

**TOWN OF ALSTEAD, NEW HAMPSHIRE**  
**Select Board**  
**Approved Minutes for Meeting of December 21, 2021 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:** Charlotte Comeau, Office Administrator; Jesse Moore, Ambulance Chief; Steve Murrell, Police Chief; Prescott Trafton, Road Agent

**COMMUNITY MEMBERS:** Glenn Elsesser; Gordon & Holly Kemp; Rich Nalevanko; Marge Noonan; Mark Mastrocinque; Barbara Viegner; Bobbie Wilson, Vilas Pool Committee (Google Meet)

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

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

**ACTION ITEMS:** Signed pay rate sheet; equalization certificate

**MINUTES FROM PREVIOUS MEETING:** Minutes of December 14, 2021: on a motion by Joe, seconded by Joel; ***the Board voted to approve the minutes as written. The motion passed unanimously.***

Warrant articles were reviewed, discussed and fine-tuned.

**Mary Ann:** Worked on the paid time off policy this week. Will review another time.

**Joel:** Received a threat of litigation email from a resident of Bennett Rd. and received a nice letter of commendation from a resident of Rogers Rd.

- Has another site visit on Bragg Lane with a representative of the contractor.
- Has an unscheduled site visit with an engineering firm to look at the three bridges on the red list.
- Had an exchange of documents from another engineering firm about the letter of deficiency for Vilas Pool.

**Joe:** He's been working on the warrant articles for the school district. Some discussion took place on this.

**Prescott:** They were able to completely close the dam at Vilas Pool.

- He Installed one of the motion lights on the outside exit of the town hall. Wanted to see if it would work before installing the others.
- Asked if the Board was planning on cutting the amount for sand and gravel. The Board said they were not and agreed with the amount that was discussed last week.
- This year has been a challenge with muddy roads and plowing. The International truck is being serviced at Reeds to get some minor work done to it. They will bill us for it next year.
- FEMA was supposed to come tomorrow but cancelled due to weather. Waiting to hear back from them for a date and time.

**Steve:** Steve said he was also working on a PTO policy. Asked if he could get a copy of what Mary Ann was referencing. Charlotte will send it to him.

- Starting January 3<sup>rd</sup>, the Police department will have an intern from Southern New Hampshire University for eight hours a week for that semester. He will bring her to one of the meetings for the Select Board to meet.

- Presented an invoice for a partial shipment of 18 AED's. They will be delivered to the municipal offices. Still waiting to hear back from the utility company.
- Discussed getting signage for the AED's. They are still looking into this.

**Jesse:** Have been on 139 calls so far this year, last year was 141. He needs to buy new batteries for the stretcher which are \$800 each. They have a three-year service life.

**Charlotte:** Read the email from Steve Reynolds, they have done the second emergency action plan test for Vilas Pool Dam, everything went well. Had two ham radios donated to Emergency Management and one is set up to work East Station. The other will be set up at the Village station. This will give another layer of emergency communication should they need it. It is a project they had looked into months ago.

- Asked if the Board would vote to encumber the \$3,500 in the budget for the surveyor as he won't be done until next year. On a motion by Joe, seconded by Joel; ***the Board voted to encumber \$3,500 for the surveyor. The motion passed unanimously.***

**INFORMATIONAL:**

**PUBLIC COMMENTS:** Barb asked if the counter Prescott requested is the same as what the Police department has and if so, why couldn't they share. Prescott stated by having one for DPW he doesn't have to coordinate with Steve in case they both want to do surveys at the same time. In addition, by having two, if Steve isn't using the one the PD has, he can put one on each end of the road making it possible to determine whether it is local or through traffic.

Glenn asked about 500 Walpole Valley Road issue that was brought up last week. Charlotte said there was no building permit applied for and Prescott said there was no driveway permit. Allan Kauders had told Charlotte the owners should be contacted and made to apply and pay for a building permit. Glenn asked about the driveway as that is the problem with no culvert. The Board asked Charlotte to check with Melanie Marsden from the Planning Board.

**NON-PUBLIC SESSION:** 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 (a); RSA 91-A:3 II (c) at 6:30 p.m. The motion passed unanimously.***

On a motion by Mary Ann, seconded by Joel McCarty; ***the Board voted to exit NPS and reconvened public meeting at 6:55 p.m. The motion passed unanimously.***

On a motion by Joe, seconded by Joel; ***the Board voted to adjourn at 6:55 p.m. The motion passed unanimously.***

Respectfully submitted,



Charlotte Comeau, Office Administrator

**The next Select Board meeting is scheduled for Tuesday, December 28, 5:00 p.m. at the Town Hall**