

## TOWN OF ALTON

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## OFFICE OF THE SELECTMEN

ADMINISTRATIVE SERVICES  
EXECUTIVE SECRETARY  
FINANCE OFFICE  
TOWN ADMINISTRATOR  
TOWN ATTORNEY  
WELFARE OFFICE

### FOR IMMEDIATE RELEASE

FROM: Scott J. Dunn, Town Administrator

DATE: July 7, 1999

SUBJECT: NEW FEE POLICY



Effective immediately, the Board of Selectmen has adopted the following policy relative to prices for mailing and faxing requests for information:

1. Requests must be submitted in writing
2. Fee for 1st page = \$5.00
3. Fee for all other pages = \$1.00
4. Mailings and faxes shall include a bill from the Town (no charge for that page)
5. Fee collections shall rely on the "honor system" at the discretion of Department Heads - otherwise pre-payments may be required
6. Unpaid bills after 10 days shall result in the loss of all future mailing and fax response privileges

3. Recommendations of the Land Use & Property Records Department  
J. Washburn made a motion to approve items (a)-(h) as presented, seconded by R. Wentworth and passed with all in favor.

4. Discuss July Meeting Schedule

It was the consensus of the Board to cancel the meeting on the first Monday of the month and to resume their regular meeting schedule on the 3rd Monday of the month (July 19th) at 8:30am.

**Review of Other Minutes**

The board reviewed minutes as presented from the Water Works, Zoning Board of Adjustment, Levey Park Trustees, Cemetery Trustees, and a Joint meeting of Planning Board, Zoning Board of Adjustment and the Conservation Commission.

**Correspondence**

The Selectmen reviewed their correspondence and the following actions were taken.

It was the consensus of the Board to schedule a discussion on payment of a \$100 fine imposed by the NH Department of Labor at the next meeting.

R. Wentworth made a motion to have the Highway Department install a Handicap Parking sign in front of the Community Church on Main Street, seconded by J. Washburn and passed with all in favor.

J. Washburn made a motion to perform water sample analysis on the Dahle property with other private wells that are tested as part of the landfill monitoring program, seconded W. Ryan and passed with all in favor.

The Board took no action on a letter from Mr. & Mrs. Weston noting that a meeting was scheduled with the Town Administrator.

W. Ryan made a motion that a Town Policy be adopted whereby the fee to fax or mail requested information shall be \$5.00 for the first page and \$1.00 for all subsequent pages, seconded by R. Wentworth and passed with all in favor.

R. Wentworth requested the Board send a letter of thanks to the Budget Committee for their work on the Special Town Meeting effort. It was the consensus of the Board not to do this. R. Wentworth advised he would pass along his personal thanks to the Budget Committee.

Selectmen's Minutes  
June 30, 1999  
page 8

Respectfully submitted,

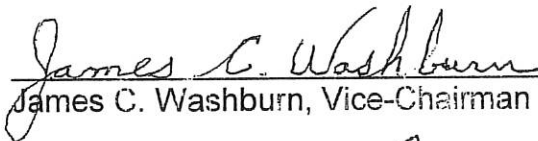


Patricia A. Rockwood, Executive Secretary

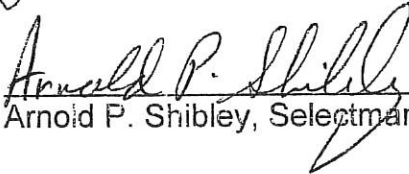
Approved by the Board of Selectmen:



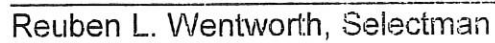
William Ryan, Chairman



James C. Washburn, Vice-Chairman



Arnold P. Shibley, Selectman



Reuben L. Wentworth, Selectman