Gilman Museum 4575

R. Heath stated that the Gilman Museum is level funded. We were right on target percentage wise. The increase in electricity was \$2.00.

B. Holt made a motion to approve the Gilman Museum Budget at \$8,087.00 and P. LaRochelle seconded with all in favor of the motion.

• Street Lights 4316

R. Heath stated that everything combined is elevated but based on the billing that the amount budgeted will carry us through this year.

B. Holt made a motion to approve the Street Light Budget at \$33,500.00 as presented and A. Morse seconded with all in favor of the motion.

• Patriotic Purposes 4583

R. Heath stated that there is an increase in this budget. It is from the fact that last year's surplus paid for this year's fireworks. This year we are putting half of the cost of the fireworks in the 2023 budget. The other half will be paid through this year's surplus.

R. Wentworth made a motion to approve the Patriotic Purposes of \$13,940.00 and A. Morse seconded with all in favor of the motion.

• Emergency Management 4290

R. Heath stated that this is level funded this year. We are not completely out of the woods with Covid so we need to have some sort of money in there. R. Wentworth stated that he would like to have this brought up on the Selectmen's agenda sometime. He would like to talk about the Emergency Management Team.

B. Holt made a motion to approve the Emergency Management Budget at \$11,003.00 and A. Morse seconded with all in favor of the motion.

Old Business

None

Selectmen Reports

B. Holt had nothing to report.

A. Morse stated that the next CIP meeting is on October 11.

R. Wentworth stated he met with the Conservation Commission last week and they have been working on the Mike Burke Trail. Doing a new bridge over there. They will be going in to look at Gilman Pond. Have not heard from the Budget Committee as to when their next meeting is.

P. LaRochelle stated that the Master Plan Committee met on September 21 covering and finishing Chapter 6 and getting ready to present the rough draft to the Planning Board on October 18. The ZAC Committee met on September 22 on the 6 zoning amendments. The next meeting will be October 4 to review the zoning amendments draft.

Town Administrator Report

R. Heath stated that there are two photos on the table. They are of the basement. There is a concentration of Ethernet wire that is from years. The IT Director proposes that the best solution for this problem is to bring one fiber line from the server room to the second floor. There would be a permanent switch. With the Board's support he can get definitive pricing.

R. Wentworth made a motion to approve the wiring to the second floor with a cap of \$4,500.00 and A. Morse seconded with all in favor of the motion.

R. Heath stated that earlier today there was some discussion about a resident who wanted to do a burial and it was pre-paid for but was told that there is an additional \$300.00 cost. There is a letter from the Cemetery Trustees dated 1999. This issue has resolved itself given there is documentation of payment. There is another reason for bringing this up. He is seeking guidance for the future for pre-payments. Does the Board want to move forward with some sort of form letter that covers the rise in cost or is it the Board's wishes that they set the rate based on that current day's cost. No matter what they honor it. R. Wentworth stated that he thinks it should be honored. It should be reviewed every five years. S. Kinmond approached the table. He stated that the costs that are in place right now are very current. The receipts need to be a little more clarified. R. Heath asked the Board if it is their wish to have this come back as an agenda item. R. Wentworth stated that would be good at the first of the year.

R. Heath asked if it was the Board's wish to act on the Public Hearing from the beginning of the meeting.

R. Wentworth made a motion to have the Town Administrator advertise for consultants for the Facilities Committee of the Fire Department and Highway Department to get quotes and A. Morse seconded with all in favor of the motion.

Approval of Minutes

September 12, 2022 Public Session

B. Holt made a motion to approve the September 12, 2022 Public Session and R. Wentworth seconded with all in favor of the motion.

Consent Agenda Approval

R. Wentworth made a motion to approve the Consent Agenda for September 26, 2022 for discussion and A. Morse seconded. R. Wentworth asked what the document was that was titled "Deed Waiver" and R. Heath stated that this document is used if the Board decides not to tax deed the properties. The vote was called with all in favor of the motion.

- 1. **Tax Collector/ Town Clerk**
2019 Unpaid Property Taxes - Deeding Date 9/26/2022

- 2. **Land Use Items - approval**
Land Use Change Taxes
Map 15 Lot 60-10; Socha; L/O Brynn Lane; \$10,000
Map 15 Lot 60-17; Bairstow; L/O Brynn Lane; \$10,000
Map 15 Lot 60-18; Little; L/O Brynn Lane; \$10,000

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

None

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

W. Woodfin approached the table. He stated that he appreciates the service that the Board gives to the Town. It is evident that you care for these matters in an appropriate manner.

K. Roberts approached the table. He stated that he understands that the Highway Department is losing another employee. He wants to publically say "Thank you for all dedication of service that Matt Troiano has done. He was the leader of the Road Reconstruction outfit that was run for so many years. He will deeply missed."

K. Sullivan approached the table. She wanted to thank the Board for their support. She had a question about the Gilman Museum Budget. She would like to know if they are going to move forward with the sign. Does that budget include the sign. R. Heath stated that is actually being funded from a Trust.

Non-Public Session

P. LaRochelle moved at 7:45 pm to enter into Nonpublic Session under RSA 91-A: 3, II, d (acquisition of property) and L (legal advice). R. Wentworth seconded. Roll call vote:

B. Mitchell - Excused P. LaRochelle - yes R. Wentworth - yes
R. Holt - yes A. Morse - yes Roll call vote carried unanimously.

At 7:45 pm Vice-Chairman P. LaRochelle convened the nonpublic session with the following people present:

- P. LaRochelle, Vice-Chairman
- R. Wentworth, Selectmen
- R. Holt, Selectmen
- A. Morse, Selectmen
- R. Heath, Town Administrator

P. LaRochelle moved at 8:22 pm to exit nonpublic session. A. Morse seconded. Roll call vote:

B. Mitchell - Excused P. LaRochelle - yes R. Wentworth - yes
R. Holt - yes A. Morse - Yes Roll call vote carried unanimously.

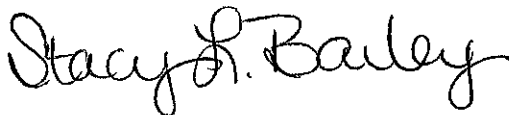
R. Wentworth moved to 'not divulge' the minutes because divulgence of the information likely would affect adversely the reputation of any person other than a member of this board or render the proposed action of the board ineffective. R. Holt seconded. Roll call vote:

B. Mitchell - Excused P. LaRochelle - yes R. Wentworth - yes
R. Holt - Yes A. Morse - Yes Roll call vote carried unanimously.

Adjournment

R. Wentworth moved at 8:23 pm to adjourn. A. Morse seconded. Motion carried.

Respectfully submitted,



Stacy L. Bailey
Recording Secretary