

TOWN OF ALSTEAD, NEW HAMPSHIRE

Select Board

Approved Minutes for Meeting of December 10, 2024 at 5:00 PM

Town Offices, 15 Mechanic Street, Alstead, NH 03602

SELECT BOARD PRESENT: Joel McCarty, Chair, Gordon Kemp, and Matthew Saxton.

STAFF PRESENT:

Name	Position	In Person	Google Meet
Misty Gratacos	Town Administrator	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Shelley Steuwe	Recording Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stephen Murrell	Police Chief	<input checked="" type="checkbox"/>	<input type="checkbox"/>

COMMUNITY MEMBERS: In person: Rich Beringer, Wendy Underwood, Mike Kercewich, Rich Nalevanko, Glen Elsesser, Marge Noonan, Barbara Viegner, Joe Levesque, Judith Willis;

Google Meets:

PLEDGE OF ALLEGIANCE

CALL TO ORDER: Mr. McCarty called the Select Board meeting to order at 5:00 PM and then proceeded with leading the agenda-based discussion.

GUESTS:

ACTION ITEMS: Review and sign Payroll manifest (\$33,021.50); review and sign bills manifest (\$21,390.91); review and sign Tax Liability manifest (\$6,783.79); review emails

MINUTES FROM PREVIOUS MEETINGS: 12/3 meeting minutes were reviewed, amended and approved as amended by the Board.

OLD BUSINESS:

- A. **Washed-out glass** – Mr. McCarty reports that Mr. Levesque was directed to put a line in the Highway Streets and Bridges budget for this in the amount of \$70,000. This will be discussed during Deliberative Session.

- B. **Thayer Brook bypass** – No updates.
- C. **Bridge projects** – Mr. McCarty reports that he received many project updates and shared them with Mr. Elsesser, Mr. Levesque, Mr. Kemp, Mr. Saxton, and Mrs. Gratacos. We do have some control over the schedule. If we proceed openly and honorably and with consultation, then we don't foresee any hazard to our continued progress and goal of building one bridge per year. We have two invoices from Hoyle Tanner for the year-end. Mr. Saxton asks if we carry the figures in the provided update in or outside of the budget, and Mr. McCarty says they need to be in the budget. Mr. Levesque says he put them in the budget with the idea that they will be subtracted from the \$250,000 Bridge Capital Reserve Fund. Mr. Elsesser asks if the Board has figured out the cash flow yet. Mr. Kemp says he is waiting to get the potential total price from Hoyle Tanner for each of the bridges. Mr. McCarty says we do have that information and he will make sure it is sent to Mr. Kemp. Mr. Nalevanko asks if the amount that is going to be billed is greater or less than the \$250,000 Bridge Fund. Mr. McCarty says less, though this can only be spent on the design of two bridges. Mr. Kemp says that any residual from this balance needs to be put into Fund Balance in 2026. Mr. McCarty reiterates that front end work that is being done by Hoyle Tanner is reimbursed 80%, but the reimbursement doesn't come until two months after the project goes out to bid. On the construction side, the reimbursement comes in six weeks. He has a flow chart for each of the bridge projects and would like to add this to the Town website.
- D. **Dams** – No updates.
- E. **Status of property at M11 L2 (abuts Town Hall)** – No updates.
- F. **Model T MOU** – No updates.
- G. **Fire Dept Policies** – No updates.
- H. **Pine Cliff Rd info/updates** – Mr. McCarty reports that he received a report from Dubois and King that they are able to collect more granular water testing results for Lake Warren. He will be connecting via teleconference with them soon to discuss this. He will also ask what they recommend for remediation and estimated cost.
- I. **210 Gilsum Mine Road land merger talks** – No updates.
- J. **Complete Streets Information** – Mr. McCarty reports that the Town received a memo from Southwestern Regional Planning Commission about money being awarded for Monadnock Alliance for Sustainable Transportation grant, and Alstead was not included. Mr. Levesque says that this is because we did not apply for that grant, we applied for the Transportation Alternatives Program grant.
- K. **Ambulance Revolving Fund** – Mr. Kemp reports that the fund is set up and says there is additional bookkeeping needed to get it officially up and running. Mr. McCarty asks if there's any easy way to get the balance reported monthly, and Mrs. Gratacos will ask Mr. Waldmann about this. Mr. Elsesser asks if this reporting will be categorized, and Mr. Kemp says that it will be similar to the Vilas Pool account – the Selectboard signs off on every bill, and Mr. Wadlmann writes checks and keeps a spreadsheet of totals.
- L. **Department & Board**

NEW BUSINESS: With regards to updating and uploading the Selectboard meeting minutes: Mr. Kemp proposes that the minutes be reviewed and edited for the previous week at the

current week's Selectboard meeting. Those edits will then be made by Mrs. Steuwe, and she will be granted access to the Town website so that she can upload the amended and approved minutes to the website. The goal is for approved minutes to be uploaded to the website more quickly.

Mr. McCarty asks Mr. Nalevanko if he has any legislative updates to provide. He reports that he recently attended county orientation, where they elected an Executive Committee and officers for the county. Jim Gruber is on the Executive Committee, so county related issues and concerns can be directed to him. There was also a presentation on grant writing, where he discovered that there's a huge grant writing resource available. Suzanne Bansley, Grants Manager for Cheshire County, is available to help with grant writing. Mr. Levesque reported that he was already aware of Ms. Bansley's services and does take advantage on occasion. Mr. Nalevanko is still unsure how things are going to work with the Cheshire County EMS initiative. He asks where we landed on the billing company for the ambulance service. Mr. Kemp reports that we are still using the original service and there hasn't been discussion about switching to a new company.

Mr. McCarty asks Mr. Elsessor for a CIP update. Mr. Elsessor reports that he is awaiting some information regarding a list of equipment and prices, road projects, etc., from Mr. Trafton.

OTHER ITEMS:

DEPARTMENT REPORTS:

Police Department – Chief Murrell reports that he and Mr. Elsesser discussed the procurement of a new cruiser (around \$66,000) and they decided to push this off for one year and will put in warrant article for the 2026 budget. They have received 1,007 calls to date. He extends a huge thank you to Corporal Underwood and Ms. Gendron on coordinating another great Tree Lighting. Thanks to the Fire Department as well for all the food. He asks if there has been any progress with a wage study for the Land Use Clerk and the Planning and Zoning Board Administrative position. The Board says there has not.

School Board – Mr. Levesque reports that the School District Public Hearing is 1/15, and the School Board Deliberative Session will be held 2/5 at 6:30.

Town Office Administrator – Mrs. Gratacos reports that she is in the process of renewing the System for Awards Management (SAM) number. She would also like to let everyone know that the Alstead Welfare Department has received a \$1,000 gift.

BOARD REPORTS:

Mr. Kemp – Director Moore hasn't been able to get any other quotes for fixing Ambulance 2. He proposes that we move forward with using ARPA funds to pay for the existing quote. The Board approves unanimously. He brings up that we still have some unassigned ARPA funds and that the Board needs to provide Mr. Levesque with a list of items to use that for before the end of the month. He's still working on switching the internet at the Town Garage to Fidium. He

asked about the possibility of leaving the fire pits near the ice rink for use. He has been advised that he'll need to create a policy for their use first, which he will work on.

Mr. McCarty – He sent a proposal to the rest of the Board about Selectboard meetings on 12/27 and 1/3 at 10:00 am due to the holidays. Mrs. Steuwe will not be available to take minutes for either meeting, but will take them using the recordings after the meetings. The Board unanimously approves. A letter was received from a resident of Langdon with concerns about recycling at the Transfer Station. Mr. Kemp reached out to this resident to open the lines of communication. A letter was also received from the Town of Charlestown with complaints about the School Board not having signed the MS 25. Mr. Levesque reports that it has been signed by the School Board and has been with the DRA for two weeks. The Town of Acworth has invited us to join them in planning their Hazard Mitigation Plan. He will forward that on to Director Reynolds. NHDOT sent an email to Chief Murrell, which he forwarded to Mr. McCarty regarding the demolition of a building on Summer Street. Construction is anticipated to begin in Spring of 2025, and is estimated to be completed by the Fall of 2025. They will provide all traffic control. Signature from the Board acknowledging this notice is required, which the Board provided.

Mr. Saxton – He is working on creating a flyer to hand out at the Transfer Station regarding the change in plastic recycling.

PUBLIC COMMENTS/QUESTIONS:

INFORMATIONAL:

EXECUTIVE SESSION/S: RSA 91-A:3, II (b); RSA 91-A:3, II (a); RSA 91-A:3, II (c)

On a motion made by Mr. Kemp and seconded by Mr. Saxton, ***the Board voted by roll call (Joel – y; Gordon– y; Matt – y) to enter non-public at 6:29 PM pursuant to RSA 91-A:3, II (b) hiring.***

On a motion made by Mr. Saxton and seconded by Mr. McCarty ***the Board voted to leave the non-public session at 6:52 PM. The motion passed unanimously.***

On a motion made by Mr. Kemp and seconded by Mr. Saxton, ***the Board voted by roll call (Joel – y; Gordon– y; Matt – y) to enter non-public at 6:54 PM pursuant to RSA 91-A:3, II (a) dismissal, promotion, compensation.***

On a motion made by Mr. Saxton and seconded by Mr. McCarty ***the Board voted to leave the non-public session at 7:17 PM. The motion passed unanimously.***

On a motion made by Mr. Kemp and seconded by Mr. Saxton, ***the Board voted by roll call (Joel – y; Gordon– y; Matt – y) to enter non-public at 7:17 PM pursuant to RSA 91-A:3, II (c) reputation***

On a motion made by Mr. Saxton and seconded by Mr. McCarty ***the Board voted to leave the non-public session at 7:23 PM. The motion passed unanimously.***

On a motion made by Mr. McCarty and seconded by Mr. Saxton ***the Board Chair adjourned the public meeting at 7:25 PM.***

Next regular Select Board meeting:	Tuesday, December 17, 2024 @ 5:00 PM, Town Offices, 15 Mechanic Street.
Next FM School Board meeting:	Monday, December 16, 2024 @ 6:00 PM, High School (2nd Monday)
2025 FM School District Public Hearing	Wednesday, January 15, 2024 @ 5:30 PM, High School
2025 FM Deliberative Session	Wednesday, February 5, 2024 @ 6:30 PM, High School
2025 Alstead Town Budget Hearing	Tuesday, January 21, 2024 @ 5:00 PM, Town Hall, 9 Main Street
2025 Alstead Town Deliberative Session	Saturday, February 1, 2025 @ 10:00 AM , Town Hall, 9 Main Street
2025 Alstead Town Voting Day	Tuesday, March 12, 2025, @ time TBD, Town Hall, 9 Main Street
Next 5-Town Select Board meeting:	TBD – Reschedule in progress

Respectfully submitted,

Shelley Steuwe

Recording Secretary