

**TOWN OF ALSTEAD, NEW HAMPSHIRE**  
**Select Board**  
**Approved Minutes for Meeting of October 25, 2022 at 5:00 p.m.**  
**Town Hall, 9 Main Street, Alstead, NH 03602**

**SELECT BOARD PRESENT:** Joseph Levesque, Joel McCarty, Matthew Saxton

**STAFF PRESENT: In person:** Jesse Moore, Ambulance Chief; Steve Murrell, Police Chief; Prescott Trafton, Road Agent; Mary Schoppmeyer, Office Administrator. **Google Meet:** None.

**COMMUNITY MEMBERS: In person:** Gordon Kemp, Marge Noonan, Barb Viegner, Judith Willis. **Google Meet:** None.

**PLEDGE OF ALLEGIENCE**

**CALL TO ORDER:** The Board Chair called the Select Board meeting to order at 5:00 p.m.

**ACTION ITEMS:** The Chair mentioned for the record the 11/17 Conservation Commission hearing re: Prime Wetlands that Town property abuts and Mr. Levesque volunteered to attend that hearing. Signed 1 lien release from 1986. Signed 3 pay rate sheets. Signed 1 oath of office for Inspector of Elections. Signed 1 Police Department purchase order totaling \$5241.41. Signed Moderator's request for use of sign trailers to remind people of voting date, time, & place for Nov. 8 midterm elections. Signing of Notification memos for MOBIL bridge project (Comstock Rd, Hill Rd bridges over Darby Brook) was tabled until the state approves our selection process.

**MINUTES FROM PREVIOUS MEETINGS:** Minutes of October 18, 2022: No changes requested. On a motion made by Mr. Saxton and seconded by Mr. McCarty, ***the Board voted unanimously to approve the minutes as written.***

**SIGN TRAILERS:** The Board discussed the process for requesting use of the sign trailers for advertising town events. They discussed who programs them and who is responsible for what they say. At the beginning of the meeting a resident suggested that a policy regarding trailer use be developed and Mr. McCarty volunteered to draft one and forward it to the Road Agent and the Police Chief. Later in the meeting after the Police Chief arrived, the Chief presented a policy he had already developed for the Board's consideration.

**BOARD REPORTS: FMRSD School Board:** Mr. Levesque reported that the first draft of the proposed Fall Mountain School District budget; it reflects an increase of about 1 million dollars over last year. This draft is subject to change; it does not include any information related to ongoing collective bargaining with the teachers. The Board is seeking volunteers and materials donations for building an outdoor pavilion behind Vilas School to allow more outdoor instruction; construction target is next Spring. Principal Gail Rowe is preparing to retire June 30 so the search is on for a new principal for the four schools. **Hazard Mitigation Plan:** Mr. Levesque reported that he will represent the Board to the Emergency Management team with the 5-year update of the plan. The first meeting is scheduled for Wednesday, November 3<sup>rd</sup>. **Safety walkthrough:** Mr. McCarty reported that he participated in the safety walkthrough at the Leaf Charter School. Action items were identified and will be addressed. **Emergency Management:** Mr. McCarty mentioned that Alstead EM Director Steve Reynolds is looking for a Board member to attend the Regional Emergency Management Directors meeting Wednesday 10/26 from 6-8 pm in the Town Hall, and wondered if Mr. Levesque would be willing to attend that meeting. Mr. Levesque agreed to abandon the Broadband Committee meeting this week in favor of the EM meeting. **Clean Watersheds Needs Survey:** Mr. McCarty handed the Road Agent a notice about this survey that needs a response. **Legal hearing:** The Berger matter will be heard at Cheshire County Court on November 4<sup>th</sup> at 9 AM and Mr. Levesque will represent the Board at the hearing. **Intern:** Leaf School is looking to place a student in an internship pertaining to municipal planning. The request is under consideration. **Water mapping proposal:** The mapping task is weather sensitive and the closing on the 9 Mechanic Street building in question is planned for the Spring. The buyer has questions about what the Planning Board will require and Mr. Saxton will investigate those answers. **Fuel Assistance postcard:** Mr. Saxton reported that the postcard project is completed and mailed. The Administrator reported that Southwest Community Services is sending applicants to the towns to apply for interim relief until their applications can be processed. Mr. Saxton thanked Sharon Iozzo for reproducing and cutting the cards and Mary for working out the mailing indicia and Every Door Direct Mail (EDDM) web site details. There was additional discussion about fuel costs. **Fall library roof inspection:** Mr. Saxton reported that he contacted Melanson Roofing to perform the post-leaf-drop inspection of the Library roof. **Capital improvements plan:** Mr. Saxton reminded the Road Agent that it is time for him to submit his changes to the Capital Improvements plan.

**HIGHWAY DEPARTMENT:** Road Agent Trafton reported that the FEMA paperwork submittal is completed. Two department trucks needed some pre-winter maintenance. The new truck is in the queue at the outfitter. Mr. Trafton explained some of the operating pros and cons of the existing equipment and the new truck. Mr. Trafton also noted that workforce limitations are slowing the ability of manufacturers and outfitters to deliver completed orders. There was additional discussion of economic and workforce conditions. The Road Agent finished his report by saying that the construction of the non-permanent sand housing structure for residential sand is completed and budget preparations have begun. He notes that he is now over budget on fuel. Fuel projections for next year are in the \$8 range.

**AMBULANCE SQUAD:** Chief Moore reported that he still hasn't heard from the SAU60 Superintendent about the Stop the Bleed kits; Mr. Levesque offered to send an email. Chief Moore asked Mr. McCarty about the solar AED cabinets; cost is still undetermined because of international currency factors. He asked for the balance of the ambulance capital reserve fund because there is an opportunity to purchase a 4WD Diesel ambulance from a 2021 bulk order at last year's price which is \$97,000 less than this year's price. Chief Moore will get specs for the vehicle while the board gets the capital reserve fund balance to develop a warrant article for next year's budget. Finally, Chief Moore reported that Alstead now has more paramedics on the squad than any other town in Cheshire County.

**POLICE DEPARTMENT:** Chief Murrell reported that he submitted paperwork to get money toward the purchase order for firearms; work in progress. He reported that Leaf Charter School has set some goals for grant funding for school security; they want Stop the Bleed kits. They are also a potential site for an AED. Chief reported that there was no word on their new vehicle yet. He produced a draft of a sign trailer policy that he will share with the Road Agent for collaboration. A discussion ensued about logistics that the policy should cover. Mr. Levesque asked whether the department planned to get a hitch to enable them to move the trailers and Chief confirmed that they are. Chief expects to have the policy ready for review soon. Mr. McCarty observed that it is time for the Winter Parking ban to be put in place and the Admin was instructed to put that on the agenda for the following week.

**GRANT FUNDING:** Road Agent Trafton reported that during his discussions with FEMA he was told to identify any needs, COVID related or not, and run them past FEMA to determine whether they would be covered. Items that support low income population or personal protective equipment are especially likely to be approved. Mr. Levesque hopes to get the self-contained breathing apparatus he has been trying to get funded for the Fire Department approved.

**PUBLIC COMMENTS:** Barbara Viegner asked whether the Transfer Station accepts cash. The answer is cash is discouraged; check or credit/debit card is preferred.

**INFORMATIONAL:** Trunk or Treat is Monday 10/31 from 5-7 in the lower parking lot behind the Town Offices. The next regular meeting of the Select Board is scheduled for Tuesday, November 1<sup>st</sup>, 2022 at 5:00 p.m. at the Town Hall space at 9 Main Street. There will be no meeting on Election Day, November 8<sup>th</sup>.

On a motion made by Mr. Saxton and seconded by Mr. McCarty, ***the Board Chair adjourned the public meeting at 6:00 p.m.***

Respectfully submitted,



Mary Schoppmeyer, Office Administrator (incoming)