

**TOWN OF ALSTEAD, NEW HAMPSHIRE**

**Select Board**

**Approved Minutes for Meeting of June 4, 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	•	•
Shelley Steuwe	Recording Secretary	•	•
Julie Bacon	Town Clerk/Tax Collector	•	•
Stephen Murrell	Police Chief	•	•
Steve Reynolds	Emergency Mgmt Dir	•	•
Prescott Trafton	Road Agent	•	•
Jesse Moore	Dir of Transfer Station, Ambulance, and Parks	•	•
Kim Kercewich	Fire Chief	•	•
Bobbie Wilson	Supervisor of the Checklist/Ambulance Lt/Vilas Pool Committee	•	•
Richard Beringer	Fire Department	•	•
Penny Gendron	Police Department	•	•

**COMMUNITY MEMBERS:** **In person:** Rich Nalevanko, Judith Willis, Joe Levesque, Marge Noonan, Barbara Viegener; **Google Meets:** Jonathan Landry

**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.

**ACTION ITEMS:** Review emails from Wayne Ives, DES; Review Cintas reports for all buildings.

**MINUTES FROM PREVIOUS MEETINGS:** Not prepared for the Board to review; will review on 6/11

**OLD BUSINESS:**

- A. **Washed-out glass** – Mr. Kemp reports he reached out to Ray Bellmore for an update.
- B. **Thayer Brook bypass** – Stevens & Associates sent invoice for progress payment for 40% of work done on culverts, including the Thayer Brook bypass.
- C. **Bridge projects** – No updates.
- D. **Dams** – Mr. McCarty reports that the Warren Dam is scheduled for an inspection on 6/11 at 12:00 pm.
- E. **Status of property at M11 L2 (abuts Town Hall)** – Mr. Kemp reports he reached out to Norm (last name?) again, but he did not have an update.
- F. **Model T MOU** – Mr. McCarty reports he reached out to Mike Kercewich, but does not have an update.
- G. **Langdon Transfer Station & Library Fees** – Mr. McCarty reports that payment is expected soon (expected after 6/3 Langdon Select Board meeting).
- H. **Employee Health Insurance** – Ms. Gratacos reports she is meeting with the Highway Department on 6/6.
- I. **Nepotism Policy** – Mr. Saxton provides Nepotism policies from the towns of Warner and Lincoln for the Board to consider while crafting Alstead's policy. Mr. Kemp will review and amend his draft of the policy.
- J. **Department & Board** –

**NEW BUSINESS:** Mr. Kemp reviews an email from Wayne Ives of New Hampshire Department of Environmental Services in which he advises him of an informational meeting on 6/5 at Town Hall from 6:00 pm – 7:30 pm regarding the Instream Flow/Water Management Plan. There is a public hearing regarding the Cold River Water Management Plan presented by the same group on 6/20 at 6:00 pm at the Town Hall.

**OTHER ITEMS:** Stephens Associates sent invoice for progress payment for 40% of work done on culverts (Mr. Trafton to sign off). Fire Dept to fill tanks at Vilas Pool

**GUESTS:** None.

**DEPARTMENT REPORTS:**

**Town Office Administrator** – Ms. Gratacos reports that she worked on 5/31 to complete the QuickBooks conversion, and will be in training on 6/4 and 6/6. Mr. Kemp asks if we're putting in the current budget, and Ms. Gratacos says yes. She has reservations about connecting the checking and savings accounts to the Cloud, and wants the Board to approve this. Mr. McCarty defers to her expertise after training, and will run it by the Auditor as well. Mr. Gratacos reports she is meeting with the Highway Department on 6/6. Finally, she asks if the Board would approve renting the horse rink shack until Labor Day to sell ice cream. Mr. McCarty asks her to provide a

proposal. Ms. Wilson asks if this needs to be run by store, and Mr. McCarty says there is no policy about this.

**Supervisors of the Checklist** – Ms. Wilson reports that the Supervisors of the Checklist will be in session tonight for a half hour to allow residents to change their party.

**Vilas Pool** – Ms. Wilson reports that the Board and Ms. Gratacos will receive a copy of an email sent to Hans asking him for bank reports for when the pool is open so she can review the flow of money. She is requesting that after every payroll she get a copy. She would also like to know what the check at the end of June will be, for financial planning purposes. The Board is in favor of more financial transparency, but cannot force Hans to do this. Ms. Wilson asks Mr. McCarty to reach out to M&T Bank, and will provide him with contact information.

**Police Department** – Ms. Gendron asks where the Board is with the wage study. Mr. McCarty reached out to Marianne and she will be working on this again 6/5.

#### **Transfer Station, Ambulance, and Parks –**

- Ambulance – Mr. Moore reports they have received 85 calls to date. He informed the group about legislation that will hopefully be signed 6/5. If signed into law, it will statutorily require insurance companies to pay the provider, taking it out of the deductible so that insurance has to pay the ambulance bill. He reports they had a failure with the TIPM unit in the new ambulance, which has been corrected. He has not received an invoice yet, but believes he can get some of the work warranted. He informs the Board that they are invited to an awards ceremony on 6/5 at 6:00 pm at Vilas Pool, where the Monadnock Health Alliance and Dartmouth Health are recognizing them for a tangible cardiac arrest save. He reports they have completed two Hands-Only CPR events (at the church and library). They have 250 people left to get certified as a Heart Safe Community. He has set a deadline of 8/1. Finally, Stryker Medical will be at the Select Board meeting on 6/11 to demonstrate the Stryker Power-LOAD system. He provides the Board with a quote from Power Washer America for the new pressure washer. Buying this unit from them will erase a bill from service on the old unit. The Board signed off on this. He reports that Mr. Kemp received his license as an Emergency Medical Responder on 6/4, and there are three more members behind him that will be licensed once they pass their tests.
- Parks – He reports he is trying to keep up with mowing. The Pow Wow group were here 6:00 am 5/31 – 5:00 pm 6/3, which delayed the Millot Green mowing. He notes that the spigot at the back of the building was broken and he provided a temporary fix on 6/1. He suggests calling a professional to provide a long term fix, and recommends a vandal-proof handle).
- Transfer Station – He and other Town staff met with One Source Security address security concerns for each of the Town buildings. He requests internet access at the Transfer Station. Mr. Kemp says it's on a list of free locations from Fidium, but they're working on "Lost Alstead", so he is waiting for that to be completed first. He reports that Primex completed an evaluation of the Transfer Station and emailed the review to the Board. Finally, he reminds the Board that the Transfer Station is closed 6/12 and open 6/13 to

allow staff to attend a safety training in Concord. The Board asks Ms. Gratacos to have a reminder displayed on the electric road sign.

**Town Clerk/ Tax Collector Office** – no updates.

**Emergency Management** – no updates.

**Highway** – no updates.

**Fire Department** – no updates.

**School Board** – no updates.

**BOARD REPORTS:**

**Mr. Saxton** – Reports that Melanson began work on the library roof today. He contacted the library trustees to ask them if it would be ok to give Melanson his key (2 man crew), to which they agreed. They hope to be finished with the work by 6/11, pending weather conditions. He spoke with Mr. Trafton about his thoughts on being named Director of Public Works. Mr. Trafton mentioned that they're about to paint the trucks and asked if they are the "Highway Department" or "Public Works Department"? Mr. Kemp and Mr. McCarty defer to Mr. Trafton on this, though Mr. Kemp is going to do a bit of research about RSA requirements and will report back to the Board. Mr. Saxton went to the Zoning Board meeting on 6/3, where they discussed a farmstand and putting a porch on a house on Cooper Road.

**Mr. Kemp** – He provides a policy to the Board to review for the CFMoto UForce 1000 side-by-side use. Mr. McCarty and Mr. Saxton signed off on this.

**Mr. McCarty** – Reports that the old Pratt Farm is on the market and subject to subdivision.

**PUBLIC COMMENTS/QUESTIONS:** Mr. Nalevanko reports that he is running for state representative. He asks about Mill requesting water release from LW; J reports Mill lets him know when to do this and he informs Association; MIsty to find document that details when this typically happens

**INFORMATIONAL:**

<b>Next regular Select Board meeting:</b>	Tuesday, June 11, 2024 @ 5:00 PM, Town Offices, 15 Mechanic Street.
<b>Next FM School Board meeting:</b>	Monday, June 10th, 2024 @ 6:00 PM, High School (2nd Monday)

<b>Next 5-Town Select Board meeting:</b>	TBD – Reschedule in progress
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On a motion made by Mr. Kemp and seconded by Mr. Saxton ***the Board Chair adjourned the public meeting at 6:36 PM.***

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 6:40 PM pursuant to RSA 91-A:3, II (a) regarding dismissal.***

On a motion made by Mr. Kemp and seconded by Mr. Saxton ***the Board voted to leave the non-public session at 6:55 PM. The motion passed unanimously.***

Respectfully submitted,

Shelley Steuwe

Recording Secretary

DRAFT