

**TOWN OF ALSTEAD, NEW HAMPSHIRE**

**Select Board**

**Approved Minutes for Meeting of September 24, 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"/>
Jesse Moore	Director of Sanitation, EMS & Grounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Steve Reynolds	Director of Emergency Mgmt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kim Kercewich	Fire Chief	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Prescott Trafton	Road Agent	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Steve Murrell	Police Chief	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rich Beringer	Fire Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**COMMUNITY MEMBERS:** **In person:** Rich Nalevanko, Glen Elsesser; **Google Meets:** Joe Levesque, Judith Willis

**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:** Arlene Crowell from the Cheshire County Sheriff's Office. Their office is trying to do some antenna work up at the tower site, but they're meeting a roadblock in that US Cellular is under the impression from the Town that they will need to obtain a building permit to do this. Alternatively, if one is not needed, they'll need to supply a "letter of no building permit needed". The Board unanimously agrees to read through the ordinance to determine how to proceed.

**ACTION ITEMS:** Review and revise (if necessary) Town Credit Card policy; address complaint for Transfer Station; sign a purchase request for Vilas Pool; Board Chair signature on DRA form regarding PA-28; Board Chair signature on Health Trust forms for retirees; Board Chair to endorse check for Historical Society; review and sign purchase order for cemetery tree work.

**MINUTES FROM PREVIOUS MEETINGS:** 9/17 meeting minutes were reviewed, amended and approved as amended by the Board.

**OLD BUSINESS:**

- A. **Washed-out glass** – No updates.
- B. **Thayer Brook bypass** – Mr. Trafton is waiting for Cold River Bridges to provide an actual plan, so if we decide to go with replacing the bridge (which he thinks is best) he can submit it to FEMA to go through Hazard Mitigation. The Board unanimously agrees to support replacing the bridge, as Mr. Trafton suggests.
- C. **Bridge projects** – Mr. McCarty reports that the final geotechnical site visit is scheduled for 10/22. That report will be ready by the end of the year. He learned today from Julie Avenant at DOT Bridge Design that the advertising date for Bell Hill is 7/2025, which means reimbursement will be around 11/2025. The advertising date for Comstock Road is 12/2025, which means reimbursement will be around April 2026. He has not heard from the Timber in Transit program. Comstock Road bridge has officially made it onto the State's red list. Mr. Levesque comments that at the School Board meeting they were informed that the buses would no longer be able to travel across this bridge as a result, but Mr. McCarty assures him this is incorrect and he will follow up with their administration about this. Mr. Trafton reports that, for the Comstock Road bridge, it will cost a little over \$3,000 to replace the 6x6 boards across the deck, and a little under \$3,000 to replace the 2x12 boards on top of that. Quotes were provided by Lavalley's and Home Depot. He recommends replacing these boards rather than reducing the weight limit on the bridge. Funds for these materials are not in the budget, however there are extra funds available in the Sand fund that can be diverted to this. He would like to get this done this Fall and believes it will only take a week to complete. The Board unanimously agrees to move forward with this plan.
- D. **Dams** – No updates.
- E. **Status of property at M11 L2 (abuts Town Hall)** – No updates.
- F. **Model T MOU** – Mr. McCarty reports that he will connect with Mr. Kercewich to finalize this.
- G. **Langdon Library Fees** – No updates.
- H. **Employee Health Insurance** – Mrs. Gratacos reports that they are setting rates on 10/8, and she will have more information for the Board after that.
- I. **Fire Dept Policies** – Chief Kercewich reports that the following updated policies are available for the Board for review: Personal Accountability, Rehab, Automatic Fire Alarm Incidents, and Brush Fire Response. The Board voted unanimously to approve each of the policies submitted..
- J. **Pine Cliff Road information/updates** – No updates.
- K. **210 Gilsum Mine Road land merger talks** – No updates.

- L. **Complete Streets Information** – Mr. Levesque reports that the committee will reconvene in a couple of weeks to discuss the next project to start.
- M. **Lighting upgrade for Village Station** – Mrs. Gratacos reports that no check has been received, though it was allegedly mailed 9/19 or 9/20.
- N. **Department & Board**

**NEW BUSINESS:**

**OTHER ITEMS:**

**DEPARTMENT REPORTS:**

**Emergency Management** – Director Reynolds reports he is still awaiting a response about the grant. He is awaiting copies of the report for the last incident at the Transfer Station.

**Fire Department** – Chief Kercewich reports they have done 69 calls to date. He asks if there are plans to do anything with the East Station lighting next year. Director Moore says he is preparing a warrant article. The fire danger today is 2/Moderate.

**Highway** – Mr. Trafton is asking for an update on replenishing the culvert inventory. He also reports that they've been waiting for almost a year for Ms. Wolf's wage study report, which they need for budgeting. He asks that her report be made available even if she cannot appear to present her findings. He would like to know what Vilas Pool's schedule is, so he can open the dam up. Mr. Kemp asks that he connect with Mrs. Wilson.

**Police Department** – Chief Murrell reports that power washing on the back of the building is set for 10/4, and no one can be parked in the back parking lot during that time. Mr. Trafton asks when Trunk or Treat is scheduled, and Chief Murrell reports it will be 10/31 from 5-7pm.

**Town Office Administrator** – Mrs. Gratacos reports that she is meeting with Mr. Kemp to clean up some items on the budget.

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

Director Moore reports that:

- Ambulance – 134 calls to date. He met with Emax Revenue Cycle Management, and they will present to the Board on 10/1. They added 50 more people to their Hands Only list, and will be doing training during Trunk or Treat and on Voting Day, as well as at the Library on 10/5.
- Parks – No updates.
- Transfer Station – He provided keys to Mr. Lund so he can get in to do his welding around the containers. All the inventory is in and he will be working on it in the next few weeks during off-hours. Now that they have high-speed internet, they would like to have cameras installed to capture safety incidents.

**BOARD REPORTS:**

**Mr. Kemp** – Received an email confirming the three free internet accounts. The State has demanded that water be removed from Lake Warren on 10/1, barring any significant rain events.

**Mr. McCarty** – Updates provided in Old Business.

**Mr. Saxton** – No updates.

**PUBLIC COMMENTS/QUESTIONS:** Mr. Elsesser asks for an update regarding an email he sent about PA-67. Mr. McCarty said it has been forwarded to the assessors. He also asks about the Ambulance Fund - where the expenses come from. Mr. Kemp says they are operating the fund “as normal” until they have more information.

**INFORMATIONAL:**

**EXECUTIVE SESSION/S:**

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 6:45 PM pursuant to RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board.***

On a motion made by Mr. Kemp and seconded by Mr. McCarty ***the Board voted to leave the non-public session at 7:04 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 7:05 PM pursuant to RSA 91-A:3, II (b) the hiring of any person as a public employee.***

On a motion made by Mr. Kemp and seconded by Mr. McCarty ***the Board voted to leave the non-public session at 7:24 PM. The motion passed unanimously.***

<b>Next regular Select Board meeting:</b>	Tuesday, October 1, 2024 @ 5:00 PM, Town Offices, 15 Mechanic Street.
<b>Next FM School Board meeting:</b>	Monday, October 14, 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 7:24 PM.***

Respectfully submitted,

Shelley Steuwe

Recording Secretary