

ALTON BOARD OF SELECTMEN

Minutes

November 1, 2021

(Approved November 15, 2021)

Chairman V. MacDonald convened the meeting at 6:00 PM.

V. MacDonald 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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Virgil MacDonald, Chairman
Paul LaRochelle, Vice Chairman
Reuben Wentworth, Selectman
Bob Holt, Selectman, Excused
Brock Mitchell, Selectman
Laura Parker, Finance Manager

Agenda Approval

R. Wentworth made a motion to approve the agenda as submitted and B. Mitchell 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.

Public Input I

None

Appointments

None

New Business

- Hydro-Geochemical Solutions, LLC - 2022 Hydrogeological & Groundwater Compliance Services

John Kubiczki joined the table. He stated that this is for the Groundwater Management at the capped landfill. It is done every year. This is the reporting portion of it.

V. MacDonald made a motion to approve Hydro-Geochemical Solutions, LLC for the monitoring of the dump for the permits for the groundwater and P. LaRochelle seconded with all in favor of the motion.

- Alton Business Association - Alton Festival of Trees & Gingerbread House Contest

Kelly Sullivan joined the table.

P. LaRochelle made a motion to approve the Special Event application for Alton Festival of Trees & Gingerbread House Contest for the Alton Business Association and B. Mitchell seconded with all in favor of the motion.

- Conservation Commission - Federal 319 Grant Approval Request

Gene Young joined the table. V. MacDonald asked about the map of the drainage going into Mill Pond. He asked if there is a way to get the State to help fix it. G. Young stated that of the eleven drainage areas that lead to the pond the only ones that we can get the State involved with are the ones on Route 11. What he is here for this evening is that he has been working in this direction for a long time. They have been looking at things that the

public could see. What they settled on was the East end of Mill Pond. They would like to wrap this into one project. They would like to redo the parking lot. Water runs across it and picks up sediment and in the pond it goes. They would like to re-vegetate the bank. They would like to include putting in a nice kayak and canoe launch. They would also like to put up some signs detailing what they are doing. Liz Dionne, Scott Kinmond, and himself have been working on this. They are willing to do the work of applying for the grant. The grant is a 60/40 grant. The Town would have to put up 40% matching.

V. MacDonald made a motion to allow the Town Administrator, Public Works Director, and Gene Young to apply for the 319 Grant application and B. Mitchell seconded with all in favor of the motion.

- Public Works Implementation Plan

S. Kinmond approached the table. V. MacDonald asked why there are different starting wages for the Laborers. S. Kinmond stated that may be an error. He stated that he tweaked the starting wages a little bit on the Min/Max chart. He would like to move forward with Phase I which involves the Highway Department. S. Kinmond explained the Public Works flow chart. R. Wentworth stated that he would like to look at the policy that doesn't allow the Highway Department to take vacation time in the winter. R. Wentworth stated that he would like to see how it impacts the other parts of the Town financially.

R. Wentworth made a motion to allow the Public Works Director to institute Phase I through November 2021 Reclassifications of positions, pay scales and internal posting for Highway Foreman/Manager position deadline for 11/30/2021 and P. LaRochelle seconded with all in favor of the motion.

- Grounds & Maintenance Department - Alto Bay Community Center Chimney Repairs

S. Kinmond remained at the table. The chimney is in really tough shape. He did solicit masons to look at it and was unsuccessful. The gentleman doing the work on Town Hall front stairs went and looked at it. He put together a proposal for it. R. Wentworth asked if the chimney was inspected and the liner looked at to see if it is well worth saving the chimney versus having it totally redone. S. Kinmond stated that he doesn't believe that has been done.

R. Wentworth made a motion to approve the expenditure of \$4,200.00 and authorize Ridgestone Construction Services, LLC of New Durham to repointing, grinding 100% and re-flashing the Alton Bay Community Center chimney with said expense to come the Alton Bay Community Center CRF and the balance to come from the Grounds and Maintenance budget contingent on the inspection of the chimney and V. MacDonald seconded with all in favor of the motion.

R. Wentworth made a motion to approve the expenditure of \$1,350.00 and authorize the Ridgestone Construction Services, LLC of New Durham to purchase and install a copper hip cap skirt for the Alton Bay Community Center chimney with said expense of \$1,350.00 to come from Grounds and Maintenance budget Alton Bay Community Center upon contingency of the chimney being inspected and V. MacDonald seconded with all in favor of the motion.

- Police Department - Ford F250 Payoff

R. Heath, Police Chief approached the table. He is requesting to use the \$25,000.00 set aside by a Warrant Article from the sale of the Humvee and put it down on the Ford F250. They shy \$4,581.19 left. There are a few payment options for the amount left. They can utilize money from the Police Revolving Fund to pay the balance off. They could vote to utilize ARPA funding to cover it or money that was set aside in a Warrant Article for Emergency Management. There are also emergency funds that came from the CARES Act that are in danger of going away.

R. Wentworth made a motion to allow the Police Chief to take \$25,00.00 and put on the payment Ford F250 payoff along with \$4,581.19 to come from the CARES Act funds and P. LaRochelle seconded with all in favor of the motion.

Old Business

- Highway Department - Church and School Street Change Orders

S. Kinmond approached the table. R. Wentworth stated that he has concerns about KV Partners felt that they met their deadline with the extension and shouldn't have any penalties. Even though the Board extended their deadline by two weeks. S. Kinmond stated that during the walk through on October 1 it was considered substantial completion at that time. Based upon the Engineers review of the contract there is no ability for the Town to go and ask for any type of penalties. V. MacDonald asked when they finished. S. Kinmond stated that they still are not finished. V. MacDonald stated that we should send them a letter that says they are getting back charged until that job is complete. He stated that Town Counsel can weigh in on it. R. Wentworth asked if the penalty per day was \$100.00. He stated that if you go from October 1 and because it is still not done you hold back \$5,000.00. Send it out to the Town Attorney and ask if we are within our rights to do that. S. Kinmond stated that the Town hold 10% of the contract. That is \$86,000.00 that the Town holds onto for the next year. S. Kinmond stated that he had two letters for the Board from Integrity Earthworks. They are request for reduction in the retainer and their warranty. R. Wentworth stated that he does not agree with the second letter. He recommends denying that request.

R. Wentworth made a motion to deny the request to reduce the retainer from 10% to 5% and B. Mitchell seconded. R. Wentworth stated that he does not agree with #6 on the first letter. B. Mitchell stated that the way it reads is it cancels out the contract all together. P. LaRochelle stated that it should be sent to Town Counsel. The motion on the table was called and all were in favor of the motion.

R. Wentworth made a motion to send the first letter to the Town Attorney and have the Public Works Director call him and have a discussion and P. LaRochelle seconded with all in favor of the motion.

R. Wentworth stated that he would like the Public Works Director to ask the Town Attorney where the Board gave the contractor until October 1 and the job is still not completed can the Town legally use the \$100.00 per day penalty from October 1 and going forward. Can we retain it from the \$33,895.40. He asked if the project would be done by December 31. S. Kinmond stated that there is no date as to when the signal would be completed. R. Wentworth would like the Public Works Director to talk to the Town Attorney if the Town can lawfully hold back \$9,100.00 which would represent \$100.00 a day for the months of October, November, and December. Hold it until the end of the year. If they get it done before the end of the year release the remaining funds.

Selectmen Reports

R. Wentworth stated that he met with the Route 11 Corridor folks. This group from the DOT was charged with safety issues and accidents as well as where they could improve the Route 11 Corridor. They have \$250,000.00 for this project. Their next meeting will be in December.

B. Mitchell had nothing to report.

P. LaRochelle had nothing to report.

V. MacDonald had nothing to report.

Town Administrator Report

None

Approval of Minutes

October 12, 2021 - Public Session

V. MacDonald made a motion to approve the minutes of October 12, 2021 Public Session and B. Mitchell seconded with 3 affirmative and one abstention (RW).

October 13, 2021 - Public Session

P. LaRochelle made a motion to approve the minutes of October 13, 2021 Public Session and B. Mitchell seconded with 3 affirmative and one abstention (RW).

October 18, 2021 - Public Session

R. Wentworth made a motion to approve the minutes of October 18, 2021 Public Session and V. MacDonald seconded with all in favor of the motion.

October 18, 2021 - Non-Public Session

V. MacDonald made a motion to approve the minutes of October 18, 2021 Non-Public Session and not divulge and P. LaRochelle seconded with all in favor of the motion.

Consent Agenda Approval

None

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

- East Alton Fire Association - Donation Approval
- Alton Centennial Rotary Club - Annual Chicken BBQ

R. Wentworth made a motion to approve the request of the East Alton Fire Association and Alton Centennial Rotary Club and P. LaRochelle seconded with all in favor of the motion.

Public Input II

L. Carr approached the table. He stated that he received a letter from the Town's Assessing Department and he was shocked when he looked at it. He stated that he was out of Town when the letter was mailed out. The deadline is gone. It was only 5 days to make an appointment.

R. Shea approached the table. He is here to make his annual appeal for Roberts Cove Road. It has been several years of consideration. It is heavily traveled. He worries about the liability issues.

F. Rich approached the table. He is the Chairman of the CIP Committee. His committee is very concerned. They are in a quandary as to exactly what their role is. Discussion ensued as to what some of the changes they are seeing this year.

K. Sullivan approached the table. She appreciates the work that every Board and Committee does.

Non-Public Session

V. MacDonald moved at 7:47pm to enter into Nonpublic Session under RSA 91-A:3,II, a & c (reputational). P. LaRochelle seconded. Roll call vote: V. MacDonald - yes P. LaRochelle - yes
R. Wentworth - Yes B. Mitchell - yes Roll call vote carried unanimously.


V. MacDonald moved at 8:15pm to exit nonpublic session. P. LaRochelle seconded. Roll call vote:
V. MacDonald - yes P. LaRochelle - yes R. Wentworth - yes
B. Mitchell - yes Roll call vote carried unanimously

V. MacDonald 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. B. Mitchell seconded. Roll call vote:
V. MacDonald - yes P. LaRochelle - yes R. Wentworth - yes
B. Mitchell - yes Roll call vote carried unanimously

Adjournment

V. MacDonald moved at 8:16pm to adjourn. B. Mitchell seconded. Motion carried.

Respectfully Submitted,


Stacy Bailey
Recording Secretary