

ALTON BOARD OF SELECTMEN  
Minutes  
May 23, 2023  
*(Approved - June 27, 2023)*

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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:

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

**Agenda Approval**

B. Mitchell made a motion to approve the agenda as presented and N. Buonopane 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.
- The Alton Town Clerk/Tax Collector's office will be closed on Wednesday, June 7, 2023. The staff will be attending the Town Clerk's Annual Spring Workshop.

**Public Hearing - Ridge Road Acceptance**

P. LaRochelle opened the Public Hearing at 6:01 pm.

P. Torriero approached the table. She stated that she has been trying to get the Town to take over the road for a while now. The shoulder work has been done, the paving has been done, the drains were cleaned out.

P. LaRochelle closed the Public Hearing at 6:02 pm.

N. Buonopane made a motion to approve the acceptance of Ridge Road as a Town Road and A. Morse seconded with all in favor of the motion.

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

K. Sullivan approached the table. She would hope the acceptance of the donation for a tree at Ginny Douglas Park. She would like to thank J. Houser for gathering people and bringing it to fruition.

J. Houser approached the table. She didn't know about the missing Christmas Tree. She talked to a lot of people. She thinks everyone would benefit from it.

**Appointments**

None

**New Business**

**1. Donation of Tree - Ginny Douglas Park**

N. Buonopane made a motion to approve the donation of the tree at Ginny Douglas Park and R. Shea seconded. R. Heath wanted to give the Board some background. The reason the tree was taken down is because of its immense size. S. Kinmond should be involved in the placement of the tree. B. Mitchell stated that it needs to be maintained. N. Downing approached the table. She is the donor of the tree. She explained why she chose a White Fir. The motion was called with all in favor of the motion.

## 2. Police Department - Police Detail Fee Adjustments

T. MacDougall, Police Chief, approached the table. He explained the memo in the binders. It is his recommendation to increase the detail fee. He stated that he met with the Town Administrator and went over the numbers. The original fees have been in place at least 2012. It makes it competitive to our surrounding jurisdictions. On the second page of the memo there is a chart to add approximately 5% to the fee every other year. That is to keep us competitive with neighboring towns.

B. Mitchell made a motion to let the Police Chief adjust the detail rate as presented and A. Morse seconded with all in favor of the motion.

## Old Business

### 1. Police Department - Highway Safety Grant Adjustment

T. MacDougall remained at the table. He stated that the next item is in reference to the Fiscal Year 2023 NH Office of Highway Safety Grant. It went before the Board in October of last year. It was approved for \$23,347.50. That grant covers some extra enforcement patrols as well as some equipment. That included three in-car printers, two pole mounted speed display signs and one traffic data recorder. We have since obtained the equipment. The three in-car printers are installed and part of that process, which is the J-One process, a statewide project. They are trying to get everything digitally submitted through the DMV and court system. They have been pushing it for a few years to get everyone online with this. We started with three cars to see how it would go. The court is expecting things to be submitted electronically and the DMV is expecting the same thing. The grant is 100% reimbursing on the equipment but there is a 25% soft match. We are authorized for 6 printers for \$2694.00 and 6 printer mounting kits for \$2,734.00 for a total of \$5,428.00. The soft match is \$1,357.00 which will be met with administrative time and training hours for program implantation. He also asked to use the Detail Revolving Fund to make the purchase and when the reimbursement is received it will go back into that fund.

N. Buonopane made a motion to approve the adjustment to the FY23 NH Office of Highway Safety Grant (23-004) from a total contract of \$23,347.50 to the new total contract of \$25,775.50. Further, authorizing the Town Administrator to sign the contract on behalf of the Selectmen and B. Mitchell seconded with all in favor of the motion.

## Selectmen Reports

R. Shea stated that the Budget Committee hasn't met yet and he missed the last HHW meeting.

N. Buonopane stated that at the Planning Board meeting they approved the pit on Route 28. The next meeting is June 12<sup>th</sup> for Old Home Week Committee.

A. Morse stated that he has a Parks & Rec meeting tomorrow night.

B. Mitchell stated that the Milfoil Committee meeting is coming up on Thursday.

P. LaRochelle had nothing to report.

## Town Administrator Report

R. Heath stated that he would like to get the plans of the Board members who will be attending the Memorial Day Parade. He will relay the information to the American Legion.

R. Heath stated that the hold up with the elevator was the issue they wanted to put a hole through the Heidke Room. After all of the companies that came out last year. The only area that makes sense is the put it in the back staircase and go all the way to the basement. The next problem means the second egress is lost from this room. He met with the Deputy Fire Chief and Fire Chief and discussed solutions with a fire escape with a platform outside. The quotes went to three different companies. Two companies would not quote unless stamped plans were paid for first. Those are several thousand dollars. The one quote came in at \$84,000.00. The updated quote for an elevator is a little bigger than a chair lift but smaller than a commercial elevator. Installed would be \$72,521.00. After searching several different companies, he received this quote back for \$39,890.00. This makes it feasible to put the fire escape and an elevator in. It would be a little bit over. The elevator is at \$72,521.00 and with what the tax payers allocated \$100,000.00 the remaining balance would be covered through the Operating Budget or the Town Hall Capital Reserve. If the fire escape is galvanized it would be another \$3,850.00.

R. Shea made a motion to authorize the Town Administrator to sign contracts with Accessibility Systems for a three person ADA Compliant lift in the amount of \$72,521.00 and also with Tri State Iron Works for a Fire Safety Code compliant exterior fire escape for \$43,740.00 for a total cost of \$116,261.00 with funding coming from in excess of the amount approved by the tax payers as a warrant article the Clough Morrill Fund and the Town Hall Capital Reserve Fund and N. Buonopane seconded with all in favor of the motion.

R. Heath stated that the next thing is that the sidewalks are completed. We have received a lot of compliments on them. He asked the Board what color they would like for the expansion joints.

R. Heath stated that he would like to commend all involved with the work done on the Loon Cove Bridge. They were 100% successful.

R. Heath stated that he has received emails in reference to Stockbridge Corner Road and Valley Road from residents. He had a meeting with the DPW Director today. It needs to be made a true intersection. The problem is there is a telephone pole in the way. He would like the Board's permission to draft a letter to Eversource for the relocation of that pole. B. Mitchell stated it can be fixed with three stop signs. R. Heath stated that he would look into it.

R. Heath reads a letter into record:

*United States Attorney's Office Honors Law Enforcement Personnel for Exceptional Service*

*United States Attorney Jane E. Young announces the recipients of the 2023 Law Enforcement Awards in honor of National Police Week. More than 30 federal, state, and local law enforcement personnel are being recognized for their contributions to the success of federal cases during the 2022 calendar year.*

*These awards recognize the outstanding collaboration, investigative achievement, victim service, and exceptional contributions to identifying critical intelligence by federal agents, state, and local officers, and a K9. The U.S. Attorney's Office in the District of New Hampshire will host a formal ceremony to honor these individuals in September 2023.*

*"Law Enforcement personnel, and their families, make sacrifices every day in order to put their service to our communities first," said U.S. Attorney Jane E. Young. "The Law Enforcement Awards are an opportunity for us to thank the officers for their hard work, their families for their sacrifices, and to recognize their part in obtaining justice."*

*The category of the Outstanding Collaboration Award recognizes individual who demonstrated outstanding efforts or overcame significant challenges in collaborating with multiple agencies. The following departments and agencies are being honored:*

1. Alton
2. Internal Revenue Service
3. Federal Bureau of Investigation
4. New Hampshire State Police
5. Merrimack County Sheriff's Office
6. US Department of Labor, Office of Inspector General
7. US Department of Homeland Security, Homeland Security Investigations
8. US Postal Inspection Service

*The Investigative Achievement Award is limited to those whose activities have substantially and significantly contributed to a particular USAO prosecution. The following departments and agencies are being honored:*

1. Bureau of Alcohol, Tobacco, Firearms and Explosives
2. Department of Defense, Office of Inspector General
3. Federal Bureau of Investigation
4. Manchester Police Department
5. US Department of Veteran's Affairs, Office of Inspector General
6. US Drug Enforcement Administration
7. US Health and Human Services, Office of Inspector General
8. US Small Business Administration, Office of Inspector General
9. US Treasury Inspector General for Tax Administration

*The Exceptional Contribution to a Federal Investigation/Prosecution Award is reserved for recipients whose actions impact law enforcement's ability to achieve certain capabilities. In this case, the recipients enabled law enforcement to identify critical intelligence. The following department is being honored:*

1. Hillsborough County Sheriff's Department

*Recipients in two cases will also receive the Victim Service Award for extraordinary assistance to victims of a federal crime. The following departments and agencies are being honored:*

1. Alton Police Department
2. US Department of Homeland Security, Homeland Security Investigations
3. Merrimack County Sheriff's Office

**Approval of Minutes**

April 17, 2023 - Public Session

B. Mitchell made a motion to approve the minutes of April 17, 2023 Public Session and R. Shea seconded with all in favor of the motion.

**Consent Agenda Approval**

R. Shea made a motion to approve the consent agenda for May 23, 2023 as presented and N. Buonopane seconded with all in favor of the motion.

1. **Land Use Items - approval**

**Administrative Abatement**

Town of Alton; Map 72 Lot 80; L/O Scott Drive; \$223.00

**Excavation Intent**

Williams; Map 8 Lot 3-2; 332 Frank C Gilman Highway; N/A

**Timber Tax**

McKenzie; Map 1 Lots 19 & 19-3; L/O Muchado Hill Road; \$4,927.82

2. **Water Bandstand Committee**

Appointment, David Johnston, 2-year term

**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. Sullivan approached the table. She asked about if there will be any access to the third floor for ADA. R. Heath stated it is not open to the public. She stated that more than stop signs will be needed on Stockbridge Corner Road.


R. Holt approached the table. He stated that the two stop signs would work. He asked if the elevator is going out to bid. R. Heath stated that we are not getting any bids on it. R. Holt stated that the Board is supposed to wave that. He spoke about the increases in the details rates. He stated that he is glad that the Board voted to do the stamped concrete.

L. Carr approached the table. He asked if there was a date decided for the Short Term Rentals.

**Non-Public Session**

**Adjournment**

Respectfully submitted,

  
Stacy L. Bailey  
Recording Secretary