

TOWN OF ALSTEAD, NEW HAMPSHIRE
Select Board
Approved Minutes for Meeting of June 30, 2020 at 6:00 p.m.
Municipal Building, 15 Mechanic Street, Alstead, NH 03602
Conference call: (978) 990-5000, access code 539083#

SELECT BOARD PRESENT: Rock Wilson; Mary Ann Wolf; Joe Levesque (in person)

STAFF PRESENT: Charlotte Comeau, Office Administrator; Supervisor; Stephen Murrell, Police Chief; Prescott Trafton, Road Agent; Bobbie Wilson, Vilas Pool Committee (in person)

COMMUNITY MEMBERS: Marge Noonan; Barbara Viegner (on conference call), Gordon Kemp; Judith Willis (in person)

GUESTS ON CONFERENCE CALL: None

CALL TO ORDER: Rock Wilson called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE: At 6:00 p.m. Rock led the Pledge of Allegiance.

ACTION ITEMS: Signed: bill and payroll manifest

DISCUSSION: Discussion took place on the festival fund. Charlotte had received a letter from Lisa Robichaud that stated she has an account with \$2,608.09 for town festival's and didn't want her name on the account. Charlotte asked the auditor the best way to handle this. They said the funds should not have been placed with an individual but should have been given to the Town Treasurer or Trustee. They recommended the person make out a check to the Trustee of Trust Funds with explicit instructions that it is to be used for festivals. All were in favor of asking Lisa to have a check made out to the Trustee of Trust Fund and Charlotte will give it to Bruce.

Charlotte presented the town seal design made by Bill Phillips, the same person that made the design on the ambulance. On a motion by Joe, seconded by Mary Ann, ***the Board voted to make it the official town seal. The motion passed unanimously.***

Only one quote for \$1,650 was presented to replace the boards at the pavilion from Donald Crump. On a motion by Mary Ann, seconded by Joe, ***the Board voted to accept the quote from Donald Crump. The motion passed unanimously.***

Charlotte mentioned that if you compare January to June last year to this year, we've collected more in tax payments this year.

Joe spoke on the R.U.S. grant that the Fall Mountain Regional School, Claremont and Newport school districts are applying for and was asking if the board would sign that they support this grant. The grant will provide these districts with the technology and training to better enhance both distance learning and remote learning protocols. The Board signed.

Discussion took place on presenting the Boston Cane award to Annamae Maron who was 99 in January. Charlotte spoke with her son Tom and he said that sometime the end of July would be a good time. Charlotte will coordinate this with everyone.

Review of the email from Barry regarding the floor. There was discussion on whether to use an epoxy coating finish or the vinyl tile planks. The cost for planks is **\$12,900** which includes materials and installation. On a motion by Mary Ann, seconded by Joe, ***the Board voted to have the floor done with the vinyl tile planks. The motion passed unanimously.*** Mary Ann and Charlotte will go to the hall tomorrow to pick out colors.

Review of the email from Barry regarding the cost of a bigger electric hot water tank which would be \$1,045 for the plumber and \$800 for the electrician. **Total for bigger hot water tank - \$1,845.** Barry also stated that at some point we may want to upgrade the building to a 200-amp service but this would involve the power company, changing all panels and new wiring. Costs for this could vary from \$7,000-\$11,000 Joe asked about having a propane hot water tank since we already have propane coming into the building. Charlotte will look into this.

Review of email from Barry regarding curtain and rod. This would be installed between the closets. It would be 42" out from back wall (closets currently are only 32" out from back wall) and would have radius corners and when opened would push back towards each closet wall approx. 24' wide of curtains actual width of space between closets is only 22'-6". The curtain would be 8' tall and would have rod suspended from ceiling and attached at closets. The curtain would be flat drapery panels with no liner or inner lining. The curtain is made of flame-retardant material. The costs of curtain made with grommets to hang and remove if needed - \$1,550. Costs

of Track and accessories to hang \$770. Costs to install track, suspend track with vertical rod hangers from tall ceiling, paint attachment items to blend, complete installation \$650.00. **Total curtain with track and installed - \$2,970.00.** On a motion by Mary Ann, seconded by Rock, *the Board voted to have a curtain. The motion passed unanimously.* Charlotte and Mary Ann will go to the hall tomorrow to pick out colors.

Review of email from Barry regarding acoustic panels in order to make the sound better in the hall. He recommends making 8 panels and attach to both sides of each column – panels approx. 18” x 56”. They will have acoustic fabric and batting installed over panels; He will install panels to metal framework. **Total materials and labor - \$1,200 (approx. 150/panel).** On a motion by Mary Ann, seconded by Rock, *the Board voted to have the acoustic panels installed. The motion passed unanimously.* Charlotte and Mary Ann will go to the hall tomorrow to pick out colors.

Charlotte presented a quote for the tables at Sam’s for \$50. These were 6-foot tables and it was determined that we need 8-foot ones. She said Prescott is willing to pick up in Concord to save shipping costs. Charlotte will look into the price of 8-footers.

Joe and Mary Ann had observed the Friendly Meals kitchen. Joe mentioned that he felt it was very well operated and sanitary. They discussed that in the future once the town hall is open, they could put the meals together in the kitchen as they do now and bring what they need for serving at the town hall over with them. A letter will be sent to Mary Lou and Susan.

Follow up on all the things that were still in the pile outside the town hall, and things in the closet and bookshelves. This will all be addressed in the letter.

Discussion took place on having Peg and Bruce put up framed historical posters on the town hall wall. All thought that was a good idea.

There was talk about having more guidelines for people that rent the town hall going forward in order to preserve the quality of renovations. Charlotte will look into this. As far as spread of COVID Mary Ann wanted to have guidelines in place for the town hall to stop the spread of COVID. Rock wants to leave it up to the people. Both Joe and Rock said it is nothing they can enforce. The state and federal guidelines were just that they are not regulations or law. After a heated discussion it was decided to leave it up to the people.

It was agreed to get 10 non-duplicatable keys. Prescott and Laura would have one and the rest will be in the office. It was agreed that Laura will open the hall on Tuesday and Thursday morning when Friendly Meals starts back up and lock up after she cleans in the afternoon.

Charlotte told the Board the ad is out there for the sealed bids on the property for sale. Bids will be open on the 14th. The Board did not want to show the property, it is buy as is.

Discussion took place about new election booths. We will check to see what Acworth uses to determine if it is something to purchase for Alstead.

Response to email about dust control. Rock mentioned that they bought on a dirt road. Prescott said 2 weeks ago he talked with this person’s wife and told her that we were going to purchase equipment to minimize the dust and as soon as we get it, they would take care of it. The next week he received another phone call about it, told her the same thing. Prescott was trying to save the town money by having it shipped together with other towns at fiscal year-end. This would save shipping costs by half. After letter came out, Prescott was upset because he never talked to the individual himself and there were a lot of things he didn’t know where it came from because they never talked. Prescott cruised up that road numerous times to see how the dust was. “The party went on without a hitch, the windows were open, the dust was down, the only part in his travels that had some dust was at the Orchard Hill Bakery”. Prescott said he sees numerous residents that buy and spread chloride themselves in front of their house. Prescott offered to put chloride down on his own time and they turned him down and then wrote the complaint letter. We will respond to the email.

Joe told Prescott he received his first complaint on the new culverts on Pine Cliff Rd. Someone wanted to know if he could put some sort of erosion control around them. Prescott said that on a dirt road, the town is exempt from putting down erosion control. But there was grass put down around the culverts.

In response to the email regarding beaver control at Vilas Pool, Prescott said the beavers are there every year. He said would reach out to Fish and Game to see if they can trap them.

MINUTES FROM PREVIOUS MEETING: Minutes of June 16 and June 24, 2020: On a motion by Mary Ann Wolf, seconded by Joe Levesque; ***the Board voted to approve the minutes. The motion passed unanimously.***

Charlotte asked about an email she received from the Census Bureau to access a town facility for training purposes. It was in agreement that we do not have an available building for them to use.

PUBLIC COMMENTS: Gordon Kemp mentioned the Broadband Committee is meeting every Wednesday at 6:30 for discussion on broadband service.

INFORMATIONAL:

NON-PUBLIC SESSION (NPS): On a motion by Mary Ann seconded by Joe; ***the Board voted by roll call vote to enter into NPS pursuant to RSA 91-A:3 II (c) at 7:34 p.m. The motion passed unanimously.***

Select Board members present were: Rock Wilson, Mary Ann Wolf and Joseph Levesque. Also present was Charlotte Comeau, Office Administrator; Stephen Murrell, Police Chief

Steve told the Board that the generator at the tower was almost complete and he shouldn't need any money to complete it. He wanted to let the Board know that he may be putting his house on the market due to a location job change for his wife and they may be looking to live in the Claremont area. He doesn't want to leave here and has no concrete plans at this time but just wanted the Board to be aware and that he will keep them posted.

On a motion by Mary Ann Wolf, seconded by Joe Levesque; ***the Board voted to exit NPS and reconvene public meeting at 7:45 p.m. The motion passed unanimously.***

On a motion by Mary Ann; seconded by Rock, ***the Board voted to adjourn at 7:47 p.m. The motion passed unanimously.***

Respectfully submitted,



Charlotte Comeau, Office Administrator

The next meeting of the Select Board is scheduled for Tuesday, July 14th at 6:00 p.m.