

TOWN OF ALSTEAD, NEW HAMPSHIRE
Select Board
Approved Minutes for Meeting of April 11, 2023 at 5:00 p.m. (revised on 5/23/23)
Town Hall, 9 Main Street, Alstead, NH 03602

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

STAFF PRESENT: In person: Jesse Moore, Ambulance Chief; Stephen Murrell, Police Chief; Steve Reynolds, Emergency Management Director; Mary Schoppmeyer, Office Administrator; Prescott Trafton, Road Agent.

COMMUNITY MEMBERS: In person: Glenn Elsesser, Rich Nalevanko, Marge Noonan, Mary Anne Wolf, Kathy Torrey, Richard Beringer

GUESTS: None.

CALL TO ORDER: The Pledge of Allegiance was recited and Mr. McCarty called the Select Board meeting to order at 5:00 p.m.

ACTION ITEMS: While reviewing the action items for those in attendance, Mr. McCarty asked if Mike Jasmin had agreed to be renewed as Health Officer and as he was not present, Ms. Schoppmeyer affirmed that he had agreed via email, so the nomination form was included in the items to be signed. Also signed 1 timber cut intent (23-009-01). Signed three appointments (Moody, Conservation Commission; Rhoades, Planning Board; Reitmann, Planning Board); Signed one abatement (LUCT, M37 L2-2); Signed Selection Notification memo for Comstock Rd/Hill Rd bridge project submitters.

MINUTES FROM PREVIOUS MEETINGS: Minutes of April 4, 2023; Minutes of two April 4, 2023 non-public sessions. A request was made to change an incorrect reference under the Police Department report reference from "Chief Moore" to "Chief Murrell." On a motion made by Mr. Kemp and seconded by Mr. Saxton, ***the Board voted to approve the public minutes as corrected and both sets of non-public minutes as written. The motion passed unanimously.***

OLD BUSINESS: Library – Mr. Saxton, who also serves as a Library Trustee, read his email to the Board about codifying the agreement between the Select Board and the Library about who pays for what. The standing agreement seems to be that the Library pays for programs, books, and payroll and the Town pays for building maintenance. For efficiency's sake, the Town administers the Library payroll. If payroll exceeds the Town appropriation to the Library, the Library refunds to the Town the difference. There is some disagreement about where janitorial services fall in the context of the existing agreement since it seems that a case can be made in either direction for that. In addition, it was noted that a 2022 invoice submitted to the Library by the town for the year 2021 remains outstanding. Mr. Saxton reminded the Board that the Library has paid for numerous building upkeep items in the recent past, and he suggested that credit for those expenditures could be applied to the outstanding balance. Mr. McCarty requested that the Library Trustees present the specifics of their request to the Board for a ruling. At this point Ms. Torrey departed and Mike Jasmin arrived; Mr. Jasmin's signature was sought on the previously mentioned nomination form. **River Street:** Mr. Kemp reported that he had received an email from a resident whose River Street property suffers from drainage problems after a state road improvement. Mr. Saxton recommended that the resident call the NH DOT District 4 headquarters in Swanzey. **Agenda:** Mr. Kemp suggested that old business be left on the agenda until it is resolved. **Fire Truck repair:** The Board resumed its discussion about financing the repairs to Engine 3 after learning that despite the passage of the 2023 Warrant article, the repairs cannot legally be funded from the Fire Department Capital Reserve fund, which was created with the intent of funding only purchases. It was noted that the truck is 23 years old, scheduled for replacement soon, and met about 40 calls in 2022 before the pump failed. On a motion made by Mr. McCarty and seconded by Mr. Saxton, ***the Board voted unanimously to repair the truck.*** Mr. Elsesser expressed his confidence in the vendor who submitted the November estimate of twelve thousand seven hundred thirty dollars (\$12,730). Mr. Reynolds noted that this is the second or third time the pump has failed and suggested a review of the maintenance records to make sure any existing defect is corrected to prevent additional recurrence. Mr. Elsesser recommended complete tear-down, re-diagnose, and re-estimate to try to ensure that the repair cost can be kept within the limit set by the warrant article. **Planning/Zoning Administrator:** Mr. Saxton asked whether the position had been advertised; the Office Admin responded that it had not and that information was needed to complete the task. **Generator plan:** Work continues with regard to adding the five town generators to the capital improvement plan (CIP).

HIGHWAY DEPARTMENT: Mr. Trafton reported that he would undertake the LPA (Local Public Agent) Training required by the NH Department of Transportation recipients of federal funding. He noted that a second inquiry had been made with regard to an old restitution case and the Admin was tasked with locating the minutes reflecting the Board's decision on that matter. Mr. Trafton further reported that town counsel is comfortable with trading the old truck to bring the purchase price of the new

truck within warrant article limits; Mr. McCarty wants further clarification on that matter. Discussion about repairing the disabled Dodge salt truck is tabled until the question about obtaining the new truck is answered. Mr. Trafton reported that grinding on Gilsum Mine Road begins on April 17. **FEMA** – Mr. Trafton requires call log information from the Fire Chief to complete his preliminary assessment for the 3/14 snowstorm. The event is still undeclared but it's important for the numbers to be as close as possible. When queried the Office Admin indicated that a FEMA payment for the 2021 flood event had been received (about thirty thousand dollars). Finally, the Road Agent indicated that the mud season weight limit posting on Alstead roads was lifted and could be removed from the web site.

AMBULANCE: Chief Moore reported that the new cardiac monitor for the additional ambulance is ordered. Unneeded features will be removed to reduce the cost by about three thousand dollars. Zoll is bundling the warranty in with the unit for the existing ambulance, a five-year package with three years left on it). The new ambulance is on target for delivery by May 31.

EMERGENCY MANAGEMENT: Director Reynolds reported that the emergency contact list needs updating with the contact information for Mr. Kemp. The Office Admin was tasked with updating the list. Work on a generator replacement policy is in progress; Mr. Trafton will follow up on information regarding the current management plan in place. Mr. Jasmin has a generator RFP; he will share that with interested parties. In addition, work has begun on an assessment questionnaire draft to gather town knowledge about buildings and facilities.

INFORMATIONAL: The next regular meeting of the Select Board is scheduled for Tuesday, April 18, 2022 at 5:00 p.m. Walpole will host the next Five-Town Select Board meeting on Friday April 21st, 2023 at 4:30 PM in Walpole.

PUBLIC COMMENTS: Mr. Saxton wondered how many calls associated with inappropriately-installed wood heat systems were received over the winter. Chief Moore reported that he knows of one call but it was technically a Langdon property. Mr. Kemp asked if a vote is needed to open the gate at Vilas pool. Mr. Trafton responded that it might be too early and the gate requires constant attention. Mr. McCarty suggests keeping a log to develop a set of standard operating procedures for opening that gate. Chief Moore asked if anyone has looked into community power for Alstead. Some discussion ensued. Mr. McCarty suggested inviting Walpole Selectboard Member Peggy Pschirrer to come speak to Alstead about it. Mr. Elsesser wants to investigate the tax assessment for the senior housing because he feels that last year's numbers don't seem to agree with his understanding. He continues to explore the issue and has reached out to Rindge and Walpole.

EXECUTIVE SESSIONS: On a motion made by Mr. Saxton and seconded by Mr. Kemp, ***the Board voted by roll call (Mr. McCarty– y; Mr. Saxton – y; Mr. Kemp - Y) to enter non-public session at 6:29 p.m. pursuant to RSA 91-A3, II(a) – compensation of a public employee.***

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 to leave non-public session and return to public session at 6:50 p.m. The motion passed unanimously.***

On a motion made by Mr. McCarty and seconded by Mr. Saxton, ***the Board voted unanimously to correct compensation rates for two employees.***

On a motion made by Mr. McCarty and seconded by Mr. Saxton, ***the Board Chair adjourned the public meeting at 6:42 p.m.***

Respectfully submitted,



Mary Schoppmeyer, Office Administrator