

ALTON BOARD OF SELECTMEN  
Minutes  
December 6, 2021  
(Approved)

---

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:

The following staff members were present:

Virgil MacDonald, Chairman  
Paul LaRochelle, Vice Chairman  
Reuben Wentworth, Selectman  
Bob Holt, Selectman, Selectman  
Brock Mitchell, Selectman  
Laura Parker, Finance Manager  
Ryan Heath, Interim Town Administrator

**Agenda Approval**

P. LaRochelle made a motion to approve the agenda as amended and B. Holt 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 (limited to 3 minutes per person on agenda items only)**

L. Carr approached the table. There was a mix up in the paper about the CIP meeting. He didn't end up getting there the right night. He thinks it is excellently done. He does have some questions. Some of the time frames have changed. Some of the amounts have changed since last year. He feels that it needs to be looked at.

**Appointments**

None

**New Business**

1. Town Clerk/ Tax Collector - 2022 Mortgage Contract Renewal - Sanders Searches, LLC - Approval

B. Holt asked about the increase in the amount due at signing. P. LaRochelle stated that it is \$356.25 to \$570.00.

V. MacDonald made a motion to agree upon the contract for \$1,425.00 for Sanders Searches, LLC and allow the Town Administrator to sign and P. LaRochelle seconded with all in favor of the motion.

2. Planning Department - Master Plan Consultant Contract Amendment No. 1

Jessica Call, Planner and Kelly Sullivan approached the table. J. Call stated that the Master Plan Committee and Planning Board thought it would be a good idea to keep Tara Bamford on as the Master Plan Consultant for the allotted \$25,000.00. It will help them get through December and January. She has helped them draft additional chapters to the Master Plan. It will be a very good well rounded plan once it is completed. K. Sullivan stated that they received feedback from the survey.

P. LaRochelle made a motion that go along with the Planning Board's recommendation to extend and amend Tara Bamford's contract and V. MacDonald seconded with all in favor of the motion.

3. Planning Department - Capital Improvements Program (CIP) Plan 2022-2027

Frank Rich and Gabby O'Toole approached the table. J. Call remained at the table. F. Rich went on to explain the purpose of the CIP Committee. He stated that the CIP is a tool not a guide. He stated that all the departments were cooperative with the exception of the Superintendent of Schools. He asked the Board of Selectmen to talk to whoever they need to speak to. The Superintendent has been among the missing. He has only sent in the information. R. Wentworth stated that it should go through the JMA Board. The Board of Selectmen have no say when it comes to the Capital Improvements. F. Rich explained what was in front of the Board was presented to the Planning Board. He believes the Planning Board approved this Capital Improvement Plan. He is happy to report that the tax rate impact totals that they were able to coordinate went up approximately \$.10 per thousand over the next 5 years. He went on to explain the process of creating the CIP. He urged the Board of Selectmen to continue this program. It is a good tool for the citizens. It may not fully explain it but it definitely helps.

R. Wentworth made a motion to accept the Capital Improvements Program (CIP) for 2022-2027 and P. LaRochelle seconded with all in favor of the motion.

4. Solid Waste Department - Maxam Loader Tires Purchase Approval

R. Heath stated that S. Simonds was not able to be here. He is trying to get some loader tires. These are state bid tires. He is getting a good deal on it and wanted to move on them now.

P. LaRochelle made a motion to approve the Solid Waste Department's Maxam Loader Tire purchase for \$6,367.56 and B. Holt seconded with all in favor of the motion.

5. Update Proposal for Emergency Operation Plan/ Hazardous Plan Update & Grant

R. Heath stated that before them is a scope of work and proposal. The Town has an Emergency Operations Plan and Hazardous Mitigation Plan that are required for any Federal funding. They have to be current and they expire. He is looking for the authority to apply for grants and use Emergency Management funds that they didn't end up using this year. He would like to utilize that money and update these plans so they can obtain future grants. The total amount needed would be \$4,500.00 for the Emergency Operations Plan and \$9,000.00 for the Hazardous Mitigation Plan. R. Heath stated that he would apply for the grants first.

V. MacDonald made a motion to allow the Town Administrator to go after the grants for Emergency Management Operations and Hazardous Mitigation and B. Mitchell seconded. R. Wentworth stated that he thought he was looking for the \$13,500.00 now and apply for the grants. He thinks the motion should be changed given authorization to enter into an agreement of \$13,500.00 while the Town Administrator works to get the grants to the Board and B. Mitchell seconded with all in favor of the motion.

Old Business

1. Water Department - Church & School Street Project ARPA Reimbursement

C. Mitchell S. Kinmond approached the table. V. MacDonald stated that he owed S. Kinmond an apology from the last meeting. C. Mitchell stated that they are looking to replace the money that was spent and the overages for the School & Church Street project.

R. Wentworth made a motion to that the Town pay the expenses of the \$64,517.89 from the ARPA funds and V. MacDonald seconded with all in favor of the motion.

2. Highway Department - Highway Garage Equipment Bid Award

S. Kinmond remained at the table. This bid award is for the tire machine, lift and wheel balancer. V. MacDonald asked what they are doing with the old lift. S. Kinmond stated that it would be removed the vendor and they will take it back. One good thing about utilizing a local vendor for the sale of this is they are very committed with working with us.

B. Holt made a motion we approve the bid for Route 11 Auto Parts of Farmington, NH Vehicle Lift and Tire Machine and Balancer package as recommended by the Town mechanic for \$36,864.70 and R. Wentworth seconded with all in favor of the motion. R. Wentworth would just like to note that the money would be coming out the CRF account 5778.

3. Highway Department - New Riverside II Project Update

S. Kinmond remained at the table. There is a memo in the packet that is an update about a meeting that happened. He gave an update of some of the things that were discussed. The company may be providing some concepts sometime at the beginning of the year next year.

4. Operating Budget Discussion

L. Parker highlighted a memo to the Board. The memo outlines several suggested cuts to make to the 2022 Budget. R. Heath stated that they did hold a Department Head meeting to discuss possible areas to make cuts. He highlighted that areas of possible cuts.

Selectmen Reports

B. Holt had nothing to report.

R. Wentworth stated that he has another meeting on Wednesday in Gilford on the Route 11 Corridor.

B. Mitchell had nothing to report.

P. LaRochelle had nothing to report.

V. MacDonald had nothing to report.

Town Administrator Report

R. Heath stated that he has been corresponding with Town Counsel. He needs to have someone assigned tonight to sign off on the deeds for the auction properties.

B. Holt made a motion to appoint the Chairman to sign off on the deeds and B. Mitchell seconded with all in favor of the motion.

R. Heath stated that there is an email before them with the request to increase the retainer for Town Counsel by 2%.

R. Wentworth made a motion to approve the 2% increase and B. Holt seconded with all in favor of the motion.

R. Heath stated that the Conservation Commission is looking for the Town to join the Lake Hosts Program. He asked the Board if they would like him to pursue a Warrant Article for that.

R. Heath asked the Board if it would be okay to schedule a Public Hearing for the proposed amendments to the Highway Policy on the same night as the East Alton Fire Association Public Hearing. R. Wentworth asked if they can make sure that all the 6 Ton Weight Limit signs are off those roads.

Approval of Minutes

November 8, 2021 - Public Session

P. LaRochelle made a motion to approve the minutes of November 8, 2021 Public Session and B. Mitchell seconded with 3 in favor and 2 abstentions (BH, VM).

November 22, 2021 - Public Session

B. Holt made a motion to approve the minutes of November 22, 2021 Public Session and B. Mitchell seconded with 3 in favor and 2 opposed (RW, PL).

November 22, 2021 - Non-Public Session

V. MacDonald made a motion to approve the minutes of November 22, 2021 Non-Public Session releasing all and P. LaRochelle seconded with all in favor of the motion.

Consent Agenda Approval

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

1. Assessing Department

Land Use Items - approval

Timber Tax

Marraffa; Map 17 Lot 18; 1443 Mount Major Highway; \$392.60

Administrative Abatements (BMSI Deleted Properties)

Adario; Map 19 Lot 8-2-19; 1439 Wolfeboro Highway # 19; \$129

Aiello; Map 19 Lot 8-2-63; 1439 Wolfeboro Highway # 63; \$329

Alton Bay Camp Meeting Association; Map 34 Lot 33-122; 14 Mount Pleasant Path; \$2,153

Becker; Map 65 Lot 17-25; 1702 Mt Major Highway; \$152

Biron; Map 33 Lot 77-38; 6 Viewland Court # 38; \$65

Brawn; Map 33 Lot 77-37; 6 Viewland Court # 37; \$91

Brewster; Map 54 Lot 11-2; 23 Roger Street; \$110

Collier; Map 19 Lot 8-2-20; 1439 Wolfeboro Highway # 20; \$155

Collinsworth; Map 19 Lot 8-2-67; 1439 Wolfeboro Highway # 67; \$349

Godett; Map 65 Lot 72-INT-4; Elm Street; \$935

Healy; Map 65 Lot 17-6; 13 Locomotive Drive; \$101

Kuhn; Map 18 Lot 8-2-59; 1439 Wolfeboro Highway # 59; \$99

Lynch; Map 65 Lot 17-3; 3 Locomotive Drive; \$131

Stirk; Map 19 Lot 8-2-41; 1439 Wolfeboro Highway # 41; \$118

Administrative Abatements (Informal Hearing Adjustments not made before Billing)

Clark; Map 76 Lot 4; 212 Rattlesnake Island; \$683

Roche Trust; Map 54 Lot 16; 39 Roger Street; \$910

Kennedy Investment Trust; Map 37 Lot 29; \$997

2. Highway Department

Highway Foreman/Manager - Jack Housel, \$25.38 per hour to \$36.16 per hour effective 12/13/2021

3. Min/Max Chart

Highway Department - Phase I Implementation Plan Update

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)

K. Roberts approached the table. He stated that he has had some discussions with employees about the new insurance. This HSA is attached to an insurance program. It's not a standalone HSA where you can put money into it. Some of the employees feel it doesn't cover everything. It's a worse program even though the Town is putting

money into it. The other plan covers more. When it was presented here it had nothing to do with an insurance company. The Flex Spending account was money put away by the employee prior to taxes. R. Wentworth stated that he does not agree with him. We gave the employees two choices.

L. Carr approached the table. He stated that last year he put in a petition warrant article where people could come up and voice their concerns. He asked if it was going to be included this year. It passed last year. He asked about paying for 1/2 of the Fire Boat out of the Ambulance Revolving Fund. He hasn't heard anything about the Board making a decision. He asked about the ARPA funds paying for the Water Department items. He asked if they were Federal Funds.

K. Sullivan approached the table. She asked how many full-time Police Officers there are. How many Part-time Officers are there. How many cruisers do we have. She has no problem with Police Officers in this Town. She has noticed in recent months and years that our Fire Department/ EMT is lacking. She asked how many Fire Department personnel there are. She feels that every time the Fire Department asks for something it is denied. We are lacking.

P. O'Brien approached the table. He stated that when he was hired he was proud and willing to turn the Fire Department into something that is respectable. He feels that over the last two meetings he has not seen much support from the Board other than R. Wentworth. He is seriously reconsidering. He has been with the Department since 2004. The people who work there do it because they want to help people. Certainly not because of the pay rate. He would like the Board to strongly reconsider their support for the positions because they are 20 years behind.

L. Carr approached the table again. He asked if the full-time fireman on the CIP Committee is a conflict of interest. He knows that the Town has supported the Fire Department.

K. Sullivan approached the table again. We live in a small town. There are several of us that are on several different committees. You need to take someone as honest until proven otherwise.

P. O'Brien approached the table again. He stated that there is no conflict if there is no risk of personal gain. It has been addressed with Town Counsel as well.

#### Non-Public Session

V. MacDonald moved at 8:04pm to enter into Nonpublic Session under RSA 91-A: 3, II, a (wages), b (Hiring) c (reputational). R. Wentworth seconded. Roll call vote:

V. MacDonald - yes	P. LaRochelle - yes	R. Wentworth - yes
R. Holt - yes	B. Mitchell - yes	<u>Roll call vote carried unanimously.</u>

At 8:04pm Chair MacDonald convened the nonpublic session with the following people present:

V. MacDonald, Chairman  
P. LaRochelle, Vice Chairman  
R. Wentworth  
R. Holt  
B. Mitchell  
R. Heath, Interim Town Administrator

V. MacDonald moved at 8:36 pm to exit nonpublic session. P. LaRochelle seconded. Roll call vote:

V. MacDonald - yes	P. LaRochelle - yes	R. Wentworth - yes
R. Holt - yes	B. Mitchell - yes	<u>Roll call vote carried unanimously</u>

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  
R. Holt - yes

P. LaRochelle - yes  
B. Mitchell - yes

R. Wentworth - yes  
Roll call vote carried unanimously

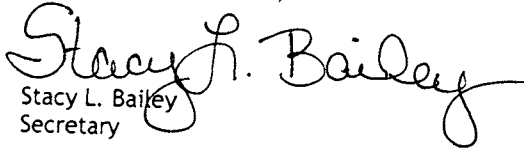
Public Session votes:

1. B. Mitchell motioned to allow Thomas DeCowski to carry over 92.5 hours of vacation, P. LaRochelle seconded. Motion carried.
2. V. MacDonald motioned to approve a wage increase for Gaby O'Tool to \$17.00 per hours effective immediately, B. Mitchell seconded. Motion carried.
3. V. MacDonald motioned to approve a wage increase for Bryan Berry to \$20.00 per hours effective immediately, B. Holt seconded. Motion carried. R. Wentworth was not in favor and went on record stating that the pay jump from 18.41 is too much and that he would have been in favor of a \$1.00 increase.

Adjournment

V. MacDonald moved at 8:45 pm to adjourn. B. Mitchell seconded. Motion carried.

Respectfully Submitted,

  
Stacy L. Bailey  
Secretary