

TOWN OF ALSTEAD, NEW HAMPSHIRE

Select Board

Approved Minutes for Meeting of September 17, 2024 at 5:00 PM

Town Offices, 15 Mechanic Street, Alstead, NH 03602

SELECT BOARD PRESENT: Gordon Kemp and Matthew Saxton.

STAFF PRESENT:

Name	Position	In Person	Google Meet
Misty Gratacos	Town Administrator	•	
Shelley Steuwe	Recording Secretary	•	
Stephen Murrell	Police Chief	•	
Jesse Moore	Director of Sanitation, EMS & Grounds	•	
Kim Kercewich	Fire Chief	•	
Steve Reynolds	Director of Emergency Mgmt	•	
Bobbie Wilson	Supervisors of the Checklist/Vilas Pool	•	

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

PLEDGE OF ALLEGIANCE

CALL TO ORDER: Mr. Saxton called the Select Board meeting to order at 5:00 PM and then proceeded with leading the agenda-based discussion.

GUESTS:

ACTION ITEMS: Review & sign Payroll manifest (\$33,311.00); review & sign Bill Manifest (\$68,099.02); review & sign Tax Liability manifest; review mail from SWRPC (Southwest Regional Planning Commission); mail from Eversource.

MINUTES FROM PREVIOUS MEETINGS: 9/11 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** – Mr. Saxton reviews an email from Charlie Johnston with Dubois and King – They have completed Tasks 1,2, and 3 for both dams, have a draft of the H&H modeling for Warren Dam and are going through quality control check now, and have scheduled a geotechnical investigation on 10/22. They are slightly behind schedule on one task, and have ramped up on other tasks to make up for that. A bill will be sent to the Board this month.
- E. **Status of property at M11 L2 (abuts Town Hall)** – No updates.
- F. **Model T MOU** – Mr. Saxton reports that it has been submitted for review and signature by the Board. Mr. Kemp would like Mr. McCarty to have a chance to review before signing. Director Reynolds asks if this should also be submitted to Primex for review. Mrs. Gratacos will scan it and send it to Director Reynolds to review with them.
- G. **Langdon Library Fees** – No updates.
- H. **Employee Health Insurance** – No updates.
- I. **Fire Dept Policies** – Chief Kercewich reports that updates are being made after having reviewed them at the last meeting. He will submit to the Board once these updates have been made.
- 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 Walk to School Day is on 10/1. He has asked Principal Hicks if he can take pictures of kids walking to use in promotion and support of the warrant article for the Town's 20% investment. The team at SWRPC will also use these photos to help with the Transportation Alternatives Program (TAP) grant application.
- M. **Lighting upgrade for Village Station** – Mrs. Gratacos reports that the check has still not been received. Director Moore is going to follow up on this.
- N. **Department & Board**

NEW BUSINESS:

OTHER ITEMS:

DEPARTMENT REPORTS:

Emergency Management – Director Reynolds reports that this is National Preparedness month. There have been no updates on the grant. The Safety Committee is looking at the August Fire Department state forms and see that the forms indicated “0” in the “number of personnel responding” section. He asked Primex about this due to a concern about how to document who responded to calls when it comes to claiming work related injuries. Primex recommends having this information listed on an official State form. Mr. Kemp asks Chief Kercewich to look into making this best practice (even though it's not State-mandated), and Director Moore has offered to show him how to do this in the software. Saturday there was a motorcycle accident, and the Fire Department was toned out, but there was no response after 2 tones. Director Reynolds

suggests that Chief Kercewich compel his staff to let him know if they're not available so he can alert mutual aid that they will be needed for calls that day. Chief Kercewich says he can ask them to do this, but can't force them to. Mr. Kemp says the other possibility is to have "duty nights" like the ambulance staff, where staff take turns committing to availability on certain days/nights. Director Reynolds is concerned that out of 12 active staff members, they couldn't get 2 members to attend this call, and questions attendance over the past year. Director Moore offered to show Chief Kercewich how to pull this information. Mr. Kemp feels we need to focus on recruitment, retention and getting staff to participate in call, and asks Chief Kercewich to work on a strategy to address this. Director Reynolds asks for an update on the brush truck, Chief Kercewich reports it passed inspection with the other trucks.

Fire Department – Chief Kercewich reports they have received 68 calls to date. All trucks have passed inspection. Next month they are doing a large diameter hose drill with surrounding towns.

Police Department – Chief Murrell reports they have received 830 calls to date. They are working on getting mandatory training completed. In a couple of weeks they're going to promote Trunk or Treat.

School Board – Mr. Levesque reports that they had the first negotiations meeting with the Support Staff Union on 9/16. They have a meeting on 10/9 with the Interim Superintendent and he wanted to let Director Moore know that he'll be advocating for the Alstead Ambulance Department to be invited to the Active Shooter presentations at the school.

Transfer Station, Ambulance, and Parks –

Director Moore reports that:

- Ambulance – They have received 132 calls to date. Both ambulances and 7 staff members responded to the recent motorcycle accident. They were not equipped to manage traffic for that call, so they've purchased signs and cones for the ambulances for future events that require traffic control. On 9/20 he'll be meeting with a new billing company (the old billing company was sold) and if they are favorable he will bring them to the Board to present. Doing Hands Only CPR on 9/20 at Fall Mountain. There's an all day mass violence training on Thursday. They have two new members starting EMR school this month. NH is now doing a retention bonus, so he will have some paperwork for the Board to sign for that.
- Parks – Mowing is done for the year.
- Transfer Station – He plans to connect with Chief Kercewich to discuss brush burning. Mrs. Gratacos asks him to let her know once this has been figured out so she can post information in town, on the Town website, and within the office to notify the public.

BOARD REPORTS:

Mr. Kemp – The two Comcast accounts have been canceled. Still waiting for a proposal from the Business side of Consolidated.

Mr. Saxton – Worked with Ms. Bacon to resolve a complaint from a resident on Pine Cliff Road about paying taxes on property they did not own.

PUBLIC COMMENTS/QUESTIONS: Mr. Elsesser asks about painting the steeple, Mr. Saxton says that will be done by Jason Foster in October. Asks about the budget report not being sent out, and the Board let him know of the transition to QuickBooks Online causing a delay in having an updated budget available to disseminate. Asks about the Ambulance Revolving Fund, Mr. Kemp and Mrs. Gratacos are working on that now. Asks if the Board has started a list of warrant articles, and Mr. Kemp says they have.

INFORMATIONAL:

EXECUTIVE SESSION/S:

Next regular Select Board meeting:	Tuesday, September 24, 2024 @ 5:00 PM, Town Offices, 15 Mechanic Street.
Next FM School Board meeting:	Monday, October 14, 2024 @ 6:00 PM, High School (2nd Monday)
Next 5-Town Select Board meeting:	TBD – Reschedule in progress

On a motion made by Mr. Saxton and seconded by Mr. Kemp ***the Board Chair adjourned the public meeting at 6:07 PM.***

Respectfully submitted,

Shelley Steuwe

Recording Secretary