

## TOWN OF ALSTEAD, NEW HAMPSHIRE

### Select Board

Unapproved Minutes for Meeting of May 21, 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: In person:** Richard Beringer, Fire Department; Steve Reynolds, Emergency Management Director; Stephen Murrell, Police Chief; Misty Gratacos, Town Administrator; Shelley Steuwe, Recording Secretary. **Google Meet:** Bobbie Wilson, Supervisor of the Checklist/Ambulance Lt/Vilas Pool Committee

**COMMUNITY MEMBERS: In person:** Marge Noonan, Barbara Viegener

### PLEDGE OF ALLEGIANCE

**CALL TO ORDER:** Mr. McCarty called the Select Board meeting to order at 5:02 PM and then proceeded with leading the agenda-based discussion.

**ACTION ITEMS:** Review & sign off on the updated Personnel Policies & Procedures Manual; review & sign Timber Tax bill; review & sign Timber Cut intent; review email from FMRHS B.A. regarding "revised Town payment schedule"; review email update from Director Reynolds; review/discuss the Fire engine pump rebuild bill, possible for payment to come from ARPA money (will discuss)

**MINUTES FROM PREVIOUS MEETINGS:** Minutes from 5/14 require clarification from Mr. Levesque before being approved by the Board; will revisit 5/29.

### OLD BUSINESS:

- A. **Washed-out glass** – Mr. Kemp reports that he and Mr. Landry met with Ray Belmore (consultant) today to walk Cobb Hill. Mr. Belmore confirmed that it's physically possible to have vacuum trucks clear up broken glass without damaging equipment. While using a truck can effectively replace the labor of five people, it will still be labor intensive. For this reason, anything the Town can do with a machine (excavator/skid steer) will cut down on costs significantly. Mr. Landry offered to go out and start trying to mark more specifically the locations that need work. Mr. Kemp asks the Board about the work done at one point with Southwest Region Planning Commission (SWRPC) about mapping; Mr. McCarty reports the SWRPC has the data that he collected, but that they haven't delivered anything. They will be here 5/23 at 9:30am for a meeting with him, and he will ask them about mapping options.

- B. **Thayer Brook bypass** – Mr. McCarty reports that Stephens Engineering completed their site visit on 5/14, but he has no other updates.
- C. **Bridge projects** – Mr. McCarty reports that his Qualifications Based Selection (QBS) waiver was rejected and needs to be redone. He also reports that he provided the bridge construction schedule for the Bell Hill and Comstock Road bridges to Jim Hollar of Cold River Bridges.
- D. **Dams** – Mr. McCarty reports that 5/24 at 9:30 there is a Vilas Dam meeting with the Department of Natural and Cultural Resources (DNCR). He asks to make this a posted select board meeting. The DNCR is an important partner as they can provide funding and are interested in restoring the pond behind the dam for a cold water fishery. Their partnership also makes the permitting process possible via the Department of Environmental Services.
- E. **Status of property at M11 L2 (abuts Town Hall)** – No updates.
- F. **Model T MOU** – Fire Department agrees to maintain insurance while it remains on display on Town property. Mr. McCarty asks that there be clarification on the word “displayed” versus “stored”.
- G. **East Station chemical barrel** – Can be removed from the agenda.
- H. **Langdon Transfer Station and Library fees** – Mrs. Gratacos received an email from Linda Christy about the bill sent regarding the Transfer Station and Library use by Langdon. They will pay \$43,398.59 for the Transfer Station and \$7,500 for the Library. We can expect payment after their June 3 Board Meeting.
- I. **Employee Health Insurance** – Meeting scheduled for 5/23 at 10:00 am with the Department Heads.
- J. **Department & Board** – See below.

#### **NEW BUSINESS:**

Mr. McCarty reviews an email from David Bullock (Risk Management at Primex) who is in agreement with Mr. Moore that it is a good idea and sound risk management practice for him to have the authority to close the Transfer Station in inclement weather (this is in response to a taxpayer complaint about the potential liability of being open during inclement weather).

Mr. McCarty reports that Ms. Bacon informs the Board that final payment to avoid tax lien in this Town is 5/23 at 9:00 am (one outstanding). She also requests the deputization of Ms. Iozzo to execute the affidavit of tax lien if Ms. Bacon is absent.

Regarding residents picking from the Metal Bin at the Transfer Station. A policy has been drafted and will be provided to Mr. Moore for review. The Board, Primex, and JLMC all agree that picking from the Metal Bin, or any of the receptacles, is prohibited.

Regarding the complaint letter about Map 17, Lot 11B – Mr. McCarty asked Mr. Saxton to review and follow up on the complaint regarding Map 17, Lot 11B

#### **OTHER ITEMS:**

Mr. Beringer was called away from the meeting, so his request to discuss the nepotism policy has been moved to the 5/29 Select Board meeting.

Mr. Saxton reports Ms. Bacon suggests a quiet title for Mrs. Gendron's property, which involves cleaning up an undocumented title to make it salable. Mr. Saxton asks the Board if we will pay a lawyer to do this? Mr. McCarty is in favor of this if Ms. Bacon suggests it. Mr. Kemp defers his opinion to Ms. Bacon's recommendation and the associated cost.

**GUESTS:** None.

**DEPARTMENT REPORTS:**

**Tow Office Administrator** – No updates.

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

**Police Department** – Chief Murrell reports they have received 463 calls to date. They are changing the way they're completing 91A requests. They recently found out they're doing more than they should, going outside what the 91A is intended for. They are revamping the 91A system to align with the Attorney General's system to make them more streamlined and less arbitrary. This should alleviate most things going to the town attorney. He also found out that their website security certificate is no longer valid (website not working properly as a result). They are working on that now (\$360 cost).

**Emergency Management** – Update provided to the Board via email (see Action Items above). Summarized as (read by Mr. McCarty): The hood at the Food Shelf and Town fire extinguishers are going to be serviced on 5/23. He believes he has found a fire department to be the recipient of the old rescue tool. Safety audits are underway. Mr. Levesque has volunteered to oversee the implementation of the safety audit at the library. Jack Fuller has indicated he's willing to continue to service the backup generators, but is waiting to hear from the Board when a new service contract is ready to sign. Mr. McCarty says he is unaware that there was an old service contract, and Mr. Kemp thought a new one had already been signed. Mr. McCarty asks Ms. Gratacos to look into this. Back to Director Reynolds' email, Mr. McCarty goes on to read a caution about weather in the future. Strong storms and heavy rain events continue to be of concern as we move into summer.

**Highway** – No updates.

**Fire Department** – No updates.

**Transfer Station, Ambulance, and Parks** – No updates.

**Vilas Pool** – CFMoto UForce 1000 side-by-side has been delivered.

**School Board** – No updates.

**BOARD REPORTS:**

**Mr. McCarty** – Reports he communicated with Director Reynolds about the Stryker Power-LOAD stretcher system, which Mr. Moore brought to the Board on 5/14. The cost of the system (\$33,000) is eligible for ARPA money, according to Mr. Levesque. Derek, from Primex, thinks it is a terrific idea to invest in. Mr. McCarty asks the Board to think about this, but not necessarily reach a decision tonight. Mr. Kemp will not vote on the matter, but brings up his experience this evening on the ambulance as an example of when it could be useful. Mr. Beringer weighs in to say that the conditions which Mr. Kemp found himself this evening are not conducive with using this unit (must be on level ground). Mr. McCarty wants crews to feel well-equipped to safely perform their duties, but does not have enough information to weigh in on this decision at this time. Mr. Saxton defers opinion at this time. Mr. Kemp suggests getting an opinion or demonstration from a third party. The Board will ask Mr. Moore to make these arrangements.

**Mr. Kemp** – CFMoto UForce 1000 side-by-side has been delivered. He is working on creating a policy for its use. A member of the Broadband Committee is offering his old Starlink hardware to the Town (Starlink has a monthly plan option). He recommends getting a storage case. He also reports he has signed the agreement for the Village lighting project. Finally, he reports the ambulance crew is asking if they can use the projector for training at the Village Station – the Board agrees.

**Mr. Saxton** – He heard from Jason Foster on a date in July to paint the steeple. Laura LeMears will add the East Station to her list of projects. She wonders if it should just be the restroom, breakroom, or both? The Board agrees that she should do both. He received a communication about a property on North Road (not the one we’re trying to sell). The residents who are across the road own it (2.4 acres). Rod Bouchard wants the Board’s recommendation. Mr. Saxton understands that if it is a separate deeded lot and existed before the zoning ordinance, it is buildable. Mr. Kemp asks for clarification regarding the subdivision of the lots. Mr. McCarty refers to Mr. Saxton and Ms. Bacon. Finally, he received an email from Carl Spaulding regarding the Lake Warren Preservation Association survey. Mr. Spaulding wants to know if the Board is aware of this survey. Mr. Saxton was not, Mr. McCarty was and has seen the survey. Mr. Saxton replied that he was not aware, but believes the survey results would be communicated to the Board for review and decision making.

**PUBLIC COMMENTS/QUESTIONS:** Barbara asks if they will get expenses for budget; Mrs. Gratacos stated that once the budget has been uploaded into the new Quickbooks software that she will be able to present the budget vs. actual expense reports. She stated it should be within the next few weeks.

**INFORMATIONAL:**

<b>Next regular Select Board meeting:</b>	Wednesday, May 29, 2024 @ 5:00 PM, Town Offices, 15 Mechanic Street.
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<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

On a motion made by Mr. McCarty and seconded by Mr. Saxton ***the Board Chair adjourned the public meeting at 6:26 PM.***

Respectfully submitted,

Shelley Steuwe, Recording Secretary