

TOWN OF ALSTEAD, NEW HAMPSHIRE
Select Board
Approved Minutes for Meeting of June 1, 2023 at 6:00 PM
Town Hall, 9 Main Street, Alstead, NH 03602

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

STAFF PRESENT: In person: Kim Kercewich, Fire Chief; Steve Reynolds, Emergency Management Director; Mary Schoppmeyer, Office Admin; Bobbie Wilson, Ambulance Lieutenant. **Google Meet** – none.

COMMUNITY MEMBERS: In person – Barbara & Rudy Viegener. **Google Meet** – none.

PLEDGE OF ALLEGIANCE and CALL TO ORDER: The pledge was recited and the Board Chair called the meeting to order at 6:00 PM.

ACTION ITEMS: Signed the manifest for the 6/2 payroll (\$31,513.65); Signed the manifest for the 6/2 payroll tax liability (\$6501.51). Signed the manifest for the 5/31 Accounts Payable batch (\$44,693.05). Signed the letter to the Trustee of Trust funds documenting the 2023 Capital Reserve Fund deposits, planned for the week of 6/26. Signed two Vilas Pool expenditures for the 6/25 and 7/9 summer event schedule. Signed the 2023P01 Tax Collector's Warrant (\$2,385,435.00). Signed the finalized MS-232 Report of Appropriations Voted.

MINUTES FROM PREVIOUS MEETINGS: Minutes of May 22, 2023 10 AM meeting (re: Transfer Station reporting hierarchy); Minutes of May 23, 2023 6PM regular meeting; Minutes of May 26, 2023 10AM meeting (re: Review & approve dump truck repair in excess of \$1500). No changes were requested. On a motion from Mr. Saxton that was seconded by Mr. Kemp, ***the Board voted unanimously to approve all sets of minutes as submitted.***

Mr. McCarty explained the reason for rescheduling the meeting from Tuesday, which is the Board's general preference to avoid meeting on the Tuesday after a Monday holiday whenever possible for administrative reasons. He reviewed the action items and tabled items (library discussion, land use change tax review), observed that a non-public session was scheduled for the end of the meeting, and noted member commitments later in the evening necessitated attention to brevity.

OLD BUSINESS: Bridges – Mr. McCarty reported that after the survey and boring steps of the Engineering Study phase are completed, Hoyle Tanner will hold a public meeting at the August 22nd 6 PM regular meeting, to seek input and answer questions. **Vilas Dam** – Mr. McCarty reported that Wayne Ives of New Hampshire Department of Environmental Services (NHDES) will present Cold River flow study results at a meeting in June, likely a daytime meeting, interested parties will be notified. **Ambulance housing** – The storage container has been ordered and delivery is expected in two weeks. Site work is in progress. **Realtor for Caldwell Pond property sale** – No progress to report, Mr. Saxton will ponder. **LUCT Tax Bill** – Tabled until 6/6; Mr. Kemp is gathering information and doing research. **Employee manual changes** – Revisions to the accident reporting policy require approval; tabled until 6/6. The Joint Loss Management Committee (JLMC, aka Safety Committee) is rewriting disciplinary measures language and revisions to the personal property search policy are also in progress pending advice from Primex; tabled until 6/6. Mr. Kemp is researching changes to the workplace search policy with Primex, target 6/6 meeting. There was additional discussion about weapons and policy. Ms. Schoppmeyer was tasked with typing up the holiday week meeting policy, target 6/6 meeting. **JLMC (Safety) Committee** – In addition to policy review and revisions, building inspections are underway – Mike Jasmin will contact the offices; expect to complete training by end of summer.

DEPARTMENT REPORTS: Fire department – Chief Kercewich reported 50 calls so far this year and that the Engine 3 repair cost about \$14,000, which is about half the expected cost. **Elections** – Checklist Supervisor Wilson reported that she has no invoice in hand for the new election computers yet. Ms. Wilson reiterated the need for additional power outlets in the town hall. There was additional discussion about upgrading the service because they cannot run the power washer without tripping breakers. **Vilas Pool** -- The pool opened on 6/1 even though the docks are not yet in the water; Mr. Kemp plans to install them later this evening. The park is preparing to host the Vilas School Semi-formal tomorrow, 6/2. **Office of Emergency Management (OEM)** – Director Reynolds reported that the next meeting is June 15th at 6PM in the Town Offices conference room. They will continue gathering quotes for the two vehicle repurposing projects (old PD cruiser to EMS use and 2012 Dodge 5500 highway truck to FD use). They have a quote to strip radio and lights out of the cruiser; requests for quotes are out on other related work. If the concept is approved the Highway Department can strip the truck. The Board noted its favor of both projects but won't approve until they know how they will pay for it. There

was additional discussion about avoiding use of personally-owned-vehicles (POVs) for EMS response. Re: Generators, Mr. Reynolds noted that SWNH Electric & HVAC Services performed work on our generators, but he did not recall whether the Board had accepted their proposal for annual maintenance, which was previously considered. On a motion from Mr. Saxton that was seconded by Mr. Kemp, ***the Board voted unanimously to affirm SWNH as this year's generator maintenance contractor.***

BOARD REPORTS: Bridges – Mr. McCarty signed the Engineering Study Phase agreement documents for Hill Rd. bridge over Darby Brook (\$1.3 million for a new bridge, town share \$48,000) and Comstock Rd. bridge over Darby Brook (\$1.33 million for a new bridge, town share \$49,000); additional supporting documents are being prepared and the office is preparing to request money from the Bridge Capital Reserve fund to prepare our cash flow for paying all bridge project invoices up front in anticipation of reimbursement within two weeks.

PUBLIC COMMENTS: None.

INFORMATIONAL: The next regular meeting of the Select Board is scheduled for Tuesday, June 6th, 2023 at 6:00 p.m. Acworth will host the next Five-Town Select Board meeting on Friday July 28, 2023, time to be determined. The next Fall Mountain School Board meeting is Monday, June 12th at 6 PM at the high school (second Monday of the month). The next Fall Mountain Budget Committee Meeting is Wednesday, June 21st at 6 PM at the high school (third Wednesday of the month). A public meeting to solicit input from interested parties re: Bridge projects will be held Tuesday, August 22, 2023 at 6 PM at Town Hall.

NON-PUBLIC SESSIONS: On a motion made by Mr. McCarty and seconded by Mr. Kemp, ***the Board voted by roll call (McCarty– y; Saxton – y; Kemp – y) to enter non-public session at 6:46 PM pursuant to RSA 91-A:3, II(c).***

Before leaving the session, the Board reviewed and approved the session minutes.

On a motion made by Mr. McCarty and seconded by Mr. Kemp, ***the Board voted to leave non-public session and return to public session at 7:01 PM. The motion passed unanimously.***

On a motion made by Mr. McCarty and seconded by Mr. Kemp, ***the Board chair adjourned the public meeting at 7:02 PM.***

Respectfully submitted,



Mary Schoppmeyer, Office Administrator