

**TOWN OF ALSTEAD, NEW HAMPSHIRE**  
**Select Board**  
**Unapproved Minutes for Meeting of April 16, 2024 at 5:00 p.m.**  
**Town Offices, 15 Mechanic Street, Alstead, NH 03602**

**SELECT BOARD PRESENT:** Joel McCarty, Gordon Kemp. Absent: Matthew Saxton.

**STAFF PRESENT: In person:** Bruce Bellows, Trustee of Trust Funds and Alstead Historical Society; Misty Gratacos, Office Admin; Kim Kercewich, Fire Chief; Stephen Murrell, Police Chief; Jesse Moore, Ambulance/Parks/Waste; Steve Reynolds, Emergency Management Director; Mary Schoppmeyer, Admin consultant; Prescott Trafton, Road Agent. **Google Meet:** None.

**COMMUNITY MEMBERS: In person:** Rich Nalevanko, Marge Noonan, Barb Viegener, Judith Willis, Joe Levesque. **Google Meet:** None.

**CALL TO ORDER:** The Board Chair invited everyone to recite the Pledge of Allegiance and called the Select Board meeting to order at 5:01 p.m.

**ACTION ITEMS:** Reviewed and signed Payroll manifest (\$32,400.91 ). Reviewed and signed the Bill manifest ( \$ ). Reviewed & signed the Tax Liability manifest ( \$ ). Reviewed and appointed an Emergency Response Liaison (Eversource). Reviewed and signed off on one new Ambulance employee. Reviewed & signed one Gravel Tax warrant. Reviewed and signed one application for Current Use Assessment. Reviewed compliance forms from the Fire Department on the new Health & Safety Policy.

**MINUTES FROM PREVIOUS MEETINGS:** No minutes were presented for approval at this meeting. Minutes for 3/19, 3/26, 4/2, 4/9, and 4/12 meetings need to be completed and approved.

**OLD BUSINESS: Washed-out glass** – Mr. McCarty reported that he obtained GPS coordinates for the affected area and provided them to his contact at Southwest Region Planning Commission. **Thayer Brook bypass** – Scope and fee document received from Stephens Engineering was signed last week, contingent on 1- review and approval by the state Department of Transportation (NHDOT), and 2-acknowledgement by the vendor that the project requires a hard and fast number that matches our approved warrant article. **Bridge projects** – Mr. McCarty reminded those present that key players in the Comstock & Hill Rd bridge projects will meet Wednesday 4/17 at 10 AM at the town offices; only one Select Board member will attend so it is not a posted public meeting, but all are welcome to attend. **Dams** – Mr. McCarty reported that he received a scope and fee document from DuBois & King which he sent to the state Department of Environmental Services (NHDES) for approval, which he subsequently received. Additional approvals might be sought but the Board expects to sign the document next week. **Sale of town-owned properties** – The Board discussed an acreage discrepancy for one of the town-owned properties that the Town is attempting to sell. Mr. Kemp's opinion is that it would cost more to survey the property than the town can sell it for. *Mr. Kemp proposed that the Board put the listing back on the market and offer it as is with a quitclaim deed and all discrepancies disclosed and no warranty. The Board agreed by consensus that Mr. Kemp would contact the realtor with that decision.* A short discussion followed about town counsel recommending that the Select Board not get involved in property line disputes. **Property M11 L2 status (abuts Town Hall)** – Mr. Kemp reported that the property owner has not responded to his recent contact attempts. **Model T MOU** – Mr. McCarty reported that he exchanged language for the memo of understanding with a Fire Department Association contact but no completed memo is in hand so he will redouble his efforts. **East Station chemical barrel**—Chief Kercewich reported that his additional efforts to contact the entity who agreed to dispose of the unwanted barrel of chemicals have been fruitless; however he did hear from the vendor who is repairing Engine 1's pump and learned that the impeller, which must be custom-machined, was rejected and must be re-done. He expects to learn more on Wednesday 4/17. **Langdon Transfer Station & Library fees** – Mr. McCarty reported that he will meet with the Langdon Office Administrator to learn more about their reaction to our recent bills for those services. **Retirement conversation** – Ms. Gratacos received clarification from Mission Square about the real meaning of the letter that was recently received that implied that the 457 employee retirement plan would be discontinued. The letter really means that our retirement plan remains in effect and will cover any new Alstead employees because Alstead is an established client. The letter failed to make clear that they are not accepting any NEW clients but would continue to cover all existing clients. **Employee Health Insurance discussion**— Mr. McCarty indicated that a discussion with department heads is planned to evaluate the existing health care plan.

**DEPARTMENT REPORTS: Historical Society** – Mr. Bellows reported that the Alstead Historical Society roof slates on the Pleasant Street side need attention despite Melanson Roofing doing maintenance within the last year. The Board agreed that upon Mr. Saxton's return tomorrow, he should leverage his Library relationship with Melanson and ask them to come address the latest

problem. He further reported that the Historical Society hopes to repurpose slates from the roof of 10 Summer Street, which is slated for demolition this spring; he has contacted the NHDOT with that request and hopes to hear back in a couple of weeks. Finally, Mr. Bellows requested reimbursement from the town to the Historical Society for the difference between the cost of repairs to the Historical Society grounds after a 2022/2023 winter car accident (\$449.34) and the insurance deductible (\$120), a sum of \$329.34. **The Board agreed by consensus with 2 present and 1 absent to reimburse the expenditure.** Mr. McCarty mentioned that Mr. Bellows will provide him with monthly statements for the Capital Reserve funds, which Mr. McCarty will see get posted to the web site. **Admin** – Mr. McCarty reminded the group that Ms Gratacos will be on vacation the week of 4/21 and that Ms. Schoppmeyer would serve as recording secretary pro tem in her absence. **Highway** – Mr. Trafton reported that NHDOT is requesting information about 10 Summer Street rights-of-way and other pertinent information for the coming project at that site, and he will spend time this week researching their questions. The Road Agent then reported that spring grading and restoration of Alstead dirt roads is under way, that the CV is in Manchester for transmission repairs, no status; the new dump truck has been delivered to the outfitter and the hope is that it will be delivered to the town within a month. The International 10 wheeler will be traded for the new truck. Mr. McCarty reminded the group that notification and review on the hazard mitigation plan is completed so Mr. Trafton can submit a final copy of the plan to NHDOT and requests for paving bids for Thayer Brook Road can be posted. There is an open customer service ticket about culvert maintenance however the landowner bears some responsibility and communications are in progress. **Police** – Chief Murrell reported 345 calls year to date and that US Cellular returned the communications tower agreement with a few minor changes in wording and grammatical changes. After a brief discussion **the Board agreed with the changes and authorized the Chair to sign the agreement.** **Emergency Management** – Director Reynolds reported that the Joint Loss Management Committee (JLMC, aka Safety Committee) met on April 11<sup>th</sup>. The group discussed 1-possible changes to the wording of the accident reporting policy pertaining to emergency medical treatment; 2-questions about heart attacks on the job qualifying for workers’ compensation (it depends); 3-best practices associated with gathering past medical history information from prospective employees; and 4-department PPE provision policies. Mr. McCarty noted that past Select Board member Mary Ann Wolf has begun her customary review of job descriptions and compensation and may be contacting department heads. **Library Trustees** – Trustee Jude Willis reported that the Library Trustees next meet on Thursday 4/18. **School Board** – Mr. Levesque had nothing to report. **Planning** – Mr. Levesque reported that the Planning Commission discussed a recent unanimous Supreme Court decision about how social media should affect public officials. Mr. McCarty asked him to send the link for review. Further, Mr. Levesque reported a successful Complete Streets meeting on Tuesday 4/16 and progress is being made on the policy. At 5:39 PM, the Board deferred the Ambulance/Parks/Waste and Fire Department reports until after the scheduled non-public sessions.

**INFORMATIONAL:**

<b>Next regular Select Board meeting:</b>	Tuesday, April 23 <sup>rd</sup> , 2024 @ 5:00 PM, Town Offices, 45 Mechanic St.
<b>Next FM School Board meeting:</b>	Monday, May 13 <sup>th</sup> , 2024 @ 5:00 PM, High School (2 <sup>nd</sup> Monday)
<b>Next 5-Town Select Board meeting:</b>	TBD – Reschedule in progress

**EXECUTIVE SESSIONS:** On a motion made by Mr Kemp and seconded by Mr. McCarty, **the Board voted by roll call (Joel – y; Gordon– y; Matt –absent) to enter non-public session at 5:41 p.m. pursuant to RSA 91-A3, II(b).**

On a motion made by Mr. Kemp and seconded by Mr. McCarty, **the Board voted unanimously to leave non-public session and return to public session at 5:55 p.m.**

On a motion made by Mr. Kemp and seconded by Mr. McCarty, **the Board voted by roll call (Joel – y; Gordon– y; Matt – absent) to enter non-public session at 5:56 p.m. pursuant to RSA 91-A3, II(c).**

On a motion made by Mr. Kemp and seconded by Mr. McCarty, **the Board voted unanimously to leave non-public session and return to public session at 5:59 p.m.**

On a motion made by Mr. Kemp and seconded by Mr. McCarty, **the Board voted by roll call (Joel – y; Gordon– y; Matt – absent) to enter non-public session at 6:00 p.m. pursuant to RSA 91-A3, II(a).**

On a motion made by Mr. McCarty and seconded by Mr. Kemp, **the Board voted unanimously to leave non-public session and return to public session at 6:20 p.m.**

On a motion made by Mr. Kemp and seconded by Mr. McCarty, **the Board voted by roll call (Joel – y; Gordon– y; Matt – absent) to enter non-public session at 6:21 p.m. pursuant to RSA 91-A3, II(b).**

On a motion made by Mr. McCarty and seconded by Mr. Kemp, **the Board voted unanimously to leave non-public session and return to public session at 6:32 p.m.**

On a motion made by Mr. Kemp and seconded by Mr. McCarty, ***the Board voted by roll call (Joel – y; Gordon– y; Matt – absent) to enter non-public session at 6:40 p.m. pursuant to RSA 91-A3, II(?)***.

On a motion made by Mr. McCarty and seconded by Mr. Kemp, ***the Board voted unanimously to leave non-public session and return to public session at 6:?? p.m.***

***On a motion made by Mr. XXXX and seconded by Mr. XXXX, the Board Chair adjourned the public meeting at ?:?? p.m.***

Respectfully submitted,



Mary Schoppmeyer, Recording Secretary pro tem

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