

TOWN OF ALSTEAD, NEW HAMPSHIRE

Select Board Mtg & Budget Workshop

Approved Minutes for Meeting of December 27, 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"/>
Stephen Murrell	Police Chief	<input checked="" type="checkbox"/>	<input type="checkbox"/>

COMMUNITY MEMBERS: In person: Glen Elsesser; **Google Meets:** Joe Levesque

PLEDGE OF ALLEGIANCE

CALL TO ORDER: Mr. McCarty called the Select Board meeting to order at 10:00 AM and then proceeded with leading the agenda-based discussion.

GUESTS:

ACTION ITEMS: review and sign payroll manifest (\$34,185.44); review and sign bills manifest (\$28,338.94); review and sign tax liability manifest (\$); review and sign Hazard Mitigation Plan; review and sign contract from Brian Fogg, LLC; review and sign Intent to Cut

MINUTES FROM PREVIOUS MEETINGS: 12/17 meeting minutes were reviewed, amended and approved as amended by the Board.

OLD BUSINESS:

- A. **Washed-out glass** – No updates.
- B. **Thayer Brook bypass** – No updates.
- C. **Bridge projects** – No updates.
- D. **Dams** – No updates.
- E. **Status of property at M11 L2 (abuts Town Hall)** – Mr. Kemp reports that the family court date has been pushed out to February.
- F. **Model T MOU** – No updates.
- G. **Fire Dept Policies** – No updates.

- H. **Pine Cliff Rd info/updates** – No updates.
- I. **210 Gilsum Mine Road land merger talks** – No updates.
- J. **Complete Streets Information** – No updates.
- K. **Ambulance Revolving Fund** – Mr. Kemp reports that he made the journal entry in QuickBooks to show that we took \$50,000 of the revenue and moved it to the Ambulance Revolving Fund. The other half of that journal entry is that \$50,000 of that revenue gets used and pays \$50,000 worth of the Wage Line in the Ambulance. Moving forward the money will actually be put in the Ambulance Revolving Fund as reimbursement. Mr. McCarty reports that he has asked Mr. Waldmann for monthly reports on this fund. Regarding the recording of funds in two different systems (since Mr. Waldmann does not use QuickBooks), Mr. Kemp notes that since Payroll is recorded in QuickBooks, unless the Ambulance starts to make significantly more money than that, this will account for the majority of the funds to be recorded.
- L. **Department & Board**

NEW BUSINESS: Mr. Saxton reports that he spoke with a resident (who wishes to remain anonymous) who has offered to make a financial donation to the repairs of the ambulance. He instructed him to write a check to the Town of Alstead, with a memo to the Ambulance Fund and drop it off with the Town Clerk. Mr. Kemp reports that he came across information on the New Hampshire Municipal Association (NMHA) site talking about how municipalities are not able to receive payments directly from private citizens and have them added to the General Fund. The process that they laid out for situations like this is to set up a trust fund and add the money to that. Mr. McCarty says he believes we can have a Public Hearing for any donation made over a certain amount, and let the taxpayers in attendance decide. Mr. Kemp says this is also part of the process laid out by NMHA. Mr. McCarty will seek the advice of legal counsel to see how best to proceed.

OTHER ITEMS: The list of Warrant Articles on the whiteboard was reviewed and discussed. Mr. Saxton made a motion to not proceed with the procurement via Warrant Articles of a ballot tabulation machine, which was passed by the Board.

DEPARTMENT REPORTS:

Police Department – No updates.

Town Office Administrator – Mrs. Gratacos notes that, according to the NHMA site, filing for candidacy is 1/22-1/31, and the last day for petitioned Warrant Articles is 1/14.

BOARD REPORTS:

Mr. Kemp – Updates provided above.

Mr. McCarty – Updates provided above.

Mr. Saxton – Updates provided above.

PUBLIC COMMENTS/QUESTIONS:

INFORMATIONAL: Town offices will be closing early on 12/31 (1:00 pm), and will be closed all day on 1/1.

EXECUTIVE SESSION/S:

On a motion made by Mr. McCarty and seconded by Mr. Saxton ***the Board Chair adjourned the public meeting at 11:44 AM.***

Next regular Select Board meeting:	SPECIAL DATE: Friday, January 3, 2024 @ 10:00 AM , Town Offices, 15 Mechanic Street.
Next FMRSD School Board meeting:	Monday, January 13, 2024 @ 6:00 PM, High School (2nd Monday)
FMRSD Public Hearing	Wednesday, January 15, 2025 @ 5:30 PM, High School
FMRSD Deliberative Session	Wednesday, February 5, 2025 @ 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

Respectfully submitted,

Shelley Steuwe

Recording Secretary

