

TOWN OF ALSTEAD, NEW HAMPSHIRE

Select Board

Approved Minutes for Meeting of September 11, 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	•	
Steve Reynolds	Emergency Mgmt Dir	•	
Prescott Trafton	Road Agent	•	
Jesse Moore	Director of Sanitation, EMS & Grounds	•	

COMMUNITY MEMBERS: In person: Barbara Viegner, Marge Noonan, Judith Willis, Joe Levesque; **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 emails regarding Dams Sector Security Forum and Cold River Instream Flow Water Management Plan.

MINUTES FROM PREVIOUS MEETINGS: 9/4 meeting minutes were reviewed, amended and approved as amended by the Board.

OLD BUSINESS:

- A. **Washed-out glass** – Mr. Saxton reports that Mr. Hubbard said he would email the estimate to him, but he has not received anything yet. Ms. Willis will ask Mr. Landry to follow up with Mr. Hubbard.
- B. **Thayer Brook bypass** – Mr. Trafton reports that the \$240,000 allocated by FEMA could possibly, with hazard mitigation (if it passes through that), add an additional \$240,000. There is a potential to move ahead on a more permanent structure bridge design. They have a rough estimate from Cold River Materials, and are also waiting on a quote for replacing what was already there, including construction costs.
- C. **Bridge projects** – No updates.
- D. **Dams** – No updates.
- E. **Status of property at M11 L2 (abuts Town Hall)** – Mr. Levesque reports that a resident asked if we could ask the owner if we could lease/rent it for Mr. Trafton to park the brush hog there and possibly utilize the lot for parking at Town Hall. Mr. Kemp will connect with the lawyer to see if this is possible. Concerns were raised in regards to the previous demolition of the house that was on this property and the possibility of glass, nails, etc.
- F. **Model T MOU** – Mr. Kemp reports it was discussed at a recent fire department meeting and Mr. Kemp recommended that Mr. Kercewich connect back with Mr. McCarty about this to keep it moving forward.
- G. **Langdon Library Fees** – No updates.
- H. **Employee Health Insurance** – No updates.
- I. **Fire Dept Policies** – Mr. Kemp reports that Jason Antos is leading this work, and that at the last Fire Department meeting he brought up several policies in draft form for discussion.
- J. **Pine Cliff Road information/updates** – No updates.
- K. **210 Gilsum Mine Road land merger talks** – No updates.
- L. **Complete Streets Information** – Mr. Levesque reports that a representative from SWRPC sat and counted cars coming through the triangle by the store today.
- M. **Lighting upgrade for Village Station** – Mrs. Gratacos will follow up with Ms. Iozzo on 9/12 to see if the check has been received.
- N. **Department & Board**

NEW BUSINESS:

OTHER ITEMS:

DEPARTMENT REPORTS:

Emergency Management – Director Reynolds reports that he's trying to get an update on the mini grant filed with FEMA through Assistance to American Firefighters Grant Program (AFGP). He's seeking updates via US Representative Annie Kuster's office liaison and Lance Harbour from FEMA. There are three JLMC reports (one from the Transfer Station, one from the Ambulance, and one from Vilas Pool), that he needs reports for to finalize documentation. Regarding the generators - he suggested to Mr. Fuller that when he checks them again in November, it might be worth replacing the belts and checking the fluid. He hasn't received anything back regarding the Library safety audit. He will email the list to Mr. Levesque, who will

obtain documentation about the updates that were made and will return that to Director Reynolds. Director Moore provides a quote from Perly Lund for the welding to be done at the Transfer Station in response to their safety audit. ***The Board voted unanimously to approve this.*** Director Reynolds asks if there has been any further discussion about changing the entrance to the Transfer Station. Director Moore reports that if they want to change anything with the existing pattern, they'll have to have NHDES coming in with an engineer to design this. Finally, he asks about adding the power lift unit for the ambulance to the list of ARPA funds. Director Moore says they may face a future regulation that requires ambulances to have a power lift unit in order to be licensed. Mr. Saxton asks if what we're facing is approving either the culverts or power lift for ARPA funds, and adding the other to a warrant article. Mr. Levesque says we have just about \$100,000 left in funds, so we could get both. Director Moore also brings up adding an all-weather drone to the ARPA list (~\$4,000), which could be used to assess and provide aid in emergencies in place of emergency vehicles and staff. Mr. Levesque recommends not tying any ARPA funds to a warrant article, because if the warrant article fails, it cancels the ARPA funding.

Highway – Mr. Trafton reports that about a month ago he asked about ordering street signs, and the due date for this is fast-approaching (9/18). As the due date is so soon, he'll likely need to start the process for getting a new quote and will need to add more signs as well. The current quote is \$5,329.38. Mr. Saxton says the Selectmen have tasked themselves with reviewing the budget before moving forward with approving this, but they have not done that yet. They will do that this week. Mr. Trafton also asked about using \$26,735 from ARPA funds for culverts. Mr. Kemp says the Board needs to confirm that the 2023 budget has been finalized by the auditors and know that they did not overspend before approving any use of ARPA funds.

Mr. Trafton reports they are starting inspections on their trucks next week. He asks if the Fire Department can take care of their trucks' inspections (where the Highway Department has historically done this). The Board approves and Mr. Kemp will follow up with Chief Kercewich about this. Mr. Levesque asks if he were to get Mr. Trafton the paint, can he paint the crosswalks by the Library and Vilas Pool. He says he'd prefer they get money to reimburse for the paint he's already bought. Mr. Levesque also asks if they get solar powered (and battery operated) light up crosswalk signs, would Mr. Trafton's crew want to put that in or should he hire someone to do that? Mr. Trafton says his team can do that. Mr. Trafton also reports that there is an issue with getting someone in to do the fog lines painting on Gilsum Mine Road. He's waiting for a contractor from MA to get back to him about this. He's adding Drewsville Road, Homestead Road, and North Road to Gilsum Mine Road to make the job more appetizing to the contractor (since Gilsum Mine Road would be such a quick job).

School Board – Mr. Levesque reports that a press release went out today about the hiring of Dr. Debra Livingston as Interim Superintendent. Her term is 10/22/24 to 6/30/2025. Many in the room are familiar with Dr. Livingston as she has worked for the school district previously.

Town Office Administrator – Mrs. Gratacos brings up to the Board that they still need to establish the Ambulance Revolving Fund as a separate fund (according to the warrant article). She and Mr. Kemp will connect to do this. She reminds Department Heads to start working on their budgets as presentations to the Board will start soon. She also reported that she has a

personal matter to attend to and will be out of the office on Thursday, September 12th for a period of time.

Transfer Station, Ambulance, and Parks –

Director Moore reports that:

- Ambulance – At 124 calls to date. Last week the entire staff went to Charlestown for the safety class provided by Eversource. They’re coming back later this month to train 20 people on chainsaw operations on downed limbs during emergencies. Everyone is working on their **TIMS** certification.
- Parks – Mowing is up to date. The lawnmower will need to go in for service soon.
- Transfer Station – The dump truck broke down again today.

BOARD REPORTS:

Mr. Kemp – The Transfer Station will be able to take debit/credit cards starting 9/14 due to the new Square application.

Mr. Saxton – School needs more bus drivers (that’s where Mr. McCarty is tonight).

PUBLIC COMMENTS/QUESTIONS:

INFORMATIONAL:

EXECUTIVE SESSION/S:

Next regular Select Board meeting:	Tuesday, September 17, 2024 @ 5:00 PM, Town Offices, 15 Mechanic Street.
Next FM School Board meeting:	Monday, October 14, 2024 @ 6:00 PM, High School (2nd Monday)
Next 5-Town Select Board meeting:	TBD – Reschedule in progress

On a motion made by Mr. Kemp and seconded by Mr. Saxton ***the Board adjourned the public meeting at 6:20 PM.***

Respectfully submitted,

Shelley Steuwe

Recording Secretary

