

**TOWN OF ALSTEAD, NEW HAMPSHIRE**  
**Select Board**  
**Approved Minutes for Meeting of January 25, 2022 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: In person:** Charlotte Comeau, Office Administrator (outgoing); Mary Schoppmeyer, Office Administrator (incoming); Jesse Moore, Ambulance Chief; Steve Murrell, Police Chief; **Google Meet:** Bobbie Wilson, Ambulance Lieutenant.

**COMMUNITY MEMBERS: In person:** Glenn Elsesser; Gordon and Holly Kemp; Marge Noonan; Barbara Viegner; Judith Willis. **Phone:** Lori Landry, SAU60 school budget.

**PLEDGE OF ALLEGIANCE:** Marge led the Pledge of Allegiance.

**CALL TO ORDER:** Mary Ann Wolf called the Select Board meeting to order at 5:02 p.m.

**NEW BUSINESS:** Lori Landry gave an overview of the 2022 school budget and warrant articles. Overall, the school district budget is up 5.5% over last year and is \$149,884 over the default budget. Increased costs this year are driven primarily by increased out-of-district tuition, fuel, and health insurance costs. Key points in the warrant articles are plans to contribute more money than usual to the Alstead Schools capital reserve fund and to spend approximately \$20,000 in capital reserve funds to upgrade flooring in the Primary and Vilas Schools and repair the Vilas School slate roof.

**ACTION ITEMS:** Signed the bill and payroll manifests, Vilas Pool bill, budget, default budget, Intent to Cut (McCracken, Map 6 Lot 3 North Rd). Introduced and welcomed Mary Schoppmeyer, hired to take over from Charlotte Comeau as Office Administrator.

**MINUTES FROM PREVIOUS MEETINGS:** Minutes of January 18, 2022: Requested changes: In the Communications item under Open Forum, correct the spelling of "Cob Hill" to "Cobb Hill." On a motion made by Joe and seconded by Joel, ***the Board voted to approve the minutes as corrected. The motion passed unanimously.***

**OLD BUSINESS:** Discussed the new PTO policy. On a motion made by Joel and seconded by Joe, ***the board voted to approve the policy as written. The motion passed unanimously.*** Charlotte or Mary will add the policy to the handbook and distribute the updated book to department heads.

Discussed where to hold the Deliberative Session. Decided on the Town Hall, divided into 2 sections separated by a plexiglass barrier and separate entries for those with masks and those without, with windows open. Signed the warrant, proposed budget, and default budget. Mary Ann proposed holding a Meet the Candidates session to introduce those running for the open Select Board seat. Bobbie Wilson suggested holding it before or after the Deliberative Session and agreed to discuss the idea with Susan Norlander (Moderator). Bobbie asked who will set up for Deliberative Session. Judith Willis agreed to work with Susan Norlander to organize setup.

**Steve:** Marlborough and Harrisville have joined the Regional Prosecutor Program. The contract has been updated, so a Select Board member or the Town Administrator must sign the changed contract. Charlotte or Mary will add the item to the next meeting's agenda.

**Jesse:** Mark Houghton is exploring electrical issues with installing the new AEDs and is meeting with Liberty Utilities to problem solve. Jesse suggests forming a wellness committee to assume responsibility for the AED project and for other town wellness programs. Holly Kemp volunteered to work on that challenge since she works in the wellness profession.

- Discussed the availability of video footage of the fire at the property next door to the Town Hall.
- Asked that the board publicly thank those who rescued the owner of the burning home. Mary Ann will write notes of gratitude to Robert "Junie" Esslinger and firefighters Matt Goodell and Logan Yeatman. Mary Ann will also write a note of thanks to Jean Kelly, who recently left the transfer station staff. Charlotte will make sure that the most recent applicant for the Office Administrator job is acknowledged and informed that the position is filled.
- Discussed the issue of damage to the new fire truck and whether to get an outside appraisal or accept Kim Kercewich's estimate. Primex recommends that we get a formal appraisal. On a motion made by Mary Ann and seconded by Joe,

the **board voted to ask Kim Kercewich to get an outside appraisal on the fire truck damage. The motion passed unanimously.**

- Damage to ambulance is not fixed yet, hoping to get it done this week. Seeking ways to avoid repeat occurrences.

**Joel:** Received communication from a resident requesting that Steve Murrell and his team be publicly acknowledged for their outstanding professional, knowledgeable, and empathetic conduct while assisting a resident with a public safety incident. Joel expressed the board's thanks and a round of appreciative applause was offered by all in attendance.

- Fielded inquiries from two different people about running for select board.
- Held an exit interview with a disgruntled former employee and found it a useful experience.
- Started conversations about asbestos testing with regard to the fire next door.
- Talked with Zack Palmer at the Community Loan Fund about Well Hill Rd. co-op.
- Spent time at Keene Public Library with a rep of Revision Energy going over Conservation easement maps.
- Continued multiple ongoing conversations about bridge projects.
- Notified board of problems with an ongoing asbestos remediation project at Vilas mansion
- Responded to Dubois & King request for info about Vilas Pool.

**Mary Ann:** Would like to see the town use all local vendors (welders and so on) on a rotating basis. More discussion followed.

**NEW BUSINESS:** Steve Reynolds was not present so the hazardous materials mitigation plan presentation is tabled for a future meeting.

**INFORMATIONAL:** Mary Ann noted that a special Select Board meeting to discuss Transfer Station matters is scheduled for Thursday January 27 at 4:30 p.m. at the Town Offices. The meeting will immediately enter non-public session. The next regular meeting is Tuesday, February 1 and 5 PM. Deliberative session is Saturday February 5<sup>th</sup> at 10 a.m.

Mary Ann wants to schedule review of sealed non-public meeting minutes for the next regular meeting. Joel will investigate the requirements for reviewing sealed minutes and if appropriate the board will enter a non-public session to complete that review at the February 1 meeting. The regular meeting will start at the stated time and if determined appropriate, non-public session will convene at the end of the regular meeting.

**PUBLIC COMMENTS:** Glenn Elsesser asked if Joe's term on the school board is complete. Joe indicated that he was running, so far unopposed, for another 3-year term.

- Jesse reminded the board about a problematic 13-page contract for the new CAD ambulance software program that requires review and signature. Charlotte received it by email and will forward it to Jesse for review.
- Glenn Elsesser asked if there was any progress with regard to the unauthorized driveway on Walpole Valley Rd. A permit has not been located. Mary Ann will ask Prescott to talk to the property owners.
- Joe asked Charlotte if there was any progress from the attorney about the trailer that is sticking out onto Gilsum Mine Rd. Charlotte reported that the attorney has reviewed the matter and will take action this week.

**NON-PUBLIC SESSION:** Jesse requested a non-public session to discuss an ambulance matter. On a motion made by Mary Ann and seconded by Joe, **the Board voted by roll call (Joe: Yes; Joel: Yes; Mary Ann: Yes) to enter into NPS pursuant to RSA 91-A:3, II(c) at 6:23 p.m.**

On a motion made by Mary Ann and seconded by Joel, **the Board voted to exit NPS and reconvened the public meeting at 6:36 p.m. The motion passed unanimously.**

On a motion made by Mary Ann and seconded by Joe, **the Board voted to adjourn at 6:37 p.m. The motion passed unanimously.**

Respectfully submitted,



Mary Schoppmeyer, Office Administrator (incoming)

The next meeting of the Select Board is scheduled for Tuesday, February 1, 2022.