

**TOWN OF ALSTEAD, NEW HAMPSHIRE**

**Select Board**

**Unapproved Minutes for Meeting of September 4, 2024 at 5:00 PM**

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

**SELECT BOARD PRESENT:** Gordon Kemp and Matthew Saxton.

**STAFF PRESENT:**

Name	Position	In Person	Google Meet
Misty Gratacos	Town Administrator	•	
Shelley Steuwe	Recording Secretary	•	
Jesse Moore	Director of Sanitation, EMS & Grounds	•	
Bobbie Wilson	Supervisor of the Checklist/Vilas Pool	•	
Penny Gendron	Police Department	•	

**COMMUNITY MEMBERS:** **In person:** Karen Schwabe, Barbara Viegener, Joe Levesque, Marge Noonan, Judith Willis; **Google Meets:**

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER:** Mr. Saxton called the Select Board meeting to order at 5:00 PM and then proceeded with leading the agenda-based discussion.

**GUESTS:**

**ACTION ITEMS:** Review & sign Payroll Manifest (\$33,301.14); review & sign Payables Manifest (\$309,309.57); review & sign Tax Liability Manifest (\$6,735.24); review new rate sheet

**MINUTES FROM PREVIOUS MEETINGS:** 8/27 meeting minutes were reviewed, amended and approved as amended by the Board.

**OLD BUSINESS:**

- A. **Washed-out glass** – Mr. Saxton reports that he met with Mr. Hubbard on 8/28. They looked at the glass on Mr. Landry's and Mr. Haynes' properties and Mr. Saxton suggested that they become two projects instead of one. Mr. Hubbard said he can likely complete work on Mr. Landry's property with his mini excavator, and will provide a quote for that, (and plans to complete that project first. Director Moore reports that he spoke with Mr. Hubbard yesterday and he said he would like to walk the whole thing again. Director Moore provided his contact info to Mr. Saxton to follow up on this. Ms. Willis asked if it was discussed where to dispose of debris, and Mr. Saxton said he told Mr. Hubbard the Town would figure that out with Mr. Trafton.
- 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. **Model T MOU** – No updates.
- G. **Langdon Library Fees** – No updates.
- H. **Employee Health Insurance** – No updates.
- I. **Fire Dept Policies** – No updates.
- J. **Pine Cliff Road information/updates** – No updates.
- K. **210 Gilsum Mine Road land merger talks** – Mr. Kemp reports he has been discussing the statutory requirements with Ms. Bacon.
- L. **Lighting upgrade for Village Station** – No updates.
- M. **Complete Streets** – Mr. Levesque reports they had a meeting today and found out that Complete Streets projects can be funded via the Transportation Alternatives Program (TAP) grant, which provides reimbursement at 80 cents on the dollar. SWRPC uses Vanasse, Hangen, Brustlin, Inc (VHB), who will complete the engineering piece. They will do the same for all of the Complete Streets projects downtown that have to do with Main, Mechanic, High, and River Streets. The committee wants to complete the sidewalk project first (between Vilas School and the Library). There is a 20 percent match for the Town for any work done on a state road (can bill the State our Highway Department rates). The same can be done for supplies needed for the State roads, via the Monadnock Alliance for Sustainable Transportation (MAST) grant. The committee recommends using this to repaint the crosswalks (since the State won't do this until the road is repaved) and installing new crosswalk signs with blinking lights. Mr. Kemp asks if there are any deadlines coming up that need decision making tonight, and Mr. Levesque says no. Grants due dates are: MAST 10/25/24, TAP 1/1/25. The Complete Streets projects have been prioritized by the committee, but can be changed (minus the sidewalk, which they strongly recommend to be done first).
- N. **Department & Board**

**NEW BUSINESS:** Review & possible re-write of the Credit Card Policy; will review and discuss next week.

**OTHER ITEMS:**

**DEPARTMENT REPORTS:**

**Fire Department** – Mr. Kemp reports that they have 65 calls to date. Chief Kercewich reported to him that the battery was being replaced in Engine 1, and that Engine 3 was having 12V lighting installed in place of the 110V.

**Town Office Administrator** – No updates.

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

Director Moore reports that:

- **Ambulance** – 125 calls to date. A two year old bill (2/2023) for software maintenance in the amount of \$2,090 from Image Trend is presented to the Board. They had an old Town Administrator contact on file, so the bill was not making it to us. On 9/5 Eversource is doing a presentation on how to manage downed trees and power lines that EMS staff will attend. On 10/10 they will be kicking off Hands-Only CPR at either the Library or the Fire Station.
- **Parks** – Mowing up to date. Cut back brush/trees at the Historical Society.
- **Transfer Station** – Has given two staff members the option to go to the annual NH NRRA Meeting of Operators in Lancaster, NH 9/9. A resident went to Mr. Kemp's home after being turned away from the Transfer Station because he attempted to dump many bags of trash without a Commercial Hauler permit. Mr. Kemp confirmed that this is a Town policy that he must adhere to. Director Moore points out that this is a state law as well. Director Moore asks about where we stand with monthly burning in partnership with the Fire Department. The Board left it that he should connect with Chief Kercewich to discuss cost and to present that information to the Board. Fiber has been installed at the Transfer Station. Should be shipping cardboard next week (46 bales).
- Mr. Fuller is working on the outlets for the Town Hall (will be done before election day). Mr. Bellows is going to fix one of the windows in the Town Hall (stuck open).

**Vilas Pool** – Mrs. Wilson reports that the Vilas Pool is closed for the season to the public, but is still hosting private events.

#### **BOARD REPORTS:**

**Mr. Kemp** – Free internet has been installed at the Fire Department and Transfer Station (they need to cancel Comcast services at both). He had an hour long video conference with someone from the business side of Consolidated Communications Inc. to talk about the Highway Department and Town Offices. They are going to get proposals together for fiber internet at both locations. He recommends they put the Starlink on a month-to-month account to be used on an as-needed basis.

**Mr. Saxton** – Provided updates in Old Business.

#### **PUBLIC COMMENTS/QUESTIONS:**

#### **INFORMATIONAL:**

**EXECUTIVE SESSION/S:**

<b>Next regular Select Board meeting:</b>	Tuesday, September 11, 2024 @ 5:00 PM, Town Offices, 15 Mechanic Street.
<b>Next FM School Board meeting:</b>	Monday, September 9, 2024 @ 6:00 PM, High School (2nd Monday)
<b>Next 5-Town Select Board meeting:</b>	TBD – Reschedule in progress

On a motion made by Mr. Kemp and seconded by Mr. Saxton ***the Board Chair adjourned the public meeting at 5:57 PM.***

Respectfully submitted,

Shelley Steuwe

Recording Secretary