

**TOWN OF ALSTEAD, NEW HAMPSHIRE**

**Select Board**

**Approved Minutes for Meeting of May 6, 2025 at 5:00 PM**

**Town Offices, 15 Mechanic Street, Alstead, NH 03602**

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

**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"/>
Prescott Trafton	Highway Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jesse Moore	Director of EMS, Sanitation & Grounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Steve Murrell	Police Chief	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**COMMUNITY MEMBERS:** In person: Glenn Elsesser, Barbara Viegner, Marge Noonan, Jeanne Brooks; **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:**

**ACTION ITEMS:** Review and sign Bills Manifest (\$8,336.49); review and address several items in the Mail Folder

**MINUTES FROM PREVIOUS MEETINGS:** 4/29 meeting minutes were reviewed, amended and approved as amended by the Board.

**OLD BUSINESS:**

- A. **Washed-out glass** – Mrs. Gratacos reports that Primex advised that the Town should contact the Town attorneys to create a release form for Mr. Landry to sign. She will follow up on this.

- 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** – Mr. McCarty reports that he and the other Board members reviewed the policies and provided edits/feedback. The Board approves of the documents as amended, and Mr. Levesque will upload these to the Town website as soon as they are updated and forwarded to him by Mr. Kemp.
- G. **Pine Cliff Rd info/updates** – Mr. Trafton reports that the complainant has still not provided feedback that a sample was obtained, so Mr. Trafton is going to do this himself.
- H. **210 Gilsum Mine Road land merger talks** – No updates.
- I. **Complete Streets Information** – Mr. Levesque reports that no updates will be made available until July.
- J. **Newell Pond property in question** – Mr. Pratt is here to see if the Board has any updates. He went back to the Registry of Deeds and completed a title search with Anna Tilton. Mr. Kemp asks for a copy of Mr. Pratt's map that outlines the lots. In his research, he discovered that in the 1940s the Keith family lost all the property around the pond to the Town for tax deed. The Town planned to sell it off in lots and sold many, but not all. He believes the lots that Mr. Pratt is interested in were never sold, so the Town does still own them. The next question that needs to be answered is if these are part of the Town Forest. If they are, this will likely add more red tape to the sale. Mr. Kemp is going to get the answer to this question, and find out what rules are when it comes to subdividing and selling. Mr. Levesque informs the group that the next Conservation Commission meeting is 5/7 at noon, and Mr. Kemp and Mr. Pratt plan to attend.
- K. **Library Key and update on Bragg Lane Key** – Mr. McCarty continues to follow up on obtaining a copy of the Library key. Mrs. Gratacos received confirmation that the key she provided for Bragg Lane works and she will make duplicates.
- L. **Highway Garage mold situation** – Mr. McCarty reports that he contacted some remediation contractors in Cheshire County, who said they can do the work but would like scientist input prior. He obtained a scientist proposal and provided it to the rest of the Board to review. He's also kept Primex in the loop of these conversations. They recommend that Mr. Trafton file an incident report for the mold. The Board approves unanimously of the proposal (\$750).
- M. **Department & Board**

**NEW BUSINESS:** Power washing donation for East Fire Station – not discussed.

**OTHER ITEMS:** Capital Improvement Project (CIP) Update: (start to 25 minutes)

- Mr. Elsesser asks how far the bid process is out on the Hill Road bridge, and Mr. McCarty says the end of May (then 90 days to review bids). Mr. Elsesser asks when we get the money back for design, and Mr. McCarty says six weeks after the advertised date. Mr. Elsesser asks if that will affect the Comstock Bridge project date, and Mr. McCarty says no, that remains mid-December.

- Mr. Elsesser asks if the Thayer Brook bypass repair reimbursement is upfront or provided after the work is completed. Mr. Trafton says that without mitigation we'd receive a check for the damages upfront; and with mitigation we'd receive checks throughout the project for repair beyond just damages (preventing future similar damage). Mr. Elsesser says the question remains should we pave over spots and hope for the best, or reclaim now. Mr. Trafton recommends reclaiming all but the bypass. Mr. Kemp suggests fixing the worst spots now, repairing the culvert with emergency culvert inventory if it washes out again, and putting forward a warrant article next year to pave.
- Mr. Elsesser asks if the Drewsville Bridge project reimbursement is 80/20 or 70/30, and MR. McCarty says it is 80/20.
- Mr. Elsesser says asks for confirmation that \$1,500 were put into a Dams Capital Reserve this year and that the plan is to add another \$100,000 next year, and Mr. McCarty confirms this to be accurate.
- Mr. Elsesser says that this year we raised (by Warrant Articles) \$355,000, and that right now with all the numbers put in for each Department we're really in need of a little over \$1,000,000.

## **DEPARTMENT REPORTS:**

### **Highway –**

- Mr. Trafton has suggestions for the Sign Trailer Policy designed by Mr. Kemp. These will be included in Chief Murrell's email to Mr. Kemp for consideration.
- Mr. Trafton says that road signs have been completed at NH Correctional Institute and he will send someone to pick them up later this week.
- Gravel has been completed and a bill will be provided to the Board next week.
- He is meeting with Ben Northcott to finalize numbers for the Thayer Brook project and will provide those to the Board when ready.
- They have switched over most of their equipment's tires from winter to summer.
- They are monitoring problem areas due to excessive rain over the last few days.

### **Police Department –**

- Chief Murrell reports that they have received 303 calls to date.
- He has a quote from a new company for bullet proof vests (provided to the Board with a Purchase Order). The quote includes an extra set of lightweight plates. He also emailed the Patrick Leahy Bulletproof Vest Partnership (BVP) Program, administered by the Bureau of Justice Assistance (BJA), to get an update. He was sent an email with a link to update his information and told that the grant will open at some point, but they're not sure when. Mr. McCarty asks when the vests need to be purchased, and Chief Murrell says that they need one for the new part-time officer right away, and that his vest expires in October. Chief Murrell's plan is to pay for the vests using their regular budget and to use donation money for any remaining balance. There is a 90 day wait for the vests. The Board approves unanimously of his purchase order.

- He has two concerns about providing traffic control for Ms. Huffling's upcoming memorial. First, he worries about precedent setting (providing traffic control for private events), and second he doesn't believe that traffic control will be necessary for the event. Mr. Kemp wonders if there's any reason not to have the Fire Department provide traffic control, so he will look into this. He'll also see if they can provide the service on a volunteer basis versus as a paid service. The Board agrees that they will not ask the Police Department to provide traffic control for this event.
- Chief Murrell says that they will increase patrol in the areas where the 123A NHDOT project directs traffic for their detour once that project begins.
- He has suggestions for the Sign Trailer Policy designed by Mr. Kemp. He will email those to him for consideration.

#### **Town Office Administrator –**

Mrs. Gratacos reports that she and Ms. Iozzo attended the Right to Know NH Municipal Conference to learn more about meeting regulations and material retention. She says that since the Ambulance Feasibility Committee was put forth by the Board, it is a public meeting, and meeting minutes need to be kept and retained for the public, and notices of meetings need to be posted at two locations in Town (one of which can be the Town website).

#### **Transfer Station, Ambulance, and Parks –**

Director Moore reports that:

- Ambulance – They have received 89 calls to date.
- Parks –
  - He fixed the broken hinge/lock at the dugout.
  - He took the broken lantern to J and B Glass today to get it repaired.
  - He says that the dead trees around the Alstead Center common need to be addressed. It was suggested that perhaps the Town excavator could be used to remove the trees. Mr. McCarty asks Mr. Trafton to design a proposal for the Board to review.
- Transfer Station –
  - NRRA is coming on Tuesday at noon to take the plastic bales. The Town is paying \$.01/lb.
  - He met with Primex and Director Reynolds to review the safety audit. He just needs to get a quote for handrails around glass recycling.

#### **BOARD REPORTS:**

##### **Mr. Kemp –**

- He had a productive staff meeting with Mr. Trafton and Director Moore.
- He talked to Mr. Bellows about the various building repair projects. Mr. Bellows will also take the panels off the bell tower next week at Vilas Pool.

- He asks Mrs. Gratacos for an update on the Town employee IDs, and she said she was left a voicemail today and will return it tomorrow since she was gone at the conference today.

**Mr. McCarty –**

- NHDOT highway design wants to sit down to talk with the Highway Department, Police Department, and Fire Department to work with them on the road closure for the project near Vilas Pool, to accommodate EMS.
- HB 200 makes it way into the senate this week.

**Mr. Levesque –**

They had their second Withdrawal Committee meeting on 5/5.

**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 6:48 PM pursuant to RSA 91-A:3, II (c).***

On a motion made by Mr. McCarty and seconded by Mr. Levesque ***the Board voted to leave the non-public session at 7:11 PM. The motion passed unanimously.***

On a motion made by Mr. Levesque and seconded by Mr. McCarty ***the Board Chair adjourned the public meeting at 7:12 PM.***

**Important Upcoming Events/Meetings**

<b>Date/Time</b>	<b>Subject</b>	<b>Location</b>	<b>Notes</b>
May 12 at 5:30 pm	FMRSD School Board Meeting	High School Library	2nd Monday of each month
May 13 at 5:00 pm	Selectboard Meeting	Town Offices; 15 Mechanic Street	

Respectfully submitted,

Shelley Steuwe

Recording Secretary