

ALTON BOARD OF SELECTMEN

Minutes

October 15, 2018

6:00 PM

1 Monument Square

Alton, NH 03809

Approved: November 5, 2018

John Markland 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 staff members were present:

Cydney Shapleigh, Chairwoman - Excused Absence
John Markland, Vice Chairman
Virgil MacDonald, Selectman
Philip V. Wittmann, Selectman
Reuben Wentworth, Selectman
Elizabeth Dionne, Town Administrator

Agenda Approval

Reuben Wentworth made a motion to approve the agenda and Virgil MacDonald seconded with all in favor of the motion.

Announcements

- The Town Clerk/Tax Collector's Office will be closed on Tuesday, November 6th for the General Election which will be held in the lower level of St. Katharine Drexel Church from 7:00 AM to 7:00 PM.
- Halloween hours are 5:00 PM to 7:00 PM on Wednesday, October 31st.

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

None

Appointments:

None

New Business:

1. Milfoil Bid Recommendation - Approval

Bill Mannion represented the Milfoil Committee stated that the committee will be asking for 29K for their 2019 Warrant Article; if it passes it will leave a balance of 3K at the end of 2019. This amount is an increase from what has been previously requested. DASH expenses are remaining the same but there is a big increase to the herbicide treatment. The new contract will be for three (3) years. A new product will be used called Procellacor opposed to Navigate which has a significantly higher price. Virgil MacDonald questioned using this product opposed to what has been used in the past. Bill ran through the various charges involved noting that they will be charging different prices for different depths; most of the depths are 4 feet but we do have others at the 5 and 6 foot depths. Bill provided opinions from Amy Smagula. This product has been under experiment for two (2) years. The positive for this product is there are no drinking water, swimming or fishing restrictions. The low use rate is another factor; this uses ounces verses gallons. This product was licensed in April of 2018 and was used on eight (8) sites in NH, all had 100% control with no re-growth. The company that is providing the herbicide is confident enough that they will provide fee herbicide in the year of treatment or the year after treatment if appropriate milfoil control is not achieved. The Milfoil Committee is cautiously excited and feels it is worth the extra cost. Virgil MacDonald and Reuben Wentworth both voiced concerns with the use of this new product with unknown potentials for the future with the short term of the testing. There should be two (2) separate bid contracts, AB Aquatics and SOLitude. The

expenditures for both total \$43,888, \$26,885 for Herbicide, \$17,003 for DASH, \$10,972 expected State Co-Pay and using \$3,000 from the reserve funds. The 3 year contract is what is being awarded tonight. Virgil MacDonald made a motion to allow the Alton Milfoil Committee to sign the contract for the DASH and Herbicide. John Markland noting this should be two (2) separate motions. Liz voiced it would be cleaner this way.

John Markland made a motion to approve the three (3) year bid 2019 through 2021 awarded to SOLitude Lake Management for using Procellacor.

Further discussion Bill Mannion felt it would be best not to be specific to Procellacor and be more vague in order to be able to use what the committee feels is more appropriate at the time; be broader. In addition, he stated that they are daily dependent on the surveys that are taken in the spring and variables that may come up. It is possible that Navigate could be used in one area and Procellacor in another.

At this time, John Markland withdrew his previous motion.

John Markland made a motion to approve the herbicide treatment 3-year bid, 2019 through 2012 awarded to SOLitude Lake Management in the amount of \$26,885 per year and Reuben Wentworth seconded with further discussion.

Further Discussion: The Board tossed the issues of using Procellacor and/or Navigate and felt it was better to leave the door open to use either product in the event that further information came in in regards to the product.

The motion on the table held with all in favor of the motion.

John Markland made a motion to award the 3-year bid 2019 through 2021 DASH bid to AB Aquatics in the amount of \$17,003 and Virgil MacDonald seconded with all in favor of the motion.

2. Gilman Museum Alarm System - Approval

Liz Dionne provided a staff report to the Board and asked Joshua Monaco, IT Director to approach the Board to answer any questions. Liz Dionne explained that this proposal is to install a fire/smoke system at the Gilman Museum as well as an updated burglary alarm system. The cost of the installation and system will be paid for out of the Gilman Museum Trust with the annual monitoring fees to be built into the Gilman Museum budget. Both systems are antiquated. The strobes in the restrooms are for ADA compliance. Joshua Monaco noted he did a complete walkthrough with the proposed company, reviewed everything with exception of the basement and outlined what the building would need for fire protection. Adding the basement would be an additional \$200 +/- . Looking at the current monitoring fees opposed to the proposed fees it would result in an approximate \$50 difference for monitoring. If the type of monitoring was changed from standard phone lines to cellular then there would be an additional savings. Concerns were voiced regarding landlines opposed to cellular communications. Josh seriously recommends these quotes.

Reuben Wentworth made a motion to award American Security Alarm for \$2,059 for the Gilman Museum.

Liz intervened stating that was just for the burglary system. Josh requested and gave updated figures to the Board on the proposed amounts.

John Markland made a motion to approve the recommendation for American Security Alarm for the Gilman Museum alarm systems as presented minus \$50.00 for an amount of \$4,438.00.

Further discussion: The monthly monitoring fees are \$75.00 for both burglary and fire with the cost figured into the current budget for the department in charge of the building.

Reuben Wentworth seconded the motion on the table with all in favor of the motion.

3. Fire Department Purchase of (2) Nitrous Oxide Units -Approval

Jim Beaudoin, Fire Chief approached the Board to explain his request to purchase two (2) Nitrous Oxide Units for his department. The purpose of the request is for pain control; currently the only option is narcotics. This is the only non-narcotic treatment that can be offered and if we have someone who is in recovery, they do not want narcotics. Nitrous is self-administering and the Advanced EMT's can utilize this equipment. This is only available option for an FDA approved company in the United States. The units are \$3,750 per unit for a total of \$7,500.

Reuben Wentworth made a motion to approve the purchase of two (2) Nitrous Oxide Units for the ambulances at a cost of \$3,750 each for a total of \$7,500 and Phil Wittmann seconded with all in favor of the motion.

4. Highway Department; Tree Removal at the Public Restrooms, East Side Drive - Approval

Ken Roberts, Highway Manager approached the Board to discuss the tree removal at the East Side Public Restrooms. The cost to remove the tree is \$2,400. This was brought to his attention by Virgil MacDonald and is hanging directly over the bathhouses. Ken mentioned over running his tree removal line within his budget; he can cover it in his bottom line budget due to his staffing issues. Reuben Wentworth requested to question Kellie Troendle, Parks and Recreation/Buildings and Grounds Director regarding any potential dock expenses due to there being money in that line in her budget. Kellie explained that in that line there is money for the Aquatherms which would be used if any need to be replaced.

Reuben Wentworth made a motion to approve the \$2,400 for tree removal behind the East Side Public Restrooms as discussed and Virgil MacDonald seconded with all in favor of the motion.

5. Parks and Recreation; Public Restrooms Partitions Recommendation - Approval

Kellie Troendle, Parks and Recreation/Buildings and Grounds Director explained the request for the partitions for the Public Restrooms. The money will be coming out of the Warrant Article for the restrooms. They will not be easily written on and are made of a hard recycled plastic which is the same product that the state used at the rest areas on Route 93.

Virgil MacDonald made a motion to approve the partitions for the East and West Side Restrooms for New England Partition & Installations LLC in the amount of \$14,957.75 and John Markland seconded with all in favor of the motion.

6. Parks and Recreation; Recommendation for Public Docks Signage - Approval

Liz Dionne, Town Administrator noted that this matter came up while consulting with legal counsel in regards to a particular company that was trying to conduct commercial business from the Town Public Docks. Legal Counsel recommends the signage. Kellie has provided her recommendations.

Kellie Troendle, Parks and Recreation/Buildings and Grounds Director explained the recommendation for the signage and in order to keep less signage it would be better to modify the existing signs adding verbiage and adding two (2) additional signs at the end of each side of the public docks (photos were provided).

Reuben Wentworth made a motion to approve the public dock signage and Virgil MacDonald seconded with all in favor of the motion.

Old Business:

1. Cemetery Department; Eagle Scout Project Recommendation - Approval

Kellie Troendle, Parks and Recreation/Buildings and Grounds Director provided a recommendation to the Board. In addition, Alexander Ludwig and the Scout Master were invited to the table for the discussion. John Markland reminded the Board that it was previously brought before the Board who requested that Kellie make a recommendation to them after meeting with the parties involved.

Reuben Wentworth made a motion to approve the Eagle Scout project recommendation as submitted by the Parks and Recreation Director and Phil Wittmann seconded with all in favor of the motion.

2. Fire Department; Permission to sell Ambulance 2 - Approval

Jim Beaudoin, Fire Chief requested permission to sell the out of service Ambulance 2.

Reuben Wentworth made a motion to grant permission to the Fire Chief to sell Ambulance 2 and Phil Wittmann seconded with all in favor of the motion.

Selectmen Reports

Reuben Wentworth reported that the East side, Rt. 28A summer water line was being shut off today and Route 11 lines will begin later this week. In addition, the budget process is in session.

Phil Wittmann attended his first ZAC meeting, they talked about the initial formation of the Committee which resulted in a request for both the Selectmen's Representative and the Alternate to be present at their meetings.

Virgil MacDonald had nothing to report.

John Markland met with the CIP Committee who are finalizing their report which will be sent to the Planning Board then eventually to the Board of Selectmen.

Town Administrator Report by Liz Dionne

Water Bandstand Fireworks Display

Liz Dionne provided a proposal from Atlas Fireworks regarding the Water Bandstand request for a fireworks display. The cost for a 10-12 minute display is \$4,500. They are available for the date in June with a rain date of the following evening. Reuben Wentworth spoke as the owner of the Alton Home and Lumber Center and as a Selectman in town he stated "if they can raise \$4,500 Alton Home and Lumber would be willing to donate \$1,000 for that night." He will donate \$1,000 towards the \$4,500 and is hopeful that they can get other businesses and donations so that we do not have to ask the taxpayers for money. Liz Dionne offered to relay this information to the Water Bandstand Committee as long as the Board will accept the offer.

It was the consensus of the Board to accept the donation offer of \$1,000 from Alton Home and Lumber Center. 3-0-1

If necessary Reuben Wentworth offered to put something in writing, Liz did not feel it would be necessary.

Approval of Minutes

October 1, 2018

Reuben Wentworth made a motion to approve the minutes of Public Session I, October 1, 2018 and Virgil MacDonald seconded with all in favor of the motion.

Virgil MacDonald made a motion to approve the minutes of Non-Public Session, October 1, 2018 releasing #2, 3, 7 & 8 and Reuben Wentworth seconded with all in favor of the motion.

Approval of Consent Agenda

Reuben Wentworth made a motion to approve the Consent Agenda and John Markland seconded.

Discussion: Virgil MacDonald questioned the land use item, Intent to Excavate. Liz Dionne explained that the State was requiring this; it is in regards to a third location, not one of the other two (2) companies and has to do with a place that was excavated for self-storage on Route 11. The State came in stating that it falls under excavation; the town did not have a choice.

The motion on the table held with all in favor of the motion.

1. 2018 Intent to Excavate

Alton Self Storage LLC	38-21-1	Operation 18-011-03-E	
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Approval - American Legion Post #72, Annual Meat Raffle Application; October 1, 2018 through April 30, 2019

Approval- Fire Department; Samuel Norford, Certification Change, EMT Firefighter \$15.08 per hour to Advanced EMT/Firefighter \$16.58

Approval - Recreational Facility Subcommittee Members:

1. Jodi Balint
2. Everett Clark
3. Angela Therrien
4. Spencer Therrien
5. Beverly DeMille
6. Kerri Duggan
7. Raymond Howard
8. Ryan Stockman
9. Peter Leavitt
10. Russ Perrin

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

None

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

- Fred Gallant; Request for Abandonment, 108 Suncook Valley Road

Liz Dionne noted that this was discussed previously however, no decision was made. Liz's recommendation is to deny this request due to it not being a town issue; within a conversation with him, he was advised and directed to the Attorney General's Office. Mr. Gallant was to rescind his request.

- Craig Bailey; Upgrade a portion of Reed Road

Liz Dionne recommends that this be approved for a 5 to 10 minute appointment for a future meeting.

Reuben Wentworth made a motion to meet with Craig Bailey to approve a 5 to 15 minute appointment for his request to upgrade a portion of Reed Road and Phil Wittmann seconded with all in favor of the motion.

Non-Public Session:

None

Supervisor Evaluations

Virgil MacDonald requested a consensus of the Board regarding evaluations. He would like to see the Town employees make out an evaluation on their supervisors and sent directly to the Selectmen. He would like to see how the employees feel about their supervisors to see if improvements are necessary. A lengthy discussion

transpired amongst the Board members along with the Town Administrator regarding the pros and cons of this proposal. The discussion included but wasn't limited to the following; how to handle the evaluation, being done anonymous, being voluntary, who to send to, concerns of departments with only one employee under the supervisor, policies, insight, retaliation, confidentiality, consistency, weight of the evaluation, employees not stepping forward, trail 1-year basis, respect, Human Resources as a best option, commenting on the Selectmen, etc. Some members were in favor, some were not, and others on the fence. The issue of exit interviews was brought forward and recommended.

After the discussion, the Board agreed to try this on a one-time basis using the regular evaluation form and the employees need to be protected. Liz to take care of it.

Adjournment

Virgil MacDonald made a motion to adjourn and Reuben Wentworth seconded with all in favor of the motion.

The meeting adjourned at 7:22 PM.

Respectfully submitted,

Mary K. Jarvis

Mary K. Jarvis
Recording Secretary