

ALTON BOARD OF SELECTMEN
Minutes
November 28, 2023
(Approved December 12, 2023)

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:

The following staff members were present:

Paul LaRochelle, Chairman
Brock Mitchell, Vice- Chairman
Andrew Morse, Selectman
Nicholas Buonopane, Selectman
Richard Shea, Selectmen
Ryan Heath, Town Administrator

Agenda Approval

P. LaRochelle stated that CIP is moved to New Business #2 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 outside this meeting room, and on our website.

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

None

Appointments

None

New Business

1. Mortgage Research Company - Newfound Title Service, LLC, Approval

R. Heath stated that this was brought to the last meeting and it was missed. It was the second half of the memo from J. Collins. She is requesting to use Newfound Title Service, LLC. It will improve the time frame. This company has been recommended from other towns.

B. Mitchell made a motion to approve the Tax Collector/Town Clerk's recommendation to use Newfound Title Services and A. Morse seconded with all in favor of the motion.

2. CIP

R. Heath stated that there is the final accepted Capital Improvement Plan. He feels it is important for the Board to have this information before they go on to the Warrant Articles. They can see what the current balances are and the recommendations.

3. Warrant Articles

R. Heath read:

You are hereby notified to meet at Prospect Mountain High School 242 Suncook Valley Road on Tuesday, the 6th day of February in the year Two Thousand and Twenty-Four (2024), beginning at six (6:00) o'clock in the evening, for the purpose of deliberating upon the following Warrant Articles and further notified to meet for the Town elections to approve the warrant articles by ballot vote which will be held on March 12, 2024 at Prospect Mountain High School 242 Suncook Valley Road from 7am to 7pm.

P. LaRochelle made a motion to approve the dates and N. Buonopane seconded with all in favor of the motion.

Article #: Benefit Pay Trust Fund

To see if the Town will vote to raise and appropriate the sum of \$50,000.00 to be added to the Benefit Pay Trust Fund, previously established in 2000. Said funds are recommended by the Town Auditors to be used to pay for benefits accrued by Town employees and redeemed when they leave employment with the Town of Alton, in accordance with the Town Personnel Policy. Majority vote required. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (-).

N. Buonopane made a motion to approve the Benefit Pay Trust Fund Warrant Article and A. Morse seconded with all in favor of the motion.

Article #: Town Operating Budget

Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$10,269,813.00? Should this article be defeated, the Default Budget shall be \$9,521,748.00, which is the same as last year with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised Operating Budget only. This article does not include special or individual articles voted separately. (Majority vote required) Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (-).

N. Buonopane made a motion to approve the Town Operating Budget Warrant Article and P. LaRochelle seconded with all in favor of the motion.

Article #: Water Works Operating Budget

To see if the Town will vote to raise and appropriate the sum of \$560,810.00 for the operation and maintenance of the Water Distribution system for the ensuing year, said sum is to be offset by users' fees. Should this article be defeated, the Default Budget shall be \$538,475.00, which is the same as last year, with certain adjustments required by previous action of the Town or by law. (Majority vote required) Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (-).

N. Buonopane made a motion to approve the Water Works Operating Budget Warrant Article and P. LaRochelle seconded with all in favor of the motion.

Article #: Town Treasurer

To see if the Town will vote to authorize the Board of Selectmen to appoint a Town Treasurer in accordance with RSA 41:26-e rather than electing a treasurer. If approved by the voters, the current elected Treasurer shall continue to hold office until the 2025 Town Election. Recommended by the Board of Selectmen (5-0). (Majority vote required)

P. LaRochelle made a motion to approve the Town Treasurer Warrant Article and N. Buonopane seconded with all in favor of the motion.

Article #: Municipal Parking Lot

To see if the Town will vote to raise and appropriate the sum of \$50,000.00 to expand the Library Parking Lot for Municipal use. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is completed or by 12/31/2028 whichever is sooner. Said funds are to come from the unassigned fund balance. There will be no funds raised from general taxation. This will not affect the tax rate. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (-). (Majority vote required.)

P. LaRochelle made a motion to approve the Municipal Parking Lot Warrant Article and B. Mitchell seconded with all in favor of the motion.

Article #: Capital Reserve Fund Appropriations

To see if the Town will vote to raise and appropriate the sum of \$ 135,000.00 to be added to the following capital reserve funds:

Highway Sand Shed CRF	\$10,000.00
Sidewalk CRF	\$10,000.00
Highway Building Improvements/Repairs CRF	\$20,000.00
Senior Center CRF	\$20,000.00
Town Owned Parking Area CRF	\$15,000.00
IT CRF	\$20,000.00
Building & Improvements Transfer Station CRF	\$20,000.00
Jones Field CRF	\$10,000.00
Milfoil Treatment Program CRF	\$10,000.00

Said funds to be raised through taxation. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (0-0). (Majority vote required.)

P. LaRochelle made a motion to approve the Warrant Article and N. Buonopane seconded with all in favor of the motion.

Article #: Fire Department Equipment Capital Reserve

To see if the Town will vote to raise and appropriate the sum of \$200,000.00 to be added to the Fire Department Equipment Capital Reserve Fund as previously established in 1973. Recommended by the Selectmen (5-0). Recommended by the Budget Committee (-). (Majority vote required.)

B. Mitchell made a motion to approve the Fire Equipment Capital Reserve Warrant Article and A. Morse seconded with all in favor of the motion.

Article #: Aerial Ladder Truck

To see if the Town will vote to raise and appropriate the sum of \$1,517,247 (gross budget) to purchase and equip an Aerial Ladder truck for the Fire Department which shall be funded with a \$717,247 lease purchase agreement, and the balance of \$800,000 to be paid for with funds from the Fire Department Equipment Capital Reserve Fund; and to enter into a \$717,247 lease purchase agreement for approximately 7-years; and further to raise and appropriate an additional sum of \$128,438 from taxation for lease payments due during the 2024 fiscal year? The annual lease payments will be approximately \$128,438. The lease agreement will contain a non-appropriation clause. . . This article is being proposed due to increased costs from inflation out pacing the CIP's ability to reserve funds by the replacement deadline. Recommended by the Selectmen (-). Recommended by the Budget Committee (5-0). (Majority vote required.)

B. Mitchell made a motion to approve the Aerial Ladder Truck Warrant Article and N. Buonopane seconded with all in favor of the motion.

Article #: Rock and Asphalt Crushing Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$30,000.00 to be added to the Rock & Asphalt Crushing Capital Reserve Fund, as previously established in 2017. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (0-0). (Majority vote required.)

B. Mitchell made a motion to approve the Rock and Asphalt Crushing Capital Reserve Fund Warrant Article and R. Shea seconded with all in favor of the motion.

Article #: Bridge Replacement Capital Reserve Fund

To see if the Town will raise and appropriate the sum of \$150,000.00 to be added to the Bridge Replacement Capital Reserve Fund, as previously established in 2014. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (0-0). (Majority vote required.)

P. LaRochelle made a motion to approve the Bridge Replacement Capital Reserve Fund Warrant Article and N. Buonopane seconded with all in favor of the motion.

Article #: Highway Equipment Capital Reserve Fund

To see if the Town will raise and appropriate the sum of \$200,000.00 to be added to the Highway Equipment Capital Reserve Fund, as previously established in 1981. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (0-0). (Majority vote required.)

N. Buonopane made a motion to approve the Highway Equipment Capital Reserve Fund Warrant Article and A. Morse seconded with all in favor of the motion.

Article #: Retaining Wall Capital Reserve Fund

To see if the Town will raise and appropriate the sum of \$50,000.00 to be added to the Retaining Wall Capital Reserve Fund, as previously established in 2018. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (0-0). (Majority vote required.)

A.Morse made a motion to approve the Retaining Wall Capital Reserve Fund Warrant Article and B. Mitchell seconded with all in favor of the motion.

Article #: Alton Bay Community Center Property Capital Reserve

To see if the Town will raise and appropriate the sum of \$30,000, to be added to the Alton Bay Community Center Property Capital Reserve fund, as previously established in 2020. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (0-0). (Majority vote required.)

N. Buonopane made a motion to approve the Alton Bay Community Center Property Capital Reserve Warrant Article and B. Mitchell seconded with all in favor of the motion.

Article #: Grounds & Maintenance Vehicle and Equipment Capital Reserve Fund

To see if the Town will raise and appropriate the sum of \$25,000.00 to be added to the Grounds & Maintenance Vehicle and Equipment Capital Reserve Fund, as previously established in 2019. Recommended by the Board of Selectmen (4-1) Recommended by the Budget Committee (0-0). (Majority vote required.)

N. Buonopane made a motion to table Grounds & Maintenance Vehicle and Equipment Warrant Article and B. Mitchell seconded with all in favor of the motion.

Article #: Town Hall Building Improvement Capital Reserve Fund

To see if the Town will raise and appropriate the sum of \$60,000, to be added to Town Hall Building Improvement Capital Reserve fund, as previously established in 2011. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (0-0). (Majority vote required.)

A.Morse made a motion to approve the Town Hall Building Capital Reserve Warrant Article and N. Buonopane seconded with all in favor of the motion.

Article #: IT Network Server Replacement

To see if the Town will raise and appropriate the sum of \$40,000, to be used for the replacement and upgrade of the Town's information technology servers. Said funds are to come from the unassigned fund balance. There will be no funds raised from general taxation. This will not affect the tax rate. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (0-0). (Majority vote required.)

A.Morse made a motion to approve the IT Network Server Replacement Warrant Article and B. Mitchell seconded with all in favor of the motion.

Article #: New Riverside Cemetery Capital Reserve Fund

To see if the Town will raise and appropriate the sum \$50,000 to be added to the New Riverside Cemetery Capital Reserve Fund, previously established in 2023. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (4-1). (Majority vote required)

N. Buonopane made a motion to approve the New Riverside Cemetery Capital Reserve Fund Warrant Article and B. Mitchell seconded with 4 affirmative and 1 opposed (RS).

Article #: Highway Reconstruction Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$1,450,000.00 to be added to the Highway Reconstruction Capital Reserve Fund, as previously established in 1998. Said amount is partially offset by revenues from the Highway Block Grant Fund estimated to be \$201,934.66. This is an annual appropriation that provides for the Maintenance of existing roadways. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (0-0). (Majority vote required.)

B. Mitchell made a motion to approve the Highway Reconstruction Capital Reserve Fund Warrant Article and N. Buonopane seconded with all in favor of the motion.

Article #: Milfoil Treatment Program Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$10,000.00 to be added to the Milfoil Treatment Program Capital Reserve Fund, as previously established in 2010. Recommended by the Board of Selectmen (0-0). Recommended by the Budget Committee (0-0). (Majority vote required)

P. LaRochelle made a motion to approve the Milfoil Capital Reserve Fund Warrant Article and B. Mitchell seconded with all in favor of the motion.

Article #: Environmental Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$25,000.00 to be added to the Environmental Capital Reserve Fund, as previously established in 2022. Recommended by the Board of Selectmen (3-2). Recommended by the Budget Committee (0-0). (Majority vote required) (The estimated tax impact is \$0.01)

N. Buonopane made a motion to approve the Environmental Capital Reserve Fund Warrant Article and A. Morse seconded with 3 affirmative and 2 opposed (RS, BM).

Article #: Local Radio Communications

To see if the Town will vote to raise and appropriate the sum of \$50,000.00 to repair and replace the local radio communications for the Town of Alton. Said funds are to come from the unassigned fund balance. There will be no funds raised from general taxation. This will not affect the tax rate. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (0-0) (Majority vote required)

A. Mitchell made a motion to approve the Local Radio Communications Warrant Article and N. Buonopane seconded with all in favor of the motion.

Article #: Nonprofits

To see if the Town will vote to raise and appropriate the sum of \$49,425.00 for the purpose of supporting the following nonprofits and their individual appropriations:

Alton Community Services	\$100.00
American Red Cross	\$2,000.00
Caregivers of Southern Carroll County & Vicinity, Inc.	\$2,000.00
Granite VNA & Hospice	\$12,000.00
Community Action Program (CAP)	\$10,000.00
Court Appointed Special Advocates (CASA)	\$500.00
Lakes Region Mental Health Center fka Genesis	\$15,750.00
Life Ministries, Inc.	\$3,000.00
New Beginnings	\$1,575.00
Waypoint fka Child and Family Services	\$2,500.00

(Majority vote required) Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (-).

P. LaRochelle made a motion to add Alton Community Services for \$100.00 and approve the Nonprofits Warrant Article and N. Buonopane seconded with all in favor of the motion.

Article #: Discontinue The Old Rand Hill Road

To see if the Town will vote to discontinue completely pursuant to RSA 231:43 the old portion of Rand Hill Road from the foot hills of Rand Hill to the house of Jonathan Jones as described in the March 12th 1850 Town Meeting minutes. (Majority vote required) Recommended by the Board of Selectmen (5-0).

P. LaRochelle made a motion to approve the Warrant Article and B. Mitchell seconded with all in favor of the motion.

Article #: Reports of Committees (very last article)

To hear reports of any committees, boards, trustees, commissions, officials, agents or concerns of voters; and vote to accept the same. Furthermore, to conduct any other business that may legally come before said meeting.

Article #: Grounds & Maintenance Vehicle and Equipment Capital Reserve Fund

To see if the Town will raise and appropriate the sum of \$25,000.00 to be added to the Grounds & Maintenance Vehicle and Equipment Capital Reserve Fund, as previously established in 2019. Recommended by the Board of Selectmen (4-1) Recommended by the Budget Committee (0-0). (Majority vote required.)

P. LaRochelle made a motion to approve the Grounds & Maintenance Vehicle Capital Reserve Fund in the amount of \$25,000.00 Warrant Article and N. Buonopane seconded with 4 affirmative and 1 opposed (BM).

R. Heath explained that he would like to consolidate some of the Warrant Articles so there is not as many as there has been in previous years.

Article #: Capital Reserve Fund Appropriations

To see if the Town will vote to raise and appropriate the sum of \$ 420,000.00 to be added to the following capital reserve funds:

Benefit Pay Trust Fund	\$50,000.00
Rock and Asphalt Crushing CRF	\$30,000.00
Highway Sand Shed CRF	\$10,000.00
Sidewalk CRF	\$10,000.00
Highway Building Improvements/Repairs CRF	\$20,000.00
Retaining Wall CRF	\$50,000.00
Pearson Road Community Center-Senior Center CRF	\$20,000.00
Alton Bay Community Center Property CRF	\$30,000.00
Grounds and Maintenance Vehicle and Equipment CRF	\$40,000.00
Town Hall Building Improvement CRF	\$60,000.00
Town Owned Parking Area CRF	\$15,000.00
IT CRF	\$20,000.00
Building & Improvements Transfer Station CRF	\$20,000.00
Environmental CRF	\$25,000.00
Jones Field CRF	\$10,000.00
Milfoil Treatment Program CRF	\$10,000.00

Said funds to be raised through taxation. Recommended by the Board of Selectmen (0-0) Recommended by the Budget Committee (0-0). (Majority vote required.)

After some discussion it was agreed to put only Warrant Articles that are \$20,000.00 or less.

Article #: Capital Reserve Fund Appropriations

To see if the Town will vote to raise and appropriate the sum of \$ 135,000.00 to be added to the following capital reserve funds:

Highway Sand Shed CRF	\$10,000.00
Sidewalk CRF	\$10,000.00
Highway Building Improvements/Repairs CRF	\$20,000.00
Senior Center CRF	\$20,000.00
Town Owned Parking Area CRF	\$15,000.00
IT CRF	\$20,000.00
Building & Improvements Transfer Station CRF	\$20,000.00
Jones Field CRF	\$10,000.00
Milfoil Treatment Program CRF	\$10,000.00

Said funds to be raised through taxation. Recommended by the Board of Selectmen (5-0). Recommended by the Budget Committee (0-0). (Majority vote required.)

P. LaRochelle made a motion to approve the Capital Reserve Fund Appropriations for 9 that are \$20,000.00 or less and N. Buonopane seconded with all in favor of the motion.

Old Business

None

Selectmen Reports

R. Shea stated that the Hazardous Waste team is surging forward. The Budget committee is planning a meeting for December 6.

N. Buonopane had nothing to report.

A. Morse had nothing to report.

B. Mitchell had nothing to report.

P. LaRochelle had nothing to report.

Town Administrator Report

R. Heath stated that the first thing is that the dates have been set for the Deliberative and Second Session which will be February 6, 2024 for the Deliberative and March 12, 2023 for the Second Session.

R. Heath stated that there was a Hardship Committee formed to handle ambulance billing. It is if you have a hardship that you could apply. Mainly for non-residents. An Application has come in and it was determined that the committee needs to have a Board of Selectmen Member. N. Buonopane volunteered to be on the Hardship Committee.

R. Heath stated that the next item is Town Hall hours. The last few weeks there have been holidays that fell on to non-work days and were observed during work days. They both fell in the same month. He presented the list of holidays for 2024. The only month that there should be an issue is Thanksgiving. P. LaRochelle asked if there is any compromise so there is never a two-day work week. A. Morse stated that the Monday after would work. The hours for Town Hall has increased the hours instead of decreased them. We are open 10 ½ hours a day.

Approval of Minutes

None

Consent Agenda Approval

R. Shea made a motion to approve the Consent Agenda for November 27, 2023 and N. Buonopane seconded with all in favor of the motion.

1. Land Use Items

Land Use Change Tax

Letendre; Map 10 Lot 26-10; Frohock Brook Road; \$9,000

Timber Tax Abatement

Fitzpatrick; Map 12 Lots 86-90; Bear Pond Road; \$0 (denial recommended)

Timber Tax

Farrell; Map 6 Lot 32; Stockbridge Corner Road; \$2,367.88
Lightbody; Map 60 Lot 7-4; Minge Cove Road; \$40.87

2. DPW

Treadwell, Keith, Light Equipment Operator I, \$22.44/hr, effective 12/11/2023
Kean, Brandon, Laborer/Driver, \$19.07/hr, effective 12/11/2023

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)

L. Carr approached the table. He asked why the Warrant Article for the Treasurer was being put in. He stated that in the Health Regulations there is information about Clean Solutions and the Board should look in to it.

Non-Public Session

P. LaRochelle moved at 8:31 pm to enter into Nonpublic Session under RSA 91-A: 3, II, a (personnel matters) N. Buonopane seconded. Roll call vote:

P. LaRochelle - yes B. Mitchell - yes R. Shea - yes
N. Buonopane III - yes A. Morse - yes Roll call vote carried unanimously.

At 8:31 pm Chairman LaRochelle convened the nonpublic session with the following people present:

P. LaRochelle, Chairman
B. Mitchell, Vice-chairman
R. Shea, Selectmen
A. Morse, Selectmen
N. Buonopane III, Selectmen
R. Heath, Town Administrator

Vice-Chair B. Mitchell recused himself and left the room.

1. Merger of Public Works Director and Water Superintendent Positions (a): This pertains to personnel matters (a). The Board met to take up the discussion of PWD 5. Kinmond's previous presentation to merge the Public Works Director position with the Water Superintendent position, creating a new position. The Board discussed the merits of combining the two roles into one 40-hour position. The Board's feeling is that each role has too many responsibilities to combine into one position and that they prefer to keep the positions as is and separate. The Board's consensus is not to merge the two positions.

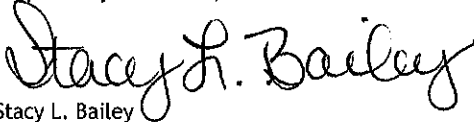
P. LaRochelle moved at 9:24 pm to exit nonpublic session. R. Shea seconded. Roll call vote:

P. LaRochelle - yes B. Mitchell - recused R. Shea - yes
N. Buonopane III - yes A. Morse - yes Roll call vote carried unanimously.

Adjournment

P. LaRochelle moved at 9:24 pm to adjourn. R. Shea seconded. Motion carried.

Respectfully submitted,


Stacy L. Bailey
Recording Secretary