

TOWN OF ALSTEAD, NEW HAMPSHIRE
Select Board
Approved Minutes for Meeting of May 2, 2023 at 6:00 p.m.
Town Hall, 9 Main Street, Alstead, NH 03602

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

STAFF PRESENT: In person: Jordan Cannon, PB-ZBA Admin; Mike Jasmin, Health Officer; Jesse Moore, Ambulance Chief; Stephen Murrell, Police Chief; Darren Perlongo, Deputy Emergency Management Director; Steve Reynolds, Emergency Management Director; Mary Schoppmeyer, Office Administrator; Prescott Trafton, Road Agent; Bobbie Wilson, Ambulance Lieutenant, Matt Yeatman, Fire Department.

COMMUNITY MEMBERS: In person: Jim Gordon, Joe Levesque, Mark Mastrocinque, Rich Nalevanko, Marge Noonan, Barb Viegner, Judith Willis. **Google Meet:** Kenyon Nesbit.

GUESTS: Rebecca and Ethan Schultz

CALL TO ORDER: The Pledge of Allegiance was recited and Mr. McCarty called the Select Board meeting to order at 6:00 PM. He welcomed guests Rebecca Schultz and her son Ethan, who is interested in learning about what happens at Select Board meetings.

ACTION ITEMS: Signed the payroll manifest (\$29,309.75) and tax liability manifest (\$6006.11) for the 5/5/23 payroll. Signed the AP manifest (\$53,930.09) for the 5/6/23 billing cycle. Signed one Vilas Pool Expenditure (Credit card). Signed one pay rate sheet (Vilas Pool). Signed one timber tax levy (M18 L5B). Signed one timber cut intent (M27 L3). Re-signed a set of five back-dated Land Use Change Tax warrants from July 2022 for record completeness (M67 L10-D1, M37 L2-2, M4 L7A, M12 L14A, M4 L7). Signed one administrative abatement to correct an assessor error from 3/3/21. Signed the final generator policy approved on 4/25/23.

MINUTES FROM PREVIOUS MEETINGS: Minutes of April 25, 2023. No corrections requested. On a motion made by Mr. Saxton and seconded by Mr. Kemp, ***the Board voted unanimously to approve the minutes as submitted.***

OLD BUSINESS: Fire truck repair – No news. **MOBIL Bridge project:** Hoyle Tanner submitted a revised scope and fee document for the Comstock Road bridge over Darby Brook. NH DOT is reviewing and expected to approve next week. **Planning and Zoning Administrator:** The requisite background check is complete with a satisfactory result and the Board agreed by consensus to appoint William Jordan Cannon (“Jordan”) to the position being vacated by Melanie Marsden after 17 years of exemplary service. **Generator policy completed** – A final version of the policy is now signed. **Joint Loss Management Committee** - Mr. Reynolds reported that the committee has four members lined up – himself, Penny Gendron, Michael Jasmin, and Matt Yeatman. Requires two rank & file and two management; believes the requirements satisfied. Mr. Jasmin provided some helpful information from his Swanze committee. Mr. Reynolds will set up the first quarterly meeting. **Select Board Email policy completed:** Mr. Kemp provided a policy document with revisions, which the Board agreed by consensus to sign. **2022 Fuel consumption** – Mr. Lou Beam of Charlestown asked the five towns to submit estimates of their expected diesel, gasoline, fuel oil, and propane needs in order to arrange for fuel companies to bid for the five towns’ business. The information is needed by May 26.

DEPARTMENT REPORTS: Vilas Pool – Ms. Wilson reported that as of last meeting, 2 committee members intended to step down and a replacement for one had been found and was appointed. The good news is that one member decided to stay, so the committee is fully staffed. **Health & Human Services** – Health Officer Mike Jasmin reported that all is well. **Highway Department** – Mr. Trafton reported that he has a Purchase Order in the amount of \$16,234.00 for the repair of the 2012 Dodge ready for signatures. Mr. Saxton pointed out that a new truck would cost about \$140,000 and repairing this truck will offer better value return when it is time to sell it in two years. Mr. Trafton noted further that the budget is tight but he is watching it closely; that he is spending a lot of time on the phone with FEMA and Homeland Security with an eye toward resolving the 2021 flood reimbursement effort; and that he is working with Mr. Kemp to install pins for mitigating a crack in the Vilas Pool dam. Mr. Trafton also noted that there was an accidental incident at the Transfer Station that damaged the backhoe, and the employees contacted the Highway Department instead of the department head – he would like to see some effort made to remind employees of the proper channels of reporting. **Police**

Department – Chief Murrell reported that the fuel tank for the generator that supports the Cobb Hill communications tower will be replaced with a bigger tank on Thursday 5/4. Call volume to date shows a steady increase for the same periods in 2021 and 2022. The Chief described the kinds of calls being received and there was some discussion about RSA 91-A (Right to Know) calls. **Emergency Management** – Director Reynolds noted that the state passed a mental health law for first responders requiring mandatory training once per year for first responders. It is required for ambulance and fire departments; police departments have their own mental health training requirements. With regard to housing two ambulances, the OEM committee is doing research and has contacted the insurance company. There was extended discussion about the brush truck and how it came to be in Alstead’s possession. The Board expressed its gratitude for the committee’s efforts and looks forward to the coming solution. **Ambulance Department** – Chief Moore announced that as of 11:59 PM on 5/2/23, DiLuzio Ambulance, our paramedic supplier, will cease to operate. Another supplier will be on temporary assignment for 90 days. He noted that our second ambulance is on schedule for delivery by May 31 and expected to be in service by July 1. With Alstead coming on line as a paramedic service, we no longer need to buy those services from DiLuzio AND we can offer those services to other entities by forming mutual aid agreements with them. Service will not be interrupted, but will need to make some decisions in the next 90 days. Call volume is at 50 calls for the year, with 11 calls just this week. Chief Moore observed that other towns in the region are working to do with AEDs what Alstead has done; he is working to get our units registered with 911 so that people can be directed to them when needed. He is running the department on a bare bones budget. With the paramedic level service and a second ambulance, the department can bill 100% of the time at basic life support level, 90% advanced level, and 60% at the paramedic level; this should triple or quadruple the department revenue. This year so far, 77% of the billing is at the advanced life support level. Mr. Nalevanko went on the record saying the Board and the entire town should commend the Chief and his team and their efforts to set Alstead’s department up as a paramedic services provider. Mr. Jasmin observed that models are changing and the volunteer scenario is declining. The Chief also reported that he is in touch with Gilsum to see if they are interested in providing staff to the East Alstead ambulance to benefit communities in the Gilsum area. Mr. Kemp observed that a special fund can be set up specific to Ambulance revenue dedicated to ambulance expenses without requiring a town vote to expend it. **Planning board** – The board changed its meeting time to 6 PM. **School board** – There are efforts in progress to balance the supply of kids to field school soccer teams, possibly by bussing kids from different district school; the Alstead attendance area is short of kids, where Charlestown has an abundance of kids and not all of them get to play. Regarding the handling of the April 10th incident at the high school, the issue has been addressed. The Fall Mountain Budget Committee remains a statutory committee. The last day of school is June 22nd for the kids, June 23rd for the teachers. **ARPA report** – The April 30 ARPA report has been submitted; there is approximately \$156,000 in ARPA money left. Mr. McCarty thanked Mr. Levesque for his continued service on the school board. Mr. Nalevanko noted that the Fall Mountain Scholarship Committee is preparing for its fundraising efforts for the year and getting ready to award scholarships at graduation – not only for college scholarships but also for Career and Technical Education (CTE).

BOARD REPORTS: New Hampshire Municipal Clerks Week - Mr. Kemp noted that the Governor designated this week as Municipal Clerks week and he wanted to recognize our Town Clerk and Deputy Town Clerk, and Office Administrator for all the hard work they do for our town. A round of applause was offered. **Lake Warren Dam** – Mr. McCarty noted that he received an email from an engineer about the Lake Warren dam and its imminent reclassification as a high hazard potential. The dam will become eligible for high hazard funds, a 65% federal / 35% owner match program. (If the Vilas Pool Dam, currently classified as Significant) gets reclassified after modeling exercises, it too would qualify for the high hazard program.)

INFORMATIONAL: The next regular meeting of the Select Board is scheduled for Tuesday, May 9, 2023 at 6:00 p.m. The Select Board will meet to consider the Town Clerk’s Tax Deeding recommendations on Wednesday, May 10, 2023 in the Town Office Conference Room. Acworth will host the next Five-Town Select Board meeting on Friday July 28, 2023, time to be determined.

PUBLIC COMMENTS: None.

EXECUTIVE SESSIONS: On a motion made by Mr. McCarty and seconded by Mr. Saxton, *the Board voted by roll call (Mr. McCarty– y; Mr. Saxton – y; Mr. Kemp - y) to enter non-public session at 7:25 p.m. pursuant to RSA 91-A3, II(c) – reputational.*

Before exiting the non-public session, the Board reviewed the minutes of the session and signed them.

On a motion made by Mr. Kemp and seconded by Mr. Saxton, ***the Board voted unanimously to leave non-public session and return to public session at 8:05 p.m.***

On a motion made by Mr. Kemp and seconded by Mr. McCarty, ***the Board voted by roll call (Mr. McCarty– y; Mr. Saxton – y; Mr. Kemp - y) to enter non-public session at 8:07 p.m. pursuant to RSA 91-A3, II(c) – reputational.***

Before exiting the non-public session, the Board reviewed the minutes of the session and signed them.

On a motion made by Mr. McCarty and seconded by Mr. Saxton, ***the Board voted unanimously to leave non-public session and return to public session at 8:11 p.m.***

Mr. McCarty noted that the NH Department of Natural and Cultural Resources (DNCR, or “Dancer”) is talking with the Department of Environmental Services about inspecting the Pratt Road logging job and that he expects to hear more on that subject.

On a motion made by Mr. Kemp and seconded by Mr. Saxton, ***the Board Chair adjourned the public meeting at 8:15 p.m.***

Respectfully submitted,



Mary Schoppmeyer, Office Administrator