

TOWN OF ALSTEAD, NEW HAMPSHIRE
Select Board
Unapproved Minutes for Meeting of January 24th, 2024 at 5:00 p.m.
Town Hall, 9 Main Street, Alstead, NH 03602

SELECT BOARD PRESENT: Joel McCarty (absent), Gordon Kemp, Matthew Saxton

STAFF PRESENT: **In person** –Misty Gratacos, Office Administrator, Mary Schoppmeyer, Administrative Consultant; Jesse Moore, Director of Sanitation, EMS and Grounds. **Google Meet** – Bobbie Wilson, Supervisor of the Checklist & Ambulance Lieutenant

COMMUNITY MEMBERS: **In person** –Judith Willis, Barbara Viegner, Marge Noonan. **Google Meet** –

GUESTS: Robert (Bob) Stephens, Principal Engineer, Stephens Associates Consulting Engineers, LLC.

CALL TO ORDER: The Pledge of Allegiance was recited, and the Select Board meeting is called to order at 5:02 p.m.

ACTION ITEMS: Reviewed & signed payroll manifest (\$31,538.17), reviewed & signed PTO buy-outs (\$6,512.00/M. Schoppmeyer still pending); reviewed and signed bill manifest (\$33,409.10); reviewed & signed tax liability manifest, all for 1/24/24 billing cycle; reviewed and signed a timber cut requests; reviewed & signed Delegation of Deposit Authority request by Town Clerk.

MINUTES FROM PREVIOUS MEETINGS: Minutes of January 8th, 10th, 11th, 12th, 15th and 22nd, 2024. On a motion from Mr. Kemp that Mr. Saxton seconded, ***the Board voted to accept all minutes as submitted.***

Presentation: An informative presentation by Robert (Bob) Stephens, Principal Engineer, Stephens Associates Consulting Engineers, LLC (*which can be found on the Town website*) regarding the Lake Warren Dam and Vilas Pool Dam. Mr. Stephens discussed in depth how his firm would handle the issues with erosion, water breaking the spillway and a deterioration of the concrete at Vilas Pool Dam, and the similar issues with the Lake Warren Dam. Mr. Stephens answered a few questions regarding cost and types of testing needed to move forward. Mr. Stephens talked of his education, being a UNH graduate, moving to the west coast to pursue engineering projects on a much larger scale, and finally moving back to NH to raise a family with his wife, Bethel, who is a structural engineer herself.

In closing, Mr. Stephens was asked which dam is most important in his opinion. His response confirmed that studies would have to be done to determine that.

OLD BUSINESS: **Washed-out glass** –Nothing new to report. **Thayer Brook bypass** – Nothing new to report. **Broadband** – Mr. Kemp reminded audience members that the community question and answer meeting for Broadband is scheduled for Tuesday, January 30th, 2024 at 5pm at the next Select Board meeting. **Bridges** – Nothing new to report. **Town Real Estate** – Mr. Saxton reported that he keeps getting questions from the realtor, Mary Johnson. **M11 L2 adjacent to Town Hall** – Nothing new to report. **Fire Dept Bylaws, policies, & procedures** – Mr. Kemp reported that several of the policies were ready for review and we will add them to the agenda on January 9th for full review and approval. **Village Station Lighting & overhead door update** – Director of the Transfer Station, EMS & Grounds, Jesse Moore reports that estimates are coming in, in time for the Deliberative Session on February 3rd, 2024 for the lighting and electrical updates. **Sign trailer agreement** – The Board has asked for this to be removed from old business as it will be on the Warrant 2024. **Model T insurance & Memo of Understanding**–Mr. Kemp reported that Mr. McCarty is working on this currently. **East Station progress report** – No date set yet to have the barrel of chemicals removed from East Station. **Langdon Transfer Station/Library fees** – Nothing new to report. **Beaver Dam mitigation** – Mr. Kemp reports that the landowner effected by this has worked out a resolution for now by installing a steel post to monitor the water levels. If the issue returns the landowner will contact the town. The Board has asked that this be removed from old business as it has been temporarily resolved.

DEPARTMENT REPORTS: **Highway Department** – Road Agent Mr. Trafton was not present this evening. **Fire Department** – Chief Kercewich was not present this evening. **Historical Society** – No one representing the Historical Society was present this evening. **Emergency Management** – Director Reynolds was not present this evening. **Transfer Station** – Director Moore reports that the portable toilet issues at the Transfer Station have been resolved. The lock at the gate had been changed and Best Septic had not received a new key. Mr. Moore has provided them with a key so they will be able to

continue to service the unit. In speaking with the representative from Best Septic, he discovered that they do floor drain jetting. Mr. Moore received a quote of \$550 to clean the drains in the Village Station. He stated that the drains as they are, do not drain properly when washing the ambulances. The Board recommended exploring options for washing the ambulances since we do not know where water currently drains to. More discussion needs to be had regarding the drain system and a resolution. Mr. Moore reported that he had met with Northeast Resource Recovery Association (NRRRA) regarding the commodities pricing currently. Stated that prices of everything have gone down considerably. Mr. Moore spoke about possible collaborations with the towns of Walpole and Charlestown to handle some trucking and recycling concerns after speaking with a representative from NRRRA today. More conversations to come with that. Mr. Moore brought to the Boards attention that he had come across paperwork regarding the scales at the Transfer Station. It appears that the scale certification has run out and can not be used. Mr. Moore had presented the bills associated with this to the Office Admin earlier in the day.

Mr. Moore reported that he had concerns regarding no taxes were withheld from his paycheck, or the paychecks of the entire ambulance crew from 2023. The Office Admin explained that the forms had since been fixed by Mr. Moore and have already been forwarded to our payroll company. The Office Admin was tasked with emailing the Department Heads to make them aware and if any of their employees had an issue to please direct them to her for the necessary forms.

Mr. Moore reported that he did not receive a paystub in 2023. Administrative Consultant, Mary Schoppmeyer reported that she had set up his account with Payroll Matters and that all he had to do was to log in to their site and he could print off anything that he needed. Ms. Schoppmeyer reported that she had emailed him with this information when she originally set up his account with the new company last year.

Mr. Moore reported that his Solid Watse Operator Training (SWOT) is booked for mid-February.

Mr. Moore will be attending the New England Aero Medical Symposium for consideration for using aero medical equipment.

BOARD REPORTS -- Mr. Saxton: Mr. Saxton reported that he was very happy to see the number of townspeople who came out to vote at the NH Primary. Mr. Saxton expressed appreciation for all that helped with the election. **Mr. Kemp:** Mr. Kemp reported that he had several items that he was working on and that he would have more to report next week. Mr. Kemp reminded everyone of the Broadband meeting on January 30th, 2024 at 5:00pm at the Town Hall. Mr. Kemp reported that the Office Admin had brought to his attention an issue with a large amount of the Liberty electric bills. It appears that they had not been paid since May 2023 for bill locations of the Town Offices and the Transfer Station.

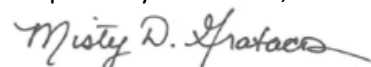
QUESTIONS & COMMENTS FROM THE PUBLIC:

INFORMATIONAL:

Next regular Select Board meeting:	Tuesday, January 29 th , 2024 @ 10:00 AM, Town Office, 15 Mechanic St.
2024 Town Meeting Deliberative Session:	February 3 rd , 2024 @ 10 AM, Town Hall, 9 Main Street
2024 Town Meeting Voting Day:	Tuesday, March 12 th , 2024, 8 AM to 7 PM, Town Hall, 9 Main Street
FM School Board meeting:	Monday, February 12 th , 2024 @ 6:00 PM, High School Library (2 nd Monday)
FM Budget Committee meeting:	Wednesday, February 21 st , 2024 @ 6:00 PM, High School (3 rd Wednesday)
Next 5-Town Select Board meeting:	TBD – Reschedule in progress

On a motion made by Mr. Saxton and seconded by Mr. Kemp, Mr. Saxton adjourned the public meeting at 6:56pm.

Respectfully submitted,



Misty Gratacos
Office Administrator