

TOWN OF ALSTEAD, NEW HAMPSHIRE

Select Board

Approved Minutes for Meeting of March 18, 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"/>
Jesse Moore	Director of Sanitation, EMS & Grounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>

COMMUNITY MEMBERS: **In person:** Karen Schwabe, Jeanne Brooks, Tovah Kinderleher, Marge Noonan, 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: Rich Beringer

Mr. Beringer comes to the Selectboard to express his interest in participating in the committee assigned to expanding the ambulance service. The Board will put Mr. Beringer's name on the list of those interested. Mr. McCarty also asks the Board for approval adding Carol Reller to the list, which they approve unanimously.

ACTION ITEMS: Review & sign Payroll Manifest (\$35,043.38); review & sign Bills Manifest (\$); review & sign Tax Liability Manifest (\$6,589.94); Elect a Board Chair; re-establish meeting dates/times; review & sign new pay rate sheets; review RSA 195:14; review & sign solar exemptions (2); review & sign new hire packet (complete); review & sign appointment forms

MINUTES FROM PREVIOUS MEETINGS: 3/4 meeting minutes were reviewed, amended and approved as amended by the Board.

OLD BUSINESS:

- A. **Washed-out glass** – Mr. McCarty reports that he and Mrs. Gratacos will connect with Connecticut Valley Yardworks (Michael Hubbard) to begin the process for this project.
- B. **Thayer Brook bypass** – No updates.
- C. **Bridge projects** – Mr. McCarty reports that the advertising date for Hill Road bridge is 5/15, and Comstock Road bridge is 12/15.
- D. **Dams** – No updates.
- E. **Status of property at M11 L2 (abuts Town Hall)** – No updates.
- F. **Model T MOU** – No updates.
- G. **Fire Dept Policies** – Mr. Kemp reports that he is awaiting committee action.
- H. **Pine Cliff Rd info/updates** – No updates.
- I. **210 Gilsun Mine Road land merger talks** – Mr. Kemp reports that he will meet with Ms. Bacon to get this going again.
- J. **Complete Streets Information** – Mr. Levesque reports that he requested an update on the grant. He has been told that the \$30 million is still there, but there is diminished confidence that funds will be there once the grant process is complete.
- K. **Department & Board**

NEW BUSINESS: Welcome, Mr. Levesque!

Mr. Kemp motions to appoint Mr. McCarty as Chair. The Board unanimously agrees.

Mr. McCarty reports that the town of Walpole passed the School District withdrawal study. There is nothing to do about this tonight; however, he reached out to Misty Bushee (Board Clerk for FMRSD) who told him that the Administration was going to have a meeting on 3/17 to map out the next steps and what communications to send to whom. He provided some dates that he is available to participate in this process.

OTHER ITEMS:

- Discuss job description & tasks of Office Administrator for evaluation –
 - To be scheduled. Of note, Mrs. Gratacos obtained LPA II Certification to administer the paperwork necessary to complete the bridge projects.
- Discuss Recording Secretary leave of absence –
 - Mrs. Steuwe says that she's unsure whether she will return to work after a 3 month break following the birth of her baby at the end of May. Mr. McCarty asks that Mrs. Steuwe put feelers out to see if anyone would be interested in covering her position on a temporary basis before they officially advertise the position for a permanent replacement. Mrs. Gratacos expresses that she does not have the bandwidth to take on the Recording Secretary duties during Mrs. Steuwe's leave.
- Announce the hiring of a new Land Use Clerk,
 - Ms. Iozzo has been hired to fill this position and is doing great.
- Appointed new Deputy TC/TX (Leona "Lee" Langella) and new Tax Clerk (Cody Lounsbury).

DEPARTMENT REPORTS:

School Board – Mrs. Schwabe reports that she attends her first School Board meeting (workshop) 3/24.

Town Office Administrator – Mrs. Gratacos reports that she will be out of the office 4/5-4/13. A laptop and mobile phone are being secured by the Town's IT firm and will be provided to her to conduct Town-related business only. She plans to work remotely for a couple of hours each morning, except for her travel days.

She is contacting First Net to get a work phone.

She and Ms. Iozzo have been training quite a bit and Ms. Iozzo is 90% up to speed on Payables.

The Board needs to have the Budget actuals available by the end of the week. Mr. McCarty says the goal is to print it monthly for Select Board meetings, as well as posting it monthly on the Town website in PDF form.

Transfer Station, Ambulance, and Parks –

Director Moore reports that:

Ambulance – The SOG Infection Control Medical Protocol Personnel files that are not covered in the Town policy have been provided to the Board for review. It has also been provided to Mr. Kemp electronically. Mr. McCarty asks if it's ok to publish it on the Town website, and Director Moore approves.

Ambulance 1 is fixed, but he does not have the invoice yet. It turns out it was not a catastrophic failure as initially thought.

It still needs to be determined where to park Ambulance 3. He spoke with the Gilsum Fire Chief about storing it in their facility. They respond to calls on Gilsum Mine Road up to Fuller Machine anyway, and could use our ambulance to respond to those calls. They'll be discussing with their team and Selectboard next week, if the Board approves moving forward with this idea. An MOU will be required. Mr. McCarty says he met with Joe Bates about leasing a couple of bays across from the Town Office (one for Ambulance 3 and one for the brush truck). He would also like Mr. Kemp to connect with Bruce Ward (just bought Joe Bates' property) about housing either or both vehicles there. Mr. McCarty suggests moving forward with discussing the idea of keeping it in Gilsum and connecting with Mr. Ward before next Tuesday's Selectboard meeting so that all three options can be discussed at that time.

Parks – Director Moore says that he approached the Board about a stand up lawn mower and provided a quote for a brand new one, and he has also given the opportunity to purchase a used one for \$2,500 (\$6,000 less than a new one). He asks the Board if we can use some of the remaining \$4,300 of ARPA money to fund this. The Board approves unanimously of the

purchase of a new or used lawn mower, but they need to look into whether ARPA funds can be used.

Transfer Station – He is working on the State report for NH Solid Waste Bureau due at the end of the month.

BOARD REPORTS:

Mr. Kemp – The Town gave him a check for \$2,400 as part one of the reimbursement for his EMT training and the EMT training class for Tim Ryan as well. One class will fall on a Tuesday night.

Chris Reitmann resigned from the Planning Board, but he may end up joining the Zoning Board.

The Planning Board finally has a reliable quorum, and Ms. Iozzo did an amazing job with her first meeting.

There is a proposal from a CPA to help the Town with bookkeeping, approved by the Board. While the Town passed a budget for a bookkeeper, he recommends forgoing hiring a bookkeeper and using the funds for this proposal.

The local Girl Scouts troop needs a new place to host their meetings and asks about the Town Hall. Mrs. Gratacos suggests connecting them with her to coordinate. They are in a crunch for this Thursday, so Mr. Kemp motions to allow them to use the space at no cost if it is available for this meeting, and the Board unanimously approves.

Mr. McCarty – He spoke with the Fire Chief about Engine 3 in the East Station. Its repairs are beyond the Highway Department to fix, so Chief Kercewich will talk to Advantage Truck Group about completing the repairs. Chris Garland and Chief Kercewich have been discussing installing a dry hydrant.

The Treasurer of the Library notified Mr. McCarty that they have scheduled a meeting with Peter Yost for 3/21 to address the moisture issues in the Library. Data collected since September suggests that the attic has a concerning amount of moisture collection. They require a 30 foot ladder for part of their inspection of the building, which Mr. McCarty connected the Library Trustees with Chief Kercewich to arrange.

Mr. Levesque – Reviews an email sent by Director Reynolds regarding options for storing Ambulance 3.

PUBLIC COMMENTS/QUESTIONS: Ms. Willis reports that she received feedback from the public on the mailer sent out explaining the Warrant Articles ahead of Voting Day. People were confused because they didn't know what the articles were about, and thought we should put the article and then the background information.

She suggests getting a group of volunteers to help put together the mailers to save on Administrative time.

She asks the Board to replace the word "Selectmen" with "Selectboard" to be more inclusive.

INFORMATIONAL:

EXECUTIVE SESSION/S:

On a motion made by Mr. McCarty and seconded by Mr. Levesque ***the Board Chair adjourned the public meeting at 6:29 PM.***

Important Upcoming Events/Meetings

Date/Time	Subject	Location	Notes
April 14 at 6:00 pm	FMRSD School Board Meeting	High School	2nd Monday of each month
March 25 at 5:00 pm	Selectboard Meeting	Town Offices; 15 Mechanic Street	

Respectfully submitted,

Shelley Steuwe

Recording Secretary