

TOWN OF ALSTEAD, NEW HAMPSHIRE

Select Board

Approved Minutes for Meeting of April 29, 2025 at 5:00 PM

Town Offices, 15 Mechanic Street, Alstead, NH 03602

SELECT BOARD PRESENT: Joel McCarty, Chair, Gordon Kemp, and Joe Levesque.

STAFF PRESENT:

Name	Position	In Person	Google Meet
Misty Gratacos	Town Office Administrator	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Shelley Steuwe	Recording Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mike Kercewich	Fire Chief	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jesse Moore	Director of EMS, Sanitation & Grounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Steve Reynolds	Emergency Management Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jodi Kercewich	Cemetery Commission	<input checked="" type="checkbox"/>	<input type="checkbox"/>

COMMUNITY MEMBERS: In person: Charlie Pratt, Glenn Elsesser, Judith Willis; **Google Meets:**

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: Charlie Pratt

Mr. Pratt asks the Board for an update regarding the property ownership issue he originally brought forth to the Board on 11/26 (see most recent updates in 4/15 minutes).

He is considering taking down some of the most dangerous trees and has contacted someone to get a quote. They told him that because Sarah Webb from the Conservation Commission is now involved they cannot take the trees down without written permission from the Commission. Mrs. Gratacos says that Ms. Iozzo had sent information to the Town Assessors and reached out to Ms. Webb since some of the property was possibly under the Conservation Commission's

purview. Mr. Pratt spoke with Ms. Iozzo today, who informed him that she's awaiting information from them. Mr. Elsesser wonders if the Board should reach out to Primex to get their input as well. Mr. Kemp says they've been trying to get the property ownership determined without spending money, but at this point it may be necessary to get the properties surveyed or to complete a title search (both of which cost money). 34

Mr. McCarty will obtain a quote for a professional title search, and Mr. Kemp will look through all of the documents Ms. Iozzo has compiled thus far.

ACTION ITEMS: Review and sign Payroll Manifest (\$34,187.54); review and sign Bills Manifest (\$43,430.89); review and sign Tax Liability (\$6,819.24); address several items in Mail Folder.

MINUTES FROM PREVIOUS MEETINGS: 4/22 meeting minutes were reviewed, amended and approved as amended by the Board.

OLD BUSINESS:

- A. **Washed-out glass** – Mrs. Gratacos reports that a written agreement between CT Valley Yardworks and the Town has been received. Mr. Kemp still wants written permission from Mr. Landry to move forward with the project.
- B. **Thayer Brook bypass** – No updates.
- C. **Bridge projects** – No updates.
- D. **Dams** – No updates.
- E. **Status of property at M11 L2 (abuts Town Hall)** – No updates.
- F. **Fire Dept Policies** – No updates.
- G. **Pine Cliff Rd info/updates** – No updates.
- H. **210 Gilsum Mine Road land merger talks** – No updates.
- I. **Complete Streets Information** – No updates.
- J. **Department & Board**

NEW BUSINESS:

OTHER ITEMS: Capital Improvement Project (CIP)

Mr. McCarty asks Mr. Elsesser for a CIP update. Mr. Elsesser reports the following:

Regarding the Thayer Brook bypass – Two H&H studies were completed on culverts and the question remains whether the next step is to move forward with reclaiming parts of the road or holding off on that. Mr. McCarty wants to know what's happening to the bypass first. Mr. Kemp asks what Mr. Elsesser recommends, and he says to move forward with reclaiming now to avoid unnecessary additional costs down the road. Mr. Kemp says they'll connect with Mr. Trafton to determine next steps.

DEPARTMENT REPORTS:

Cemetery Commission –

- Ms. Kercewich asks the Board if they have any questions about the Purchase Order she's provided this evening. The Board does not and will sign the order.
- She says the sign for the Alstead Center Cemetery is being redone this year (keeping the sign itself, but replacing the posts).

Emergency Management –

- Director Reynolds says he picked up two hard copies of the local snowmobile trail maps. He is working on obtaining a digital copy.
- NH 911 and Homeland Security did a presentation to the NH Library Association about partnering for public safety displays and information. He asked Mr. Levesque to see if this is something that the Alstead Library participated in. If so, he suggests we utilize the library to get information to the public about emergency preparedness.
- He spoke with Susan at Bragg Lane last week, and she believes there's a key for that building at the Town Office. Mrs. Gratacos was able to locate this key during tonight's meeting and it was given to Director Moore to verify that it fits the lock for that building.
- Director Reynolds received an email from Primex regarding a training course for collision avoidance for non-commercial drivers, which he forwarded to the Department Heads at Fire and EMS.
- He notes that there's an increasing prevalence of violence against EMS personnel across the country. He asked Mr. Kemp if there are protocols to help protect Alstead EMS staff or if it's worthy of a discussion to outline what staff should and shouldn't do.
- He asks for updates on the following projects:
 - Removal of problematic tree next to Town Office – the Board hasn't found someone to do this yet;
 - Repairing the light post by the Town Office – Director Moore says Mr. Fuller came out to fix it on Friday; and
 - Handicap ramp repair – Mr. McCarty says Mr. Trafton will be doing this next week.
- Director Reynolds also notes that Mr. Trafton mentioned to him that there may be a power issue with the gazebo.

Fire Department –

- Chief Kercewich presents the completed Model T MOU to the Board.
- He received a quote from Advanced Truck Group for the Engine 3 exhaust repair (\$7,500) and will be looking for additional quotes before moving forward.
- The new pagers have arrived and Chief Kercewich will work with Director Moore to get them programmed. The old pagers will either be recycled (if broken), or handed down.
- The Brush Truck is back in service.

Town Office Administrator –

- Mrs. Gratacos says she has been in contact with Ms. Clark from Linstar regarding obtaining a quote for employee IDs and should have one by the end of week.

- Friendly reminder to the Board that she will be working remotely on 4/30.
- She emailed Department Heads and Assistants to ask that all payables be submitted on 5/5 at noon because she and Ms. Iozzo are going to an all-day conference meeting on 5/6. She also asked them to submit payroll on Thursday 5/22 as she and Ms. Iozzo will be submitting it to the Town's payroll company on Friday 5/23 since they'll be closed for Memorial Day on Monday 5/26.

Transfer Station, Ambulance, and Parks –

Director Moore reports that:

- Ambulance – They have received around 85 calls to date.
- Parks – The used lawn mower that was purchased is up and running. He mowed the library and most of downtown and will continue mowing the rest of this week. Mrs. Gratacos emailed him about setting up the PA system the morning of Memorial Day.
- Transfer Station – He is still waiting for NRRA to identify a buyer for the plastic bales (has had several email exchanges with them).

BOARD REPORTS:

Mr. Kemp –

- The MS 232 and 535 forms from DRA need to be completed and signed.
- He needs to get with Mr. Bellows to discuss building maintenance projects.
- He asks Director Moore if he's been contacted regarding the installation of the memorial bench for Ms. Huffling, and he says he has not. Mr. Kemp says he provided Director Moore's contact information to them and they should be reaching out to him soon.
- He asks Mrs. Gratacos to add the mold issue at the Highway Garage and getting spare keys for Town buildings to Old Business.
- He says he needs to meet with Mr. Trafton and Director Moore to review Director Moore's job description and asks Mr. McCarty and Mr. Levesque if they have a preference for whether this be done with the entire Board or just the two of them. Mr. McCarty says to start with just a staff meeting.

Mr. McCarty –

- He completed an Independent Government Estimate (IGE) form for the Hill Road Bridge and sent it to the rest of the Board. If it gets approved by NHDOT, the Board will sign it.
- There was a Public Hearing last Thursday about the Route 123a project. Full documentation of the meeting will be up on the NHDOT website in May.

Mr. Levesque –

- He submitted the ARPA report today. There is an opportunity to make amendments/corrections, as identified by the reviewing body. He will upload it to the Town website.

- Chief Murrell told him that bullet proof vests can be obtained through the Lahey Vest Program. Mr. Levesque believes they've been shut down, so he's waiting for Chief Murrell to provide him with a contact person there so he can look into this.

PUBLIC COMMENTS/QUESTIONS:

INFORMATIONAL:

EXECUTIVE SESSION/S: RSA 91-A:3, II (c)

On a motion made by Mr. McCarty and seconded by Mr. Levesque, ***the Board voted by roll call (Joel – y; Joe – y; Gordon – y) to enter non-public at 6:39 PM pursuant to RSA 91-A:3, II (c).***

On a motion made by Mr. McCarty and seconded by Mr. Kemp ***the Board voted to leave the non-public session at 7:02 PM. The motion passed unanimously.***

On a motion made by Mr. Levesque and seconded by Mr. Kemp ***the Board Chair adjourned the public meeting at 7:07 PM.***

Important Upcoming Events/Meetings

Date/Time	Subject	Location	Notes
May 6 at 5:00 pm	Selectboard Meeting	Town Offices; 15 Mechanic Street	
May 12 at 5:30 pm	FMRSD School Board Meeting	High School Library	2nd Monday of each month

Respectfully submitted,

Shelley Steuwe

Recording Secretary