

**TOWN OF ALSTEAD, NEW HAMPSHIRE**  
**Select Board**  
**Approved Minutes for Meeting of September 21, 2021 at 6:00 p.m.**  
**Town Hall, 9 Main Street, Alstead, NH 03602**

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

**STAFF PRESENT:** Charlotte Comeau, Office Administrator; Jesse Moore, Ambulance Chief; Steve Murrell, Police Chief; Prescott Trafton, Road Agent

**COMMUNITY MEMBERS:** Mike & Nancy Fitzherbert; Rich Nalevanko; Marge Noonan; Matt Saxton; Barbara Viegner; Jude Willis (in person); Gordon Kemp (Google Meet)

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

**CALL TO ORDER:** Mary Ann called the meeting to order at 6:00 p.m.

**GUESTS:** Tim Short, Mountain Parks. Expressed concerns with the driveway since road construction. It is now not safe. The culvert that goes across the street is set too high. Culvert close to surface and pipe is short, and is filled with sediment. Water going through is restricted. Road Agent promised yards of fill and it was never received. The culvert is not in properly with stone and rock and the driveway apron is not complete. There is an elder that stays there and if ambulance or fire needs to get in, they wouldn't be able to. There will be a tractor trailer hauling a container, 80k pounds going across the edge of the road and is probably going to take a toll on the road. Would like to have this taken care of prior to this. He asked one Select Board member to come out so he can show it to them. Mary Ann would be happy to go out with Prescott. Prescott asked that we speak with the landowner. Mary Ann asked if he was the landowner, he confirmed he was not. Mary Ann said we need to work with the landowner unless he was POA. It was agreed that he would bring Mary to the meeting. He didn't provide a number to be reached but will call Charlotte once he figures out a date and time and Charlotte will arrange it with Mary Ann and Prescott.

**ACTION ITEMS:** Signed payroll manifest in the amount of \$18,923.93; accounts payable \$21,417.46; intent to cut and Vilas Pool bill; reviewed mail received.

- **Joe:** Looking into available grant money.
- **Joel:** Chartier Lane, Joel asked Charlotte to formally ask each town department, specifically fire and police to see if they have any objections before making this a warrant article.
- Still waiting for report for Bragg Lane.
- Proposed to the Select Board that they authorize paying Shaena and Junie 2 hours to meet with the Walpole recycling center which is offering free consultation.
- Has a price for the ground penetrating radar for Slade Cemetery. Will make this a warrant article. The amount is approximately \$7,000.
- **Mary Ann:** Change the current bereavement and PTO leave. Doesn't think what we have now is fair. After much discussion, no decision was made.
- Mary Ann spoke with Shaena and Junie about the RFP for the transfer station and having a surveyor come out. Agreed to send out the RFP to find out who would give the best price.
- Discuss the employee manual another time.
- **Steve:** Going out to people on the AED list to see if they still want one.
- **Jesse:** Would like to get proper signage for the exterior AEDs and assign numbers to them. Joel asked Jesse to find an example.
- Would like to order a couple of jackets. The money is in the budget. The Board was fine with this.
- **Prescott:** The above-mentioned culvert mentioned by Tim Short was a used culvert DPW put in for them. He stated it is the land owner's job to maintain the culvert.
- Fuzzy Brothers finished the detail on Bell Hill. There is a little more work on the bridge and guardrail that will be done tomorrow. Pavers will be coming in about three weeks from now. If the bridge is done by this week, then Bell Hill should be open by next week.

- Now working on Thayer Brook. Down to one lane right now to Acworth town line but should be done at the same time.
- Has been in touch with Army Corp of Engineers. They have to sign off on anything that impedes on water ways prior to us receiving money from FEMA.
- **Charlotte:** Asked about what date to have a public hearing to accept ARPA county funds of \$23,313.33. It was agreed to have it on the October 12<sup>th</sup>.
- Reached out to Foster Painting for the Historical Society steeple. They will get back with a quote but wouldn't be able to do it until next fall.
- Left a message with the roofer Mary Ann gave. The roofer that we had planned to do the Historical Society roof is not able to now because they don't have enough help, nor any available lifts and their insurance company now requires the lift operator to be certified. Joel mentioned that if she didn't hear back from them to call Melanson's in Keene.
- Wanted to let the Board know that the money from ARPA is going into an interest-bearing account because we never keep a large balance in the checking account, only enough to pay bills. Hans transfers any large amounts to the savings account. Joel asked if it was segregated. Charlotte stated that it was not but that she has a segregated in a way that there is a line item in QuickBooks for this and as expenses are paid using these funds there would be a separate line item for this. The auditors said this is fine and when they do the audit, they will ask to see the list of expenses that we spend the ARPA funds on. They said we do not need to encumber the funds at the end of the year.

**MINUTES FROM PREVIOUS MEETING:** Minutes of September 14, 2021: On a motion by Joe, seconded by Joel; ***the Board voted to approve the minutes. The motion passed.***

**INFORMATIONAL:**

**PUBLIC COMMENTS:** Rich Nalevanko asked about being put on the agenda regarding the email he sent. Joel said that we would discuss it after we heard from legal. Rich asked if there was a time line. Joel said he thought they would hear this week. The Board may discuss first in a non-public session depending on what legal directs us to do.

Marge commented on giving up a Class 6 road they were on. She said their lawyer said never give up what you have.

**NON-PUBLIC SESSION:** On a motion by Mary Ann, seconded by Joel; ***the Board voted by roll call vote to enter into NPS pursuant to RSA 91-A:3 II (a) and RSA 91-A:3 II (e) at 7:06 p.m. The motion passed unanimously.***

On a motion by Joel, seconded by Joe; ***the Board voted to exit NPS and reconvene public meeting at 7:28 p.m. The motion passed unanimously.***

On a motion by Joel, seconded by Joe; ***the Board voted to adjourn at 7:30 p.m. The motion passed unanimously.***

Respectfully submitted,



Charlotte Comeau, Office Administrator

**The next Select Board meeting is scheduled for Tuesday, September 28, 6:00 p.m. at the Town Hall**