

**TOWN OF ALSTEAD, NEW HAMPSHIRE**  
**Select Board**  
**Approved Minutes for Meeting of February 1, 2022 at 5:00 p.m.**  
**Town Hall, 9 Main Street, Alstead, NH 03602**

**SELECT BOARD PRESENT:** Mary Ann Wolf; Joe Levesque; Joel McCarty

**STAFF PRESENT: In person:** Charlotte Comeau, Office Administrator (outgoing); Mary Schoppmeyer, Office Administrator (incoming); Jesse Moore, Ambulance Chief; Steve Murrell, Police Chief; Susan Norlander, Moderator; Prescott Trafton, Highway Department; Bobbie Wilson, Ambulance Lieutenant.

**COMMUNITY MEMBERS: In person:** Glenn Elsesser; Gordon and Hollie Kemp; Mark Mastrocinque; Marge Noonan; Matt Saxton; Barbara Viegner; Judith Willis.

**PLEDGE OF ALLEGIANCE:** Mark led the Pledge of Allegiance.

**CALL TO ORDER:** Mary Ann Wolf called the Select Board meeting to order at 5:00 p.m.

**ACTION ITEMS:** Signed cease & desist order for Gilsum Mine trailer; Discussed and signed the piggyback agreement for CAD ambulance software; signed letter of appreciation transfer station attendant; signed letters to Town Admin job applicants; confirmed approval of the Abenaki Pow Wow request.

**MINUTES FROM PREVIOUS MEETINGS:** Minutes of January 25, 2022, public and non-public; and January 27, 2022, public and non-public: No changes requested. On a motion made by Joe and seconded by Joel, ***the Board voted to approve the minutes as written. The motion passed unanimously.***

**OLD BUSINESS:** The ongoing freeze-up problems at Town Hall raise the concern about the availability of a functioning bathroom during the Deliberative Session meeting on 2/5. The old space heater solution was problematic because the space heater in use was considered unsafe.

- Prescott confirmed that the sidewalk to the second entrance, which will be used by non-masked people would be lit and shoveled for the Deliberative Session.
- Scheduled the Meet the Candidates session for February 15, 2022 at 5:30 p.m., in person at the Town Hall and on Google Meet. Charlotte will post a notice on the Town website and include a Google Meet link for it. Charlotte will also add a Google Meet link for the Deliberative Session, with a caveat that voting is in-person only.

**NEW BUSINESS:** Steve Reynolds was not present so the hazardous materials mitigation plan presentation was not discussed.

- **Prescott (Highway):** Couple of breakdowns; Part ordered, repair imminent. Adding signage to request that people not park in front of the town fuel tanks, blocking access by town vehicles. FEMA has updated 95% of big storm data; gathering info about protective measures used. Deadline is end of February; no issues expected. Data about smaller storm was uploaded as practice case but is currently missing; working with support contact to resolve. ARPA can be used to pay for storm water equipment such as culverts and catch basins, so would like to do a pre-order for culverts; will generate a list by next week.
- **Joe (Board):** Not writing any grants right now, just researching requirements for upcoming application forms right now.
- **Joel (Board): Well Hill:** Communicating with Community Loan Fund. Board is monitoring member compliance with the negotiated property tax agreement. Following up with loan fund rep, some changing of the guard there and wanting to be sure new rep is fully informed about the situation. **Next door:** Nothing other than conversation is happening with regard to the burned-out property next door to Town Hall. **Vilas Mansion:** Independent asbestos mitigation continues.
- **Mary Ann (Board):** Wrote acknowledgement letters. While cleaning out her study, found document for Bruce about 1990 vote about mandatory recycling, which she gave into Joel's care. Scheduled a non-public session for the 3/1 meeting to review sealed minutes to determine whether some can be unsealed, as a matter of best practice.
- **Susan (Moderator):** Recapped setup plans and operating expectations for Deliberative Session.

- **Jesse:** Thanked Glenn for the orange pool noodles sought at last meeting, to be used to help prevent further damage to the ambulance. Ambulance damage repaired for the short term. **Software license review:** New software replaces Firehouse. Cheaper of two options (costs \$1000). Mutual Aid will use this software. Expressed dissatisfaction about Mutual Aid requiring these add-on programs that cost money in addition to the fees already paid to them. On a motion made by Joe and seconded by Joel, **the Board voted to sign the software agreement. The motion passed unanimously.** Jesse confirmed that the first responder that should receive an acknowledgement letter is Logan Yeatman, not Matt Yeatman. The letter will be revised and presented for signatures at the next meeting.

**INFORMATIONAL:** Deliberative session is Saturday, February 5, 2022 at 10:00 a.m., with a Select Board meeting to follow.

The next regular meeting of the Select Board is scheduled for Tuesday, February 8, 2022 at 5 p.m.

**PUBLIC COMMENTS:** Gordon Kemp provided the Board with a copy of the survey that the Broadband Committee is sending out to gather information about how best to spend their limited funds.

- Prescott has secured state & federal recognition of the Alstead Highway Department as a training facility for obtaining a Commercial Driver's License with a tractor trailer and tanker endorsement. Not open to public; town employees only. Without that recognition, after Feb 7 employees would have to train elsewhere.
- FMRHS is getting rid of all their plexiglass purchased for mitigating COVID-19 exposures and Jesse would like to know who to contact to obtain those supplies. Joe will investigate.

On a motion made by Joel and seconded by Joe, **the Board voted to adjourn at 5:51 p.m. The motion passed unanimously.**

Respectfully submitted,



Mary Schoppmeyer, Office Administrator (incoming)