

ALTON BOARD OF SELECTMEN
Minutes
November 19, 2018
6:00 PM
1 Monument Square
Alton, NH 03809
Approved: December 3, 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 - Arrived at 6:03 PM
John Markland, Vice Chairman
Virgil MacDonald, Selectman
Philip V. Wittmann, Selectman
Reuben Wentworth, Selectman - Excused Absence
Elizabeth Dionne, Town Administrator

Agenda Approval

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

Board of Health

John Markland made a motion to recess as the Board of Selectmen and convene as the Board of Health and Phil Wittmann seconded with all in favor of the motion.

Septic Waiver Request; Map 78 Lot 33, 384 Rattlesnake Island; Pearson

John Dever, Health Officer was present to discuss the waiver request, which had previously been heard by the Board back in February. At that time the tank was going to be between 51'-52' from the lake. Ledge was discovered, warranting the need to move the tank. The building has never had indoor plumbing making this an improvement. The EDA will be 117' from the shore.

At this time, Cydney Shapleigh arrived to the meeting.

John Markland made a motion to approve the waiver request for Map 78 Lot 33 tank & pump chamber to surface water, required 75', actual 47' and Phil Wittmann seconded. The vote was 3 approved, 1 abstention; Cydney Shapleigh.

Septic Waiver Request; Map 31 Lot 21, 155 Letter S Road; Nadeau

John Dever, Health Officer and Gary Nadeau, property owner were present to discuss the waiver request. This is a very small triangular lot. The present system is in the area where the proposed system will be located. There is currently no plan on record (pre-1970). The design is for a new 2-bedroom enviro system. The owner is asking for an exemption from the regulations requirement for a pretreatment type of system. Mr. Nadeau explained that had he known about the rule he would not have even entertained putting in an upgraded system. The cost is a factor; he is willing to spend 15K but not 30K, he has already spent 3K and figured it was worth asking for the waiver. He feels that this will be an upgrade to what is presently in place.

Virgil MacDonald made a motion to approve the waiver request for Map 31 Lot 21 tank & pump chamber to surface water (river), required 75', actual 41' and EDA to Surface Water (river) required 75', actual 50' and John Markland seconded with all in favor of the motion.

John Markland made a motion to adjourn as the Board of Health and reconvene as the Board of Selectmen and Virgil MacDonald seconded with all in favor of the motion.

Announcements

- Town Offices will be closed on Thursday and Friday, November 22nd & 23rd for the Thanksgiving holiday.
Public Input I (limited to 3 minutes per person on agenda items only)

Loring Carr approached the Board inquiring that it was his understanding that a waiver was just granted for a clean system which doesn't meet the criteria that was set five (5) years ago. Virgil MacDonald stated that this is an upgrade to the system and will they will be using the enviro system.

Appointments:

Scott Rowe; Improvements to Chamberlain Road

Scott Rowe approached the Board to discuss his intentions to improve a portion of Chamberlain Road location, Map 3 Lot 36. He is in the process of purchasing the property and is asking for permission to upgrade 900' feet of the roadway. Approximately 1200' on the southerly end of Chamberlain Road beginning at Kiana Road was upgraded a couple of years ago; his plan is to continue that upgrade continuing north. EverSource has agreed to upgrade the existing power lines on the road but need the road upgrade to perform their work. Ken Roberts has added some provisions for materials, drainage, ditches, emergency vehicle turnarounds and pull offs, culvert locations; he has reviewed and accepted the upgrades and Cindy Balcius is looking at the wetlands permitting which is required for the culvert. Mr. Rowe is hoping to build his "dream house" in this area. To his knowledge the road will be brought up to town standards, which is what Ken Roberts provided to him. A map was provided to the Board with his intended proposal. The same person that did the previous improvements will be performing his upgrades. Cydney Shapleigh has no problem with the improvements, John Markland concurred however, it must meet the specs and requirements that Ken Roberts asks for noting that the Board will not accept this portion until the work is actually performed and meets Ken's expectations and until Ken Roberts signs off on the work. The Board noted that until it meets all of the requirements, the classification of that portion of the road would not be changed, it must be inspected to be sure that it is done properly.

John Markland made a motion to approve the new construction of Chamberlain Road as submitted and Virgil MacDonald seconded with all in favor of the motion.

New Business:

1. **Annual Groundwater Compliance Permit; Capped Landfill - Approval**

John Kubiczki from Hydro-Geochemical Solutions and Scott Simonds, Solid Waste Director were present. John gave a status update, feeling that things are looking good and are about the same as it has been. DES is pleased with all of the work that is being done in the area. A new monitoring well be installed to replace the well that was on the road that was removed this summer. No additional sampling is being requested and they are happy with the sampling that was done in July. Everything is going very well.

John Markland made a motion to approve the Annual Groundwater Compliance Permit for 2019 for the Capped Landfill as submitted and Virgil MacDonald seconded with all in favor of the motion.

2. **Fire Department; Engine 4 Bid - Approval**

Jim Beaudoin, Fire Chief and Patrick O'Brien who acted as Chairman of the Truck Committee approached the Board to discuss approval of the bid for Engine 4. Four (4) bids were received with the recommended bid being Desorcie Emergency Products at \$599,344; they were not the lowest bidder however they were the most complete bidder. The Fire Department has worked with them in the past and they are a good company to work with. The pros and cons regarding the various bids were scrutinized and the items that were missing or compromised by using a different product were discussed regarding the low bidder; the difference is 10K after the comparisons were made, which technically did not meet the bid specs. Patrick O'Brien reviewed the process of the Truck Committee meetings noting that they had reached out to six (6) manufacturers with only the four (4) responses, which were all reviewed individually, and as a whole. The other bidders were not supported unanimously for various reasons. By choosing Desorcie Emergency Products, the department will be keeping the fleet similar. The cab safety ratings are five (5) times that of the industry standards. The approved amount in the Capital Reserve is 600K. For clarification, Cydney Shapleigh noted that Desorcie Emergency Products is the only complete bid package that met the specifications without going over budget.

John Markland made a motion to approve the bid for Engine 4 to Desorcie Emergency Products in the amount of \$599,344 and Virgil MacDonald seconded.

Further discussion transpired regarding the build timeframe, which will be approximately one (1) year noting it will be all set up to the specifications. Patrick O'Brien suggested the possibility for authorizing one (1) person to sign the documents on behalf of the Town.

John Markland amended his previous motion authorizing the Town Administrator to sign the paperwork.

Virgil MacDonald feels that the Board should have updates. It was noted that the company will not build the apparatus without money. Virgil will not second the amendment to the motion.

At this time, Phil Wittmann seconded the amended motion allowing the Town Administrator to sign the paperwork for Engine 4. The vote was 3 approved, 1 opposed, Virgil MacDonald.

3. Police Department; Discussion, New Fleet Lease for 2019

Ryan Heath, Police Chief and Todd MacDougall, Lieutenant and Operations Commander for the vehicles and the person who has the detailed knowledge regarding the vehicles for the department. Ryan submitted a proposal concerning a fleet vehicle lease that could significantly reduce the Police Departments 2019 Operating Budget. The current lease payments are coming out of the Police Private Detail Revolving Fund (current balance \$125,088.65 includes the boat being funded from this fund) with the maintenance still coming from the Operating Budget. A lengthy discussion regarding the current lease versus a new proposed lease transpired amongst the Board members and Ryan. This included but was not limited to trade in values (120K), equity of vehicle, lower pricing than in 2014, locking into a deal by year-end, building, shipping, delivery, warranty, savings from the operating budget verses the Revolving Fund, self-sufficiency, costs, equity, line items, motorcycles and staffing of such, cutting monies from the current 2019 budget before approval, computers, outfitting, radios, E-Ticketing, etc., etc. No quotes have been obtained and bid specs were done 4.5 months ago, savings then 1K. The idea would be to flip the lease now, capitalize on the residual value of the cruisers and the reduced purchase price then be back on warranty all done while reducing the operating budget and using the Revolving Fund. The lease includes the cost of the equipment. As an end result it would be an approximate reduction of \$16,750.00 to the proposed 2019 Operating Budget; with this and the increase to the budget there would still be a savings of 7K under last year's budget with a new lease. An attempt to offset the cost of state mandated computers will be through Highway Safety Grants at a 50% match if we qualify. Cydney Shapleigh questioned the fleet which currently has 10 including the Humvee this would mean a lease for 9 vehicles. SUV's will be eliminated and all will be replaced with AWD Chargers with the exception of the K9 vehicle. The reason for the change from SUV's as needed previously is they are no longer built on truck chassis, sedan models did not offer AWD. In the new lease, the equipment will be incorporated into the new lease so that those costs will not be absorbed in the Operating Budget. The Chief will come back to the Board with 3 quotes for vehicle purchase and trade in values and 3 quotes for outfitting from 3 different vendors. The leasing company fronts the cost and pays for all of the invoices, which is all inclusive of the lease payment. The information needs to be back to the Board by the end of the year; Ryan believes he can get this done. Ryan assured the Board that it is not his intent to come back to the Board every 2 years; nothing else will be necessary to make these vehicles complete. The Revolving Fund has continued to increase each year. This will allow us to become self-sufficient. Todd MacDougall gave an overview of the Revolving Account stating in 2015 the cruisers brought in approximately 33K, in 2016, 53K due to a large project and 2017, 31K and is dependent on the amount of details. John Markland has no issue with presenting proposals but encourages that the 16K should not be taken out of the current budget. Ryan is looking for the Boards support in moving forward. Virgil would be willing to support this if it is going to save money. To overview, \$16,750 would be coming out of several lines contingent upon the Board approving the lease. The 2 motorcycle leases would be moved over to the Revolving Fund.

It was the consensus of the Board to allow Chief Heath to move forward with obtaining the proposed quotes then bring them back to a future meeting, noting that there are only 2 meetings before the end of the year.

Old Business:

1. Master Plan Recommendations for Jones Field - Approval

Derek Pappaceno approached the Board to discuss his requests for the upgrades to Jones Field. A discussion regarding the bridge repairs transpired between the Board and Mr. Pappaceno. An overview of the completed

projects took place, which included signage and safety issues in the parking area, new snack shack (sanitary and central) and garage shed for storage of equipment. The following proposed recommendations were provided:

1. Installation of new dugouts at Jones Field and the Legion Field by Buonopane & Son Construction (\$4,999 or \$6,700 all pressure treated)
2. Additional fencing and netting at the dugouts, back stops and batting cages by Superior Fence (\$19,290)
3. Infield maintenance on Little Fenway, Jones Field and the Legion Field by A Sharper Image Landscaping (\$4,980)

Quotes were provided for each of the recommendations. The costs of the bridge repairs was taken into consideration and all of the recommendations should fall within the 50K approved by the Warrant Article and what has been spent including the bridge repairs. The particulars of the each of the quotes were discussed as well as using AYL Supporters. Derek strongly felt that AYL supporters should be used. Cydney Shapleigh voiced that the Board appreciates Derek's efforts and the thought of using the people that are supporting AYL is great however the people that supported the 50K Warrant Article are also your supporters and the Board has a responsibility to those people and that we are getting the best prices for approval. No matter what the cost is, other quotes need to be explored and agreed that the safety issues are absolutely needed. Derek voiced his concerns of having very little support from the Parks and Recreation Department; Cydney Shapleigh strongly noted that they were not part of this and do not bring them into this without them being here to defend themselves. For consistency, the Board agreed that there needs to be at least three quotes/bids for each; these would need to be back to the Board before the end of the year, noting the meeting dates; and as long as there is a signed contract before December 31st the money can be encumbered.

4. Ratification; Amendment, Benefits Budget

A phone poll was previously done to amend the Benefits Budget and a ratification is needed. The Board was polled:

Phil - yes
Virgil - yes
John - yes
Cydney - yes

Cydney Shapleigh made a motion to accept the ratified phone poll for FICA, Account #1-4155-831, Reported Value \$157,799, Corrected Value \$175,165, Variance \$17,365 and Medicare Account #1-4155-832, Reported Value \$51,761, Corrected Value \$55,822, Variance \$4,061 and Virgil MacDonald seconded with all in favor of the motion.

Selectmen Reports

Phil Wittmann reported he met with the Old Home Week Committee and discussed ideas that they might put forward for the next year's events which may include bringing the parade back sponsored by ABA and the possibility of having a carnival the second weekend. It seems the Barbershoppers close the events on the second weekend however attendance is declining. In addition, Phil met with the ZAC Committee to fine tune the five (5) amendments that will be proposed trying to make them more understandable.

Virgil MacDonald had nothing to report.

John Markland had nothing to report.

Cydney Shapleigh had nothing to report.

Town Administrator Report by Liz Dionne

Richard Fiore; Curb Cut on Route 28

Liz asked for permission from the Board to bring Richard Fiore to the table. It was the consensus of the Board to allow.

Mr. Fiore is looking for a letter from the Board in support of him obtaining a curb cut from NH DOT for his property, which is located on Route 28 with a full understanding that this is a courtesy letter. He has been unsuccessful in attempting to sell his property and struggling to obtain a curb cut. He had a meeting on Friday with DOT Assistant Commissioner, William Cass who suggested that it would be helpful to get a letter from the

Selectmen. It was noted that this has been an ongoing issue with anyone that owns property on Route 28. Liz asked for the Board's permission to write a letter on their behalf to DOT.

John Markland made a motion to allow the Town Administrator to write a letter to Mr. William Cass from NH DOT in support of the curb cut for Mr. Richard Fiore's property and Virgil MacDonald seconded with all in favor.

Virgil MacDonald voiced concerns of bringing Mr. Fiore before the Board under Town Administrator's Report and the reasons or the fairness to all others that have to wait several meetings before they can have an appointment. Cydney Shapleigh noted that it was voted on to allow.

Workshop Dates

The Planning Board is looking to meet with the Board, Legal Counsel and the Highway Manager to discuss roads, Class V, private roads, standards, frontage requirements, Class VI, Streets, etc. The proposed dates were agreed upon:

- December 11th @ 6:00 PM
- December 19th @ 6:00 PM

Liz will pass the information along and get back to the Board.

Approval of Minutes

November 5, 2018

John Markland made a motion to approve the minutes of Public Session, November 5, 2018 and Virgil MacDonald seconded with all in favor of the motion.

John Markland made a motion to approve the minutes of Non-Public Session, November 5, 2018 and Virgil MacDonald seconded.

A discussion transpired regarding the releases.

Cydney Shapleigh amended the motion to approve the minutes of Non-Public Session, November 5, 2018 releasing #2, 3 and 4 and Virgil MacDonald seconded with all in favor of the motion.

Approval of Consent Agenda

John Markland made a motion to approve the Consent Agenda as submitted and Virgil MacDonald seconded with all in favor of the motion.

1. 2018 Administrative Abatements

Fry Thomas	Map 19 Lot 60	Rines Road	\$7.00
Fry Thomas	Map 19 Lot 61	Rines Road	\$10.00
Columbus John	Map 54 Lot 11-3	23 Rogers St # 3	\$68.84
Bailey Michael & Heather	Map 33 Lot 77-42	42 Viewland Ct	\$107.59
Beaulieu Jr Bertram P	Map 33 Lot 77-55	55 Viewland Ct	\$41.00
Kelts Donald	Map 15 Lot 15-14	Evans Hill Road	\$183.00
State of New Hampshire	Map 6 Lot 45	Henry Wilson Hwy	\$20.00
Alton Town of	Map 33 Lot 69	58 Bay Hill Road	\$529.00

2. 2018 All Veteran's Tax Credits

Tucker Harris	Map 29 Lot 30	4 Hutchins Circle	\$500.00
White Ronald E	Map 66A Lot 1	18 Batchelor Drive	\$500.00
Vetanze Joseph	Map 21 Lot 36-1	1746 Wolfboro Hwy	\$500.00
Amesquita Ricardo	Map 37 Lot 57	80 Sanctuary Lane	\$500.00

3. 2018 Veteran's Tax Credits

Laase Mary	Map 19 Lot 2	229 Gilmans Corner Rd	\$500.00
Rush Richard	Map 34 Lot 33-98	74 Rand Hill Road	\$500.00
Haskell Philip	Map 80 Lot 12	240 Big Barndoor Isl	\$500.00

4. 2018 100% Veteran's Tax Credits

Rahall John Jr	Map 52 Lot 3	173 Route 11D	\$1400.00
----------------	--------------	---------------	-----------

5. 2018 Disabled Exemption Denial

Bent Denise	Map 49 Lot 3	482 Rand Hill Road	-0-
-------------	--------------	--------------------	-----

Approval - Highway Department, New Hire; John R. Vatalaro, Jr., Truck Driver/Laborer, \$17.19 per hour.

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

David Hussey approached the Board to bring information to the Board regarding private roads. There use to be a section in the Zoning Regulations regarding them however, it has disappeared. Now every road that is built in Alton has to be built to town specifications because the Board cannot approve a road unless it is to these specifications resulting in citizens/residents not being able to have a private road. This is beginning to cause a lot of problems with nothing in the subdivision regulations. This is a problem that is coming before the town when someone on a camp road wants to build a house it can't be approved because it is not on a town-approved road. To date there are approximately seven (7) cases that have been denied on private roads. What will need to happen is re-writing the private road zoning ordinance and it needs to be put before the voters. Cydney Shapleigh inquired about the Ordinance and voiced that it should have been passed at a town meeting and asked if anyone has looked at the archives. Nobody seems to be able to find it or it might have been an assumption or a possibility. In addition, Dave voiced the need to obtain curb cuts on Route 28; letters have been sent in the past.

Joseph Gray from Linwood Drive approached the Board stating that he had been before the Board in 2016 worried about communication between the Highway Department and the Board of Selectmen. The residents of Linwood Drive had submitted a letter to the department, which was lost; this still concerns him because every time he has made an inquiry to them he seems to get a very delayed response. He voiced concerns about previous plowing damages and the response time for fixing it. After getting in touch with the Town Administrator, it got fixed. This week there was a water issue on Stockbridge Corner Road that iced the road. Several calls were made to the Highway Department then he got a message to call the Police Department. Only after this was it addressed. He has concerns with this. Another issue he wanted to bring to the attention of the Board, he referred back to the 2006 Annual Town Report when Linwood Drive became a road prior to that; his concern was that Mr. Roberts was not in favor of the conditions of the road then and he does not believe it has come up on an agenda to be looked at; if it is too expensive possibly it could be broken into pieces. As a resident and taxpayer this is concerning. Cydney Shapleigh noted that there is a process. Mr. Gray felt that if there is a dangerous situation the Highway Department should at least put signage or flashing lights. The Board will visit this.

Loring Carr previously mentioned that the ZAC Committee was supposed to be a three (3) legged stool comprised of 2 Selectmen, 2 Zoning Board members and 2 Planning Board members. Phil Wittmann has been participating on this committee and wonders who the second selectman committee member is and why have they not been showing up; this is a very important committee. Loring feels that this committee could do a lot of the work that Dave Hussey was referring to and save time. Loring referred to the roads and is familiar with Linwood Drive noting that it has a crack about 3" wide right down the center; he feels that there are too many pet projects being done down in the Bay by the Highway Department and not enough work being done on the roads. Virgil MacDonald stated that the same amount of roadwork has been done this year as last year. Loring questioned when a walkthrough of the roads was last done by the Board. Walkthroughs have been done at various times. In addition, Loring questioned the policy about closing Town Hall for snowstorms. Cydney Shapleigh responded that it is at the discretion of the Town Administrator after consulting with the Police and Highway Departments. Loring asked if the employees get paid Cydney assumed yes, it is not their fault. Liz Dionne confirmed it is yes. Virgil voiced then we should stop closing and made a motion that we stop closing and if they don't show up then they don't get paid.

David Hussey approached the Board commenting that it is very informative and helpful when the Board answers the questions that are posed to them during the input session.

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

None

Non-Public Session:

Cydney Shapleigh made a motion to enter into non-public session pursuant to RSA 91-A:3, II (a) (e) and (j) and John Markland seconded. The Board was polled in the affirmative by roll call with all in favor of the motion.

Phil Wittmann, yes
Virgil MacDonald, yes
John Markland, yes
Cydney Shapleigh, yes

Adjournment

The meeting adjourned at 7:57 PM.

Respectfully submitted,

Mary K. Jarvis

Mary K. Jarvis
Recording Secretary